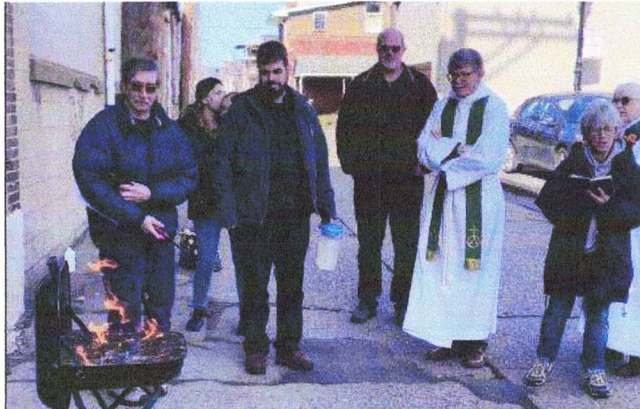




CHURCH OF THE  
**SAVIOR**  
BELONG. BELIEVE. BECOME.



## Church of the Savior Annual Report 2023

Submitted to the congregation:  
February 11, 2024



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IN NORTH AMERICA

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# CHURCH OF THE SAVIOR

2024 Annual Report

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**COTS 2024 ANNUAL PARISH MEETING AGENDA**

- 1) Prayer
- 2) Determination of Quorum
- 3) Appointment of Secretary for Meeting
- 4) Minutes of the 2023 Annual Parish Meeting
- 5) Vestry Election and Appointment of Senior Warden
- 6) Rector Succession Team Report
- 7) Building & Maintenance Campaign Report
- 8) 2024 Operating Budget
- 9) Rector’s Address and congregational response/questions
- 10) Motion to Adjourn

**VESTRY MEMBERS**

**2023 COTS Vestry**

<u>Name</u>	<u>Years Remaining</u>
Sharon Steinmiller	0
Deborah McKeon	1
Bill Topper	2
Mark Kwolek	3

**2024 Vestry Nominee (for a term of 4 years)**

Sharon Steinmiller (eligible to succeed herself as her current term was less than four years)

**Church of the Savior Annual Meeting  
Minutes for February 12, 2023**

**Call to Order** – 10:41 AM by the Rev. Dennett Buettner, Rector of Church of the Savior.

**Invocation** – Dennett Buettner.

**Meeting Organization**

- Quorum is declared.
- Bill Topper is appointed Secretary for the Annual Meeting.

**2023 Vestry Membership**

- Michael Galbraith term is completed.
- Mark Kwolek is nominated for membership.
- Motion to elect Mark Kwolek as vestry member by Jason Wilson. Seconded by Michael Galbraith. Motion passes by unanimous voice vote.

**Building Update**

- Allie Kennedy, President of Jabez, announces the retirement of the mortgage for the property.

**Ministry Report**

- Myron Manasterski presented plans for Small Group and Discipleship ministry for the year.

**Financial and Budget Report**

- Bill Topper reviewed 2022 Financial report and presented Budget for 2023.

**Rector Report**

- Dennett Buettner presented reflections on 2022 and insights concerning COTS' future.

**Motion to Adjourn** by Michael Galbraith. Seconded by Sarah Kwolek. Motion passes.

**Adjournment** 11:37 AM – *sine die*

Respectfully submitted,



William J. Topper  
Secretary for the Annual Meeting

## RECTOR'S REPORT

Dear Friends in Christ,

In my address at last year's annual meeting I stated that it was time for COTS to begin thinking about succession in leadership; not only am I no longer as young as I used to be but in the aftermath of the pandemic God has prospered the work and ministry of Church of the Savior in such a way that different gifts in leadership than mine will be required for the parish to succeed in the next season of life together. One of the significant themes of 2023 for COTS, that will obviously come to the forefront in 2024, has thus been the need for transition in the Rector role.

I steadfastly refuse to use the word "retirement" to describe my own plans for the future – that word is found nowhere in Scripture! Nevertheless, four other words, all beginning with the letter "r," do afford a helpful template for us to review the many and highly encouraging accomplishments at Church of the Savior in 2023.

First, there is **renovation**. This word refers to the ongoing capital maintenance campaign and the building improvements that have been part of it. You can read more about that effort in the section of the report document that addresses the campaign. For here, suffice it to say that in 2023 COTS saw significant improvements to the floor treatments at our entrances and on our stairways; repairs to our elevator and fire alarm system; installation of ceiling fans on the sanctuary stage area; and above all, retirement and discharge of the building mortgage. Moreover, COTS has come very close to acquiring the full financial resources to complete the remaining planned components of recarpeting in the office area, masonry restoration and repair on the building exterior, and establishment of a major maintenance fund.

A secondary, and much less visible, improvement in our facility space, has been the result of a thorough review of our paper records. For nearly twenty years, we have been retaining all important records digitally; increasingly, the retention of paper backup has become unnecessary. With the help of Deacon Laura Wicker and Hannah Wilson, I've identified files that do need to be kept (mostly related to finance, administration, and employment), and removed others that we no longer need. Sensitive documents containing personal information have been segregated for shredding. Others that should be retained, but in more permanent fashion, have been scanned and saved electronically. We've also purchased an external hard drive so that information on all computers – including my own personal computer, which will leave COTS with me – can be retained indefinitely.

Second, there is **replanting**. In July 2020, after a three-month hiatus occasioned by the pandemic, we returned to live worship in our building. In my sermon the first Sunday, I said that our chief task moving forward would be to replant Church of the Savior. In many ways, our return was very much like starting over. The most significant, immediately obvious change, was the broadcast of our worship services online, along with an expansion of the ability we perforce gained during the pandemic to meet virtually. But other changes more typical of a traditional church plant were also necessary. In three months, the pandemic wiped out our children's ministries, and virtually our entire outreach platform.

In each of the three succeeding years, we have seen a gradual restoration of features that were part of the life of Church of the Savior prior to the pandemic; and in 2023, that restoration continued. I am so grateful to Valerie Vitunic and the volunteers who have enabled us to staff the nursery again; and to Miguel and Sukie Casas and now Marianne Manasterski and Anna Kwolek, who have been teaching our pre-school and elementary aged children. Marianne has also begun a creative ministry with parish youth, developing relationships on a one-on-one basis – a procedure that is cited by a number of authorities as perhaps the most effective discipling method in a post-pandemic era.

Elsewhere in this report document you can read about other parish outreaches: the work Deacon Laura Wicker and Abby Crawford did in leading the Maplewood Personal Care Home midweek Bible study; and Flora Galbraith and Carla Hill's leadership of the monthly Signs of Grace Deaf Bible study.

I often describe us to people who don't know us as an established church with the soul of a church plant. There always seems to be something about our DNA that is open and receptive to God's next call to be on mission for him; and this dynamic has served us well over the years, and once again throughout the replanting process.

Replanting involves activity; but the activity has to be purposeful and related to a controlling vision. The third feature I've seen in 2023 is **revisi**oning. Pastor Myron has referred to this process in considerable detail in his report on COTS discipleship in 2023; and of all of the features of our life together, this is the one that causes me to have the greatest sense of expectancy for God's preferred future here. In 2023 we have taken the time to focus on what might be God's next call and plan for us.

I do not think it is in any sense "accidental" that the year that began with eight COTS leaders attending a Trinity School for Ministry seminar on parish revitalization ended with God's direct answer to an ongoing prayer of our intercessors for connection with an English as a Second Language teaching program. We knew that we had both native and fluent Spanish speakers in our congregation, as well as several members who had taught ESL before, that there has been a recent influx of Hispanic immigrants into Beaver County, and that several Hispanic businesses have opened since the pandemic, within two blocks of our building. As we focused on these circumstances and our intercessors offered them to the Lord, he has faithfully answered and opened what I believe will be an exciting new door for outreach and, if we will listen well to him, evangelism in our community and – who knows? – possibly extending far beyond.

And, fourth, there are **recognitions**. I don't know of many churches where the level of participation in ministry of some kind is as high as it is at Church of the Savior. To begin with over 75% of the regular adult attenders at weekly worship participate in a small group of some kind. Most churches feel they are doing well with 40% participation. The involvement of our members in enabling weekly ministry in some way is similarly high.

I'm especially grateful for the ministry of our parish intercessory team, led by Senior Warden Sharon Steinmiller and including Pastor Myron and Marianne Manasterski, Deacon Laura Schlafer, Valerie Vitunic, Michael Galbraith, Debby McKeon and Pat McBroom. Our

music team leaders, Mark and Sarah Kwolek, Marianne Manasterski and Anna Gilbert, Carla Hill, and now James and Talia Hensley, continue to do a phenomenal job enabling our listening to God even as we sing his praises.

