

# Annual Congregational Meeting Our Saviour's Atonement Lutheran Church January 29, 2023

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*Early access to all documents has been provided on the OSA website. A limited number of printed copies are available at today's meeting.*

## **AGENDA:**

Opening Prayer – Pastor Flack

Hybrid meeting attendance and voting protocol – Andy Beck, Secretary

Confirmation of a Quorum (20 voting members required) – Andy Beck, Secretary

Calling of meeting to order and opening remarks – David Zimmerman, President

Approval of previous Congregational Meeting Minutes:

- January 30, 2022 – Annual
- July 10, 2022 – Special

Elections

- Council
  - Nominations for Council from Nominating Committee
  - Nominations from the Floor
- Treasurers
  - Nomination for Co-Treasurer to replace Karol Wollenburg

Reports and approval

- Pastor's Report
- Finances
  - 2022 Treasurers Report
    - Motion to Approve
  - Proposed 2023 Congregational Budget
    - Motion to Approve
- MOSA and other Committee Reports
  - Motion to Approve

Other Business (new and old)

Motion to Adjourn

Closing Prayer – Pastor Flack

# APPROVAL OF PREVIOUS CONGREGATIONAL MEETING MINUTES:

<b>OSA Church Annual Congregational Agenda &amp; Minutes</b>		<b>DATE:1/30/2022</b>	
<b>Zoom Meeting:</b>		<b>Start Time: 11:59AM End Time: 12:29 PM</b>	
<b>President</b>	Peter Holsberg	<b>Note Taker</b>	Tom Ciccone
<b>Attendance</b>	<ol style="list-style-type: none"> <li>1. <b>PASTOR</b> - John Flack ✓</li> <li>2. <b>PRES</b> - Peter Holsberg ✓</li> <li>3. <b>VP</b> - Ben Dumbauld ✓</li> <li>4. <b>SEC</b> - Tom Ciccone ✓</li> </ol> <p style="margin-left: 20px;">Treasurer - Karol Wollenburg ✓ Treasurer - David Zimmerman ✓</p>	Congregation Attendance Number  <b>33</b>	
<b>Opening Prayer</b>			
Pastor John Flack			
<b>Special instructions for voting in a Zoom Forum – Secretary Tom Ciccone</b>			
<b>Attendance Report for Quorum – (20 Voting members are required per the OSA Constitution (C10.04))</b>			
33 Members Present on Zoom			
<b>Previous Minutes Review and Corrections</b>			
<b>2021 Meeting Annual Congregational Minutes</b>			
<b>Motion to Approve:</b> Madeline Hill	<b>Motion Seconded:</b> Gregory Leventos	<b>Vote:</b> 33 for / 0 against / 0 abstention	
<b>2021 Special Congregational Meeting Minutes -</b>			
<b>Motion to Approve:</b> David Zimmerman	<b>Motion Seconded:</b> Gregory Leventos	<b>Vote:</b> 33 for / 0 against / 0 abstention	
<b>Statement by Council President Dr. Peter Holsberg</b>			
<b>Election</b>			
<b>Nomination for Co-Treasurer –</b>			
Walter Strafford & Karol Wollenburg			
Vote: 33 for / 0 against / 0 abstention			
<b>Open to Nominations from the Floor – None Made</b>			
<b>Nomination for 3-year Term on the Church Council (Term Ends January 2025) –</b>			
Anna Campbell (2 <sup>nd</sup> ) Greg Smith (1 <sup>st</sup> ), Andy Beck (1 <sup>st</sup> ), David Zimmerman (1 <sup>st</sup> )			
Vote: 33 for / 0 against / 0 abstention			
<b>Appointed by Church Council to fill vacancy caused by resignations – No Vote Needed</b>			
Sarah Lauducci replacing Jean Wille for 1 year, Diane Rode Schneck replacing Jenny Crossman for 1 year			
<b>We would like to thank the following people for their service on council –</b>			
Naoko Aita, Jean Wille, Rebecca Street, Jenny Crossman, James Noyes, and Tom Ciccone			
<b>Committee Reports</b>			

