

The 2021 Annual Report  
Highlands United Presbyterian Church



Prepared for the Annual Meeting of the Congregation and Corporation  
January 30, 2022



## Membership Report for 2021

Member Deaths	3
Member Removals	3
Baptisms	1
Member Weddings	0
Active Members 1/1/2021	366
Gain for 2020	—
Loss for 2020	6
Active Members for 2022	360

### Entered Into The Church Triumphant:

- Carol Houghton                      January 9, 2021
- Jodie Raymond                      July 16, 2021
- Kit Fink                                 September 8, 2021

*Highland United Presbyterian Church's dearly beloved pastor,  
The Rev. Dr. David T. Lee joined into the Great Communion of Saints  
on January 22, 2021 after 24 years of dedication to our congregation.*

### Joined in the Waters of Baptism:

Erza Scarlet Phipps, granddaughter of Reed and Jenna Whitney, 8/15/21

Respectfully,  
Ruling Elder Sharyn' Goings  
Clerk of Session



## The 2021 Annual Meeting of the Congregation and Corporation

DRAFT AGENDA  
JANUARY 30, 2022

Opening Prayer

Establishing a Quorum

Approval of Agenda

Approval of the Minutes of the 2020 Annual Meeting of the Congregation and Corporation

Report of the Interim Pastor

Reports of Committees

Report of the Congregational Nominating Committee

Financial Report  
The Budget

New Business

Meeting of the Corporation

Election of Officers of the Corporation: President, Vice President, Treasurer and Secretary

First Reading of a DRAFT of Bylaws for Highlands United Presbyterian Church and Highlands United Presbyterian Church of Jacksonville, Inc.

Closing Prayer

## INTERIM PASTOR'S REPORT

January 28, 2021

Dear Members and Friends,

Greetings, grace and peace to you all in the name of our Lord, Jesus Christ. I am humbled and grateful that you invited me here to serve the church as your Interim/ Transitional Pastor.

This new year must begin by expressing our gratitude to the Lord for the life and ministry of The Rev. Dr. David Lee. Dr. Dave's devotion to Highlands and the countless gifts he shared with the world are what helped to make this such an extraordinary church. His shocking cancer diagnosis and tragic death last January could have left you paralyzed. Instead, it galvanized Highlands as a congregation of Christ's faithful and strengthened your resolve to pursue mission and worship even in his absence and the ongoing strain of COVID-19. Now as a faithful member of the Church Universal, Dr. Dave remains with each one of you into eternity. Thanks be to God.

2021 was an extraordinary year in the life of Highlands United Presbyterian Church. The Presbytery of St. Augustine deserves special mention for their compassionate care and worship leadership during Dr. Dave's illness and afterwards. Of particular note, we thank The Rev. Dr. Craig Davies, The Rev. Dr. Alexandra Hedrix, The Rev. Dr. Holly Dillon Inglis, and The Rev. Dr. James Kendrick. And, of course, we thank the congregation's staff and elected leaders named throughout this Annual Report. You were the glue in an incredibly challenging year.

I began my interim ministry at Highlands on the first Sunday in Advent, November 28, 2021. I was immediately struck by the congregation's vibrancy, health and hope. Two visible markers of your strength are your ongoing worship engagement and congregational giving – time, treasures and talents. Your communication is fluid and honest. You maintain as strong a programmatic life as appropriate while navigating COVID-19 restrictions. You never quit praying, and praising God. Selah!

Interim ministry is, by definition, an in-between experience when we are to reflect on our past and prepare the way for your next installed pastor. This period can extend from several months to several years, as we move through many phases and processes. Given the health of Highlands UPC, the nearly 20 months you have been grieving your pastor's diagnosis and death and celebrating his new life with Christ, and the many pastors who have walked alongside of you, it seems appropriate that we soon launch into the tangible work of the interim period.

So, while I continue to lead worship, care for you all, do my part to educate and moderate and in all ways involve myself in the day to day of church, I have encouraged that HUPC form a Mission Study Team as soon as reasonable. Their role will be to discern and document who we are as individuals and a collective of Christians and community members, list our values as a church and understand our identity is as a congregation in the community. There is much to do in this Study that will look a lot like a Strategic Plan. Ideally, a document will be ready to share in the second quarter of 2022.

