



# HOLY CROSS LUTHERAN CHURCH

2020 Annual Report  
November 15, 2020

*Transforming the world & ourselves, together in community, fellowship, and faith.*

# **Guiding Principles of Holy Cross Lutheran Church**

Jesus is Lord and Savior  
All are welcome – welcome everyone  
All are God's beloved children  
Sharing God's gifts  
Always put God first  
Listen to the Spirit and follow with action  
Be good stewards and care for all of creation

## **CAT Survey Congregational Priorities**

Make necessary changes to attract families  
with children and youth to our church.

Develop and implement a comprehensive strategy to reach new  
people and incorporate them into the life of the church.

Develop the spiritual generosity of the people to financially  
support the ministry of the church.

Provide more opportunities for Christian education and spiritual  
formation at every age and stage of life.



# HOLY CROSS LUTHERAN CHURCH

1090 Sterling Road  
Herndon Virginia 20170  
703-437-1883 | Fax 703-437-8635  
[www.holycrosslutheranchurch.net](http://www.holycrosslutheranchurch.net)

## **STAFF**

The Rev. Dr. Martin Eldred – Pastor  
Mr. Jeremy Shoop – Director of Music and Liturgical Ministries  
Ms. Teresa Easterly – Church Administrator  
Mr. Charlie Rothrock – Bookkeeper  
Ms. Beatriz Orellana & Erika Moreno – Nursery Attendants

## **Trustees**

Glen Piersol  
Gene Bain  
Robert Coffman

## **Officers - 2020**

Deborah (Deb) Reilly – President  
Sam Carter – Vice President  
Cheryl Smith – Secretary  
Robert (Bob) Thompson – Treasurer

## **Church Council - 2019**

Christian Education – Betty Skelton  
Community Outreach – Suzanne Flegal  
Evangelism – Roy Geiger  
Fellowship – Pam Darby  
Personnel – Dick Krapf  
Property – Dennis Pattison  
Stewardship – Mike Faulkner  
Sunday School Superintendent – Suzanne Baggett  
Worship & Music – Kathy Makowski  
Youth – Daniel Contreras

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## REPORT OF THE PASTOR

The past few days, my internal jukebox has been playing, "How Do You Solve a Problem Like Maria?" from *The Sound of Music*. Perhaps it's my subconscious trying to figure out how we handle the year that has been 2020. It has been a year, hasn't it?

Twelve months ago, we gathered as a congregation *in person* with such high hopes. We had a new pastor, and he seemed okay. Pastor had just bought a house and was moving in. Jeremy was planning for a well-deserved sabbatical, and the Nationals had just won their first World Series. We seemed poised to take on some of the C. A. T. goals we had set for ourselves and began plans to get to work.

The first few months of 2020 went well. While Jeremy was gone during Epiphany, we had volunteers fill in for music leadership. Becky Morgan and Suzanne Baggett covered the keyboard part of Jeremy's role, Marcia Kratzke served as choir director, the Bell Choir learned to work in small groups on their own, and lots of us worked together to plan worship and make it all happen. At the beginning of the sabbatical, I had written that we were all going to be learning to use, "new muscles." We did and it was good. We all learned a lot, not the least is that it takes a village to do what Jeremy does for us.

After Jeremy returned, we hit the ground running. We had some great ideas about using worship to vitalize our outreach and energize our community. We had two Sundays together before I took a quick trip to Alaska. Then the shutdown came. Suddenly, everything we all knew about how a church runs and operates stopped. No in-person worship. No in-person classes. No coffee hour or fellowship times. No pastoral visits, even in the hospital. No Holy Communion.

In a matter of days, we had to come up with a plan on how best to do worship and we settled on the basic format we have been doing for seven months now, a live-stream worship in the sanctuary with a small team of volunteers helping Jeremy and me. As Jeremy's report so aptly says, it has been a Godsend for us both and I echo his comment how much it has helped my own mental health to have this dedicated community in my life. I add my appreciation to our ad-hoc tech team, primarily Bob Thompson and Sam Cater, for researching, purchasing, and installing the video system we now have, but also to Sylvia Moran and Jeremy for making it run each week. It has been a process, but we have risen to the challenge.

Other aspects of congregational life also went on-line, like almost everything else in our lives. Jeremy, Suzanne Baggett, and I each took an evening to broadcast music, children's content, and a short worship, respectively. Bible Class went to Facebook Live, then to Zoom. Committees and Council learned how to meet via Zoom. If we began 2020 learning to use "different muscles," the rest of the year was a graduate course.

In a recent text to my dear friend who is also a pastor in Montana I wrote, "I've never put off writing my Annual Report for so long. It's like, where do you begin and more to the point, what do you say about what comes next?"

The truth of the matter is none of us know what really comes next. What we can say and what we can know is that we will continue to do what we are doing – being the Church. That has not stopped, and it will

not, because it the faithfulness of Jesus's presence in our midst that makes us the Church. Circumstances do not define us; Jesus does. We are the Church because, Jesus has called each of us. We are the Church as we live out that promise in the face of things we cannot understand. We will worship, we will feed and clothe our neighbors, we will tend to one another and to the needs of our community. We will laugh and weep together. We will sing. And through it all, we will continue to learn new ways in which to be Christ's Body in this place and we sojourn in the Wilderness.