Pastor's Report - attached separately		
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Committee Reports - attached separately		
• Report is available on the OSA website and will not be read today at the meeting		
Motion to accept all committee reports: Jean Weille	Motion Seconded: Greg Smith	Vote: 33 for / 0 against / 0 abstention
Treasurer's & Finance Reports		
<ul style="list-style-type: none"> <li>• Finance Report</li> <li>• 2022 Budget</li> </ul>		
Motion to Approve Finance Committee Report: Tom Ciccone	Motion Seconded: Rebecca Street	Vote: <b>33</b> for / 0 against / 0 abstention
<b>New Business</b>		
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<b>Motion to Adjourn Meeting:</b> David Zimmerman	<b>Motion Seconded:</b> Madeline Hill	<b>Vote:</b> 33 for / 0 against / 0 abstention
<b>Closing Prayer</b>		
Pastor John Flack		

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## Special Congregational Meeting

Date: July 10, 2022

Note taker: Andy Beck

Quorum reached, David Zimmerman called meeting to order.

### Prayer.

**David Zimmerman: this is a 2-issue meeting and only a 2-issue meeting. We are voting to establish an endowment fund and to approve the electrification of certain former gas-appliances in the building.**

### *Endowment Fund*

Karol Wollenburg offered a review of our current finances.

Karol: if we take away those gifts, Cornerstone and OSA giving are not quite meeting our expenses. However, we believe by the end of the year, we should be very close, even without additional gifts. Noted that there will be no mortgage payments for the last 6 months of the year.

Tony Alms' question: Why no mortgage payments? Karol: we finished off paying the mortgage for the parking ramp in April (about \$3k a month)

Karol: we should have \$140K to \$150K at the end of 2022, even if we vote to approve the two action items today. That's about 4 to 5 months of operating budget for us.

Andy Beck: Do other churches like ours have endowments? Bob Wollenburg: Christ Lutheran in Woodstock is delighted with the endowment they set up 20 yrs. ago.

Greg Smith: I am ignorant of where the money is being put. Bob Wollenburg: The churches I have worked with have set the \$ up with the ELCA Foundation. It's professionally managed, not by the ELCA Foundation, but by a group of investors that's established by the Board of the ELCA Foundation. That's just one possibility we could pursue with our endowment. The ELCA's Foundation's rates are competitive and there is a socially conscious agenda at the Foundation.

David: What are the advantages of having an endowment? Bob: can be helpful when there are lean years; it also helps a church focus on the mission of the church. At Christ Lutheran in Woodstock, they meet once a year and people can come with their favorite charity and present on its behalf; after those presentations are done, the congregation decides.

Greg S.: \$25K is a nice starting point. What is the number where we can start spending? Bob: It would be great if we could get it up to \$100K – at 4% returns a year (a reasonable expectation), we then would have \$4k a year to spend to support our mission or ourselves.

David: An endowment fund also helps people give; generally speaking, people would prefer to give to an endowment more than giving to any organization's operating budget.

Vote: Great Smith made a motion to establish an endowment fund; Greg Leventos seconded; Voted unanimously to approve.

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#### *Electrification project*

Pastor John: What we're replacing: Gas-fired water heater, gas-fired dryer, 2 gas-fired stoves. This is what we need to replace.

Tony: when you're talking about the dryer, you're talking about the parsonage? Pastor John: Yes.

Pastor: This isn't necessarily the first step I'd advise taking in eliminating our dependence on fossil fuels, but it is the step that was presented to us, given the gas leak. Also, I think we're being a leader in this and our taking this first step will help others take this step.

Greg L: How long has BlocPower been around? PJ: Seven to 10 years and they have a good track record. Karol: we can't really do it without them, given how all these organizations are interrelated. Bob W: Metro IAF has been around awhile – I worked with them in the 1980s on low income housing. Bob: A lot of research has gone into this; Pastor John has done a lot of work on it.

Jean Verthein: Are there any other buildings in northern Manhattans that use this system? Pastor John: all we are doing is replacing four appliances. Karol: all new construction in NYC has to be electric power (I believe).

Pastor: the reason why we qualify for this money in the first place is because of zip code / low income area. So, we're taking advantage of that.

