

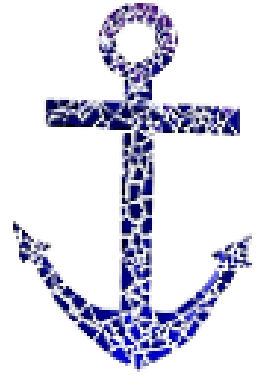


# ANNUAL REPORT 2022

**HIGHLANDS UNITED PRESBYTERIAN CHURCH**  
Jacksonville, Florida

## HIGHLANDS

### **ANCHORED IN COMMUNITY ANCHORED IN CHRIST**



Highlands is a multi-generational church glorifying God by connecting people with Christ through worship, study, service, and fellowship.

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# FROM OUR INTERIM PASTOR

## THE REV. BEVERLY DEMPSEY

Dear Friends,

Grace and peace to you in the name of our Lord, Jesus Christ. Thank you for the privilege of serving Highlands.

In 2022, our interim period proceeded along the parallel paths of returning to and strengthening the ongoing operations of the church and executing the practical tasks for calling a pastor.

Consistent with Highlands' history and highest values, we put into place practices, structures, and processes that will help us to continue to be a faithful and attractive congregation at the Heart of Arlington. We delivered quality worship experiences and persistent pastoral care coming out of COVID-restrictions, ensured the financial, operational, and structural integrity of the church, reinvigorated our youth programs and fellowship opportunities, encouraged ongoing evaluation of and focus on our mission priorities, and encouraged all members to share their gifts with the community.

Together, we prioritized youth-led Sneaker Sundays and several special services. Together, we breathed new energy into our classrooms, transitioned to a more vibrant Christian education curriculum, and brought back some favorite traditions like the pork butt sale and Trick-or-Treating for canned goods. Highlands Presbyterian Women was formed, Craft Ladies kept us in stitches, Buildings and Grounds repaired, improved and beautified our facilities. Our ByLaws were updated after 45 years, a Personnel Manual was created, and a human resources review process was launched. Our mission intentionality and impact grew. We gained 11 new members last year! We said good-bye to Highlands' Choirmaster and Organist of 16 years, Gibson Dixon, and invited the acclaimed Matthew Phan to the piano/organ bench to share his giftedness to God's glory. Highlands Precious Gifts Preschool cemented its place as the premier, church-based community preschool. Their staff and children energize our campus and bring so much joy! Special thanks to Highlands' Member Cares Committee and Shepherds whose frequent visitation, regular reporting, and ongoing prayers helped our membership feel connected and tended to during this transitional period. You embody the meaning of church.

Toward calling Highlands' next installed pastor, the Mission Study team collected data for and wrote our Mission Study. This helped us to set our priorities for the near future. From there, you called the Pastor Nominating Committee (PNC) who wrote the church's theological overview for informing candidates of who we are and who God is calling us to be (Ministry Information Form). Now the PNC is moving through the process of prioritizing candidates. You can have confidence that your next installed pastor will be the carefully called match God intends to lead Highlands into the future.

All in all, I have felt blessed to be your interim pastor this past year. Here are a few additional words of thanks: for the Session, our Treasurer Mark Morrison, our Clerk of Session Sharyn' Going, and our Committees and membership that work and pray so faithfully; for Highlands' dedicated staff who never miss a beat: our outgoing and dedicated Office Administrator, Anneliese Robbins, our long time, faithful custodian, Sam Sewall, our extraordinarily gifted Highlands Precious Gifts Preschool Director, Anna Serrano, our forward-looking, creative communications consultant, Laura Sambito, and our loving Grandma Jenna, who leads the Precious Gifts chapel and choirs each week.

All this said, little of my work would be possible without the unwavering support of my husband Joe, the elevating love of our children, and the motivation, mercy and grace of our Lord who has called me to this particular time and place to share the gifts I have been given and do what is required of me to do.

Soli Deo Gloria!  
Beverly



# MEETING ANNOUNCEMENT

The annual meeting of the congregation and corporation of Highlands United Presbyterian Church will be held on Sunday, January 29, 2023 in the sanctuary immediately following worship.

The annual meeting may consider such business as electing officers, hearing reports of the Session along with plans for the coming year, and transacting other business as appropriate, including a vote on proposed changes to the church bylaws.

## Agenda

Welcome and Opening Prayer

Call to Order

Approve Minutes for Congregational Meetings:

- January 30, 2022
- February 27, 2022
- June 12, 2022

Old Business

- Questions welcome

New Business

- Receive Annual Reports
- Receive Treasurer's Report
- Hear the Report of the Congregational Nominating Committee for:
  - Session Class of 2025
  - Corporation Officers
- Elect the 2023 Congregational Nominating Committee

Closing Prayer



CONGREGATIONAL ACTIVITY

# MEETING MINUTES

**JANUARY 30, 2022**

The congregation of Highlands United Presbyterian Church in Jacksonville, Florida, met on Sunday, January 30, 2022. The meeting began at 10:51 a.m. and was held in the sanctuary and was also broadcast via YouTube. All members were invited to participate.

Moderator Rev. Beverly Dempsey called the meeting to order at 10:51 a.m. She welcomed everyone in the sanctuary and also the members watching via YouTube and declared that a quorum was present. Rev. Dempsey stated that Clerk Sharyn' Going was not able to attend and that Session member Nancy Hart would take notes in her absence.

Rev. Dempsey stated that the purpose of the meeting was to approve the budget for 2022, to elect officers of the Corporation, and to ensure all received a draft of the Bylaws for HUPC. A motion to approve the agenda was made by Reed Whitney and seconded by Tom Douget, and the congregation was all in favor. She then summarized what was detailed in the 2021 Annual Report and asked that everyone read the report at their leisure. She acknowledged the church members on the committees and thanked them for all the work, service and love they poured into our church community over the last year.

Laura Sambito was acknowledged for her incredible service to Highlands and her importance to the life of the church.

The Worship Committee was thanked for all the hard work to keep all aspects of worship happening during the past 20 months.