This is the right place also to thank those who have shared the pulpit with me in 2023, Pastor Myron, Tony Hermankevich and Stephen and Abby Crawford; as well as to mention that in 2023 we had the privilege of seeing Tony ordained as a Deacon, and sending Stephen and Abby, with Flannery and Adriel, to their next ministry assignment in Indiana while he completes work on his Ph.D.

I'm thankful also to Pastor Myron and Marianne, Deacon Laura, and Hannah Wilson for joining me as an impromptu staff, as we pray and strategize together concerning the many new and exciting ministry opportunities the Lord has opened to us in 2023. And I remain exceedingly grateful to our Vestry for their wisdom in counsel and leadership: Debby McKeon, Bill Topper, Mark Kwolek and especially to Sharon Steinmiller for her ministry as Senior Warden, and her efforts in leading as the search process for the next rector begins in earnest.

That brings me back to the "r" word that is out of bounds. I am not *retiring* from ministry – that will happen only when Jesus calls me home! I will be *resigning* as Rector of Church of the Savior once the new pastor has been called and a date set for his arrival. People ask what Andrea and I plan to do in our next season. For now, Andrea will continue her part-time work as a hospital chaplain, perhaps with reduced hours. This fall I am scheduled to teach the pastoral care class at Trinity School for Ministry; I look forward to being back in the classroom after a nearly twenty-year absence. I will also continue my work as a spiritual director, with hopes to increase my clientele, especially among men who work cross-culturally and particularly among neglected peoples.

Andrea and I are hoping that we can find a fellowship to which we might be able to bring our daughter and her children so that we could worship together as a family. We will welcome your prayers for us in this season of transition. We love you all very much and will certainly miss you all - Church of the Savior has been part of us for more than half our lifetime! Leaving will be far from easy; but as we look forward to 2024 and beyond, we can leave with joy and expectancy not only at what God has been doing here, but what we anticipate he will do. Like St. Paul, we can say of Church of the Savior and its members that we are confident that "he who began a good work in you will bring it to completion at the Day of Jesus Christ." (Philippians 1:6)

in Christ alone,



The Rev. Dennett H. Buettner, D.Min.  
Rector

## **DEACON LAURA WICKER'S REPORT**

I give thanks to God for another year of having the opportunity to serve the Lord at Church of the Savior.

This year the Thursday evening Bible study group completed the Gospels of Luke and John. In 2024 we will begin the Gospel of Mark. If anyone is interested in joining us, please let me know!

At the Maplewood Personal Care home, we completed our study of the Book of Acts and began the Gospel of John. I have really appreciated Abby Crawford's partnership in this ministry, and all of us at the study will very much miss her presence. If anyone is sensing a call to join this ministry, please let me know. During May and June COTS had the opportunity to serve the staff and residents by providing them with a place to stay for a few hours on different occasions. Thank you to Deacon Linda who was a great help!

I continue to assist in the liturgies and pastoral care along with Deacon Andrea and Deacon Linda.

One of the topics that came up during 2023 was interest in reaching out to the Hispanic community in Ambridge. At the beginning of December, I visited the English as a Second Language (ESL) program at Church of the Ascension in Oakland. It was evident that COTS would have a lot to do just to design a program, so I prayed for God to guide us in how to go. Within 48 hours, a volunteer with Casa San José ministry contacted us and mentioned their need for more teachers and a larger space and wanted to know if we could partner with them. This was an answer to both our prayers and theirs. I'm excited to see this ministry start at COTS in 2024!

I am very thankful to God for everyone at Church of the Savior. I look forward to continuing to serve alongside you in 2024!

Respectfully submitted,

Deacon Laura

\* \* \*

## **DEACON ANDREA BUETTNER'S REPORT**

It has been wonderful to see how our shut ins have been cared for. Many thanks to Deacon Laura, Valerie Vitunic, Michael Galbraith, Mark Kwolek and Jason and Hannah Wilson (and Izzy and Nori!). Also thanks to Pat McBroom and Pat Farrell who have been taking great care of Martha Ory & Dan Tomazeski behind the scenes.



A new thing has been the addition of intercessors before Sunday worship, and they've been keeping the ministry of Choices Pregnancy Center in prayer. We're also grateful that Anna Gilbert has been serving as COTS' liaison to Choices.

We're so pleased to have Deacon Linda Schlafer with us and she's been busy on the chancel guild and on the Missions Committee. I don't know what we would've done without her help when we hosted the Maplewood Care Home folks several times while work was being done in their facility.

I'm grateful for the opportunity to serve on the Missions Committee with Flora Galbraith's leadership. It's also a treat to have Miguel & Sukie Casas on the Missions Committee. They've worked hard to facilitate ministry with Hispanic people in Ambridge. It's exciting that in answer to their prayers and the prayers of many, Casa San Jose is now hosting twice weekly ESL classes in our building.

And Ohhh the candy for the Twelve Step groups @ Easter and Christmas. Thanks to you all for providing and helping bag it. What would COTS be without Raymond Szparaga who tirelessly sets up for communion and coffee hour week after week. It's also been wonderful to have Levi and Emery Brychik and Ulysses Greffin help in cleaning up after communion.

It has been an honor to chair Tony Hermankevich & Stephen Crawford's Parish Discernment Committees. They are and will be a gift to the ACNA and to God's kingdom. Thanks to Myron Manasterski, Mike Kennedy, Anna Gilbert, Mark Kwolek, and Carla Hill for their valuable participation in those groups.

I continue as a hospital chaplain @ UPMC Presbyterian/Montefiore and I'm especially grateful when priests in our diocese ask me to visit their parishioners who are in Pittsburgh hospitals.

As Dennett and I prepare for our next steps I couldn't be more grateful for you all & for COTS as a whole. You are very special people and COTS is a special place.

There are several things I do that I need to pass off to others. I've already talked with some of you. Some of the tasks have a minimal time commitment. If anyone wants to be more involved, please see me.

An additional thing that's on my heart is an NA ministry. They meet in our building week after week and I think COTS could be more of a blessing to them & them to us as well. See me about what that might look like.



Deacon Andrea

## SENIOR WARDEN REPORT

One of the outstanding events of 2023 was paying off our mortgage early. What a testimony to God's faithfulness and to the generosity of friends, alumni and members of the Church of the Savior!

As well as paying off the mortgage, we also continued the capital campaign for our building. Altogether, over the years, including big ticket items like the downpayment, the mortgage, elevator, HVAC, flooring, etc, about \$800,000—about half from parishioners — has been raised to create our worship and meeting space at 420 Maplewood. We are grateful for a roof over our heads, the renovated stage area, a working elevator/fire alarm/surge protector system, the new entryways, and all the hard work and elbow grease that has gone into creating an attractive and functional space for COTS. Several 12-Step and other groups use our building during the week. As was originally envisioned when we moved to 420 Maplewood, this building is not just a blessing to us!

The other big news for the year is that Dennett let us know he is planning to retire in 2024. We are so grateful for his and Andrea's ministries, their commitment to this parish, and their desire to see COTS have a solid foundation to grow, thrive, and reach out to Ambridge and the world in the future. In 2023 we did quite a bit of preparatory work, such as the Congregational Revitalization Seminar (thank you Myron!), creating a parish profile, and describing the desired qualities for the new rector. We are praying (thank you intercessors!) that in 2024 the Lord will give the Search Committee success in finding the person who God is calling and preparing to be our next rector.

New families have been coming to COTS and being incorporated into our life and our hearts this year. We are especially grateful to see the Sunday School (thank you Mike and Sukie!), the youth group (thank you Marianne and James!), and the Kyrie Café (thank you to Pat and the team!) reinvigorated and beginning to grow. We are especially grateful for the warm relationship COTS has with the Maplewood Personal Care Home (thank you Laura!).

COTS continues to send help prepare lay and ordained leaders for ministry in the US and around the world, and in 2023 we sent out Kingsley Yohanna, Mercy Nderi, Stephen and Abby Crawford, and Tony Hermankevich. As hard as the good-byes are, we continue to be blessed by new seminarians from Trinity School for Ministry who have started participating in the life of the parish.

The small groups continue to be a great blessing to many of us—about 75% of the adult members of the congregation—as we read and study the Bible together, apply it to our lives, and pray for each other week by week.