Vote: David Degge moves to approve the motion; Anna Campbell seconded. Unanimously approved.

David Degge motioned to adjourn the meeting; Greg L. seconded. Unanimously approved.

**Prayer.**

# ELECTIONS:

## Our Saviour's Atonement Lutheran Church Report of Nominating Committee

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For 2023 five seats need to be filled (see table below).

Of those five seats, three members, Anthony Alms, Sarah Lauducci and Diane Rode Schneck, have agreed to run again. For the remaining two seats which were vacated before their terms ended, the Committee nominates Hiedi Washington (for the term expiring \_\_\_\_ ) and Hanna Jones Gartland (for the term expiring \_\_\_\_ ), both of whom have accepted the nomination.

Therefore, the slate of council members proposed includes:

Hiedi Washington – Term Expires January 2024

Hanna Jones Gartland – Term Expires January 2025

Anthony Alms – Term Expires January 2026

Sarah Lauducci – Term Expires January 2026

Diane Rode Schneck – Term Expires January 2026

Council Terms				
Name	Elected	Term End	Eligible for Reelection	Notes
Anthony Alms	January 2020	January 2023	YES	First Term Ends 2023
Sarah Lauducci	Appointed 2022	January 2023	YES	Replacing Jean Weille for 1 year
Diane Rode Schneck	Appointed 2022	January 2023	YES	Replacing Jenny Crossman for 1 year
Peter Holsberg	January 2021	January 2024	NO	First Term Ends January 2021, Second Term Ends January 2024 - Two Consecutive terms as President – Needs to remain off council for 1 year after 2024
Ben Dumbauld	January 2021	January 2024	NO	First Term Ends January 2021, Second Term Ends January 2024 Current VP – Needs to remain off council for 1 year after 2024
Anna Campbell	January 2022	January 2025	NO	First Term 2019-2022, 2 <sup>nd</sup> Term 2022-2025 - Needs to remain off council for 1 year after 2025
Greg Smith	January 2022	January 2025	YES	First Term Ends 2025
Andy Beck	January 2022	January 2025	YES	First Term Ends 2025
David Zimmerman	January 2022	January 2025	YES	First Term Ends 2025

Positions need to be filled due to early resignations
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Expiring terms needing to be filled
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# REPORTS TO THE CONGREGATION:

## The Lutheran Church of Our Saviour's Atonement Pastoral Report to the Congregation

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Dear Friends in Christ:

This January marks my ninth year as OSA's Pastor. This is the longest time I've ever spent in any one place, and it's been wonderful to see the parish and my family grow and change over these years. One thing has remained the same: our continued focus on Word and Sacrament, our care for the people in our church congregation and the wider community, and our commitment to the arts and music.

So many of you make the work of this parish continue: we have people in a large number of committees, all of whom have worked to accomplish some very difficult and yet unseen work. Principally I am thinking of the work of the Cornerstone and Finance Committees, and I encourage you to read their reports.

My focus this year was to resume Sunday School and children and family offerings, while working with Keith to craft meaningful, spirit-filled worship services, and making sure there are plenty of ways to join in Scripture study, worship during the week, and volunteering for various things. I am happy to say that we have three members who have stepped up to lead Sunday School.

We have seen many members move away from our congregation. Every move is bittersweet. It is wonderful to see families grow, to see lives move into new beginnings. But it's also sad to say goodbye. We are also blessed to have new people coming in. So please continue to invite others and being kind and welcoming to people you don't know.

My day-to-day duties continue to revolve around teaching, preaching, pastoral calls, and administration. As always, the building takes up a great amount of time. I have drastically reduced my involvement at the synod level, which is good, because I need to spend time with my family. I have, however, increased my involvement in NY Renews and the New York State Council of Churches.

I often wonder: where do we go from here? Where is God calling us? I can't help but trust that our threefold mission of worship, community, and arts continues to be our purpose. There are many other wonderful congregations in our neighborhood, with many gifted preachers and teachers, that are also inviting and welcoming. But I'm not sure anyone else here has our own unique combination. So, I believe our next steps are to follow the calling of God as expressed in these gifts.