Mark Morrison, Church Treasurer, gave a financial review of 2021 and the 2022 budget, which was approved and adopted by the Session on 1/24/22. He stated that the 2021 gifts and generosity were astounding. The church's actual income was 99% of our budgeted income, and considering the difficulties of 2021, that was incredible. Expenses were \$60,000.00 less than budgeted, due to no full-time pastor, no LOGOS program, and the loss of our DCE.

Mark stated that the 2022 budget reflects our priority, which is to return to a new level of "normal" while at the same time re-establishing a foundation which will permit our church to nurture and grow our membership and continue our ministry in this community. The bottom line is that we are budgeting to break even. To achieve this break-even result, a "faith" income line of \$11,786.00 has been inserted into our ordinary income. Mark stated, "in past years, we have often adopted this approach in the knowledge that 'God Will Provide', having faith in Him, faith in you and our ability to manage our church affairs. We again challenge ourselves in 2022". Please refer to the 2021 Summary Financial Report and 2022 Provisional Budget for specific details, a copy of which will be attached to these minutes.

# MEETING MINUTES

**JANUARY 30, 2022, CONTINUED**

Mark asked the congregation if there were any comments or questions. Bill Hart, Preschool Treasurer, stated that although the budget reflects the Preschool's yearly donation of \$6,000.00, it is important to recognize that the Preschool is making significant contributions to improving the facility. This amounts to over \$180,000.00 in the last several years, over and above what is reflected in the church's budget.

Rev. Dempsey presented a timeline/flow chart to help explain the time it takes, and the process involved, to call a new pastor to a congregation in the Presbyterian church. Our next step would be to form a Mission Study Team who will help us identify our values and build a mission study that will be used as guidance when searching for candidates for our new pastor, and it will help candidates see if they would be a good fit.

Rev. Dempsey thinks that for a congregation that is as healthy, strong, vibrant, and generous as ours, we will end up with many candidates for our pastor. This also means it will take quite a bit of time to evaluate each one. She said it is part of her job to ensure that the congregation be respectful of the process and that the PNC be expedient in its work. The Pastor Transition Overview is also attached to these minutes.

Our Bylaws, dating back to 1977, were updated. A revised draft was distributed to the congregation. She asked the members to review and make notes if they have questions. Another Congregational Meeting will be called in a few weeks to address any questions or concerns.

Elder Alan Robbins called to order the meeting of the Corporation of HUPC at 11:40 a.m. Elder David Bauerlein read the slate of officers for 2022 as follows:

Alan Robbins President  
Mark Vanderberg Vice-President  
Sharyn' Going Secretary  
Mark Morrison Treasurer

The congregation voted to accept the slate of officers for 2022.

A motion to end the Congregational Meeting was made by Tom Douget and seconded by Tom Sweeney. The meeting was closed with prayer at 11:42 a.m.

Respectfully Submitted,  
Sharyn' Going, Clerk of Session

# MEETING MINUTES

**FEBRUARY 27, 2022**

The congregation of Highlands United Presbyterian Church in Jacksonville, Florida, met on Sunday, February 27, 2022. The meeting began at 10:55 a.m. and was held in the sanctuary. It was also broadcast on YouTube. All members were invited to participate.

Moderator Rev. Dempsey called the meeting to order at 10:55 a.m. The purpose of the meeting was threefold: (1) To hear the report of the Nominating Committee regarding the slate of Elders for the Session Class of 2024; (2) To discuss and potentially receive the revised bylaws for the corporation and congregation of Highlands United Presbyterian Church; (3) To hear an update on the search process for the installed pastor, including the names of those who will be serving on the Mission Study Team.

Rev. Dempsey asked Elder David Bauerlein to present the proposed Class of Elders for 2024. Elder Bauerlein presented the following names: Candy Cole, Audrey Regnier, Chad Sambito, and Donna Wilson. (Note: At the February Session meeting, the committee had listed Charles Obedia as a possible candidate, but this was changed to Donna Wilson.) Rev. Dempsey asked for nominations from the floor. There were none, and Rev. Dempsey called for a vote from the congregation. The above slate of Elders for the Class of 2024 was approved. Rev. Dempsey thanked the members of the Nominating Committee for their hard work.

Rev. Dempsey then discussed the by-laws, indicating that copies of the revised bylaws had been e-mailed to members of the congregation and that extra copies were in the back of the sanctuary. She asked if anyone had any questions about the by-laws, and there were none. She told the members that the by-laws had not been updated since 1977, and that some information contained in them was no longer factually true. She added that the number required for a quorum at a Congregational Meeting has been changed. Also, there was a different number of Session members back then. The by-laws have been revised to read that the Session shall consist of at least twelve Elders. She added that when Kendall Starkweather was working on the by-laws revision, he noticed there was no provision in them for Highlands to have deacons. This was added, in case Highlands members decide to have deacons in the future. Rev. Dempsey asked if there were any other points that needed to be mentioned. Elder Charles Grabill stated that Ed Kelly from the Presbytery office added a section on electronic meetings and other electronic media, such as e-mail. Rev. Dempsey asked for a motion to accept the revised by-laws as presented, and this was given by Elder Reed Whitney. Elder Mark Vanderberg seconded the motion. Rev. Dempsey called for a vote, and the revised by-laws were accepted by the members of the congregation.



# MEETING MINUTES

**FEBRUARY 27, 2022, CONTINUED**

The final item concerned the interim process, and Rev. Dempsey announced the names of the members of the Mission Study Team. They are Tyler Cole, Anneliese Robbins, Audrey Regnier, Laura Sambito, Dennis Kleppen, John Morrison, and Richard Marsh. Rev. Dempsey stated that the group will begin meeting tomorrow night. They will be working over the next few weeks, gathering information regarding what is important to the membership of Highlands. Rev. Dempsey encouraged the members of the congregation to get in touch with team members if there is anything they want included in the team's document regarding Highlands. She will post the names of the team members on the member's portal on the Highlands website.

This concluded the business before the congregation, and Rev. Dempsey asked for a motion to adjourn the meeting. This was given by Tom Sweeney and was seconded by Clara Whitaker. The meeting was adjourned at 11:04 a.m. with a prayer by Rev. Dempsey.