We are looking forward to seeing how God's vision and plans for the Church of the Savior unfold in 2024! May God continue to bless us and make us a blessing!

Sharon Steinmiller

## **DISCIPLESHIP MINISTRIES REPORT FOR 2023**

The year 2023 was eventful and productive for Church of the Savior in the area of Christian Discipleship. The following is a summary of the year's highlights:

### **Re-Missioning Training at Trinity School for Ministry - Jan. 19th-20th, 2023**

In mid-January, eight members of COTS attended a two-day seminar at Trinity School for Ministry on congregational renewal. Presented by The Rev. Canon Mark Eldridge of Anglican Revitalization Ministries, the seminar focused on personal, relational, missional, structural and cultural renewal, all of which are essential components of congregational health, vitality and growth.

### **Lenten Program - March 2023**

In order to build upon the earlier training, the entire congregation was invited to a participate in a simple supper and program on five Wednesday evenings in Lent from 6:00 to 8:15 p.m. Each of the evenings included a time of biblical teaching and group discussion led by either Pastor Dennett or Pastor Myron. We explored in some depth five primary functions of Christian community which included *worship, discipleship, fellowship, evangelism* and *ministry (or service)*.

### **Congregational Remissioning Assessment - April 2023**

In the month of April, COTS parishioners participated in a Congregational Remissioning Assessment that focused on various indicators of congregational health. Respondents were asked to rate numerically their personal perspective on COTS' performance in each of ten areas. These results were helpful in designing a process for a leadership retreat later in the summer that focused on next steps in revitalization.

### **Group Study of REVIVE Book - April/ May 2023**

On six Tuesday evenings in April and May, Pastor Myron and Marianne led a book study of Canon Mark Eldridge's *REVIVE: Bringing Health, Vitality, and Growth Back into Your Church*. Participants engaged in conversation on a summary of key points from each week's reading using a set of questions provided by the book. Key insights from the conversations included 1) the need for a descriptive summary of the growing variety of individuals currently residing in the Ambridge community; 2) current structural and organizational needs within our congregation and 3) suggestions for future outreach and community service.

## **COTS Leadership Retreat - August 25th-26th, 2023**

In late August fifteen COTS leaders attended a weekend “mini-retreat” at the home of Mike and Allie Kennedy. Thanks to the Kennedys’ gracious hospitality, the time together was as enjoyable as it was fruitful. The intended purpose of these sessions was to discern “next steps” as we move forward together seeking the preferred future that God intends for COTS.

Using a process tool known as Missional Design Thinking, participants worked toward a goal of creating an action plan for next steps in COTS outreach and mission. Notably COTS has already achieved two of the first steps by participating in the September Festival of Churches at P.J. Caul Park and by beginning a partnership with Casa San Jose in offering English as a Second Language classes in our building.

## **Confirmation Classes - July 9th, 16th & 23rd, 2023**

On three Sundays in July, Pastor Dennett offered Confirmation Classes following the worship service. Each of the classes was attended by between 8 to 10 people, including Celia Hermankevich and Stephen Gilbert, both of whom were confirmed by Bishop Alex Cameron on his visit to COTS on October 22nd. Each of the sessions was followed by an informal lunch.

Some of the topics explored included: the history, theology and practice of the Anglican Church; a brief overview of the *Book of Common Prayer*; how Anglicans view baptism and the ordination of women; the way Anglicans interpret Scripture; and Anglican perspectives on the meaning and significance of the Eucharist. Also discussed were the history, vision and values of Church of the Savior as an Anglican parish in the context of Ambridge.

Pastor Dennett reminded those in attendance that Confirmation offers an important opportunity for individuals to make a public, adult profession of their Christian faith - and in so doing to become members of the Anglican Church, and thereby also of the local Anglican congregation.

Please speak with Pastor Dennett if you are interested in being confirmed or in finding out more about this significant and meaningful step on your spiritual journey with Christ.

## **Small Group Ministries**

Church of the Savior has a number of **small groups** that meet throughout the week. Some groups meet in-person (in parishioner’s homes or at the church) while others meet online (by using the ZOOM app). A list of the groups along with descriptions, meeting times, and contact information are available below:

**JOHN RODGERS GROUP** - The JOHN RODGERS GROUP in honor of our founder, Bishop John, meets **Tuesday mornings from 7:30 to 9:15 a.m. by ZOOM** and is open to both men and women. We share "our closest moments to Christ" for the previous week, work our way through a book of the Bible slowly, share prayer requests, and pray for each other. The honest and transparent sharing and love the group members have for each other has been a continual source of encouragement to us in our walk with the Lord. **Sharon Steinmiller** leads the discussions, and **Charlotte King** hosts the ZOOM call, which you can join by phone or internet. Contact **Charlotte** ahead of meeting time at **charlotte.king@comcast.net** or **(724) 302-7575** to receive a link. We'd be glad to have you join us!

**THE JOURNEY GROUP** - "The goal of THE JOURNEY GROUP is to help one another grow as disciples and servants of Jesus Christ through purposeful interaction with the Word of God and each another - and by inviting others to join us on that journey." We gather in-person on our scheduled **Tuesday evenings from 6:30 to 8:00 p.m. in the main-floor living room** at Church of the Savior (420 Maplewood Avenue; Ambridge) for Bible study, fellowship and prayer. Our group meets for two 12-week "semesters" annually, taking time off during the season of Lent and over the summer. The group is led by **Pastor Myron** and **Marianne Manasterski**. We extend a warm welcome to anyone interested in joining us. For more information contact **Pastor Myron at (412) 477-4297 or mmanasters@yahoo.com**.

**WOMEN'S BIBLE STUDY** - We are a group of retired women who meet weekly on **Wednesdays from noon to 2:45 p.m. at the home of Debby McKeon in Ambridge**. Our time together begins with sharing what is going on in our lives and with our families. We have tea and a snack, which sometimes is a new recipe one of us has tried. Then it is time for our study. We have been going through various books of the Bible and currently are reading the book of Luke and discussing questions provided by a study guide. We close with prayer requests, praying for one another as the Holy Spirit leads us. We have become close friends who support each other spiritually, emotionally and however we can, and are open to other women who would like to join us. For more information please contact **Pat McBroom at (724) 462-5750 or pcmcmbroom@gmail.com**.

**MAPLEWOOD PERSONAL CARE HOME STUDY** - Led by **Deacon Laura Wicker**, the group meets **in-person on Wednesdays from 6:30 to 7:15 p.m. at** Maplewood Personal Care Home (461 Maplewood Avenue in Ambridge) for Bible study and prayer. For additional information, contact **Deacon Laura at (724) 513-7827**.

**DEACON'S WEEKLY BIBLE STUDY** - Led by **Deacon Laura Wicker**, this **online ZOOM Bible study** takes place **Thursday evenings from 7:00 to 8:00 p.m.** For additional information - and to receive access to a link - contact **Deacon Laura at (724) 513-7827**.

**KRISTUFEK AVENUE IRREGULARS** - The KRISTUFEK AVENUE IRREGULARS meet in-person **most Friday evenings from 7:00 to 8:30 p.m.** at the home of **Jason and Hannah Wilson in Ambridge** for a time of fellowship and prayer. Our usual format involves reading Evening Prayer together and spending some time in intercessory prayer. Afterwards, we may watch a movie together or simply swap stories from our week, laughing at toddler antics. If you find yourself in need of a small community to grieve, laugh, and process life with, and would be interested in joining us, contact **Hannah Wilson** at **tangledlight@gmail.com** or at **(812) 955-0287**.

*Submitted by Pastor Myron Manasterski*

\* \* \*

### **COTS CHILDREN'S MINISTRY REPORT**

We continue to have two children in Sunday morning Church School and an occasional visitor or two. For about 5 weeks we had three children but that ended when the Crawfords moved away.

We have converted the former copy room into a classroom. This change provides a more secure space for the children and affords us a closet for supplies. It was also useful during the time that we had three children. It provided a means to separate the children by age.

Our focus is to teach the children about the love of Jesus and that the Father, the Son, and the Holy Spirit are one.

In His grace,

Mike and Sukie Casas

\* \* \*

### **MUSIC TEAMS REPORT**

Last year we mentioned our continued prayer for new music volunteers and the Lord is always faithful! This year James and Talia Hensley joined our small but mighty group of worship leaders. We truly enjoy playing together each week and leading the musical worship for our congregation.