Yours,

Pastor John

# FINANCES

(See Green pages at the back of this report.)

## Cornerstone Committee

Co-Chairs: Anthony Alms, Jane Huerta.

Members: Pastor Flack, Jean Weille, Karol Wollenburg, David Zimmerman

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The Cornerstone Committee was created in December of 2020 and began meeting at the beginning of 2021. We were created at the request of the council to address the following:

### Responsibilities:

- Ensure that all space users are under appropriate and legally binding contracts.
- Ensure that up-to-date contracts are signed by users.
- Confirm insurance coverage of users and, as appropriate, ensure compliance with OSA's insurance policy.
- Establish safe church and related policies and ensure that space users are in compliance.
- Assess fees for space use and storage annually and recommend changes as appropriate.
- Develop and implement processes for how to handle users who have not kept up with payments per the contract.
- Review accounts receivable reports for delinquencies in payment
  - Ensure that there is follow-up.
  - Recommend forgiveness for special circumstances.
  - Recommend terminating agreements for users when needed.
- Review new requests for use of space.
- Work to find new space users when a group departs.
- Meet annually with users to discuss problems, suggestions, and proposals (two OSA reps and the OSA Administrator)

This year we met once a month. We have addressed and continue to work on the following:

1. Made the language, policies, and fees associated with the different contracts as uniform and fair as possible.
2. Established contract distinctions between long-term and one-time space users.
3. Increased space use rates and implemented storage fees.
4. Created mutually beneficial agreements for long-term users unable to afford new rates.
5. Facilitated Cornerstone Art Studios' move into the office space vacated by St. Matthew's.
6. Encouraged parkers to pay electronically.
7. Made recommendations regarding the status of various space users with respect to OSA--i.e., whether they should be regarded as ministries or not.
8. Implemented safe church and related training and agreements.
9. Added Covid hold-harmless language to license agreements.
10. Resolved disagreements regarding delinquencies in payments and addressed pandemic-related misunderstandings about payment responsibilities.
11. Discussed ways to have users help cover various building-maintenance costs.
12. Began discussions about renovating the hospitality room, possibly for future use for such programs as Sanctuary Neighborhoods.

The committee has worked very hard this year. We have made a lot of progress and will continue to meet in 2023 on a regular basis.

Thank you to all committee members for your dedication and hard work.  
Jane Huerta and Anthony Alms, Committee Chairs

# Endowment Committee Report

Members: Jerome Olayoye, Greg Smith, Robert Wollenberg, David Zimmerman

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Status: \$25,000 is invested with the Ministry Growth Fund (MGF).

We are seeking a year end statement to update that number to reflect growth.

Actions:

1. The committee met with Ryan Ebner representing MGF on December 20, 2022.

Ryan described MGF: Notable is that there are approx. 1100 contributing Lutheran organizations and there is about \$1b in capital in the fund. Of gains, the fund and its managers (Portico is the largest) take 1.02% in fees in twelve installments, 4% is distributed, and anything remainder rolls over into the fund.

In response to queries Ryan stated: Investment managers follow guidelines set by the MGF to include not investing in such business as heavy armaments and oppressive behavior. There are portions of the fund set to counterweight volatility in the stock market. This is all risk capital. There is the potential for loss of any or all money.

Also discussed was the process for amending OSA's constitution to manage the endowment fund.

2. Another meeting with Ryan is confirmed for January 30 where the process for writing amendments will begin.

3. Arrange with Ryan for a brief presentation of MGF to church council

## Finance Committee

Walter Strafford, Co-Chair  
Karol Wollenburg, co-Chair  
Pastor John Flack  
David Zimmerman

Brent Ness  
Greg Smith  
Angel Flesher  
Susannah Skiver Barton

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One of the goals of the Finance Committee (FC) in the past few years has been to establish and strengthen other committees at OSA in order to reduce the burden of the Treasurer and Finance Committee. The establishment of the Cornerstone Committee, the Stewardship Committee, the Church Management Software Task Force, and the Endowment Committee has enabled the Finance Committee to focus on financial management for OSA. Still, it was a busy year for the Treasurers and the FC.