Respectfully Submitted,  
Sharyn' Going, Clerk of Session

# MEETING MINUTES

**JUNE 12, 2022**

The congregation of Highlands United Presbyterian Church in Jacksonville, Florida, met on Sunday, June 12, following the worship service. Rev. Beverly Dempsey called the meeting to order at 11:14 a.m. and declared that a quorum was present. Clerk Sharyn' Going was appointed to take the minutes for the meeting.

The purpose of the meeting was twofold. The Mission Study Team was to present its report to the congregation, and the second purpose was to elect the members of the Pastor Nominating Committee.

Rev. Dempsey first read the names of the people who comprised the Mission Study Team. Team members were Tyler Cole, Dennis Kleppen, Richard Marsh, John Morrison, Anneliese Robbins, Audrey Regnier, and Laura Sambito. Rev. Dempsey invited the chairman, Dennis Kleppen, to come forward and give the Mission Study Team's Report. The report had been published on the Highland's website, and copies were available at the rear of the sanctuary. Elder Kleppen explained the process that the team had used in completing the report. He also discussed the organization of the report and each team member's responsibility in completing the report. Elder Kleppen also gave a brief past history of Highlands and a brief review of Highlands as it is today.

He discussed goals for the future, and the desire to grow Highlands' membership and to develop activities that will bring people in and show the church as a welcoming place for children and adults. He added that Highlands has three very strong assets. The first is a personal commitment to Christ by each member. The second is the fellowship between Highlands' members and guests. The third asset is all the mission programs in which the church is currently involved, and the possibility of adding more programs in the future.

Rev. Dempsey asked if there were any questions from the congregation. There was one question regarding the Preschool, which was answered by Elder Kleppen. Rev. Dempsey thanked all the members of the Mission Study Team. She added that the report has been favorably received by the Presbytery. This allows Highlands to proceed with electing the Pastor Nominating Committee, who will begin the search for Highlands' next installed pastor.

Rev. Dempsey then discussed the process that was used to select the nominees for the Pastor Nominating Committee. She mentioned that rather than have the regular Nominating Committee select the nominees, the decision was made to involve all the Session members in the process. She said the group started with a list of about 50 names. These came from the box that had been placed at the back of the sanctuary. It contained the names of people who had requested to serve and also the names of people who had been nominated by others. There were also some names added by Session members when they met to discuss the nominees. She related how the names were selected and what criteria were used in the final selection process. She added that she feels very confident in the twelve people who were selected by the Session as nominees.

# MEETING MINUTES

**JUNE 12, 2022, CONTINUED**

She then read the list of nominees, which follows:

David Bauerlein  
Linda Bohling  
Charles Grabill  
Bill Hart  
Sue Heckler  
John Morrison  
Mark Morrison  
Karen Prewitt  
Audrey Regnier  
Laura Sambito  
Bonnie Vanderberg  
Donna Wilson

Rev. Dempsey then asked if there was any discussion or any further nominees from the floor, and none was given. She said the motion to accept the nominees did not require a second, and she asked the congregation members to signify their approval by saying "Aye". She asked for any opposed, but there was no opposition. The nominees for the Pastor Nominating Committee were approved unanimously. Rev. Dempsey added that the Presbytery will select someone to lead the PNC in this process.

Rev. Dempsey stated the business before the congregation had been completed. She asked for a motion to adjourn the meeting. Steve Pohlhammer made the motion, which was seconded. The meeting was adjourned at 11:38 a.m. with a prayer by Rev. Dempsey.

Respectfully Submitted,  
Sharyn' Going, Clerk of Session

# CLERK OF SESSION STATISTICAL REPORT

## New Members

**11**

Transfer Certificate: 8  
Affirmation of Faith: 3  
Confirmation: 0

## Membership Losses

**152**

Transfer Certificate: 3  
Deaths: 7  
Cleared Outdated Records: 142

## Current Members

**219**

December 31, 2021: 360  
2022 Net Loss: 143  
December 31, 2022: 219

## Average Worship Attendance

**85**

## Baptisms

**0**

Infant/Children: 0  
Youth or Adult: 0

## Marriages

**2**

Members: 1  
Non-Members: 1

## Age Distribution of Active Members

25 & Under	23	10.5%
26 - 40	26	11.9%
41 - 55	27	12.3%
56 - 70	56	25.6%
Over 70	87	39.7%





## COMMITTEE REPORTS



# COMMITTEE REPORT

## WORSHIP

2022 began with the Rev. Beverly Dempsey firmly entrenched as our Interim Pastor after a nationwide search brought her in November 2021. She came with a beautiful family, enthusiasm, fresh ideas, a different perspective, high energy, and a vision to prepare us for the next phase of life at HUPC.

2022 brought a new face to the music phase of our life at the church. We welcomed Matthew Phan as our Sunday worship pianist/organist as we said our goodbyes to Gibson Dixon as he started the next phase of his life. Gibson had faithfully been our music leader for over 16 years. Matthew, a junior at Bishop Kenny HS, is classically trained, and the congregation has very much enjoyed his playing, especially the Postludes which are usually some of his recital pieces.

As we moved from Sunday Service on Zoom back to live church in the sanctuary, we also added a camera to share the services live on YouTube with those not ready to worship in person. While this was a wonderful addition to our worship services for those tuning in at home, keeping the camera safe from lightning strikes and other maladies proved tougher than originally thought. It would lose video, then once repaired, would lose audio. Each time Tom Douget faithfully sorted out the problem and dutifully had it repaired and put back into service with the required reprogramming. Thank you, Tom, for all your diligent efforts.

We celebrated the season of Lent with our traditional Ash Wednesday service, Maundy Thursday dinner, Tenebrae service, and two services on Easter, one outside at sunrise. The 10:00 service was our highest in-person attendance since we closed the sanctuary due to Covid.

The sanctuary was decorated in red for Pentecost as is our custom, but more subdued than in previous years. The church showed up in their finest red, especially Charles Goodyear (always a treat), to mark the beginning of the Christian church's mission to the world.