We currently have two individuals and two couples that lead at least one Sunday each month, along with several instrumentalists and vocalists that join our various teams. The diversity in musical style and content has continued to give our whole worship experience more depth and we delight in seeing the Holy Spirit on the move each week

in our services. We are grateful for each volunteer as they give time to planning and then show up faithfully to lead our congregation in song.

If you have an interest in music ministry at COTS, please let Hannah know so she can connect you with a team.

Faithfully submitted,

Mark and Sarah Kwolek (for all of the music leaders)

\* \* \*

### **SIGNS OF GRACE FELLOWSHIP REPORT 2023**

Signs of Grace Fellowship has been blessed by the ongoing support of the leadership and the congregation of Church of the Savior. THANK YOU!

Deaf Bible study is held on the second Sunday of the month from 1:30-3:30 PM on the first floor. Our Bible Study is from Deaf Missions. The scripture is told as a story that was dramatized in a video. Our group appreciated this format better because it communicated in their heart language and this helped them to remember the scripture.

Highlights of 2023:

- In February and March we were blessed to have students from Geneva College's ASL class (Instructor Carla Hill) participate in our Sunday Bible Studies. For some of the students this was the first time they were interacting with the Deaf.
- During the year there were some Beaver County Deaf get-togethers at the Chippewa Hot Dog Shoppe on the first Friday of the month. Janet Heid sends out the emails to gather the Deaf to talk about subjects that are important to them.
- At the Senior Center at Beaver Valley Mall our group participated in ASL classes for anyone interested. Maggie Brady an ASL Interpreter also joined us.
- SOG members attended the Sign-A-Thon at Robinson Mall in April. This is hosted by HDS (Hearing Deaf Services) of Pittsburgh.
- In June we attended the Fantastic Saturday Event at Harvest Baptist Church in Natrona Heights. We represented COTS/SOG along with other organizations from Western PA. In the morning we were taught by Missionaries to the Deaf and in the afternoon the Deaf and hearing were separated. The hearing went into a training session of how to reach the Deaf. A group picture was taken and was featured in the newspaper Silent Blessings.
- We thank Maggie Brady (who retired at the end of the year) for her Interpreting when needed.
- In December, Donna Wright, one of our founding members moved in with her daughter in Brooklyn, New York. She has health issues. We miss her so much.

Prayer Requests for 2024:

- Provision of two Christian ASL Interpreters
- Contact with Beaver County Emergency Management System to bring Deaf awareness into the process of emergency alerts
- Continued outreach to the local Deaf Community



I Love You!

Flora Galbraith and Carla Hill

\* \* \*

### **KYRIE CAFÉ REPORT**

The Kyrie Café continues to provide lunches for our parishioners and neighbors at noon on the last Sunday of the month. Our lunches range from simple meals like chili and corn bread or tacos to more elaborate meals such as ham, potato casserole, green beans and salad or beef and pork roast which are served to celebrate Easter, Thanksgiving and Christmas. There is always something sweet to finish the meal, usually cookies but on Christmas there is the special treat of a happy birthday Jesus cake. We start the meal with a blessing and short lesson or testimony and every month birthdays are celebrated with a song and small gift.

The average number of guests that we serve each month has been decreasing since the pandemic. The monthly average for 2023 was 35. We still have our “regulars”, a few of whom now feel comfortable enough to help clear the tables or sweep the floor at the end of the meal.

Thank you to all who have so generously prepared and donated food this past year or helped to serve and clean up. Our prayers for 2024 are to continue building relationships with our guests and with each other and to find ways to encourage more of our neighbors to join us for a meal and our worship service on Sunday morning.

In the love of Christ,

Patricia McBroom

\* \* \*



## **COTS INTERCESSORY PRAYER TEAM**

We don't take the Holy Spirit's work among us for granted, so a team of intercessors has been meeting in the living room at 9:15 am on Sundays. We welcome God's presence and work among us, especially that we would hear him speaking to us, and pray for his protection for the service. We pray for the music team, the readers, the preacher, the ushers, the tech support, the nursery and Sunday school teachers and children and youth, and everyone involved. We also pray for Ambridge and for COTS individual, family, and parish needs, as well as for the persecuted church and world needs that have come up during the week.

We also pray for Kyrie Cafe and for our outreach in Ambridge and to the ends of the earth. We ask for God's vision and wisdom for our leaders. We pray for those stepping into new ministries and for the Lord to bring new people into our congregation and our hearts. We have been praying in particular for the search process and for God to guide us to our new rector.

We thank God for his comfort and encouragement, for the new things he wants to do in and through us, and for many answers to prayer—including building renovations, the mortgage paid off, healings, and new people coming to COTS!

You would be most welcome to join us in praying!

Every blessing in Christ,

Sharon Steinmiller

\* \* \*

## **HOSPITALITY COORDINATOR REPORT**

2023 was my second year serving COTS as the "Hospitality Coordinator," with a focus on making our church welcoming for parishioners and guests both in-person and online. In January, I had the opportunity to participate in the Congregational Renewal seminar at Trinity, and then in many follow-up conversations about how what we learned could be applied in our specific context. (These conversations led to the COTS remissioning seminar in August – but I was busy having a baby, so I didn't participate in that meeting!) In February, members and friends of COTS enjoyed a game night while feasting on pizza!

For part of the year, I participated in Missions Committee meetings, and continue to be involved in communication with some of the missionaries we support as well as praying

for them. Our family has gone to visit Deacon Harry Walter and Dan Tomazeski on a quarterly basis, taking time to catch up and pray with them. I have continued to oversee the livestreaming and user interface of our web presence (and I'm very grateful for Bill Topper's tech expertise and all of the volunteers who regularly serve with online church!)

One of my new responsibilities this past year has been hosting most of the biweekly-ish staff meetings, coordinating lunch and providing a spot for staff to meet regularly to build relationships and communicate about business in a timely manner. Jason and I and the girls are delighted to still be hosting a weekly small group, and we're very thankful for each one of you who braves the chaos of our young family to spend time in community with us.

As I shift roles to take on more of the administrative tasks for our parish, I want to thank all of you for the ways you have supported and continue to build up our family in ministry. I also want to encourage you to make every effort to welcome others into your lives and the life of the church – evangelism and discipleship happen in relationships, and each of us is equipped to share the gospel in unique ways, simply by being present with the people who are in our everyday lives.

With love in Christ,

Hannah Wilson

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## **BUILDING AND FACILITY COORDINATOR'S REPORT**

My main project in 2023 was working on resurfacing the floor in "the janitor's alcove," the area behind the kitchen. As with many projects, this one grew more complicated the further in I got, but it's nearing completion. The alcove is now a safer place to work and more pleasant to look at.

This year brought a variety of other behind-the-scenes building projects, with our elevator and alarm systems needing some updates and other minor maintenance and fixes. There are many invisible pieces that keep our building running, and I am very thankful for the incredible progress made by the capital campaign.

As Hannah has stepped into the role of the parish administrator, I am stepping back from formal duties at COTS to be present at home. I'm thankful for the variety of roles that I've been able to grow in at COTS, and look forward to seeing how God leads us in the coming year.

–Jason Wilson

## **DIOCESAN ACTIVITIES IN 2023**

2023 was the first full year of service for our Bishop, the Rt. Rev. Alex Cameron. Bp. Alex made one highly significant addition to his staff with his appointment mid-year of the Rev. Bill Henry from St. Stephen's Church in Sewickley as his Canon to the Ordinary. The title is an Anglican term for an ordained person who functions as an assistant to the Bishop, with especial emphasis on pastoral care and congregational well-being.

Bp. Alex made his first annual visitation to Church of the Savior on October 22 and confirmed Celia Hermankevich and Steven Gilbert as members of the Anglican Church. In his sermon that day, he also mentioned the "secret word," (with apologies to Groucho Marx and his 1950s TV game show "You Bet Your Life") – "expectation." This word was something the Lord had already been speaking to me about in prayer. Since the Bishop's visit, it has informed our prayer, preaching, teaching and worship – exactly the kind of catalytic ministry a Bishop loves to provide his parishes.

The Annual Convention of the Diocese was held two weeks later, Saturday November 4, at St. Stephen's Church in Sewickley. COTS was represented at Convention by myself, Pastor Myron Manasterski, and Deacons Laura Wicker and Andrea Buettner, as well as Anna Brychik and Marianne Manasterski as lay representatives. At this meeting the Convention welcomed Redeemer Anglican Church in Roseville, Minnesota, as a congregation of the Diocese. Convention also adopted a number of changes to our Diocesan canons (the rules for how parishes and the Diocesan authority itself are to operate). Most of the changes were of a technical nature, simply designed to bring consistency to the overall document.