Music has so often been for me a grounding source of comfort and inspiration. Recently, Jeremy introduced to us this beautiful hymn, written during Holy Week of 2020, when we all were facing an Easter apart. I leave it with you as a profound and touching reminder that we are Easter People, reborn in the reality of Resurrection and New Life. Always being made new, we will, with Jesus, overcome.

It is an honor and joy to serve with you.

Let us go forth in peace,

Pastor Martin

---

*Christ still rises when fear grips our city,  
when death takes no pity,  
when much is unknown.  
Christ still rises when friends are divided,  
when joy feels misguided,  
when we are alone.  
Christ still rises when churches are shuttered,  
when praises are muttered,  
when prayers go unsaid  
Christ still rises when peace has all faded,  
when we are most jaded,  
when faith turns to dread,  
when faith turns to dread.*

*Christ still rises when we give to neighbors,  
when we share our labors,  
when strangers belong.  
Christ still rises when we come together,  
when love is our tether,  
when hope is our song.  
Christ still rises when grieving is ended,  
when bodies are mended,  
when beauty heal pain.  
Christ still rises when fear has retreated,  
when death is defeated,  
and joy will remain,  
and joy will remain.*

Text: David Bjorlin, b. 1984; © 2020, GIA Publications, Inc.

**PASTOR'S STATISTICAL REPORT FOR CALENDAR YEAR 2020**

| <b>October 31, 2020 Congregational Membership Report</b> |                 |                  |
|--|-----------------|------------------|
|  | <b>Baptized</b> | <b>Confirmed</b> |
| <b>Membership, End of October 2019</b>                   | <b>384</b>      | <b>306</b>       |
| Child Members Confirmed                                  |                 |                  |
| <b>Members Received During 2020</b>                      |                 |                  |
| a. By Baptism: Children Under 15                         | 1               | 0                |
| b. By Baptism: Adults Over 15                            |                 |                  |
| c. By Affirmation of Faith                               |                 |                  |
| d. By Transfer   |                 |                  |
| e. By Other Sources and Statistical Adjustment           |                 |                  |
| <b>Total Received to Date</b>                            | <b>1</b>        | <b>0</b>         |
| <b>Members Removed During 2020</b>                       |                 |                  |
| a. By Death  | 7               | 7                |
| b. By Transfer (net. ELCA and non-ELCA)                  | 3               | 3                |
| c. By Request  | 2               | 1                |
| d. For Other Reasons and Statistical Adjustment          |                 |                  |
| <b>Total Removed to Date</b>                             | <b>12</b>       | <b>11</b>        |
|  |                 |                  |
| <b>Membership, End of October 2020</b>                   | <b>373</b>      | <b>295</b>       |

**MEMBERSHIP CHANGES  
NOVEMBER 1, 2019 TO OCTOBER 31, 2020**

|                                 |                                    |
|---------------------------------|------------------------------------|
| <b>Membership December 2019</b> | <b>384 Baptized /306 Confirmed</b> |
|---------------------------------|------------------------------------|

|   |                                     |
|---|-------------------------------------|
| <b><u>Child Member Confirmed</u></b><br>Wyatt, Koen | <b>1 Baptized</b><br>August 1, 2020 |
|---|-------------------------------------|

|   |                                |
|---|--------------------------------|
| <b><u>Members Received by Transfer</u></b><br>N/A | <b>0 Baptized/ 0 Confirmed</b> |
|---|--------------------------------|

|                               |                                |
|-------------------------------|--------------------------------|
| <b>Total Members Received</b> | <b>1 Baptized/ 0 Confirmed</b> |
|-------------------------------|--------------------------------|

|                            |                                |
|----------------------------|--------------------------------|
| <b><u>Members Died</u></b> | <b>7 Baptized/ 7 Confirmed</b> |
| Belue, Earle               | 1/31/20                        |
| Gildea, Sharon             | 11/11/19                       |
| Kratzke, John              | 2/6/20                         |
| Rathjen, Helga             | 5/11/20                        |
| Simons, Ann                | 5/2/20                         |
| Slemp, Juanita (Nita)      | 1/14/20                        |
| VanRaay, Ruth              | 5/25/20                        |

|   |                                |
|---|--------------------------------|
| <b><u>Removed by Letter of Transfer</u></b> | <b>3 Baptized/ 3 Confirmed</b> |
| Berg, Michael                               | 11/4/19                        |
| Berg, Patricia                              | 11/4/19                        |
| Maestas, Gail                               | 12/10/19                       |

|                                  |                                |
|----------------------------------|--------------------------------|
| <b><u>Removed by Request</u></b> | <b>2 Baptized/ 1 Confirmed</b> |
| Brazier, Joseph                  | 1/3/20                         |
| Smith, Mary                      | 1/13/20                        |

|   |                                |
|---|--------------------------------|
| <b><u>Statistical Adjustments – Removed by Order of Council</u></b> | <b>0 Baptized/ 0 Confirmed</b> |
| N/A   |                                |

|                              |                                  |
|------------------------------|----------------------------------|
| <b>Total Members Removed</b> | <b>12 Baptized/ 11 Confirmed</b> |
|------------------------------|----------------------------------|

|                                    |                                   |
|------------------------------------|-----------------------------------|
| <b>Membership October 31, 2020</b> | <b>373/Baptized/ 295Confirmed</b> |
|------------------------------------|-----------------------------------|