Our committee members included Alan Robbins, moderator, Debbie Douget, Tom Douget, Ricky Regnier, Scott Heckler (joined in 2022), Eva Skipper (returned from a whirlwind trip with her husband Steve to celebrate their retirement), and Rev. Beverly Dempsey. Our committee is responsible for setting the communion table with the Elements each first Sunday of the month. We also open, prepare, monitor, clean up, close, and secure the sanctuary each Sunday for Worship.

The committee along with the help of several faithful members prepared the church sanctuary for Advent and the coming of the baby Jesus in early December. This included decorating the sanctuary with the Chrismon tree, garlands throughout the building, the poinsettia tree, wreaths, and one of Dr. Dave's cherished Nativity scenes.

2022 was an exciting year for the Worship committee with a mix of traditions and new ideas, but it made for a wonderful worship life in our church and helped prepare us for a new era at Highlands United Presbyterian Church.

Respectfully submitted,  
Alan Robbins, moderator

# COMMITTEE REPORT

## CHRISTIAN NURTURE

The Christian Nurture Committee members for 2022 included David Bauerlein, Hanna Laughlin, John Morrison, Audrey Regnier, Laura Sambito, and Jenna Whitney. As the easing of the COVID-19 pandemic enabled more gatherings, CNC worked throughout the year to expand offerings to our youth and adults for Christian education and growth.

### Involving Our Children & Youth

When the new school year started, we welcomed our young worshippers after summer vacation by having a “Big Reveal” of changes to Harris Hall with the addition of games such as foosball, air hockey, indoor basketball hoop, and audio-visual technology for games and video production. Flat-screen TV monitors hung on freshly painted walls and gave the ability to use online components of the Orange curriculum for Sunday School classes. We saw a rise in regular attendance at Sunday School classes led by a roster of teachers.

Pizza with a Purpose also kicked off in September, giving young people in grades 5 through 12 a place to gather once a month on Sunday evenings. They socialized over pizza dinners, played some games, and had opportunities to act with purpose, such as decorating cookies the church then delivered to Five Star Veterans Center residents.

In March, we started the Sneaker Sunday service on the fourth Sunday of each month. Sneaker Sunday brought our youth back to a central place in helping to lead the service with speaking roles for the first time since the pandemic. The students from the Highlands Precious Gifts Preschool choir participated in the Sneaker Sunday service. We invited the entire congregation to join us in bringing a less formal approach to the service by wearing sneakers.

We continued special Sunday activities that we had kept going despite the pandemic by organizing the Easter Egg Hunt after the Palm Sunday service and the Birthday Party for Jesus on the Sunday before Christmas Day.

After the pandemic put a hold on summer trips such as the annual trek to Montreat, we coordinated youths going on the same week to Camp Montgomery. On a one-time basis, the church covered the full costs of each camper's costs. We were able to make a partial return to our usual fundraising for youth trips as the church's barbecue crew smoked about 50 pork butts for sale the weekend of the Super Bowl.

We continued to lead the Time with the Young Church portion of every Sunday service by inviting young participants, typically up through elementary school ages, to the front of the church to talk with them about a Bible-based lesson of the day.

# COMMITTEE REPORT

## CHRISTIAN NURTURE, CONTINUED

### Adult education and nurture

The class using “The Present Word” curriculum continued to grow as we reached about 15 regular attendees and welcomed some new church members to our small-group discussions. We continued to provide remote access to our classes through Zoom by using Facebook portal.

During Advent, the church sent out daily “Advent Devotion” messages by email to the entire congregation.

### All-ages events

We started the monthly LIFT (Living in Faith Together) dinner in September by using a program by the same group that designed LOGOS. The LIFT dinner on the second Wednesday of each month brought people together for family-style meals and dessert prepared by the Highlands kitchen crew, followed by a Bible-based lesson and activities geared toward young members such as “Turkey Bowling” that give people of all ages a chance to join in the fun.

In the summer, we organized an outing for all ages to see a Jumbo Shrimp baseball game by purchasing a block of group tickets.

### Youth-driven mission work

The Trick or Treat for Canned Goods in October collected donated food that youth picked up by going “trick or treating” to church members’ houses on the Sunday before Halloween. In November, Highlands once again teamed up with Precious Gifts Preschool families in donating food for eight Thanksgiving baskets that had turkeys and all the trimmings plus food for meals throughout the Thanksgiving holiday weekend. The donations from Trick or Treat and the Thanksgiving baskets went to Arlington Community Services for people it helps in the Arlington area.

### Goals for 2023

We rolled out several programs in 2022 so our focus will be to sustain and grow them while also looking for opportunities to add more youth programs, coordinate trips to Montreat for those who wish to go this summer, add more fundraising for youth-related expenses and expand adult education activities.

Respectfully submitted,  
David Bauerlein, moderator

# COMMITTEE REPORT

## PRESCHOOL ADVISORY

The Preschool Advisory Committee includes Beverly Dempsey (Interim Pastor), Anna Serrano (Preschool Director), Michele Loerop (Preschool Assistant Director), Nancy Hart (Session Member/Moderator), and Bill Hart (Treasurer).

The vision of Highlands Precious Gifts Preschool (HPGP) is to be the premier church-based preschool provider for children ages 12 months thru 5 years in our community. HPGP provides a developmentally based, literacy-focused, educational environment for the children, regardless of family or religious background. Our staff encourages positive social and emotional development in an environment that incorporates Christian values. Using an approach that focuses on the whole child, HPGP wishes to enrich all our students intellectually and physically. By creating a fun and exciting early educational experience, we hope to foster in our students a sense of healthy curiosity and a life-long desire to learn.

### Highlights of 2022

- Although the Covid virus was still a concern during 2022, the preschool was able to avoid outbreaks and closures through diligent sanitizing, hand-washing, and mask-wearing.
- All classes had full enrollment, with waitlists in some cases. This reflects our stellar reputation in the community.
- Weekly Wednesday Chapel resumed, with Highlands member Jenna Whitney leading the children.
- All eligible Preschool staff received a second \$1000 Pandemic relief check in February.
- In July, the Preschool presented to Session a plan to equally share the cash reserves of the Preschool, amounting to \$100,000 for the Church. It was also agreed that the net operating profit of the Preschool will be shared equally with the Church, and will be distributed at the end of each school year (August), beginning in 2023.