Convention also elected Mark Kwolek as a lay representative to this coming year's Provincial Assembly, and Hannah Wilson as a lay alternate. The Assembly will be held at St. Vincent College in Latrobe in June 2024, and members of the Diocese, including members of Church of the Savior, are cordially invited to attend the public sessions.

In addition to her role as a Convention deputy, Marianne Manasterski also continues to serve as a representative to Diocesan Council – an organization that is charged with implementing the actions of Convention in between that body's annual meetings.

During 2023 Tony Hermankevich and Stephen Crawford continued their progress through the Diocesan ordination process. Several parishioners attended the service in December where Tony was ordained as a Deacon; and in early January we prayed for him and released him as he will spend 2024 serving in three other parishes to gain experience of the different styles and flavors of life and worship in the Diocese. Stephen has been approved by Bishop Alex to pursue ordination as well, but it is presently unclear in which Diocese he will go forward, since he and Abby and their family have relocated to Indiana.

On the Provincial front, Sarah Kwolek, who continues her excellent work as Diocesan Administrator, also served as a lay delegate from the Diocese of Pittsburgh to last year's GAFCON (Global Anglican Future) Conference, which was held in Kigali, Rwanda in April 2023. This conference is a periodic meeting of Bishops, other clergy and laity from Anglican provinces around the world who are committed to uphold Biblical faith and practice in the face of the trends of postmodern unbelief that have become prevalent in many mainline denominations over the past several generations. Being selected for this role was a great honor for Sarah and for Church of the Savior as well.

A common thread throughout the narrative of 2023 is the active role members of Church of the Savior are taking in the affairs of the Diocese and wider Anglican Church. This is an indicator both of our health and maturity as a congregation, and of the resources that are here. I am delighted that we have the opportunity to serve and bless the larger Church in this way.

In Christ alone,



The Rev. Dennett H. Buettner, D.Min.  
Rector

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## **COTS MISSION TEAM REPORT 2023**

Church of the Savior has been a mission minded parish since our beginning. As the years have progressed our vision for missions has grown to be more specific and strategic. We have reviewed our process and how we reach out to our missionaries. We want to have a relationship with them; invite them and introduce them to the congregation along with praying for their requests and providing financial support.

We meet every 3<sup>rd</sup> Sunday after worship to pray for our list of Missionaries (each Mission Team member has an assigned list of missionaries to pray for and contact for updates). Other Mission Committee activities during 2023 have included:

- Send Cards at Christmas and Easter (sign and write greetings)
- Praying for our missionaries during the prayers of the people on the 3<sup>rd</sup> Sundays
- Presentation of a Mission Moment on the third Sunday, either during the announcement time or after the A/V is turned off, for security reasons. One of our Team members will introduce our missionary and update the parish about their latest information.

Many thanks to those who serve on the team: Deacon Andrea Buettner, Flora Galbraith, Sarah Kwolek, Sharon Steinmiller, Hannah Wilson (who took leave in August for the birth of her second child), Deacon Linda Schlafer plus Sukie and Miguel Casas.

Listed below are the disbursements from the total amount set aside by the Vestry for Mission giving:

**MISSION GIVING 2023**

Ambridge Young Life	\$ 550.00
Meredith and Joshua Johnson (All Nations)	550.00
CMJ-USA	550.00
New Wineskins Missionary Network	550.00
J family (SAMS)	600.00
Bishop Steven and Tricia Tighe (Anglican Diocese of the Southwest-Missionary Diocese)	550.00
Brittnee Busse (Short term mission-SOMA/Ireland)	600.00
Rev. David Hawkins (Christians United in Beaver County)	400.00
S.V. (SAMS, Europe)	550.00
Michael Jun & family (Global Teams, Vietnam)	550.00
The Rev. Dr. Bob Ayres (DEAFCHURCH Together)	550.00
TOTAL	\$ 6,000.00

If you have a heart for missions and would like to join us, we welcome you!

Respectfully submitted,

Flora Galbraith along with the Mission Team

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**BUILDING MAINTENANCE CAMPAIGN REPORT**

As most members of Church of the Savior know, in 2017 the Vestry established a comprehensive plan for major maintenance, upkeep and improvement for Church of the Savior’s building. At the top of the list were crucial needs like roof replacement and masonry repair as well as the compelling concern to improve the appearance of our sanctuary. Initial estimates of the cost of a comprehensive project came to about \$335,000 – in 2017 dollars.

At first retirement of the mortgage on our building was not on that list. But as we began to see the Lord provide for other needs, and ahead of our most optimistic schedule, the Vestry determined to make mortgage retirement an additional goal. As you know, the mortgage was in fact discharged early in 2023, at a total additional cost of about \$125,000. Projects accomplished before 2023 have been addressed in prior years’ annual reports.

Had our original estimates held, we would thus have expected the entire plan to cost about \$460,000. In the meantime, we experienced a global pandemic followed by significant price inflation, which hit the construction and building industries especially hard.

We should have expected the total project cost to increase even more. But in fact, that has not been the case. Instead, between lower costs than we anticipated on some projects, sweat equity, and sharpening of campaign goals, the total cost of all campaign projects appears to be only slightly above the \$460,000 we could have anticipated back in 2017, if we had included mortgage retirement as a goal.

In 2023, the following projects were completed:

- Final payment on the mortgage was made to Sewickley Savings Bank in January 2023, at just under \$47,000.
- Butler Floor installed new floor treatments at the building entrances and on the stairways, for \$23,000.
- Ceiling fans were installed on the stage, and most of the rest of the building was transitioned to LED lighting, at a cost of about \$9,000. This should result in long term cost savings in both equipment and utility bills.
- Various small improvements were made in the sanctuary area: purchase of a hospitality center and baptismal font and installation of blinds.
- Major repairs were performed on the elevator and our fire alarm system, at a total cost of about \$16,000.
- Jason Wilson, with help from Mark Kwolek, repaired and resurfaced the floor in the basement janitor alcove.
- In all, our capital expenses in 2023 amounted to just over \$98,000.

The repairs to the elevator and fire alarm were unanticipated; thankfully, insurance paid for about \$7,000 of the total cost.

In 2023 we continued to experience a high level of giving to the capital campaign. The over \$96,000 that was donated was only about 5% lower than in 2022, the campaign high. I am especially pleased that nearly \$40,000 of this money came from sources within Church of the Savior (either designated donations, or operating funds). This is the highest total of parishioner contribution to the campaign in any year, and speaks well of the commitment of the members of COTS to this campaign.

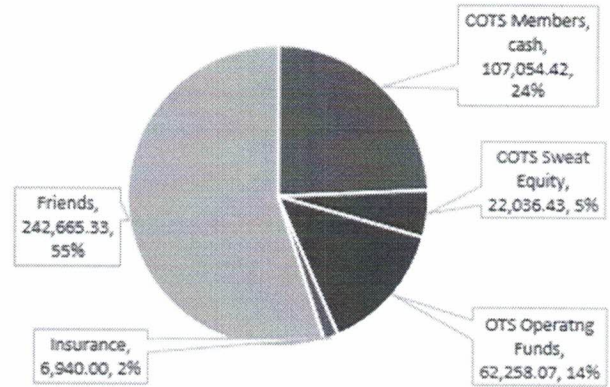
Here is the breakdown on capital campaign giving from the start:

Source	2017	2018	2019	2020	2021	2022	2023	Total to date
COTS Members (cash)	3,744.00	10,162.49	14,928.24	10,344.02	18,320.80	21,195.92	28,358.95	107,054.42
COTS Members (in kind or sweat equity)		9,879.66	200.00	8,618.82	518.00	2,601.39	218.56	22,036.43
COTS operating funds			10,762.82	10,200.00	16,215.00	13,650.25	11,430.00	62,258.07
Other (2023 insurance settlement)							6,940.00	6,940.00
Non-members and friends		7,370.00	34,350.00	45,850.00	41,145.00	64,069.26	49,881.07	242,665.33
<b>TOTAL</b>	<b>3,744.00</b>	<b>27,412.15</b>	<b>60,241.06</b>	<b>75,012.84</b>	<b>76,198.80</b>	<b>101,516.82</b>	<b>96,828.58</b>	<b>440,954.25</b>

The chart displays the amount and source of all donations from the inception of the campaign through the end of 2023.