After the Mission Study is delivered and filed by the Call Commission of the Presbytery of St. Augustine, Highlands' Congregational Nominating Committee will bring forward a slate for your consideration as the Pastor Nominating Committee. They will prepare a Church Information Form that will be used in their search for your next pastor who, leap forward, you will likely welcome in early-2023.

Yes, this is an exciting time in the life of a very healthy and exciting congregation. Thank you, again, for inviting me to be a part of your family while we wait for the next new thing God has in mind. We have our work cut out for us! I have no doubt that it will be joyful, hopeful and, at times, hard. By the power of the Holy Spirit, we will come out even stronger for it.

With love,  
The Rev. Beverly Dempsey  
Interim Pastor and Head of Staff

## COMMITTEE REPORTS

### BUILDINGS AND GROUNDS COMMITTEE

#### Committee Members in 2021:

Tom Sweeney, Scott and Sue Heckler, Dennis Kleppen, Stephen E. Pohlhummer, Alan Robbins, Lyle/Jan Sim, Rick Stevenson, Clara Whitaker, and Reed Whitney

#### Highlights for 2021:

- (1) Replaced the roof over church office and walkway
- (2) Replaced walkway gutters and installed leaf guards.
- (3) Replaced the HVAC for the Sanctuary,
- (4) Upgraded the security lighting for the parking lot
- (5) Repaired a number of plumbing issues in Harris Hall.
- (6) Replaced and upgraded the security system.
- (7) Replaced fixtures in the Pastors bathroom and repainted the office.

Respectfully,  
Ruling Elder Tom Sweeney

## CHRISTIAN NURTURE COMMITTEE

### Committee Members in 2021:

David Bauerlein, John Morrison, Audrey Regnier, Christina Trombley, and Jenna Whitney

### Highlights for 2021:

- The church's youth provided hundreds of pounds of food to Arlington Community Services. The annual Trick or Treat for Canned Goods came back after a one-year hiatus, with a twist that young people collected canned goods at the church rather than going to church member's homes. The church later teamed up with Precious Gifts Pre-School families to assemble 10 Thanksgiving baskets with turkeys and all the trimmings for donation to Arlington Community Service so it could give them to families.
- A nightly series of outdoor game/movie nights made it possible for young people and families to gather for social activities when it was problematic to have indoor gatherings during the pandemic.
- The Birthday Party for Jesus the Sunday before Christmas brought together church members of all ages for fellowship, crafts, entertainment and hot breakfast on Sunday morning before service.
- The purchase of Facebook Portal equipment enabled adult Sunday school to keep on track with a growing number of attendees, whether in person at church or providing quality connections for people worshipping from home.
- A rotating group of church members took turns leading the Times with the Young Church portion of Sunday services.
- The annual Easter egg hunt became a virtual gathering where families videotaped their children in action at home and the video feed and audio was transmitted for everyone to watch.
- The "Back to School" Sunday for children blessed their backpacks with social distancing and also gave all members a chance to pick up a laminated bookmark with a child's name on it for prayer support throughout the school year.

Respectfully,  
Ruling Elder David Bauerlein, Moderator



## CHURCH GROWTH COMMITTEE

### Committee Members in 2021:

Anneliese Robbins and Reed Whitney

### Highlights for 2021:

The main emphasis of this committee has been new membership. With Covid and mainly remote worship in 2021, we focused on preparing for the time when we could regularly meet in person. This included refurbishing the name tag chart and making new name tags. We are also participating in the update of our membership list and directory.