## DIRECTOR OF MUSIC AND LITURGY MINISTRIES – JEREMY SHOOP

I am sure you are going to read this statement countless times as you go through the Annual Report, but I'll say it anyway: "WOW, has it been a crazy year!" If I had known there was going to be a pandemic in 2020, I would have taken an entirely different focus in my sabbatical this year! However, even with all the frustration and negativity that has come along with the pandemic, Holy Cross is full of energy and continues to do ministry in the community.

### **Sabbatical:**

For the first seven weeks of 2020 I was on sabbatical. The focus of this time was on family worship, worship as evangelism, and prayer. I spent my days reading books and developing ideas for Holy Cross to incorporate. Each Sunday I visited a new church to experience their worship style. I can't over-emphasize how life-giving this time was for me.

Some traditions from churches visited and ideas found in books read are being implemented into the life of HCLC:

- ✓ Bringing the Gospel into the people
- ✓ Art/Environment Team
- ✓ New bulletin format
- ✓ Organized filing system for Dropbox files
- ✓ Localized prayers
- ✓ New hymns/songs/liturgies
- ✓ Greater understanding of the Lutheran liturgy
- ✓ Emphasis on the changing of seasons
- ✓ Emphasis on the church calendar as a whole
- ✓ Understanding the RCL

### **Sanctuary Choir:**

Due to my sabbatical and the pandemic, I have only been able to work with the Sanctuary Choir for two weeks during 2020. I am incredibly grateful to the work of Marcia Kratzke, Suzanne Baggett and Becky Morgan for their help with the choir while I was on sabbatical. It is not safe for the choir to gather during COVID times because choirs are a super spreader. Singing greatly increases the distance particles travel, even with a mask on. To keep everyone safe, we will not be gathering as a choir until COVID is under control.

The choir remains part of the Herndon Ecumenical Choir (HEC). Throughout the year we gather on Sunday evenings with Trinity Presbyterian, St. Timothy's Episcopal, St. Joseph's Catholic, and Herndon United Methodist to rehearse for annual concerts. The pandemic has canceled our trip that was supposed to happen in May of 2021. We have rescheduled a trip to Venice and Florence, Italy for May of 2022. Surely, by then the world will need a musical renaissance and we hope our concerts will be standing room only as we sing across Italy. The HEC trips to Europe continue to be highlights of my career. I greatly appreciate the opportunity to work with this group.

## **Corona Choir:**

Since the pandemic stopped the Sanctuary Choir from gathering, a small ensemble affectionately known as the “Corona Choir” was formed. As I mentioned above, it really is not safe to sing as a group right now. The Corona Choir is made up of seven members who have made the commitment to be 100% cautious in their personal lives, thus allowing us to sing as a group. We take this commitment to caution incredibly seriously. If anyone feels that they were too exposed to the general public, they take a leave of absence for a time and keep everyone safe. As I’m sure you can imagine, we have enacted this concept many times. We also incorporate many safety precautions as we gather. We keep a large distance (more than six feet), there are multiple air purifiers running in the sanctuary, the HVAC system has medical grade air filters and the fans are turned on when we are in the room, and we all have a dedicated microphone.

Being a member of the Corona Choir is much more than singing in the choir. They serve as the altar guild, readers, assisting ministers, communion assistants, sound techs, video techs, and pretty much anything else we need. I couldn’t be more grateful for the help each member of the Corona Choir has given during the pandemic.

I firmly believe having the Corona Choir has kept me sane during the pandemic. Musical collaboration was instantly taken out of our lives in March. As someone who thrives off music, I know my mental state would not be what it is without the Corona Choir.

## **Bell Choir:**

Continuing with the “the pandemic has ruined everything” theme... I have only worked with the bell choir for two weeks during 2020. I am currently setting up socially distant rehearsal protocols for the bell choir. This will allow a group of ringers to gather (more than six feet apart and wearing masks at all times) for a bell rehearsal. We will then film anthems to be played during worship on Sundays.

During my sabbatical, the bell choir split into four small ensembles. They rehearsed on their own and performed at least once in worship. I am happy that the musicians in the bell choir took a step out of their comfort zone to continue this ministry in a different way during my absence.

## **Learn from the Hymns:**

Since the ensembles cannot gather for regular rehearsals during the pandemic, I have been running a hymn/bible study titled, *Learn from the Hymns*. Each week we look at a collection of hymns, explore their scriptural references, learn about the history behind the composers, and find ways they can guide us in our daily lives. This study happens on Zoom.

## **Monday Music with Jeremy / Hymns and Pajamas:**

For the first few months of the pandemic we had a captive audience at home in need of content to watch on Facebook Live. Each Monday I went live on Facebook and performed a mini organ/piano concert.