As we enter 2024, only three significant capital maintenance projects remain to be accomplished: replacement of the carpet in the office area, masonry restoration on the three exterior walls that were not addressed in 2021, and establishment of a major maintenance fund so that future emergency projects may be addressed timely without the need to raise funds in advance. The carpet replacement has been contracted for and should be accomplished this spring. We are in the final stage of raising funds and hope that masonry repair may also be undertaken during 2024.

Capital Fund Donations 2017-23



The Vestry's intention is to establish the major maintenance fund with moneys remaining at the conclusion of the other projects on the list, and to supplement those moneys with monthly contributions of \$250 from operating funds, with the goal of keeping the maintenance fund balance at a minimum of \$30,000. As explained in connection with our 2024 operating budget, COTS will no longer be paying rent to the building owner, the Jabez Foundation; the \$250 monthly payment will be in lieu of the prior rent, which was \$825 a month.

I am pleased to report that the capital fund balance as of December 31, 2023 was about \$74,500; the current anticipated cost of the two projects to be addressed by this spring will be somewhere about \$60,000, which would require us to raise between \$15,000 and \$20,000 in order to cover the \$30,000 cost of establishing the maintenance fund.

I confess that even as I review the statistics and the charts, I still have trouble comprehending what it is that God has done. We initially anticipated a much more limited campaign that would take at least a year longer to accomplish. In the process, we have also seen the building mortgage retired more than five years early, and spent little, if any, more than we initially anticipated.

Our initial goal was to establish a building free of major maintenance needs for 20 years. By God's grace that goal has now been all but met. To say that we have much to thank God for is a considerable understatement. But how to say it adequately? We can best demonstrate our gratitude to the Lord by filling this renewed and refurbished space with people who will praise God with grateful voices, not just for a welcoming place in which to worship, but for the gift of salvation and restoration to fellowship with

him; and who will serve him with willing hearts and hands. May it be so – and to God be the glory!

In Christ alone,

A handwritten signature in black ink, appearing to read "Dennett H. Buettner". The signature is written in a cursive style with a large initial "D".

The Rev. Dennett H. Buettner, D.Min.  
Rector



## 2023 Church of the Savior Financial Report

	Dec	YTD	Annual Budget	Over(Under)
<b>Income</b>				
1000 · Opening Balance	-	-	36,878.90	(36,878.90)
1100 · Current Year Income	-	-	-	-
1110 · Regular Offerings				
1111 · Tithes--Parishoners	8,620.00	100,276.00	82,000.00	18,276.00
1112 · Plate Offerings	429.01	2,669.63	800.00	1,869.63
1110 · Total Regular Offerings	9,049.01	102,945.63	82,800.00	20,145.63
1120 · Designated Offerings				
1121 · Designated Offerings from Parishoners	-	-	-	-
1122 · Buettner Ministry Fund	16,340.00	36,430.00	22,500.00	13,930.00
1123 · Lay Staff Support	450.00	7,100.00	11,000.00	(3,900.00)
1120 · Total Designated Offerings	16,790.00	43,530.00	33,500.00	10,030.00
1130 · Misc. Undesig. External Gifts - Other	-	-	-	-
1140 · Accounts Receivable				
1141 · NA	60.00	1,000.00	800.00	200.00
1142 · Other	200.00	1,800.00	1,800.00	-
1140 · Total Accounts Receiv	260.00	2,800.00	2,600.00	200.00
1150 · Conference Fees	-	-	-	-
1150 · Transfers from Designated or Restricted Funds	-	-	-	-
<b>Total Income</b>	<b>26,099.01</b>	<b>149,275.63</b>	<b>118,900.00</b>	<b>30,375.63</b>
1000 · Opening Balance + Current Year Income		186,154.53	155,778.90	(6,503.27)
<b>Expense</b>				
10000 · Worship				
11000 · Sanctuary & Liturgy	-	74.68	100.00	(25.32)
12000 · Music	-	713.13	750.00	(36.87)
13000 · Adult Education	-	207.00	240.00	(33.00)
14000 · Church School	-	19.70	100.00	(80.30)
Total 10000 · Worship	-	1,014.51	1,190.00	(175.49)
20000 · Ministry Beyond COTS				
21000 · Outreach	-			
21010 · Village Church	-	-	-	-
21020 · Signs of Grace	-	-	-	-
21030 · External Missions	-	6,400.00	8,000.00	(1,600.00)
21040 · Kyrie Café	137.56	153.45	500.00	(346.55)
Total 21000 · Outreach	137.56	6,553.45	8,500.00	(1,946.55)
22000 · Diocesan & National Support				
22100 · Diocesan Godly Share-Current Year	0.00	12,871.00	12,871.00	-
22110 · Growth Fund	-	1,287.00	1,287.00	-
22120 · Archbishop Duncan Legacy Fund	1,080.50	1,345.37	2,000.00	(654.63)
22130 · Diocesan Curacy Program	-	-	-	-
22200 · Trinity Seminary Support	-	200.00	200.00	-
Total 22000 · Diocesan & National Support	1,080.50	15,703.37	16,358.00	-
<b>Total 20000 · Ministry Beyond COTS</b>	<b>1,218.06</b>	<b>22,256.82</b>	<b>24,858.00</b>	<b>(1,946.55)</b>

## 2023 Church of the Savior Financial Report

	Dec	YTD	Annual Budget	Over(Under)
<b>30000 · Ministry Within COTS</b>				
<b>31000 · Leadership Development</b>				
31100 · Postulants	600.00	600.00	800.00	(200.00)
31200 · Clearances and Training	0.00	69.75	200.00	(130.25)
<b>Total 31000 · Leadership Development</b>	600.00	669.75	1,000.00	(330.25)
<b>32000 · Ministry Programs</b>				
32100 · Hospitality, Gifts and Supplies	178.91	1,159.90	1,500.00	(340.10)
<b>Total 32000 · Ministry Programs</b>	178.91	1,159.90	1,500.00	(340.10)
<b>Total 30000 · Ministry Within COTS</b>	778.91	1,829.65	2,500.00	(670.35)
<b>40000 · Ministry Overhead</b>				
<b>41000 · Staff Salaries &amp; Benefits</b>				
<b>41100 · Staff Salaries</b>				
41110 · Rector-Salary/Housing, FICA	3,009.09	37,199.99	37,200.00	(0.01)
41120 · Parish Ministry Coordinator	500.00	6,000.00	6,000.00	-
41130 · Bookkeeper	158.62	2,135.73	2,255.00	(119.27)
41140 · Sexton	308.00	3,638.26	4,400.00	(761.74)
41150 · Hospitality Coordinator	500.00	6,000.00	6,000.00	-
41190 · Employers Share Social Security	112.20	1,359.73	1,600.00	(240.27)
<b>Total 41100 · Staff Salaries</b>	4,587.91	56,333.71	57,455.00	(1,121.29)
<b>41200 · Rector Expenses</b>				
41210 · Business Expense	288.99	3,344.67	3,600.00	(255.33)
41220 · Sabbatical	-	-	-	-
41230 · Succession Fund	1,000.00	14,000.00	14,000.00	-
<b>Total 41200 · Rector Expenses</b>	1,288.99	17,344.67	17,600.00	(255.33)
<b>Total 41000 · Staff Salaries &amp; Benefits</b>	5,876.90	73,678.38	75,055.00	(1,376.62)
<b>42000 · Administration</b>				
42100 · Community Relations			-	
42200 · Publications, Copying & Printing	-	1,635.26	2,100.00	(464.74)
42300 · Office Supplies	-	196.32	250.00	(53.68)
42400 · Postage	67.51	392.67	500.00	(107.33)
<b>Total 42000 · Administration</b>	67.51	2,224.25	2,850.00	(625.75)
<b>43000 · Financial Management</b>				
<b>43100 · Insurances</b>				
43110 · Directors & Officers	-	387.67	500.00	(112.33)
43120 · Property & Contents	-	2,098.24	2,100.00	(1.76)
43130 · Workers' Compensation	-	141.46	350.00	(208.54)
<b>Total 43100 · Insurances</b>	-	2,627.37	2,950.00	(322.63)
43200 · Banking Fees	71.60	116.60	175.00	(58.40)
43400 · Finance Charges & Late Fees	-	-	-	-
43400 · Payroll Service	61.75	793.75	1,200.00	(406.25)
<b>Total 43000 · Financial Management</b>	133.35	3,537.72	4,325.00	(787.28)

