



**WESTMINSTER
PRESBYTERIAN CHURCH**

2024 Annual Reports

Westminster Presbyterian Church

1100 Shasta Ave.

San Jose, CA 95118

Table of Contents:

<u>Rev. Dr. Bryan Franzen</u>	<u>3</u>
<u>Associate Pastor Neneth Ross</u>	<u>5</u>
<u>Youth and Young Adult Ministries- Claudia Sanborn</u>	<u>7</u>
<u>Music Director Amber Rasura</u>	<u>8</u>
<u>Clerk's Report</u>	<u>9</u>
<u>Deacon's Report</u>	<u>10</u>
<u>Facilities Manager Ron Schuler</u>	<u>11</u>
<u>Music and Worship Committee</u>	<u>12</u>
<u>Personnel Committee</u>	<u>13</u>
<u>Stewardship Committee</u>	<u>14</u>

Pastor Bryan's 2024 Annual Report

2024 was an amazing year for both the church and myself. The year started strong with what felt like no downtime as Lent started at the beginning of February!

One of the biggest highlights for 2024 was the open house for the Bill Wilson Center and Chapel in the Nancy Schell Urban Ministry Center. While early in the year, it was a major moment as it marked the end of most of the work on a project that started back in 2019 with a vision for ministering to the urban needs around us especially for homeless and underhoused women and children.

While the project is still waiting on final certifications, the building started to be occupied in late 2023 and became fully utilized in October 2024 when the last space, the family center which was the original driver of the project, opened with financial support from the First 5 organization.

While I spent 5 ½ months on sabbatical, I did take a break from my sabbatical to serve as a delegate to the 223rd General Assembly. I was bestowed with the honor of being on the polity committee. While one of the smoothest of all the committees to work on, it was long and, at times, arduous dealing with legalese and the minutia of the Book of Order. Thankfully, I was able to do my work committee work at one of my families favorite spots Sylvan Lake, in Colorado. It brought a nice peaceful focus in what at times were stressful meeting. The plenary was in Salt Lake City, where I met up with Sebastian who was the youth advisory delegate from our presbytery. It was a lot of fun sitting in the back row of all the delegates spending time really talking about the issues and some of the silliness of the denomination.

I came back from my sabbatical with a renewed excitement towards Westminster realizing that my priority for the next year was relationship building. To that end I started doing one-on-ones (or twos), by the end of December I was able to meet with a majority of the congregation along with many of our church friends and community partners. Those were so much fun I am continuing them in the new year.

One of the biggest things that I saw both from my time away and the conversation in my meet-up was how much time and effort we waist on things that ultimately are meaningless. You know doing thing because we should not because it is what we want or what God is calling us to do. I also realized that I have been doing some things that others may enjoy doing if given the chance.

This was no more evident than the follow-up discussions we had concerning the Sailboat Church and the mission Statement. Over that project our members were tasked with really thinking about the church and identifying where they saw God Calling us. I think one thing I noticed was that we really do like each other and enjoy doing things together so in 2025 we are going to capitalize on this work and think deeper about our relationships, our congregation, and where God continues to call us in our community.

Thank you again for allowing me to be your pastor and I look forward to an amazing 2025!

In Christ,

Bryan

Annual Associate Pastor, Rev. Nene Ross' Report

Children's Church

Children's church is on Sundays from 10:45-11:35 a.m. on Sundays

In Sunday School we have been following the sermon series and learning how the different lessons apply in our children's world. We learned how we can show kindness, love, and serve others. Along with the lessons, we included interactive activities such as arts, crafts, and games.

Gear Up!

I started this outreach summer program called Gear Up! in 2021 to help incoming students from K-5 be ready for the school year. In 2024, the program was from July 29th-August 2nd. We had 4 adult leaders and 2 youths who helped with teaching students' different subjects and lead various activities. We had 8 kids present. The program also provided lunch. Kids were given a book donated by the congregation at the end of the program.