Each Thursday we gathered on Facebook live for *Hymns and Pajamas*. This is a hymn sing from the comfort of your own home in pajamas. Viewers can request hymns in the chat feed as we work our way through the hymnal. Christmas in July was an especially fun session of *Hymns and Pajamas*.

The time was a great way to keep a sense of community when we were all in quarantine.

### **More Days for Praise:**

Once we had protocols in place for safer ways to gather in person for worship, we began a Wednesday evening service titled, *More Days for Praise*. This service focuses on the commemorations that the church celebrates throughout the week when we aren't gathered for worship on Sundays. We started this service outside. When it became too dark, we moved the service inside. Many safety protocols are followed, including mask wearing, social distancing, no singing, and air purifiers.

### **General Pandemic Tasks:**

Churches were forced to turn on a dime when the pandemic started. The staff ended up spending a lot of time researching things to help facilitate worship.

- Many hours were spent researching air purifying units and HVAC filters to allow the COVID Worship Team to gather as safely as possible.
- An FM Transmitter was researched and purchased to allow to outdoor worship gatherings.
- Many hours have been spent with Pastor, Bob, and Sam to develop a comprehensive audio and video plan for worship on Facebook Live.
- Developed safety protocols for indoor worship with Pastor and Deb.

### **Evangelism:**

Last year, I once again made it a goal to devote at least six hours a week to evangelism. One of the projects that came out of this goal was the third annual *Beer and Carols*. I could not be more pleased with the event. Jimmy's Old Town Tavern was standing room only! Holy Cross did a wonderful job coming out into the community and showing everyone how happy we are to be a part of HCLC. Several people were exposed to Holy Cross for the first time that night. I can't tell you how many people were astonished that a bunch of Christians would go into a bar and sing Christmas Carols.

Of course, I'm sure you are aware, Beer and Carols cannot happen as normal this year. We are currently working on a virtual way to celebrate the holiday season.

### **Thank you:**

This Christmas will mark my sixteenth holiday season as Director of Music Ministries at Holy Cross. It

continues to be a joy to be part of the Holy Cross family. The support, for both myself and the music program, is tremendous and greatly appreciated! I would also like to thank all the musicians (both regular musicians and pandemic musicians!) of Holy Cross. You consistently give your best efforts and a large amount of your time to enhance worship. I very much enjoy working with you all in and out of rehearsals. I am grateful for the bonds we have formed while sharing our love for music in service to God.

Soli Deo Gloria!

Jeremy Shoop, Director of Music Ministries

## HCLC NOVEMBER 2019 ANNUAL MEETING MINUTES

Holy Cross Lutheran Church  
Annual Meeting  
November 17, 2019

### I. Call to Order

President Deb Reilly called to order the Annual Meeting of Holy Cross Lutheran Church at 1:00pm on November 17, 2019.

### II. Pastor Martin provided a devotional reading and opening prayer.

### III. Approval of Agenda

Suzanne Flegal moved approval of the Agenda. Hope Russell seconded. The motion carried.

Approve Agenda

Approve Summary of 2018 Annual Meeting

Approve Summary of 2019 Special Meeting of the Congregation

Ministry Highlights

Budget

Elections

Sabbatical Proposal

Capital Campaign

Adjourn

### IV. Approval of Summary of the 2018 Annual Meeting

Kate Flegal moved approval of the summary for the 2018 Annual Meeting. Joy Heuer seconded. The motion carried unanimously.

### V. Approval of Summary of the 2019 Special Meeting of the Congregation

A correction of the summary was introduced. The last sentence of section V read, "After time for prayer, paper ballots were filled out by Trustee Rob Coffman and Council Secretary Helen Wolfe." It was corrected to read, "After time for prayer, paper ballots were collected and counted by Trustee Rob Coffman and Council Secretary Helen Wolfe."

Joy Heuer moved approval of the corrected summary of the 2019 Special Meeting of the Congregation. Sylvia Moran seconded. The motion carried unanimously.

### VI. Ministry Highlights

- Worshipping (Worship and Music)
  - Listening with Children's Ears featuring Robbie the Dragon and Mortimer Moose
  - Special Services including Advent and Lenten Services
  - Pet Blessing Service
  - Children present the bread and wine
  - Thank you to the many people who have worked to make Worship and Music such a vital part of Holy Cross