Accomplishments / Activities of the Treasurers / FC in 2022 included:

- Following up on the application and receiving the Employee Retention Credit
- Completing OSA's loan with the Mission Investment Fund
- Supporting financial aspects of the Solar Power Farm Project
- Managing financial aspects of the Electrification Project, including the decision on whether to finance or pay cash for the project and preparing financial information for the Congregational Meeting
- Supporting the Church Management Task Force in assessing the Tithely and Elvanto products and trialing the Breeze product
- Getting approval for and setting up an endowment with the ELCA Foundation

- Establishing an Endowment Committee to manage the endowment and develop policies.
- Ensuring completion of the 2021 Financial Audit.
- Setting up QuickBooks to handle new operations for MOSA.
- Completing changes in signatory authority with financial institutions and access to OSA's financial systems
- Enhancing the role of OSA's bookkeeper.

Goals the FC will likely pursue in 2023 (to be discussed when the new co-Treasurer is in place):

- Complete documentation in OSA Finance Manual.
- Develop process for projects and use of QuickBooks to document major project paperwork and expenses.
- Transition OSA credit card to the ELCA credit union.
- Continue to enhance responsibilities of the bookkeeper.
- Work with the Building Committee and Church Council to anticipate future repairs to the building and determine the need for a capital campaign.

There were some changes to the membership of the FC this year. Susannah Skiver Barton moved out of NYC, Angel Flesher transitioned off the Committee, and Greg Smith joined the Committee. We would like to thank all who served on the FC this year for their contributions and support.

We are delighted that Carlo DeGregorio has agreed to serve as co-Treasurer if confirmed by the Congregation. We are grateful to Karol Wollenburg for her service as co-Treasurer during the past 3 years.

## Garden

Greg Smith

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The upkeep of the garden is improved. The rehab of the compost station is ongoing.

Some spring project ideas include rehabbing/replacing the garden vegetable patch boxes, rehabbing the outer fencing, putting flagstones at the entrance, and adding a waterfall feature.

## Music at Our Saviour's Atonement / MOSA Concert Series

Bridget Kibbey, Artistic & Executive Director

Brent Ness, Director of Operations

Jesse Vance, Technical Director

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After a pause of more than 2 years due to Covid-19, MOSA resumed concert activities this past spring. Thanks to our partnership with Carnegie Hall as a venue in its Citywide series, we were introduced to harpist Bridget Kibbey, who happens to live down the block on Bennett Avenue. Called the "Yo Yo Ma of the harp" by Vogue Senior Editor Corey Seymour, Bridget played a wide-ranging concert titled Bach to Brazil on May 15, joined by percussionist Samuel Torres, clarinetist Louis Arques, and special guest, kora player Yacouba Sissoko.

With the series' 20th concert season looming, but without any plans in place, Brent Ness and Bridget met after the concert to discuss ideas about future collaboration. Bridget proposed the vision of revamping the series with world class musicians like herself who live in Northern Manhattan, but are often touring and rarely have an opportunity to perform in their neighborhood. Bridget offered to curate and perform on these concerts pro bono for the first

season. The proposal was presented to the council in the early summer; where Bridget's role was affirmed and she was given the title of Artistic & Executive Director for the 22-23 season. Since then, Bridget has spent countless hours towards programming the concerts, in addition to the cultivation of audiences and donors to support the series...

Supporting Bridget in the series, Jesse Vance handles technical matters during the concerts, while Brent created a new website for the relaunch and handles the front-of-house logistics for each performance. Numerous volunteers from the congregation (Naoko Aita, Tony Alms, John & Lucy Flack, Caitlin Harrison, Paul Muratore, Greg Smith, David Zimmerman, to name a few) have prepared the sanctuary for each concert and welcomed attendees to our church home as volunteer ushers. Jane Huerta has worked with the artists to ensure they have rehearsal time in the space.

At the close of 2022, the 22/23 season had 41 subscribers (23 from the OSA church community) and received more than \$7000 in donations. A big thank you to those that subscribed and/or have donated this season!