### Goals for 2023

The vision for HPGP is to become our area's premier church-based preschool provider. The following goals for 2023 will move us toward that vision.

- Develop an attractive Employee Benefits package to attract and keep quality employees. This should include competitive salaries, health insurance, vision, and dental insurance, and paid vacation and holidays.
- Update the Employee Handbook, making sure all areas are current and clearly state procedures and policies.
- Update our existing website or create a new website that reflects the quality and professionalism of our Preschool, and is inviting and informative for inquiring families.
- Create a detailed Emergency Closure Policy, using what we learned by experiencing the Covid pandemic as a starting point.

Respectfully submitted,  
Nancy Hart, moderator

# COMMITTEE REPORT

## MEMBER CARE

### Responsibilities of the Member Care Committee include:

- maintaining and distributing the Prayer List
- coordinating the Shepherd Program
- supporting Supper/Lunch Clubs
- coordinating provision of in-home meals for families during times of need
- sending birthday and anniversary cards
- assisting with transportation
- managing prayer blanket ministry
- updating church membership directory
- providing ongoing visitation and contact with members
- providing These Days devotional booklets for members who are shut-in or in facilities
- managing Medical Equipment Closet.

### Accomplishments in 2022 include:

- resumption of a supper club, a lunch club, and a greeter program for in-person worship (following the most severe period of COVID)
- updating the Membership Directory including contact information and determining the actual current membership
- began the distribution of These Days devotional booklets to members who are shut-in or in facilities
- initiating an ongoing Shepherd training series to equip our members to care for one another
- expansion of items for the Medical Equipment Closet
- revision of Prayer List Format including additional concern categories

### Goals for 2023 include:

- assuring that each new member, shut-in and facility resident has a Shepherd - with a stretch goal of making sure each member has a Shepherd
- complete the scheduled Shepherd Training Series
- contact on a monthly basis (either visit or other meaningful care contacts) each shut-in member or member in a facility
- develop a list of those willing to provide transportation
- establish a Meal Train and stock a freezer with frozen meals to be used as needs arise.

Committee members include Nancy Marsh (Moderator), Ginny Morrison, Nancy Thomas, Rick Marsh. Church Growth members (Betty Stewart and Anneliese Robbins) also met with and contributed to the Member Care Committee.

Respectfully submitted,  
Nancy Marsh, moderator



# COMMITTEE REPORT

## CHURCH GROWTH

2022 committee members: Anneliese Robbins, Betty Stewart

Church Growth is affected by many aspects of our congregational life. We grow by providing a welcoming environment to visitors and new members and encouraging them to participate in the life of the church. Worship, Christian Education, Fellowship, Mission, and Member Care are all cornerstones to help us grow.

Highlands has been blessed with wonderful visitors this past year. Some became engaged in programs of the church such as Meals on Wheels, children and youth ministries, and a new mission program. Therefore, in November the committee hosted an Inquirers' lunch and information session.

In December, we welcomed eleven new members to share in our ministry.

- John and Beverly Cochran, transfer from First Presbyterian Church, Jacksonville
- Mike Sutherland, transfer from Journey Church, Jacksonville
- Rodel Sutherland, Re-affirmation of Faith
- Brenda Guzman, Re-affirmation of Faith
- Mary Beth Yutzy, Re-affirmation of Faith
- Sandy Pruitt, transfer from Christ Episcopal Church
- Mick and Lori Smith, transfer from Southwood Presbyterian Church, Huntsville, AL
- Art Richard, transfer from Community Presbyterian Church, Jacksonville
- Deborah Reed, Transfer from Hodges Blvd. Presbyterian Church, Jacksonville

The committee is working on new and improved name tags to be ready in the near future.

Respectfully submitted,  
Betty Stewart, moderator

**Committee Members:** Carolyn Starkweather, Paul Wubbena, Mike Sutherland, Donna Wilson (co-moderator), and Bonnie Vanderberg (co-moderator)

**Family Promise** - In 2022, Highlands United Presbyterian Church hosted Family Promise for 3 weeks. During those 3 weeks, 9 families (a total of 10 Adults and 15 children) were sheltered at the Family Promise Campus on University Blvd. HUPC members prepared and delivered homemade meals every evening for the week and donated and delivered food, personal hygiene items, and household cleaning supplies. HUPC members enjoyed visiting with the families and playing with the children during the dinner hour.

**Grace of Mercy Orphanage, Haiti** - HUPC supported Grace of Mercy Orphanage in Gressier Haiti from January through July 2022. In July, funding and support of the orphanage were withheld when the orphanage administrator refused to answer repeated questions regarding the children and the orphanage operations. The unanswered questions raised serious concerns regarding the legitimacy of the orphanage and its care of the children.

In July, HUPC partnered with Overture International (an organization that helps children remain with their families through the development of social support, community resources, and the creation of economic opportunities) to provide on-site observation and intervention in Haiti to investigate and assure the health and safety of the children. Haitian Social Workers were deployed immediately and found the condition of the orphanage and the care of the children to be unacceptable. HUPC's decision to cease support of the orphanage and to divert the donated funds to Overture International resulted in the reunification of at least 21 children with their biological families and funded Mobile Health Units to assess and treat health issues of the children and members of the community.

**SARAI's Closet** - HUPC members support SARAI's Closet Baby Shower by making and donating handmade baby quilts and crocheted blankets and baby 'onesies' to support young low-income mothers and families as they bring their infants home from the hospital. While SARAI's Closet provides other needs to families, HUPC's focus is on these new moms and babies. In addition, HUPC members donated toys to SARAI's Closet in support of their "Toddlerific Christmas Toy Drive" for Wolfson Children's Hospital in December. HUPC is prepared to address the increased needs of this charity during 2023.

**Arlington Community Services** - HUPC continues to support ACS with financial contributions and weekly donations of food for the community food pantry. T-shirts and toiletries are also donated in support of the homeless in the community. HUPC members donated, wrapped, and delivered "White Gifts" to ACS in December to be given throughout the year as gifts of celebration or comfort to individuals in need in the community.