- Connecting (Fellowship and Evangelism)
  - 55<sup>th</sup> Anniversary Celebration
  - “Sound of Music” Outing at Herndon HS
  - Continued increase in social media presence
  - Monthly congregational luncheons, and various other fellowship opportunities
  - 4<sup>th</sup> of July Ice Cream Social
  - Supported Herndon Easter Egg Hunt; Herndon Festival; Sterlingfest; and Herndon Homecoming Parade; Beer & Carols
  - 1<sup>st</sup> Annual Board Game Day
  - Thanks to all who helped and participated in the activities that add to Fellowship and Evangelism at Holy Cross
- Discipling (Education and Youth)
  - 16 children registered for Sunday School at Holy Cross in 2019
  - HCLC held its 4<sup>th</sup> Annual Multi-generational Vacation Bible School in August
  - Continued Adult Education classes focusing on current topics
  - Thursday Morning Bible Study
  - Youth Partnership with HUMC for Trunk and Treat
  - Thank you to all who organized, helped with and participated in the educational and youth-oriented activities at Holy Cross
- Serving (Outreach)
  - Connecting and engaging our diverse community through ELL
  - Feeding our community through donations and serving LINK and Embry Rucker Shelter
  - Quilts for Lutheran World Relief (Record number this year)
  - Herndon Middle School Summer food pantry support
  - Special Appeals for Loudon Abused Women Shelter & Safe Spot
  - Volunteer support to “The Closet”
  - Thank you to all who give time and resources in our outreach activities.
- Governance
  - Call process complete, including call weekend and congregation vote
  - Installed Pastor Martin
  - Updated Trustees
  - Annual audits to ensure best practices are followed
  - Monthly financial reports to ensure transparency
- Greater Mission
  - Seminarian support
  - Synod Benevolence & New Connections Campaign
  - Advent and Lenten Appeals
  - Financial responses to disasters, Lutheran World Relief, ELCA World Hunger, Lutheran Disaster Response

## VII. Pastor's Report

Pastor Martin announced the closing of his house and subsequent move into it. He explained that after Christmas it is his goal to dedicate himself to exploring ways to advance the Holy Cross CAT Goals.

- Make necessary changes to attract families with children and youth to our church.
- Develop and implement a comprehensive strategy to reach new people and incorporate them into the life of the church.
- Develop the spiritual generosity of the people to financially support the ministry of the church.

## VIII. Treasurer's Report and Budget

Council Treasurer Bob Thompson presented the current financial situation. He explained that transactions associated with our "Capital Campaign" and those associated with "Church Operations" are reported separately this year. Last year they were comingled. The change was made to add transparency.

## IX. Budget

Vice President Sam Carter presented the proposed budget.

Joe Baggett moved approval of the proposed budget. Sylvia Moran seconded. The motion passed with 1 nay.

Sam Carter then reviewed a refinance option for HCLC. Kate Flegal moved that the Congregation hereby resolves to borrow the sum of up to \$359,866.77 payable over a term of up to 15 years ("Loan"), from Thrivent Financial for Lutherans consistent with the terms of Thrivent's Commitment Letter to the Church dated November 14, 2019 for the purpose of Refinancing the Existing Thrivent Mortgage and resolves that the Trustees, or such other officers as may be authorized by the Constitution and Bylaws, are authorized to negotiate terms and conditions for the Loan which will be secured by a mortgage on all or any portion of the Congregation's property including any extensions in the payment dates or due dates. The persons holding the following offices are authorized to execute all documents for the Loan: Trustees. Daniel Contreras seconded. Paper ballots were filled out.

## X. Elections

The position of Council Secretary is open for the coming two-year term. The Nominating Committee put forward the name of Cheryl Smith. There were no nominations from the floor. Paper ballots were filled out.

A new Nominating Committee will be elected for the coming year. The current Nominating Committee put forward six names: Helen Wolfe, Thomas Newcomb, Mark Roe, Kate Flegal, Stanley Medikonda, and Chip Edwards.

There were no nominations from the floor. Paper ballots were filled out.

## XI. Sabbatical Proposal

Kathy Makowski moved that Jeremy Shoop, Director of Music and Liturgy be given a sabbatical from January 2 – February 24, 2020. This is to be a one-time sabbatical and implies no recurring sabbaticals for the Director of Music and Liturgy. There will be no cost to HCLC for this sabbatical. During this sabbatical Jeremy will focus on three topics: Lutheran Liturgy, Prayer, and Family Worship (making liturgy accessible to children and families). As part of this sabbatical Jeremy will worship at a

different church each Sunday that he is gone, meet with their staff to discuss their liturgies, and read books on the three stated topics. Jeremy will provide weekly updates to the congregation via Facebook and the E-blast/Weekly Update. Upon his return he will have created the following materials: An adult Sunday School class about Lutheran Worship, a collection of new ideas for the Family Worship Team, a collection of new special liturgies, a collection of Prayers of Intercession to use on a three-year cycle, and electronic files of all current special liturgies used at HCLC. If time permits, he will also write a new set of texts to use in the weekly liturgy. After the completion of his sabbatical, Jeremy agrees to remain a HCLC employee for at least the next calendar year. A continuing service agreement will be signed prior to January 2, 2020. Ellen Atwell seconded the proposal. The point was made that it is not required by our constitution for sabbaticals to be voted on by the congregation, but the executive committee decided to do so in this instance for the purpose of transparency. Paper ballots were filled out.

#### XII. Capital Campaign

The first year of our Capital Campaign has been successful. We are only \$20K short of our commitment goal and received more than 1/3 of the money we hope to collect during the 3 year campaign. We have welcomed 6 new members to our Holy Cross and hope to welcome more in early 2020. We've participated in more community events including providing a table and activity at this year's Easter Egg Hunt on the Herndon Town Green and we are developing a great relationship with Herndon Middle School. Several lay leaders have benefitted from the Synod's training programs in the last year. We put a new roof on the administrative wing of the building. We have completed the planning phase of replacing flooring and have determined that there is asbestos in several places. We plan to select new flooring in the next few weeks and get estimates for having the work done with a goal of completing the work in January or February. Before you leave, you are invited to vote for your top choices of flooring using the dots provided to you when you signed in.