Following a kick-off event in September, the fall line-up featured:

- \* Counterpoint in Motion: Bridget, flautist Emi Ferguson, and violinist Alexi Kenney (October 9),
- \* El Arte del Bolero: jazz giants Miguel Zenon and Omar Perdomo in a saxophone-piano duo concert (November 20),
- \* Sacred & Profane: Bridget with the Calidore String Quartet (December 11)

Average attendance at the concerts this fall was 125. The November 20 and December 11 concerts were presented in collaboration with Carnegie Hall Citywide.

The spring 2023 line-up will include 3 additional concerts on Sundays at 5pm:

- \* Bards & Griots: Bridget, Yacouba, and percussionist John Hadfield (February 5)
- \* Meditation & the Goldberg Variations: violinist Siwoo Kim, violist Melissa Reardon, and cellist Raman Ramakrishnan (March 5)
- \* The Secret Trio: one of the best Middle Eastern music trios on the planet, featuring Ara Dinkjian, oud; Ismail Lumanovski, clarinet, and Tamer Pinarbasi, qanun (April 16)

If you haven't been to a concert this season, we hope you will take this opportunity to hear these world class artists in our beautiful church home. Following each concert, there is an opportunity to connect with the musicians and fellow concert attendees, with the Northend Food Hall serving as a venue for the gatherings in the colder months.

Finally, acknowledgement must be made for the many years of leadership by James Noyes, series creator and Artistic Director Emeritus. It was through his vision and dedicated service that MOSA was able to make it to season 20. Thank you, Jim!

## **Mutual Ministry Committee**

Rev. John Flack, Caitlin Harrison, Peter Holsberg, Hannah Jones Gartland, Sarah Lauducci, Andy Beck (Chair)

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Mutual Ministry (MM) is a committee that is recommended by the ELCA model constitution, but not required, for its member congregations. It in its most recent iteration at OSA, it began on Jan. 16, 2022.

While a formal document of the scope and purpose of the committee was never approved, a working statement was offered to the congregation in a report written by Rev. Bob Wollenburg (then committee Chair) at OSA's Jan. 2022

congregational meeting. That statement grew out of earlier conversations among committee members and their reading of the multi-authored, *Pastor and People: Making Mutual Ministry Work* (Augsburg Fortress, 2003). Included in that statement was the sentence, “The purpose of the OSA Mutual Ministry committee is to promote the well-being of the essential relationship between the OSA congregation and its pastor.”

At the Committee’s last meeting on May 25, 2022, Pastor John requested an annual performance review, and MM members felt that fulfilling such a request aligned with that statement and with the general scope and purpose of the MM Committee. Completing such a review, however, was made difficult by the fact that a set of specific objectives and ministry goals was never developed or presented to Pastor John when he was called to OSA in 2014. Therefore, the MM Committee believed that its next task was to work with Pastor John to develop such a set of objectives and goals and thus set the necessary foundation for a later performance review. At its next meeting, MM aims to use the appropriate section of *Pastor and People* to create the necessary objectives and ministry goals it can then present to the Church Council for approval.

In addition to creating the Pastor’s objectives and eventually completing a performance review, the MM Committee in 2023 also aims to work through the five most important questions confronting our church and hammer out the pithy essence of an OSA statement (short enough to print on T-shirts).

--Andy Beck

## Personnel Committee

The Executive Committee (consisting of the executive officers of the church council) currently serves as the Personnel Committee of the congregation.

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In 2022, the Personnel topics addressed by the Committee included:

- Conducting a performance review of the Music Director of the congregation who serves in the capacity as a contractor.
- Discussing compensation topics related to staff.
- Moving forward the Safe Church policy after some preliminary work done on the topic by the Cornerstone Committee.
- Running background checks as appropriate including checks on leaders in congregation responsible for church finances.

To be completed in 2023:

- Review of job descriptions to confirm the responsibilities accurately reflect the work employees currently performed, and to adjust as appropriate for any changing needs of the congregation.
- Review pay scales for all employees and contractors to assure fair rates of compensation in relation to the current market;
- Conduct reviews of all staff.
- Complete and implement the Safe Church policy already under development.