# COMMITTEE REPORT

## MISSION, CONTINUED

**Meals On Wheels** - Every week in 2022 approximately 15 individuals in the community have received daily meals and social interaction from 6-14 HUPC members. The HUPC volunteers volunteered approximately 2 hours each day to package and deliver 1-2 meals to each of the recipients every Monday through Friday.

**Micah's Backpack** - Now in its 7th year, Micah's Backpack began 2022 serving 8 schools and adding one school in December. The number of children who receive weekend food every week during the school year has fluctuated. The number of children helped at the beginning of the school year in August was significantly less than usual because of school counselors who were new to the district and to the demographics of Duval County. The second half of the first semester of the school year saw a significant increase in the number of students identified by the school counselors. Micah's Backpack ended 2022 packing weekend food at 3 packing sites for 207 children in 9 schools. It is anticipated there will be a steady increase in need and in the number of families helped in 2023.

Funding and volunteers for Micah's Backpack are split nearly 50/50 between HUPC and neighboring churches and the community.

JEMM, JOY, Crop Walk and other charities and regional needs are also supported by volunteers and donations by HUPC members.

Respectfully submitted,  
Bonnie Vanderberg, moderator

# COMMITTEE REPORT

## FELLOWSHIP

### Committee Members in 2022:

Becky Bridell, Sharyn' Going, Sue Heckler, Sandi Pruitt, Nancy Taylor, Clara Whitaker, and Candy Cole.

### Highlights for 2022:

Following a year of social distancing, Sunday Fellowship resumed after worship and our committee designed a more normal church calendar for fellowship activities since 2020. We are called to provide a luncheon following memorial services for our members at the request of the family. A list of the activities is listed below with a brief description.

EASTER sunrise breakfast was served following worship. Breakfast casseroles along with fruit and grits were served to hungry worshippers. Following our Easter service, we provided refreshments of a sheet cake and root beer floats.

In May we provided a luncheon with 5- Star Veterans Center. We served pulled pork, baked beans, potato salad, and deviled eggs. The group was taken on a tour of the facility before luncheon was served.

Pentecost was more low-key this year, but red was still the color of the day. We provided red punch along with red iced cupcakes.

In July we once again provided a Low Country Boil for the congregation with a donation of \$10 per person with children under 12 eating free. Payment was due before the event and Safe Harbor Seafood will provide the shrimp.

Octoberfest was an exciting addition to the Fellowship Calendar in 2022. Bratwurst, German potato salad, sauerkraut, soft pretzels, and beer cheese dip were supplied to our congregation to celebrate. Our own singing group, Doubletake, provided entertainment. Reservations were required in order to have enough food. Tickets were \$10, with children under 10 free. A 100-year-old recipe was used to make the dessert, apple cake.

Our annual Pork Barbecue was the November event. Twelve pork butts were cooked by our newest members, Lori and Mick Smith. The extra butts were sold as whole or ½ butts.

It is our hope that we can continue to provide even more events for our congregation during 2023.

Respectfully submitted,  
Candy Cole, moderator

# COMMITTEE REPORT

## RESOURCES & MANAGEMENT

Members: Olivia Ehmer, Charles Grabill, Charles Goodyear, Helen Middaugh, Mark Morrison, Chad Sambito, Kendall Starkweather, Tom Sweeney, Mark Vanderberg

The Resources & Management committee works to care for and manage all that God has given us - our time, talents, and financial resources. Our goal is to provide recommendations to the session about the use of these many resources to drive the vision of our church and serve our community and members.

2022 saw several initiatives and milestones for HUPC:

- R & R Loan was paid off in 2022. This was a huge undertaking by our congregation over 10 years ago that helped beautify and update our aging campus. We now turn our focus to the future and creation of a consistent Capital Sustainment fund to ensure our church grounds are inviting and safe for all that visit for generations to come.
- Stewardship is an important time of year when we identify the time, talents, and financial gifts that the members pledge to support our church. "S'more for God" was our theme in 2022. It marked the first time we were able to offer electronic pledge cards in addition to our traditional paper pledge process. This should allow for easier responses by members who may not be able to attend in person but still want to support the efforts of our ministry.
- Our Highlands Precious Gifts Preschool is an integral part of our mission outreach at the church. There have been years in the past when the Preschool has needed financial support from the church when times were tough for our community amidst the changing dynamics of working parents and economic slowdowns. We now find our church and preschool in a strategic partnership where it is able to provide financial support to help our church grow and do more. 2022 marked the beginning of a more formal partnership between the two that will help strengthen our community for years to come.
- As a small church we have relied on consistent staff for years. Our church is in a transition period which has required us to revisit many policies and staffing needs. Our committee spent countless hours updating our Personnel Manual to make sure we had consistent policies for all current and future staff of HUPC. This also brought forth the need for a Personnel Committee to help streamline any staffing-related needs including annual reviews.

Respectfully submitted,  
Chad Sambito, moderator



# COMMITTEE REPORT

## BUILDING & GROUNDS

The last few years have been busy for the Building and Grounds Committee and very productive.

My loyal committee members other than myself are Dennis Kleppen and Scott Heckler. We are always looking for additional members as there are always little tasks that need to be performed around the church so if anyone is interested in being a part of the Building and Grounds committee, please contact me at [tesweeney1@comcast.net](mailto:tesweeney1@comcast.net).

This year we had a very successful workday in November and intend to have one in the spring and another one in the fall.

This year we upgraded the lights in the Sanctuary to LEDs for not only the light quality but for the reduced electricity demand. We will continue to convert our lighting to LEDs as a cost savings measure along with the extended life of LEDs over fluorescent.

We replaced the parking lot lighting, again upgrading to LEDs both for lighting levels and security reasons.

We also had the Kitchen in the Lee Family Life Center deep cleaned and sanitized.

We are in the process of looking at a possible R&R phase two project that will include such items as the replacement of doors and windows, and the upgrading of security systems along with security lighting as a few examples. Our goal here is to continue to improve our campus both security-wise, and also look to reduce our demand for electricity in the future.