Gear Up! Summer Camp
A mind, body, and spirit approach to learning.
Focusing on Christian spiritual practices, SEL, growth mindset, reading, writing, math and science.

When: July 29th-August 2nd
from 9:00 a.m. to 12:30 p.m.
Where: 1100 Shasta Ave, San Jose, CA 95126
Registration deadline: July 22nd
Register at <http://www.westpres-sj.org>

Social
Emotional
Learning

For incoming kindergarteners through 5th grade.
Limited space of up to 25 kids and youth.
Registration fee of \$50 for materials. None refundable.
Scholarship available.

For more information, contact
Rev. Nene Ross at:
nene@westpres-sj.org

WESTMINSTER
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Gear Up! Science Experiment



Writing Lesson during Gear Up!



Gear Up! Math Game

March 31st-October 5th Covered for Rev. Dr. Bryan Franzen's 6 Months Sabbatical

During these 6 months, I preached regularly on Sundays along with guests' speakers. Special Sundays included the Women's Ministry Sunday on May 12th focusing on the Proverbs 31 woman, during which I coordinated a team of women to participate in planning and serving during the Sunday service. Further, I managed and facilitated staff meetings, Session and Deacon's meetings, met with church members and

attendees, created an “emergency plan” for Sunday service, and resolved challenges that arose in the church and in our partnership with Bill Wilson Center. Other involvements included encouraging and motivating members and attendees to use their gifts in serving the church which resulted in more participation during Sunday worship service and volunteer for various church activities. On August 18th, we had the outdoor “Kick Off” Sunday in which we acknowledged our third-grade students and presented them with a Bible as a gift. Along with the Youth and Young Adult Director and Music Director, we planned our Children’s Sabbath Sunday that was on October 20th where our children and youth lead the worship service. Further, during my coverage we hired a new Child Care Attendant for the young children’s room, and expanded the Young Adult Ministry working together with the Youth and Young Adult Director.



Women’s Ministry Sunday

Women’s Clergy Group

I initiated a Women’s Clergy Group for the Presbytery of San Jose that meets every few months to support each other in ministry and in life.



Goals for 2025

I will continue to make deeper connections with the children and their families. Provide outings and activities to foster community and stronger relationships and have fun together. Most importantly, I want to strengthen discipleship with the young adults by forming monthly after church gatherings to discuss the focused passages during the sermon.

Respectfully Submitted,

Rev. Neneth Ross

Youth and Young Adult Ministries Report

Youth Ministry

Our youth group meets weekly on Sunday evenings from 5:00-6:30. The youth went on outings monthly for bonding and fun or for service and growth. This year we joined with the SJ Presbytery Youth Groups for quarterly events and gatherings. We had several of our youth graduate this year and celebrated them in their transition from high school into college and their young adulthood.

Young Adult Group

Our young adults group is growing, and we met roughly every other month throughout the year while also being involved in service at the church together. We have five young adults actively involved and additional friends have joined us for our events like our hike or Friendsgiving party.

Highlight of Events

- Youth Christmas in the Park Outing
- Youth Group Super Bowl Party
- Meetups with the youth groups in SJ Presbytery
- Youth Graduation Ceremony
- Youth Great America Trip
- SF Service Trip with San Fransico City Impact, July 19th
- Children's Sabbath on October 20th
- Pre-Service Prayer
- Young Adult Picnic at the Rose Garden
- Young Adult Friendsgiving

Goals for 2025

This year I aim to focus on the direct needs of our youth, encouraging and supporting them in their lives. I will also continue to organize events and outings for the youth and young adult groups, for both bonding and outreach. Spiritual formation will be a large focus, and specifically for our young adults we will start a bible study group to grow closer together and grow closer to God.

Blessings,
Claudia Sanborn

Music Director's Annual Report for 2024

Music at Westminster was a joyous journey in 2024. We have two regular ensembles that provide music in worship- the Sanctuary choir, which performs at least one anthem most Sundays from September-June, and the Worship Team, which performs praise music twice monthly throughout the year.