Respectfully submitted,

Personnel/Executive Committee

# Property Committee 2022 Annual Report

Annie Niermann, Bob Wollenburg, Christopher Trombley (Building Super), Jane Huerta (Admin.), Marison Fernandez, Rev. John Flack

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## **New Property Committee members for 2022!**

OSA welcomed Bob Wollenburg, and Annie Niermann to the property committee. We thank them for volunteering their service and expertise towards keeping this house in good repair.

## **Gas Shutoff/Electrification**

A gas leak found in a wall cavity in the pottery studio prompted the shutoff of the natural gas utility to the building. Subsequent evaluation and planning led to the permanent termination of gas service to the building. Two gas stoves and the water heater were replaced with electric, and new service lines were run to each. A hot water circulator and new circuits for electrical outlets in the OSA offices were also installed.

## **Painting @ St Matthews, Dance studio**

Repairs to water damage in the dance studio, and repainting of the former St Matthews offices were carried out. Cornerstone Studios has taken on the use of the former office space with two new artist spaces.

## **North Entry doors**

Restoration of the chestnut entry doors at the North entry were carried out to seal them against rot and deterioration.

## **Sub-Basement Cleanout**

Over the course of three volunteer cleanout days, the sub basements were cleaned out and three dumpsters of old materials were removed from the building. Thanks volunteers!

## **Window Well Drain Cleaning**

Blocked drainpipes in the three basement window wells along Bennett Ave. were snaked out and cleaned by a drain company.

## **Water Ground Installation**

After detecting stray voltage in the area, ConEd inspected the electric service to the building and discovered the building ground cable to be out of specification.

A new ground terminal with clamps to the water service, and a 8' copper grounding rod to earth were installed.

## **Sewer Line Camera Inspection**

A drain scoping company was contracted to inspect the building sewer main with a camera to assess the conditions inside of the pipe. No apparent deficiencies were found.

## **Roof/Pointing Repairs -Gustave Restoration**

Pointing repairs to address stormwater leaks over the Library and Narthex bathroom were completed.

**Geotechnical Engineer -Pillori Associates \$1000** - A geotechnical engineer came to evaluate the drainage of OSA's property. A list of recommendations was developed to help mitigate foundation damage from rainstorm events of increased intensity.

## **Boiler Upgrades**

Work to install a vaporstat, vacuum breakers, and pressure relief valve to tune the new boiler's output to match system, and meet building codes.

### **Floor Sealing @ Cornerstone Pottery**

Replacement of the expansion joint, and epoxy coating of the pottery studio floor to prevent water ingress into the concrete slab was carried out.

### **Cable raceway and sanctuary camera installation**

A system of cameras and equipment, and the necessary cables and routing were installed to better support the live stream of Sunday services.

### **Blessing Box @ North Entry**

A sidewalk food-sharing kiosk was funded and built with loving care by volunteers to provide a safe place for the food insecure to find food.

### **Hideaway Curtain for Cherry Picker**

A permanent curtain-track system was installed to hide the cherry picker stored in the sanctuary.

Submitted by Christopher Trombley, Building Supervisor

## **Social Action Committee Report**

Pastor John Flack

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The OSA Social Action teams are concentrated on Climate; Immigration, Refugees, and Asylum Seekers; and general Social Action. After very busy 2020 and 2021, 2022 was a very fallow year. We are currently trying to reexamine our work in light of new realities. We wrote letters to the government officials on climate issues this year, including a day in the garden when Pastor John made donuts for anyone who wrote a letter.

But apart from the committees, over the past year OSA has handed out over 8000 covid tests, thousands of masks, and scores of bottles of hand sanitizer in partnership with New York Health and Hospitals.

We also collected items to assist the Mother Cabrini Shrine, and we will continue to inquire how we can help them.

Hopefully next year there will be more to fill this space.

## **Stewardship Committee Annual Report to the Congregation**

Annie Niermann & David Zimmerman Co-Chairs

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The Stewardship Committee held several meetings during 2021 to brainstorm both about becoming more active during the church year as well as planning for and conducting the Annual Stewardship Campaign – 2022.