Respectfully submitted,  
Tom Sweeney, moderator

# COMMITTEE REPORT

## PASTOR NOMINATING

The Pastor Nominating Committee (PNC) was established at the Congregational Meeting on June 12, 2022. The PNC members are Audrey Regnier, Bill Hart, Sue Heckler, Karen Prewitt, Linda Bohling, David Bauerlein, Charles Grabill, Bonnie Vanderberg, John Morrison, and Co-Chairs Laura Sambito and Mark Morrison.

The PNC received training from the Presbytery on July 14th and met our Presbytery Liaison, Wayne Letizia who is a member of Geneva Presbyterian Church and serves on the Presbytery's Call Commission. Wayne has been a resource for the PNC as we have questions about the denominational process for calling a new pastor.

As a quick overview of the process, the first steps in calling a pastor started a while ago. Our congregation worked to create a Mission Study to discern the goals and vision for the church and the qualities of a pastor that can partner in our ministry to achieve those goals. Once the PNC is in place, they work to develop a Ministry Information Form (MIF), which is essentially a job description for the pastor we are seeking. Once it is approved by the Session and Call Commission, it is posted on the denominational system (CLC) to become public to pastors seeking a call (job). Our Ministry Information Form was approved by the Session on October 17th and posted to the denominational system on October 27th.

The next step in the process is for the PNC to begin receiving Pastor Information Forms (resumes) from pastors that may be seeking a new call. The PNC reads each PIF carefully to discern if the candidate could be a good fit for our congregation at Highlands. As of January 16th, our PNC has received and reviewed 96 Pastor Information Forms. As the PNC narrows down the list of potential candidates, they begin to interview those that seem like they may be the best fit for Highlands. This will include both information Zoom interviews, as well as onsite visits.

It is the goal of the PNC to continue to thoughtfully reflect on the vision and mission of Highlands as was made known through the Mission Study process and to prayerfully discern who it is that God is calling into ministry with us at Highlands. This is not a speedy or easy process. Your prayers, encouragement, and patience are appreciated during this process.

Respectfully submitted,  
Laura Sambito, Co-Chair



## FINANCIAL REPORTS

# FINANCIAL REPORTS

## TREASURER'S REPORT

The operating results for the Church for fiscal 2022 reflect income from all sources of \$328,148 against total operating expenses of \$333,394 resulting in a net ordinary loss of (\$5,246). Considering this was the first full fiscal year post-COVID, the narrow operating loss is remarkable because it does not diminish in any way the devotion, generosity, and dedication from a congregation and staff which remains committed to the success of Highlands.

Our cash position is sound with funds available totaling \$385,173. Of this amount \$134,758 has been earmarked (allocated) for specific missions (local and national) and other church-supporting activities (youth, Crafty Ladies, fellowship, etc.). The balance of \$250,415 represents free cash available for capital and other needs of the church emanating from memorial funds - \$52,055, undesignated bequests - \$32,501, year-end cash available for operations - \$70,754, and a significant year-end contribution made by the preschool which is intended for the initial funding of a capital sustainment fund.

As we look forward to 2023, our income from all sources is projected to be \$358,200 against an expense level of \$376,300 yielding an operating loss of (\$18,100). This year the Session has approved an "investment budget", which I fully endorse, that provides for additional full-time and part-time resources to lift up and improve our worship, music, and youth ministries, and strengthen our tech, communication, and outreach abilities such that we can spread the good news to the larger Arlington community and grow the Church.

One stated goal of the committee assigned to define Highland's mission was that we would be the local church that is the "Heart of Arlington". I commend the Session for taking this bold approach. But guess what...it will take all of us banding together, reaching out, and caring for our neighbors, parents, and children, being the inviting church family we are capable of being, continuing and strengthening our own individual financial and faithful support, knowing we are blessed and loved by our creator in the midst of this wonderful church home we call Highlands. It is in God's hands we trust.

Please find more numbers and discussion on the attachment which follows to further sate your financial curiosity.

I remain, your Treasurer,  
Mark Morrison



# FINANCIAL REPORTS

## FINANCE & STEWARDSHIP

### HIGHLANDS UNITED PRESBYTERIAN CHURCH FINANCIAL RESULTS 2022 AND APPROVED BUDGET 2023 SUMMARY RESULTS:

	APPROVED 2022 BUDGET	ACTUAL 2022 RESULTS	VARIANCE 2022 FAV (UNF)	2023 APPROVED BUDGET	2023 BUDGET VS 2022 ACTUAL FAV (UNF)
<b>INCOME STATEMENT:</b>					
TOTAL INCOME ALL SOURCES	\$347,550	\$328,148	(\$19,402)	\$358,200	\$30,052
EXPENSES:					
PERSONNEL	\$232,545	\$196,968	\$35,577	\$231,000	(\$34,032)
ADMINISTRATION	\$47,700	\$45,811	\$1,889	\$57,200	(\$11,389)
BUILDINGS AND GROUNDS	\$40,400	\$61,188	(\$20,788)	\$50,300	\$10,888
UNIFIED MISSION/THEOLOGICAL EDUCATION	\$10,300	\$10,050	\$250	\$10,700	(\$650)
CHRISTIAN NUTURE	\$4,775	\$6,004	(\$1,229)	\$8,800	(\$2,796)
PER CAPITA AND STEWARDSHIP ADMINISTRATION	\$4,080	\$4,172	(\$92)	\$3,700	\$472
WORSHIP	\$4,450	\$7,670	(\$3,220)	\$11,000	(\$3,330)
MEMBER CARE/CHURCH GROWTH/MEDIA	\$3,300	\$1,531	\$1,769	\$3,600	(\$2,069)
TOTAL EXPENSES	\$347,550	\$333,394	\$14,156	\$376,300	(\$42,906)
NET ORDINARY INCOME (LOSS)	\$0	(\$5,246)	(\$5,246)	(\$18,100)	(\$12,854)

#### NOTES ON PROJECTED RESULTS:

##### 2022 BUDGET INCOME VARIANCE -\$19.4K:

Faith Income unrealized -\$11.8K, Paper Investment losses - \$10.1K

##### 2022 BUDGET EXPENSE VARIANCE +\$14.1K:

Payroll costs favorable +\$35.6K = unfilled positions

Buildings and Grounds additional expenses -\$20.8K includes unplanned costs of Sanctuary lighting \$6.5K, Systems lightning strikes \$2.6K, Utility costs -\$5K, and campus improvements