#### XIII. Results Announced

After Trustees Rob Coffman and Gene Bain and Council Secretary Helen Wolfe counted the ballots, Helen Wolfe announced the results:

- Refinancing the church mortgage passed unanimously.
- Cheryl Smith was elected as Council Secretary unanimously.
- Helen Wolfe, Thomas Newcomb, Mark Roe, Kate Flegal, Stanley Medikonda and Chip Edwards were elected as the Nominating Committee unanimously.
- The sabbatical for Jeremy Shoop passed unanimously.

XIV. Suzanne Flegal moved adjournment. Lynn Russo seconded. The motion passed unanimously.

## PRESIDENT – DEBORAH REILLY

Dear Sisters & Brothers in Christ ~

I have struggled with the opening paragraph for this report. Who could have dreamed that we would go half a year without seeing each other at all, and still, eight months later, not be able to come together in our sanctuary for worship or an Annual Meeting? Even with the many challenges of 2020, I still marvel at seeing God working in and through all of you.

I am so grateful. I am grateful for Pastor Martin. His sermons inspire and lift us up, with a renewed belief in God's abiding love for us. I am grateful for Jeremy. His gifts bring the joy that accompanies amazing music. I am grateful for the dedication of the "Quaranteam" who continued to lead us in worship, week after week. I also want to take this moment to thank our administrator, Teresa, who has done an amazing job managing everything from bulletins and prayer lists, to rental agreements and property contractors, all while working remotely. Our bookkeeper, Charlie, who pays such great attention to detail, also helped us with the PPP loan program.

As you read through the Annual Report, I hope you are touched by Holy Cross's response to the Pandemic. While our plans for 2020 were entirely derailed, we adapted quickly, reprioritized and kept Holy Cross on course, through uncharted waters. Our children's programs responded brilliantly, and we welcomed new students into Virtual Vacation Bible School and Sunday School, with thanks to Suzanne Baggett, Betty Skelton, and their group of wonderful volunteers. Pastor and Jeremy revised our Sunday worship and moved us quickly to an online format. Throughout the spring and summer, they experimented with new ideas to lift us up and keep us in community. Sam Carter and Bob Thompson were relentless in their research and understanding of technology to improve the experience for all.

The loss of jobs that came with the pandemic put many people in our community out of work. When schools closed, children who depend on free & reduced lunch were suddenly without access to meals. I am grateful for Suzanne Flegal's leadership to connect with community groups and put out an urgent plea for food donations to support local families in need. Since the beginning of the pandemic ***you have been extremely generous***, week after week, with your food gifts for our neighbors.

We are coming to the end of the second year of our "Building on the Best" Capital Campaign and with ***your continued commitment, support and generosity*** we are well on our way toward meeting our goals! Our campaign's primary goal is to attract and retain 48 new members over three years. We had several new people express interest in joining Holy Cross early in 2020, just as the pandemic hit. We hope to still welcome them when it is safe to worship together. We continue to invest in our evangelism programs to reach out more broadly into our communities. This year we installed new flooring, painted the church offices, and put new cabinets in the office and copy room. In 2021 we plan to renovate the admin wing restrooms to make our facilities more attractive and a church that truly welcomes all. I am proud to be a member of such a loving and generous congregation.

I would like to thank you all for your trust, support, and encouragement during my tenure as your Council President. It has been a great privilege to serve our faith community. The excellent staff, the delightful "Quaranteam", our extraordinary Council and you, our beloved Congregation, have led the

way, with unwavering faith and courage, in the strangest of all possible years. I pray that you have felt heard and valued. While I am handing over the reins to Sam, I am happy to hear your suggestions and concerns, and will raise them with the new leadership team so that we may continue to grow together in faith and love.

God works wonders through you, the dedicated and generous people of Holy Cross. All thanks be to God!

Peace,

Deb Reilly  
Council President

## TREASURER – BOB THOMPSON

As Treasurer for Holy Cross it is my responsibility to ensure that our Church remains financially stable and this is a responsibility that cannot be taken lightly. My job is made so much easier because of the outstanding folks who support me in this role: Charlie Rothrock, our bookkeeper, Teresa Easterly, our Church Administrator and our Church Finance Team. You can follow the path our finances take as we go through the year by looking at the “Weekly Update” insert in your service bulletin. As Treasurer, I publish a synopsis of our monthly/yearly finances in two issues of the Weekly Update each month.

Included in this Annual Report are copies of our Balance Sheet and our Profit & Loss Statement with data through the end of the third quarter of 2020. In the Profit & Loss statement for 2020 all transactions associated with our “Capital Campaign” (Building on the Best) are reported separately from those associated with routine “Church Operations.” This provides greater transparency to our financial reporting and makes it easier for our Audit Team to do their work.