## 2023 Church of the Savior Financial Report

	Dec	YTD	Annual Budget	Over(Under)
<b>44000 · Building &amp; Facilities</b>				
<b>44100 · Rent</b>	825.00	9,900.00	9,900.00	-
<b>44200 · Utilities</b>				
44210 · Electric	364.68	5,587.80	7,000.00	(1,412.20)
44220 · Gas	305.23	2,854.53	5,000.00	(2,145.47)
44230 · AWA	0.00	1,090.92	1,500.00	(409.08)
44240 · Telephone Service	123.89	1,594.09	1,800.00	(205.91)
44250 · Alarm - Quarterly	0.00	606.00	1,600.00	(994.00)
44260 · Internet Service	151.14	1,792.57	2,000.00	(207.43)
<b>Total 44200 · Utilities</b>	944.94	13,525.91	18,900.00	(5,374.09)
<b>44300 · Repair/Maintenance</b>				
44310 · General	13.14	1,019.48	1,900.00	(880.52)
44320 · Elevator Maintenance	83.00	1,085.79	1,100.00	(14.21)
44330 · HVAC	-	982.00	1,700.00	(718.00)
44340 · Sprinkler System	-	-	-	-
<b>Total 44300 · Repair/Maintenance</b>	96.14	3,087.27	4,700.00	(1,612.73)
<b>44400 · Building &amp; Facilities - Other</b>				
44410 · Licenses & Inspections	-	334.67	450.00	(115.33)
44420 · Capital Equipment	-	-	-	-
44430 · Computer Programs/Equipment	-	-	-	-
44440 · Furnishings	-	-	-	-
44450 · Cleaning Supplies	-	456.08	600.00	(143.92)
<b>Total 44400 · Building &amp; Facilities - Other</b>	-	790.75	1,050.00	(259.25)
<b>Total 44000 · Building &amp; Facilities</b>	1,866.08	27,303.93	34,550.00	(7,260.28)
<b>Total 40000 · Ministry Overhead</b>	7,943.84	106,744.28	116,780.00	(10,049.93)
<b>50000 · Miscellaneous Expenses</b>				
50100 · Miscellaneous		-		-
<b>Total 50000 · Miscellaneous Expenses</b>	-	-	-	-
<b>66900 Reconciliation Discrepancies</b>	-	-		
<b>Total Expense</b>	9,940.81	131,845.26	145,328.00	(12,842.32)
<b>Net Income/(Loss)</b>	<b>16,158.20</b>	<b>17,430.37</b>	<b>10,450.90</b>	<b>6,339.05</b>

End of Statement Balance

54,309.27

# 2023 Church of the Savior Financial Report

## Balance Sheet

<b>ASSETS</b>				
<b>Current Assets</b>				
Checking/Savings				
102 · PNC Bank NA	134,634.01			
<b>Total Checking/Savings</b>	<u>-</u>			
Other Current Assets				
undeposited funds	-			
<b>Total Other Current Assets</b>	<u>-</u>			
<b>Total Current Assets</b>	<u>-</u>			
<b>TOTAL ASSETS</b>	<u><u>-</u></u>			
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Other Current Liabilities				
230 · Passthrough	-			
<b>Total Other Current Liabilities</b>	<u>-</u>			
<b>Total Current Liabilities</b>	<u>-</u>			
<b>Total Liabilities</b>	<u>-</u>			
<b>Equity</b>				
310 · Restricted Funds		Prior Month	Current Month	Current Month
311 · Building Fund	-	Balance	Income	Expenditure
312 · Rector Succession Fund	14,000.00	13,000.00	1000.00	0.00
313 · Sanctuary Fund	-	-	-	-
314 · Sabbatical	-	-	-	-
315 · Signs of Grace	2,822.14	2,928.94		106.80
316 · Rector's DF	1,651.54	501.54	1,350.00	200.00
317 · Decon's DF	264.18	264.18		
318 · Village Pastor DF		-		
319 · Local Outreach	638.18			
<b>Total 310 · Restricted Funds</b>	<u>19,376.04</u>			
320 · Unrestricted Net Assets	24,721.99			
400 · Capital Designated Funds	94,532.58	67,315.11	35,435.54	8,353.07
401 · Basement	(4,750.05)			
402 · Sanctuary	(18,307.65)			
405 · Electrical	(3,934.33)			
406 · Misc. Building Expenses	(12,545.25)			
407 · Mathew 25 Grant-Other	(6,014.69)			
<b>Total 400 · Capital Designated Funds</b>	<u>48,980.61</u>			
Net Income	(93,078.64)			
<b>Total Equity</b>	<u>-</u>			
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>-</u></u>			

**Church of the Savior  
2024 Budget**

	2023 Budget	2023 Actual	2024 Budget	Notes
<b>Income</b>				
1000 · Opening Balance	40,088.90	36,878.90	54,312.54	1
1100 · Current Year Income				
1110 · Regular Offerings				
1111 · Tithes—Parishioners	82,000.00	100,276.00	101,000.00	2
1112 · Plate Offerings	800.00	2,669.63	3,000.00	
1110 · Total Regular Offerings	82,800.00	102,945.63	104,000.00	
1120 · Designated Offerings				
1121 · Designated Offerings from Parishioners	0.00	0.00	-	
1122 · External Ministry Support	22,500.00	36,430.00	18,000.00	3
1123 · Designated to Lay Staff	11,000.00	7,100.00	7,500.00	
1120 · Total Designated Offerings	33,500.00	43,530.00	25,500.00	
1130 · Miscellaneous Undesignated External Gifts	0.00	0.00	-	
1140 · Accounts Receivable				
1141 · NA	800.00	1,000.00	1,200.00	4
1142 · Counselor	1,800.00	1,800.00	1,600.00	5
1143 · ESL	-	0.00	480.00	
1144 · Other	-	0.00	-	
1140 · Total Accounts Receivable	2,600.00	2,800.00	3,280.00	
1150 · Transfers from Designated or Restricted Funds		0.00	-	
1160 · Restricted for Capital Maintenance Fund		0.00	(3,000.00)	6
1100 · Total Current Year Income	118,900.00	149,275.63	129,780.00	
1000 · Opening Balance + Current Year Income	158,988.90	186,154.53	184,092.54	
<b>Expense</b>				
10000 · Worship				
11000 · Sanctuary & Liturgy	100.00	74.68	100.00	
12000 · Music	750.00	713.13	750.00	
13000 · Adult Education	240.00	207.00	240.00	
14000 · Church School	100.00	19.70	100.00	
Total 10000 · Worship	1,190.00	1,014.51	1,190.00	
20000 · Ministry Beyond COTS				
21000 · Outreach and Mission				
21100 · External Mission	8,000.00	6,400.00	7,000.00	
21200 · Kyrie Café	500.00	153.45	500.00	
Total 21000 · Outreach and Mission	8,500.00	6,553.45	7,500.00	
22000 · Diocesan & National Support				
22100 · Diocesan Godly Share-Current Year	11,890.00	12,871.00	14,445.00	7
22110 · Growth Fund	1,200.00	1,287.00	-	8
22120 · Abp Duncan Fund	2,000.00	1,345.37		
22200 · Trinity Seminary Support	200.00	200.00	200.00	
Total 22000 · Diocesan & National Support	15,290.00	15,703.37	14,645.00	
Total 20000 · Ministry Beyond COTS	23,790.00	22,256.82	22,145.00	
30000 · Ministry Within COTS				
31000 · Leadership Development				
31100 · Postulants	800.00	600.00	-	9
31200 · Clearances and Training	100.00	69.75	100.00	
Total 31000 · Leadership Development	900.00	669.75	100.00	