Respectfully,  
Ruling Elder Reed Whitney, Moderator




## CONGREGATIONAL NOMINATING COMMITTEE

### Committee Members in 2021:

David Bauerlein, Candy Cole, Betty Stewart, Clara Whitaker

*The Nominating Committee will offer a slate for the Session Class of 2024 in February.*

Respectfully,  
Ruling Elder David Bauerlein, Moderator



## CHURCH MANAGEMENT AND RESOURCES COMMITTEE

### Committee Members in 2021:

Oliva B. Ehmer, Charles P. Goodyear, Charles Grabill, Helen Middaugh, Mark Morrison, Kendall Starkweather, Mark Vanderberg

### Highlights for 2021:

- Insured Value Appraisal was completed thanks largely to efforts of Resource Committee member Charles Goodyear. Church contents were underinsured and the appraisal corrected that deficiency.
- Dr. Dave Memorial and Appreciation Funds raised money which resulted in the purchase and dedication of Dr Dave Cremation Bench in the HUPC Memorial Garden. Dedication was held on All Saints Day Sunday Service.
- Funding of Sanctuary HVAC system consisting of new air handler and compressor unit thanks primarily to efforts of Resource Committee member Tom Sweeney
- Successfully completed the 2022 Stewardship Campaign with the theme of Putting God's Love in Action

Church Management and Resources Committee, continued

Personnel in 2021:

The Rev. Dr. David T. Lee  
Pastor and Head of Staff  
Died in service January 22, 2021

Gibson Dixson  
Choirmaster and Organist (PT)

Anneliese Robbins  
Church Administrator (PT)

Anna Serrano  
Director – Precious Gifts Preschool

The Rev. Beverly Dempsey  
Interim Pastor  
Beginning November 30, 2021

Michele Loerop  
Assistant Director – Precious Gifts Preschool

Laura Sambito  
Director of Christian Education (PT)  
*Resigned in the Fall of 2021*

Sam Sewald  
Custodian (PT)

Respectfully,  
Ruling Elder Charles Grabill, Moderator



FELLOWSHIP COMMITTEE

Committee Members in 2021:

Candy Cole, Sharyn' Going, Sue Heckler, Nancy Taylor, Clara Whitaker, and Kathy Zeigler

Highlights for 2021:

In a year of Covid and social distancing, we were unable to have our Sunday Service fellowship. However, on November 7, 2021, when the ashes of our beloved pastor, Dr. David T. Lee's were interred into the memorial bench, named in his honor, we were able to have an outside reception in his honor. Attendance was very good.

On November 28, our committee hosted our interim pastor, the Rev. Beverly Dempsey, her husband Joe, young children, Owen and Caitlin, with a reception in celebration of her first Sunday in our pulpit. Again despite Covid situation, attendance was very good.

Respectfully,  
Ruling Elder Clara Whitaker, Moderator





## MEMBER CARE COMMITTEE

### Committee Members in 2021:

Jean Collins, Susan Lee, Nancy Marsh, Richard Marsh, Virginia Morrison, and Michael Rounds  
*Many others contributed in providing specific member care activities, including:*  
Lidia Knouse, Cindy Sweeney, and Tom Sweeney

### Highlights for 2021:

The Member Care Committee in 2021, in the relative absence of in-person activities due to the pandemic, focused on the well-being and concerns of members through maintaining the HUPC Prayer Ministry/List, sending birthday and anniversary cards, contacts through calls/texts/notes/cards and emails. In addition upon request or knowledge of needs we provided transportation, meals at home, and medical equipment. Two HUPC prayer blankets were presented to members.

Respectfully,  
Ruling Elder Nancy Marsh, Moderator



## PRESCHOOL ADVISORY COMMITTEE

### Committee Members in 2021:

Bill Hart (Treasurer), Nancy Hart, Michele Loerop (Asst. Preschool Director), Teresa Read (Preschool Employee Rep), Ann Serrano (Preschool Director), Sydney Trombley (Preschool Employee Rep)

### Highlights for 2021:

- The preschool has avoided closures and outbreaks in a year of COVID. They have strict protocols in place, including sanitizing the preschool building and keeping the children in “pods” to help identify contacts in case of an outbreak. Teachers continue to wear a mask during school hours.
- We continue to experience full enrollment, with a wait list. Especially during this difficult time, this reflects the parents’ trust in our preschool to keep their children safe.
- The Preschool has funded several improvements to the building, including painting all the classrooms (\$2,090), replacing the flooring and baseboards in the classrooms (\$21,419), replacing the fencing around the playground (\$4,411) and removal of a dead tree on the playground (\$950).
- All eligible preschool staff received \$1000 Pandemic relief check, along with a letter of appreciation from the Governor. Another round is available and being applied for now.