Assistant choral director Nicholas Mollé did a wonderful job in 2024, leading the congregation in hymn singing and singing in the choir as a tenor. He also runs sound and helps us all sound our best through the speakers and online.

Our accompanists, Brad Handshy and Asa Stern, have spent the year accompanying the choir and soloists, as well as playing church hymns, offertories, and special music as needed. They are both knowledgeable and skillful players who contribute greatly to worship. Asa Stern also recruited, arranged for, and directed our Easter brass quartet.

The Sanctuary Choir sang nearly every Sunday from January-June, and then again from September-December. They are a group of regular and committed singers who work hard in rehearsal to sing a different anthem every week. We sang a variety of music this year, from 21st century, to Romantic sacred music, to gospel pieces. Stand-out Sundays include Earth Day in April, when we sang two pieces about our Earth, and World Communion Sunday, when we welcomed Pastor Bryan back from Sabbatical with two anthems, one of which included a cello soloist. We also sang as part of Maundy Thursday in the chapel.

The Worship Team experienced a year of growth and experimentation. We led the congregation twice a month in songs ranging from spirituals, to rousing hymns, and praise songs. We experimented with leading from both the front of the Sanctuary and the choir loft. Many songs were repeated throughout the year for maximum singability for the congregation. We also added percussion as was appropriate.

A group of four children sang several times, both joining the adult choir and on their own. They gained experience singing into microphones, and sang beautifully for the congregation each time.

Over the summer, Westminster had a series of solos and duets for special music. While many of our musicians this summer were from our choir, some were not. Julia Airapetyan also led the congregation in singing hymns when Nick was on vacation. We all appreciated the gifts shared by every musician this summer.

All in all, music this year went very well and I am grateful to have been a part of it.

Goals for 2025

- order new pieces for the choir
- include more spirituals and gospel-style pieces
- collaborate with the Santa Therese Presbyterian choir
- include children in singing
- have a summer of special music

Signed,
Amber Rasura
Music Director

WESTMINSTER PRESBYTERIAN CHURCH

2024 CLERK'S REPORT

Active members as of December 31, 2023	120
Additions during 2024	
By profession of faith	1
By reaffirmation of faith	2
<u>Other additions</u>	<u>0</u>
Total additions	3
Reductions during 2024	
By letter of transfer	0
Deaths	1
<u>Other losses</u>	<u>0</u>
Total reductions	1
Active members as of December 31, 2024	122
Baptisms during 2024	1

Deaths: during 2024, the following members passed on to be with the Lord:
Ann Burtner—February 13, 2024

Respectfully submitted,

David Burgess
Clerk of Session

2024 Deacons Report **by Ann Kilty, 2024 Moderator**

The members of the 2024 Board of Deacons were Ann Kilty (Moderator), Jennifer Marovich (Secretary, Nominating Committee rep), Susan Hartt (Treasurer), Christy Frost, Mary Anne James, Bill Musgrave and Ron Schuler.

Jennifer and Ron completed their term in December 2024. We thank them for their dedicated commitment to the Board for the past six years.

Parishes

The primary responsibility of the Deacons is to keep in contact with our parish members. We do this through after church visits, sending cards on special occasions, email and phone check ins. Periodically we update the parish list to add new members and friends and remove inactive members.

Communion

The Deacons are responsible for setting up, serving and cleaning up after communion. In addition to regular monthly communions, we participated in several special communions including the six Sundays during Lent and the Maundy Thursday soup/supper, World Wide Communion and All Saints Day.

Financial

Although the Deacon budget was limited, we supported the quarterly (April, July, September, December) Family Homeless Shelter Meal program with a donation of \$391.24. We also supported Olga Encino Smith with a \$200 donation for her participation in a Presbytery sponsored mission trip to Peru. To help with the cost of the hot cross buns for Easter Sunday, the Deacons contributed \$60.