**Church of the Savior  
2024 Budget**

	2023 Budget	2023 Actual	2024 Budget	Notes
<b>32000 · Ministry Programs</b>				
<b>32100 · Hospitality, Gifts and Supplies</b>	1,500.00	1,159.90	2,400.00	<b>10</b>
<b>Total 32000 · Ministry Programs</b>	1,500.00	1,159.90	2,400.00	
<b>Total 30000 · Ministry Within COTS</b>	2,400.00	1,829.65	2,500.00	
<b>40000 · Ministry Overhead</b>				
<b>41000 · Staff Salaries &amp; Benefits</b>				
<b>41100 · Staff Salaries</b>				
41110 · Rector - Salary/Housing, FICA	see line 41170 below		23,750.00	<b>11</b>
41120 · Building and Facility Coordinator	6,000.00	6,000.00	-	
41130 · Bookkeeper	2,255.00	2,135.73	2,330.00	<b>12</b>
41140 · Sexton	4,400.00	3,638.26	4,000.00	<b>12</b>
41150 · Hospitality Coordinator	6,000.00	6,000.00	-	
41160 · Administrator	-	0.00	12,000.00	
41170 · Rector Predecessor -Salary/Housing, FK	37,200.00	37,199.99	21,700.00	<b>13</b>
41190 · Employers Share Social Security	1,600.00	1,359.73	1,400.00	<b>14</b>
<b>Total 41100 · Staff Salaries</b>	57,455.00	56,333.71	65,180.00	
<b>41200 · Rector Expenses</b>				
41210 · Business Expense	3,600.00	3,344.67	3,200.00	
41220 · Retirement			2,975.00	<b>11</b>
41230 · Health, Dental, Vision Insurance			9,000.00	<b>11</b>
41240 · Life, AD&D, Disability Insurance			275.00	<b>11</b>
41250 · Succession Fund	14,000.00	14,000.00		
41260 · Rector Transition & Moving Expenses	-		15,000.00	
<b>Total 41200 · Rector Expenses</b>	17,600.00	17,344.67	30,450.00	
<b>Total 41000 · Staff Salaries &amp; Benefits</b>	75,055.00	73,678.38	95,630.00	
<b>42000 · Administration</b>				
42100 · Community Relations	0	0.00	-	
42200 · Publications, Copying and Printing	2,100.00	1,635.26	600.00	
42300 · Office Supplies	250.00	196.32	250.00	
42400 · Postage	400.00	392.67	400.00	
<b>Total 42000 · Administration</b>	2,750.00	2,224.25	1,250.00	
<b>43000 · Financial Management</b>				
<b>43100 · Insurances</b>				
43110 · Directors & Officers	500.00	387.67	500.00	<b>15</b>
43120 · Property & Contents	2,100.00	2,098.24	2,500.00	<b>16</b>
43130 · Workers' Compensation	350.00	141.46	500.00	<b>17</b>
<b>Total 43100 · Insurances</b>	2,950.00	2,627.37	3,500.00	
43200 · Banking Fees	175.00	116.60	-	
43300 · Finance Charges & Late Fees	-	0.00	-	
43400 · Payroll Service	1,200.00	793.75	800.00	
<b>Total 43000 · Financial Management</b>	4,325.00	3,537.72	4,300.00	

**Church of the Savior  
2024 Budget**

	2023 Budget	2023 Actual	2024 Budget	Notes
<b>44000 · Building &amp; Facilities</b>				
44100 · Rent	9,900.00	9,900.00	-	18
44200 · Utilities				
44210 · Electric	7,000.00	5,587.80	6,000.00	
44220 · Gas	5,000.00	2,854.53	3,500.00	
44230 · AWA	1,500.00	1,090.92	1,200.00	
44240 · Telephone Service	1,800.00	1,594.09	1,600.00	
44250 · Alarm--Quarterly	642.00	606.00	324.00	
44260 · Internet Service	1,700.00	1,792.57	2,100.00	
<b>Total 44200 · Utilities</b>	<b>17,642.00</b>	<b>13,525.91</b>	<b>14,724.00</b>	
44300 · Repair/Maintenance				
44310 · General	1,900.00	1,019.48	2,000.00	
44320 · Elevator	1,100.00	1,085.79	2,600.00	19
44330 · HVAC	1,700.00	982.00	1,600.00	
<b>Total 44300 · Repair/Maintenance</b>	<b>4,700.00</b>	<b>3,087.27</b>	<b>6,200.00</b>	
44400 · Building & Facilities – Other				
44410 · Licenses & Inspections	450.00	334.67	500.00	
44420 · Computer Programs/Equipment	-	0.00	300.00	20
44430 · Furnishings		0.00	-	
44440 · Cleaning Supplies	300.00	456.08	600.00	
<b>Total 44400 · Building &amp; Facilities - Other</b>	<b>750.00</b>	<b>790.75</b>	<b>1,400.00</b>	
<b>Total 44000 · Building &amp; Facilities</b>	<b>32,992.00</b>	<b>27,303.93</b>	<b>22,324.00</b>	
<b>Total 40000 · Ministry Overhead</b>	<b>115,122.00</b>	<b>106,744.28</b>	<b>123,504.00</b>	
<b>50000 · Miscellaneous Expenses</b>				
50100 · Miscellaneous	-	0.00	-	
<b>Total 50000 · Miscellaneous Expenses</b>	<b>0</b>	<b>0.00</b>	<b>-</b>	
<b>Total Expense</b>	<b>142,502.00</b>	<b>131,845.26</b>	<b>149,339.00</b>	
<b>Net Income</b>	<b>(23,602.00)</b>	<b>17,430.37</b>	<b>(19,559.00)</b>	
<b>Balance Year End</b>	<b>16,486.90</b>	<b>54,309.27</b>	<b>34,753.54</b>	

**Notes:**

**Overall:** This budget reflects anticipated increased costs of 10% or more in most utilities and insurances.

- 1 The amount of 2023 operating surplus carried over to 2024 is consistent with the amount that cash flow analysis demonstrates is available after review of COTS' year end bank statements.
- 2 Assumes the loss of the Buettners' tithe as of the 4th quarter 2024, the continuation of other tithes at 2023 levels, and that the successor will tithe his salary.
- 3 Assumes (a) 6 months of continued support for the Buettners @ the 2023 monthly average of \$2,300/month + (b) continued support throughout the year from former parishioners who continue to tithe to the parish, at about \$550/month
- 4 Assumes NA group monthly contributions (monthly area leaders meeting, Sunday night, Tuesday noon, Thursday night) at \$20/group/month/4 groups, with some shrinkage

**Church of the Savior  
2024 Budget**

**Notes (contiued):**

- 5 Assumes \$200/month contribution in lieu of rent from counselor using the facility; some shrinkage.
- 6 In 2024, the Vestry has authorized the establishment of a capital maintenance fund, to be initially funded by monies remaining from the capital campaign, and supplemented by restricting from operating income the amount of \$500.00 per month, or \$3,000.00 annually. This fund is to be used in the event of emergencies, with a goal that the fund be maintained at a base level of \$30,000. The Vestry may in its discretion determine to remove the restriction requirement in any month in which the fund level exceeds \$30,000.00.
- 7 Assumes we will tithe to the Diocese month-by-month based on prior month's income, as we have done in previous years. 2024 Diocesan godly share asking is \$14,445, which is 10% of COTS' 2022 Normal Operating Income. This budget presupposes a commitment to pay the full amount of the requested godly share.
- 8 The growth fund commitment is eliminated from the 2024 budget as a cost-saving measure. Making this change is an indirect way that the Diocese can support COTS rector transition.
- 9 Cost of Oxford Document Search and parish portion of psych evaluation for postulants for Holy Orders
- 10 The line item increase here is to accommodate reimbursements for breakfasts for the new men's group.
- 11 The salary and benefit package for the new Rector are figured on the basis of a full year minimum total of \$72,000. This amount is determined as the median between what we understand from a reputable source to be the high and low household living expenses in Ambridge. The \$72,000 total is divided as follows, anticipated fixed costs being listed first:  
health insurance premium - \$18,000  
Life/Ad&D/Disability insurance - \$550  
salary (including housing allowance) - \$47,500  
retirement (12.5% of salary) - \$5,950
- Figures in the budget document for 2024 are calculated on a six month pro-rated basis. The rector-elect may decline any of the insurances and/or the retirement payment if he has access to them through other sources (for example, a spouse with employment through which medical insurance coverage is provided). In the event any feature is declined, the value of that feature is to be paid to the rector as an additional increment to his salary.
- 12 10% salary increase for lay support staff
- 13 transferred from prior year budgets, line 41110; budgeted at 7 mos.
- 14 8.37612544% of total lay salaries
- 15 Assumes equal division of responsibility for D&O premium between COTS and Jabez
- 16 Divide COTS/Jabez responsibility for total premium @ .415/.585, division our insurer advises is appropriate between landlord and tenant.
- 17 This amount is calculated as 0.725% of total staff salaries (including clergy)
- 18 In this budget rental payments to Jabez are suspended according to accountancy advice. In their place, a major maintenance fund is established using funds from the capital campaign, to be further increased from operating moneys.
- 19 Includes all inspections and fees related to the elevator; also the anticipated cost of the triennial pressure test that is due in 2024.
- 20 Quickbooks upgrade for bookkeeper software