Respectfully,  
Ruling Elder Nancy Hart, Moderator



## MISSION COMMITTEE

### Committee Members in 2021:

Betty Stewart, Ellen Shannahan, Charles Obediah and Bonnie Vanderberg

### Highlights for 2021:

#### **Family Promise**

In 2021 HUPC supported Family Promise, assuring 8 adults and 18 children had shelter and food for 3 weeks during the year. Members of HUPC also moved furniture and household items donated by a church couple, basically furnishing a new home for a family of 7. Bed linens and laundry and cleaning supplies were also donated.

#### **Grace of Mercy Orphanage, Haiti**

HUPC donated \$14,004 to support the children and operations at Grace of Mercy Orphanage and donated \$2,500 for the purchase of a gas-powered generator after a devastating earthquake left the orphanage without power for lighting and cooking.

#### **Arlington Community Services (ACS)**

HUPC donated \$3,792 and 6,147 pounds of food.

#### **Micah's Backpack**

From January 2021 to December 2021, Micah's Backpack volunteers from HUPC and the community packed and delivered 5,649 bags of weekend food to food insecure children at 5 Arlington area elementary schools. Micah's Backpack was, and is, supported by volunteer hours, and by donations of food and finances from individuals, businesses, civic and social groups and by donations from HUPC and other area churches. Micah's Backpack mentored two area churches with their Micah's Backpack programs, providing an additional 800+ bags of weekend food in 3 schools.

Respectfully,  
Ruling Elder Bonnie Vanderberg, Moderator



## WORSHIP COMMITTEE

### Committee Members in 2021:

Gibson Dixson (Staff), Debbie Douget, Tom Douget, Ricky Regnier, Alan Robbins, Eva Skipper

### Highlights for 2021:

- WC began the transition from Zoom, online only, worship back to on campus and socially distant worship in the Dining Hall in January 2021; completing the transition back into the Sanctuary beginning the first Sunday following Easter.
- Installed James Kendrick as Temporary Stated Supply Pastor in March, where he remained through the term of a 6 month contract.
- Gained session approval for a new Camera and AV system in the sanctuary, allowing for an improved online worship experience and live streaming via YouTube, moving beyond the web-cam Zoom streamed worship Service. August 2021
- WC was happy to welcome our Interim Pastor, Rev Beverly Dempsey to the pulpit beginning the first Sunday of Advent.

Respectfully,  
Ruling Elder Ricky Regnier, Moderator

## FINANCE REPORT

The 2022 Budget and 2021 year-end Cash and Funds Statement are shared on the following pages.

Respectfully,  
Ruling Elder Mark Morrison, Treasurer

**HIGHLANDS UNITED PRESBYTERIAN CHURCH  
2021 SUMMARY FINANCIAL REPORT AND 2022 PROVISIONAL BUDGET  
TWELVE MONTHS ENDED 12/31/2021**

INCOME STATEMENT:	2019		2020		2021		2022	
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	FAV (-/UNF)	BUDGET
TOTAL OPERATING INCOME ALL SOURCES	\$338,224	\$320,183	\$323,145	\$324,880	-\$	1,735	\$347,550	
EXPENSES:								
PERSONNEL	226,458	222,453	123,398	174,080	50,682		232,545	
ADMINISTRATION	32,747	38,440	54,416	44,900	(9,516)		47,700	
BUILDINGS AND GROUNDS	34,261	32,942	45,889	56,950	11,061		40,400	
UNIFIED MISSIONS/THEOLOGICAL EDUC/FAMILY PROMI	9,535	9,847	10,441	13,900	3,459		10,300	
WORSHIP	5,327	7,252	22,232	20,450	(1,782)		4,450	
CHRISTIAN NATURE	13,058	4,874	2,580	8,700	6,120		4,775	
PER CAPITA AND STEWARDSHIP ADMINISTRATION	3,845	4,349	4,150	4,600	450		4,080	
MEMBERSHIP DEVELOPMENT	2,197	1,394	1,497	1,300	(197)		3,300	
<b>TOTAL EXPENSES</b>	<b>\$327,428</b>	<b>\$321,351</b>	<b>\$264,603</b>	<b>\$324,880</b>	<b>\$60,277</b>		<b>\$347,550</b>	
<b>NET ORDINARY INCOME (LOSS)</b>	<b>\$10,796</b>	<b>(\$1,168)</b>	<b>\$58,542</b>	<b>\$0</b>	<b>\$ 58,542</b>		<b>(\$0)</b>	