### Annual Stewardship Campaign.

- The Stewardship Campaign included pledging opportunities for Time, Talent and Treasure. Pledging options included both an online as well as a paper form.
- Four Temple Talks were delivered during the campaign and videos of each were posted on the Pledge webpage.
- A campaign wrap up was delivered on Commitment Sunday.
- Finally, a reminder and status announcement was made at the beginning of the year.

- The pledge page was kept open through the second week in January.
- Financial pledge totals amounted to a total dollar figure of \$123,228 divided among 33 pledges received. This compares with \$123,044 pledged by 34 giving units in 2021. There appeared to have been some confusion among some who have recurring electronic gifts setup through Tithely. The confusion involved believing their recurring gifts, which continue unless ended by the giver, served as their pledge. While we have already exceeded the figures from last year's campaign, as we contact these contributors, the final numbers may improve.

#### Goals for the future.

- The Committee intends to remain active throughout the year focusing in 2022 on acting on the pledges made during the campaign by implementing a process to honor the offerings of those who pledged and engaging them in the life and work of the congregation.
- This task will become part of the regular work of the committee during the year as new members join and visitors start to become regular attendees.
- Finally, a major priority will be to grow the Stewardship team and identify the tasks, in addition to the Annual Campaign, that need to be done on a regular basis.

Respectfully Submitted,

Annie Niermann and David Zimmerman, Co-Chairs

## **Treasurer's Report**

Walter Strafford & Karol Wollenburg Co-Chairs

In 2022, OSA was confronted with unexpected financial challenges – fuel costs doubled and there was a gas leak in the building which required that gas to the building be shut off. But blessings abounded – a \$20,000 gift from the Fancher estate was received, a \$22,000 refund was collected through the Employee Retention Credit program, and a \$10,000 grant was received from the Masonic Lodge. Congregational giving and Cornerstone contributions remained strong.

Instead of paying for a costly repair to the natural gas lines, OSA was able to expand electrical capacity and replace the gas-powered water heater and appliances with appliances powered by electricity. In addition, OSA is set to transition to electricity provided by a solar farm - a good first step in reducing OSA's use of fossil fuels.

In addition to the strong income in 2022, OSA staff prudently managed costs. All these factors contributed to a \$50,000 surplus in 2023.

The Fancher gift was used to establish an endowment for OSA, an investment in our future. Funds have been transferred to the ELCA Foundation and a committee is working to establish policies on how the endowment will be set up and used.

MOSA was revitalized this year with new leadership and new ideas for operations. Income and expenses for MOSA were added without budget, with the understanding that income would cover costs. Since fund raising for MOSA contributed to a positive variance, \$5,000 was added to the MOSA lines in the budget for 2023, contributing to a deficit budget.

Funding for the Electrification Project was approved in 2022, however, the project was not completed. The remaining anticipated costs for this project were added to the 2023 budget, contributing to the deficit budget in 2023. Without this allocation, there would not be any funding for capital in the 2023 budget. The surplus resulting

in 2022 enables OSA to pursue this allocation. Without the allocation for MOSA and the completion of the Electrification Project, the proposed budget is a break-even budget.

Without any outside funding anticipated at the time of budget preparation, e.g., grants or government programs, 2023 is anticipated to be a tighter year financially. We will continue to look for opportunities to pursue additional funding so we can continue to share God's love with our community.

Karol will be transitioning out of her co-Treasurer role in 2023. Walter will remain as co-Treasurer and be joined by Carlo DeGregorio after confirmation at the Congregational Meeting.

## **WAM (Worship and Music)**

Ben Dumbauld Chair

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In 2022, the WAM committee continued to focus on ways to ensure church services and other programming is engaging for the congregation, both in the sanctuary and at home over zoom. With enormous help from Jesse Vance, we completed at least the first stage of the church's A/V setup, with a focus on providing the best quality recording of services while ensuring the technology is as unobtrusive as possible to those in the sanctuary.

We worked closely with Keith Burton to rebuild the choir and Sunday School from COVID-19 disruption - the success of which is evident in recent services.

Finally, we helped provide what we hope are memorable Advent, Lent, and other special services.