The year 2020 has been a roller coaster ride in every way imaginable. Since mid-March we have not been able to worship together on Sundays due to the safety precautions required by the ongoing pandemic. We are also facing the most contentious election year ever as well as increasing social unrest escalating at times to outright violence. All of this has played havoc on our financial situation. We applied for, and received, a loan in the amount of \$35,220.00 from the Small Business Administration (SBA) as part of the Federal Payroll Protection Program (PPP) instituted to keep people employed during the pandemic. There is a provision in the PPP for loan “forgiveness” wherein the loan can be converted to a grant and therefore would not need to be repaid. We will apply for this exemption when available. The Profit and Loss Statement for the year to date (January – September) shows a separate column for these funds and they were expended for payroll cost, mortgage interest, and utilities as defined by the PPP.

The total expenditures shown in the Profit and Loss statement reflect the use of these funds. The report therefore shows a net gain of \$4,801.08 for the year to date. However, without the loan, expenditures would total \$308,016.42 (Church Operations = \$272,171.66, charges against the PPP loan = \$35,844.76) thus resulting in a net shortfall of \$31,043.68 for the year to date. This shortfall reflects the effect pandemic restrictions have had on our income. With only three months left in the year this is a substantial hurdle we need to overcome.

The Fourth Quarter has traditionally been our strongest giving period of the year, but this is predicated on being able to hold Christmas worship in our Sanctuary. It is uncertain, at this time, whether we will have to worship ‘virtually’ or be able to worship ‘together’ this holiday season. I remain guardedly optimistic about the next few months, but am a bit concerned about the New Year. We can make a difference if we all pull together. Remember, the Lord’s yoke is light.

Many thanks to all of you for your generosity and I would ask that you take some time to reflect on your many contributions to Holy Cross this year and prayerfully consider if you might be able to increase your giving in the New Year 2020 by 5% or more. I hope your answer can be affirmative. Thank you all for being a part of our amazing Holy Cross family.

Blessings,

Bob Thompson, Council Treasurer

# Holy Cross Lutheran Church

## 2020 09 September Balance Sheet

Cash Basis

As of September 30, 2020

|  | <u>September 30, 2020</u> |
|--|---------------------------|
| <b>ASSETS</b>                                |                           |
| Altar Guild, Access National                 | 8,805.54                  |
| Infrastructure and Development               |                           |
| Cash Flow Reserve Fund                       | 12,500.00                 |
| ESOL   | 672.11                    |
| I & D - General                              | 23,579.92                 |
| Outdoor Flowers                              | 113.96                    |
| Transition Fund                              | 5,571.06                  |
| Youth Account                                | 6,024.75                  |
|  | 48,461.80                 |
| <b>Total Infrastructure and Development</b>  | <b>48,461.80</b>          |
| Operating Account Access Nation              |                           |
| Building on the Best -2021                   | 41,557.27                 |
| The PPP Loan                                 | -2,795.70                 |
| Operating Account Access Nation - Other      | 61,236.38                 |
|  | 99,997.95                 |
| <b>Total Operating Account Access Nation</b> | <b>99,997.95</b>          |
| <b>Total Checking/Savings</b>                | <b>157,265.29</b>         |
| <b>Total Current Assets</b>                  | <b>157,265.29</b>         |
| <b>TOTAL ASSETS</b>                          | <b>157,265.29</b>         |
| <b>LIABILITIES &amp; EQUITY</b>              |                           |
| <b>Liabilities</b>                           |                           |
| <b>Current Liabilities</b>                   |                           |
| Other Current Liabilities                    |                           |
| PPP Loan                                     | 35,220.00                 |
|  | 35,220.00                 |
| <b>Total Other Current Liabilities</b>       | <b>35,220.00</b>          |
| <b>Total Current Liabilities</b>             | <b>35,220.00</b>          |
| <b>Total Liabilities</b>                     | <b>35,220.00</b>          |
| <b>Equity</b>                                |                           |
| 30000 · Opening Balance Equity               | -35,220.00                |
| 32000 · Unrestricted Net Assets              | 169,098.04                |
| Net Income                                   | -11,832.75                |
|  | 122,045.29                |
| <b>Total Equity</b>                          | <b>122,045.29</b>         |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>        | <b>157,265.29</b>         |

Capital assets are not included

## SPENDING PLAN for 2021

At last year's meeting, we based our spending plan on forecasts that we'd receive a little over \$470,000 from all sources in 2020. As we all know, 2020 has presented us with more significant challenges than we've ever experienced, and it now appears that we will finish the year with income approximately \$98,400 below the forecasted amount. The lion's share of our operating income comes from weekly offerings, and it appears that weekly giving will be down nearly \$81,000 from the estimate we had at this time last year. Outside income from outside groups who use our building has also dropped precipitously.

We did receive a loan from the Payroll Protection Program of a little over \$35,000, and we feel confident that we have met the requirements to convert that loan into a grant once our paperwork is accepted. That cash infusion combined with prudent management, reduction of our mortgage expenses as a result of the implementing the renegotiated mortgage approved at last year's meeting, and the availability of funds from the Capital Campaign to pay extraordinary expenses such as asbestos abatement, flooring, roof repairs, et al. have enabled us to maintain operations at near normal levels. However, we've pretty well pulled all of the levers we had available and must face the reality of going forward in 2021 with a spending plan that reflects our current circumstances.