**NOTES FOR 2021 FINANCIAL OPERATIONS:**

1. Strong support from congregation nearly attaining 99% budget income. Investment income +\$12,320
2. Personnel expenses significantly lower from missing full time pastor and DCE resignation late in the year.
3. Administration-insurance renewal at higher levels due to re-valuation of property and contents.
4. Building and grounds did not use budgeted levels of COVID sanitation services.
5. Logos program suspended for 2021

**NOTES FOR 2022 PROVISIONAL BUDGET:**

1. Strong pledge support \$318,000. \$3,500 increase in non member giving. \$6,000 increase in pre school support. Faith income \$11,786.
2. Personnel expenses include full time interim pastor, DCE/JP astoral Support on board by beginning 2nd Qtr. Staff increases for DCE and Music Director
3. Insurance renewal at higher levels due to re-valuation of property and contents.
4. Worship budget lower due to reduction in pulpit supply requirements.
5. Logos launches with new school year in the fall...provisional budget line item
6. Membership Development includes spending for marketing and local area canvassing
7. Faith income balances budget \$11,786

<b>OTHER FINANCIAL MATTERS</b>	
NOTE PAYABLE TO THE PRESBYTERY 12/31/2020	\$10,698
MISSION CONTRIBUTIONS FOR NATIONAL, INTERNATIONAL AND LOCAL (FUND DONATIONS)	\$70,171
<b>% OF MISSION SPENDING TO TOTAL INCOME</b>	<b>21.7%</b>

<b>CASH AND FUND POSITIONS 12/31/2021</b>	
Suntrust Checking	\$202,854
Money Market	63,428
First Port City Bank (PPP Funds)	31,500
Suntrust Brokerage	34,802
<b>Total Available Cash and Equities</b>	<b>\$332,584</b>
<b>Reserve Funds:</b>	
Mission Related Local	70,968
Restoration and Renewal	13,598
Memorial	51,491
Youth Related	47,486
Bequests Undesignated	32,501
Other Church Support Designated	18,339
Mission Related National/International	12,609
<b>Total Reserve Funds</b>	<b>\$246,992</b>
<b>Free Cash for Operations</b>	<b>\$85,592</b>
<b>Total Available Funds</b>	<b>\$332,584</b>

## NEW BUSINESS

## MEETING OF THE CORPORATION

### Election of Officers

The Nominating Committee offers the following names for the slate for the 2022 officers of the Highlands United Presbyterian Church, Inc.:

Ruling Elder Alan Robbins, for the Office of President

Ruling Elder Mark Vanderberg, for the Office of Vice President.

Ruling Elder Sharyn' Goings, for the Office of Secretary.

Ruling Elder Mark Morrison, for the Office of Treasurer.

Respectfully,  
Ruling Elder David Bauerline, Moderator

CLOSING PRAYER



## Highlands United Presbyterian Church Leadership and Staff

### Ruling Elders Serving on Session:

**Class of 2021**  
Charles Grabill  
Scott Heckler  
Ricky Regnier  
Reed Whitney

**Class of 2022**  
Nancy Marsh  
Betty Stewart  
Bonnie Vanderberg  
Clara Whitaker

**Class of 2023**  
David Bauerlein  
Nancy Hart  
Alan Robbins  
Tom Sweeney

Ruling Elder Sharyn' Going, Clerk of Session

### Church Staff:

**The Rev. Beverly Dempsey**  
Interim Pastor and  
Head of Staff

**Gibson Dixon**  
Choirmaster and  
Organist

**Anneliese Robbins**  
Office Administrator

**Sam Sewald**  
Custodian

### Precious Gifts Preschool Directors:

**Anna Serrano**  
Preschool Director

**Michele Loerop**  
Assistant Director

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## Highlands United Presbyterian Church

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