Other Events

Other events where the Deacons contributed their time included Karen Lewis Memorial; the Chapel Dedication (greeting guests, monitoring food tables and preparing nametags); Christmas Tree Lighting (ushering and directing students and families).

The Deacons continued to meet for breakfast monthly, giving us an opportunity to socialize, get to know each other better and share our own personal joys and struggles.

2024 Facilities Manager Duties at WPC

In 2024 the facilities committee focused on maintaining the church facilities including the Manse. We responded to issues as they came up to ensure all church activities would continue uninterrupted.

- January: Repair lock on the front door of the Sanctuary.
- February: Replace water heater at the Manse.
- March: Cut down tree in front of the Church, next to the gate.
- April:
 1. Had the cast iron sewer pipe at the Manse replaced due to a crack.
 2. Removed tree on Shasta St. and had stump in the sidewalk ground down.
- May:
 1. Spread tree bark around the Chapel. (work day) .
 2. Unloaded 100 chairs from the delivery truck and placed them in the Chapel.
- June: Spread the second load of tree bark around the Chapel. (work day).
- July: Fire Dept. checked the sprinklers in the Church.
- August: Had approximately 34 fire extinguishers recharged for Church and ED Building.
- September:
 1. Painted AC (parking lot) on four spaces.
 2. Placed bark at the Manse.
 3. Power sprayed the front of the Church and steps.
 4. Mopped up water in the Church basement.
 5. Had the sewer next to the office rodded to the street.
- October:
 1. Moved 100 folding chairs from the Chapel to the Fire side room.
 2. Freed up the jammed garbage disposal at the Manse.
- November:
 1. Purchased new chair rack to hold 100 chairs.
Moved 50 chairs to the Bill Wilson Center.
 2. Moved tree wood (which was cut down by PG&E) to the dumpster.
 3. Had an Electrician replace 3 power strips and 1 switch in the Mission Hall
 4. Vacuumed up water in the Chapel.
- December:
 1. Cleaned roof drain over the faculty room (covered with dirt).
Placed a new tree in front of the Church.
- Miscellaneous: Replaced lights throughout the Church as needed during the year.

Looking forward to 2025.

Ron Schuler Facilities manager

Report of the Personnel Committee for 2024

Because of the strong staff we have in place, there were few “hiccups” as Senior Pastor Bryan Franzen took his sabbatical.

Claudia Sanborn continued as Youth Director. She has developed a program of connecting our youth with that of other faith communities in the area.

Amber Rasura took over office duties in March and was able to continue as Music Director with her personal and musical skills contributing to an enthusiastic choir

In August Niva Josy took on the role of Sunday morning child care worker and is very attentive to the kids and what they are doing.

Nicholas Molle', Worship Leader will continue his work leading the congregation in worship songs during the service.

Accompanists Asa Stern and Brad Handsby are vital to maintaining the quality of our music program at Westminster.

Respectfully submitted
Pat DeWhitt, Personnel Chair
January 29, 2025

Stewardship Committee Report for 2024 Finance, Building & Grounds and Leasing

The Stewardship Committee oversees the Church's finances, maintenance of the buildings and the grounds, and the leasing of unused space. In 2024, the committee was made up of Ron Schuler (Building & Grounds), Nannette Notor (Personnel), Laura Nana/Jim Lewis (Treasurer) Sandy Williams (Financial Secretary), Dave Burgess (Clerk of Session) and Ross Barrons (Chair). We want to thank Laura Nana for continuing to service as Treasurer until a new volunteer was found. The financial operations of the Church are supported by the Counters, who record and deposit the money received. In 2022, the Counters were Jennifer Marovich, Nannette Notor, Sandy Williams and Judy Schierling.

Finance

Financially, 2024 was another year of uncertainty.