##### 2023 BUDGET NET ORDINARY INCOME PROJECTION -\$12.9K

Revenue per 2023 Members Pledged baseline +2.5%

Additional Pre School contribution formula @ 50% PS net income..+\$25,500

No investment losses +\$10.1K

Full time Minister of Music and Worship (\$19.5K)

Fewer "emergency repairs" in building and grounds + 10.9K)

Part time Communications Specialist (\$9.3K)

Part time Substitute Organist (\$3.5K)

Insurance program will cost more (\$12K)

Investment in Youth program (\$2.9K)

Most other expenses used 2022 run rate plus inflation estimate

#### FUNDS AVAILABLE RECONCILIATION:

##### FUNDS AVAILABLE END OF 2022:

Trust Checking	\$201,748
Trust Equity	\$36,860
New Covenant Funds	\$54,629
First Port City	\$91,936
<b>Total Funds Available</b>	<b>\$385,173</b>
<b>LESS ALLOCATED RESERVE FUNDS:</b>	<b><u>-\$314,599</u></b>

**AVAILABLE CHURCH OPERATIONS 12/31/22** **\$70,574**

**NET ORDINARY INCOME (LOSS) 2023** **(\$18,100)**

**AVAILABLE CHURCH OPERATIONS 12/31/23** **\$52,474**

##### ALLOCATED RESERVE FUND BALANCE 12/31/22

Memorials/Bequests	\$ 84,556
Restoration & Renewal	\$ 95,285
Mission related local	\$ 71,682
Mission related NAT'L	\$ 7,000
Youth related	\$ 38,431
Other support funds	\$ 17,645
<b>Total Reserve Funds</b>	<b>\$ 314,599</b>

##### IN/OUT SUPPLEMENTAL CONTRIBUTIONS:

Mission related local	\$ 31,478
Mission related national	\$ 19,738
Church Support Other	\$ 26,345
Church Support Youth	\$ 4,461
<b>TOTAL IN/OUT SUPPLEMENT</b>	<b>\$ 82,022</b>

# NOMINATING REPORT

## SLATE OF OFFICERS

The Nominating Committee is charged with prayerfully building a slate of members to fill elected offices, including Highlands' Ruling Elders, Treasurer, President of the Corporation and Secretary.

This year, the Nominating Committee received nominations from members at large, and considered a number of members who have demonstrated commitment to the congregation, its mission and its values, and who have the capacity to make faithful, effective decisions on behalf of the church.

For the Class of 2025, the following members have received their nomination and are prepared to serve pending membership vote:

- 1) Steve Polhammer
- 2) Sandy Pruitt
- 3) Clara Whitaker
- 4) Jenna Whitney

For the office of Treasurer:  
Mark Morrison

For the office of President of the Corporation:  
Alan Robbins

For the office of Secretary:  
Sharyn' Going

Nominations to supplement this slate may be made from the floor of the Annual Meeting.

Respectfully,  
The Rev. Beverly Dempsey, interim pastor  
ex officio member of the Nominating Committee, David Bauerlein, Chair





CONNECT

### 2022 Session

#### Class of 2022

Nancy Marsh  
Betty Stewart  
Bonnie Vanderberg  
Clara Whitaker

#### Class of 2023

David Bauerlein  
Nancy Hart  
Alan Robbins  
Tom Sweeney

#### Class of 2024

Candy Cole  
Audrey Regnier  
Chad Sambito  
Donna Wilson

Moderator: The Rev Beverly Dempsey  
Clerk of Session: Sharyn' Going

### Church Staff

Rev. Beverly Dempsey  
Interim Pastor  
pastor@hupcjax.org

Anneliese Robbins  
Office Administrator  
hupcA1967@gmail.com

Matthew Phan, Accompanist  
Sam Sewell, Sexton

Laura Sambito  
Communications Consultant  
LSambito@gmail.com

### Highlands Precious Gifts Preschool

Anna Serrano  
Preschool Director  
msanna.hpgp@gmail.com

Michele Loerop  
Assistant Preschool Director  
msmichele.hpgp@gmail.com



#### HIGHLANDS UNITED PRESBYTERIAN CHURCH

10900 McCormick Road  
Jacksonville, Florida 32225  
(904) 641-9264  
www.HUPCjax.org

Follow us:  
@HUPCjax



### Serve

If you would like to be more engaged and active with the church, we invite you to consider serving on one of our committees.

- Church Growth
- Worship
- Mission
- Fellowship
- Christian Nurture
- Preschool Advisory
- Resources and Management
- Member Care
- Building and Grounds

To learn where your skills may be best put to use or where openings may exist, please contact Rev. Beverly Dempsey at (904) 641-9264 or email [pastor@hupcjax.org](mailto:pastor@hupcjax.org).

### Volunteer

Do you want to connect with others at Highlands? Show your commitment to putting your faith into action? Highlands is always seeking volunteers to fill a wide variety of roles and there is a place for you to get involved no matter your availability or skillset.

Current opportunities to volunteer include:

- Worship Liturgist (leading liturgy, reading scripture passages, leading prayer, sharing announcements)
- Worship AV Crew (help run our live-stream during worship. Don't worry, there is training!)
- Worship Usher (greet & pass out bulletins prior to worship, record attendance, assist in worship as needed)
- Elementary Sunday School Teacher (join a 3-week rotation for leading our K-5 Sunday School class)
- Handy Helpers (lend a hand assisting in maintenance projects around the church)
- Volunteer Coordinator (help get people plugged into committees and/or volunteer roles that can use their skillsets)

To learn about new volunteer opportunities, check the monthly Highlander Newsletter.

### Support

When you make financial contributions to Highlands, you are supporting our ministries which seek to support and transform the community around us. In this time, there are several ways in which you can contribute, including:

- Online donations via credit card or bank transfer
- Mail donations to the church office
- Church Drives (such as for Micah's Backpack or ACS)