There were several factors in 2024 that caused financial uncertainty. Pastor Bryan was going to take a 6 month sabbatical and its impact on donation was uncertain. There were also changes in the rental income. Bill Wilson was moving into the Schell Urban Ministry Center, but several tenants terminated their leases. Additionally, the amount of one time rentals from the newly remodeled Chapel was uncertain along with the amount from a budgeted fundraiser. A summary of the Revenue and Expenses for 2024 are below.

Revenue totaled about \$506,737 which was 9% below budget but about 25% above 2023 actuals. Donation Income was below budgeted by 5% but was about the same as in 2023. Donations did not keep up with inflation. Rental Income was about 6% below budget but 31% above 2023. Bill Wilson Center was able to partially move in but paid the full amount of the rent. While one-time rentals increased, they did not meet budget or cover the amount lost from the tenant terminations. The fundraiser was not held, but a special donation was received to cover the budgeted amount from the fundraiser.

Expenses were \$546,317, which were 7% below budget but about 21% above 2023 actuals. With revenue below budget and uncertain, expenses were managed very closely. No raises and bonuses were given to the staff again in 2024. All of the committees were either on budget or below. Most of the increase in expenses compared to 2023 were due to loan payments and maintenance reserves from the remodeling the Ed Building into the Urban Ministry Center and on utilities.

Even though the expenses were managed, they were still above revenue by \$39,580. This deficit is about the amount of the reserve established for future maintenance on the Urban Ministry Center. Eventually, this deficit will need to be covered.

Building & Grounds

The major focus in 2024 was on completing the remodel of the Education Building and the Chapel and dealing with the regular leaks, holes, and cleaning in an aging building. This project started in 2019. There is a significant amount of deferred maintenance in the church buildings.

With a nearly 100 year old building, there are always a lot of things that need to be done. We are fortunate that a very small group of dedicated volunteers do most of the on-going basic maintenance work and landscaping around the Church. Their efforts save us thousands of dollars every year. **Would you like to be handier around your house? You can join these experienced volunteers for a project(s) around the church and they will teach you and expand your skills.**

We had two SUDS (Show Up, Do Something) events in 2024 to do some of the deeper cleaning or landscaping that the Janitors or Gardeners cannot get to. There were about 10 people at each event. We get

a lot accomplished, have fun and doughnuts. The events are productive with good fellowship and better than cleaning at home alone. This is a great low commitment volunteer opportunity

In advance of the 100th anniversary of the Sanctuary, deferred maintenance issues are being identified and prioritized. Roof leaks in the Fireside Room and the Chapel are the biggest issues. The leak in the Chapel should be covered under the warranty from the remodel. The leaks in the Sanctuary, choir room, maintenance office and Mission Hall seem to have been addressed. Other issues that have been identified include:

- 1) replacing the sidewalk in front of the church,
- 2) patching the ceilings in the sanctuary, choir room maintenance office and the fire side room where the roof leaked
- 3) repair the sagging stained glass window in the Sanctuary
- 4) replacing the flooring in the Sanctuary, Mission Hall, the Fireside Room, the hallways and the lobby off the Shasta entrance,
- 5) repairing the dry rot in the wood and repainting all of the exterior wood
- 6) repairing the organ,
- 7) remodel the main bathrooms
- 8) remodeling Mission Hall, Fireside Room and the kitchen and
- 9) reroofing the Manse

Leasing

The focus in 2024 was to maintain the current tenants and preparing to transform the Education Building into an Urban Ministry Center. We continue to rent space to non-profit organizations. At the end of the year, we had 4 tenants (PACT, San Jose Symphony Choir, Silicon Valley Gay Men's Chorus, ACE Charter Schools) renting office and meeting space in the Main Building. We had 12 recovery groups holding meetings at the Church and paying rent. In November 2023, the Bill Wilson Center started renting the entire Education Building, the now rebranded Schell Urban Ministry Center. In 2024, Comunidad Latino Americano moved out. The Chapel is available for one-time rentals.