We have proposed a Budget for 2021 that reflects severe austerity, but we have taken the unprecedented step of also proposing the budget we would have likely put forward if circumstances had been different. It is highly unlikely that we will be able to achieve levels of income that will enable us to fully restore the budget to those levels (to do so would require a 3% increase in giving, a return of outside income, and another round of PPP-like funding of nearly \$60,000). Still, these events could happen, and we should be prepared to move forward prudently as circumstances improve.

### **Narrative Spending Plan**

A few years ago, Holy Cross began including a Narrative Spending Plan to put some perspective around our budget discussions. It is useful to consider how our spending affects our church and the larger community. However, the percentages we assign are rough approximations and may imply a level of granularity that simply does not exist as we consider where cuts can be made. With that in mind, here is our Narrative Spending Plan for 2021.

In 2021, the congregation of Holy Cross Lutheran Church combined with others will likely give \$406,685 in support of our ministries. Your continued generosity and financial support will be used to enable us to accomplish what we do together. Here's a summary of our ministry areas:

### **Worshipping – \$190,294 (47%) (~30% lower than 2020 Budget)**

Our primary activities involve worship and praise! At Holy Cross, we provide many opportunities to worship our Lord and Savior.

- ✓ Regular Sunday worship services
- ✓ Special Services including Christmas Eve, Ash Wednesday and through Holy Week
- ✓ Lenten Wednesday night services and Thursday afternoon devotions
- ✓ Advent Wednesday night worship

### **Connecting - \$67,383 (17%) (~14% lower than 2020 Budget)**

Connecting as Christians is a key part of building our relationship with both God and each other. Through this connection we sustain each other in difficult times and joyfully support each other in good times. As Christians, we strive to connect others to God. We do this by inviting others to experience God's love through our words and deeds.

- ✓ Support the local community at the Herndon Festival, Beer & Carols, Herndon Homecoming Parade and SterlingFest
- ✓ Social media to reach the public
- ✓ Monthly congregational luncheons, coffees and outings

**Discipling - \$36,883 (9%) (~11% lower than 2020 Budget)**

Discipleship is a life-long journey. Beginning with baptism, throughout our traditional education, and adult education classes, our thirst for knowledge is quenched. We are further sustained by the Word of the Lord each week from the pulpit.

- ✓ Sunday School program
- ✓ Multi-generational Vacation Bible School
- ✓ Weekly bible study
- ✓ Youth education activities, ELCA Youth Gathering

**Serving - \$26,650 (7%) (~21% lower than 2020 Budget)**

A core value of the church is to serve our community. While a small portion of the church budget, Holy Cross members, serve the community with our time, talents and financial gifts.

- ✓ Holy Cross members teach English to non-native speakers through our ELL program
- ✓ Community groups meet at HCLC including Boy Scouts, AA, an Eating Disorder group, et al.
- ✓ Food is collected for both the local food pantry as well as the homeless shelter
- ✓ Meals are prepared and served at the local homeless shelter
- ✓ Quilts are made and sent to Lutheran World Relief

**Governance - \$73,575 (18%) (~8% lower than 2020 Budget)**

Proper governance and administration ensure the effective operations of the church and promote congregational well-being. Transparent accounting and reporting practices generate confidence and provide the church leadership with information needed to faithfully shepherd resources.

- ✓ Stewardship helps us understand how we share the resources entrusted to us
- ✓ Monthly reports ensure transparency in financial transactions
- ✓ An annual audit increases confidence
- ✓ Medium- and long-term strategy reinforce congregation priorities

**Greater Mission - \$11,700 (3%) (~19% lower than 2020 Budget)**

Responding to the needs of others and giving to the work of the wider church through the ELCA is vital to the overall health of the Lutheran community, including development of church leaders, assistance in pastoral calls and theological education support.

- ✓ Advent and Lenten appeals support local organizations
- ✓ HCLC provides to those in the greatest need, through ELCA World Hunger, Disaster Response, and Lutheran World Relief
- ✓ HCLC also gives directly to the Metropolitan Washington DC Synod of the ELCA

**Traditional Budget View of Spending Plan**

**Budget Expenses –**

In order, to sustain the ministry areas described above, we need to provide personnel, facilities and other resources. Here’s a summary of those spending areas:

### **Direct Personnel – \$208,270 (51%) (~11% lower than 2020 Budget)**

The largest portion of our budget is devoted to the professional personnel who directly deliver and enable our ministries.

- ✓ Pastor
- ✓ Director of Music and Liturgy
- ✓ Nursery Attendants
- ✓ Supply Personnel

### **Facilities – \$70,598 (17%) (~17% lower than 2020 Budget)**

After Personnel, the next largest area of outlays is for our facilities. These include:

- ✓ Mortgage
- ✓ Building
- ✓ Grounds
- ✓ Utilities

### **Indirect Personnel – \$67,015 (16%) (~11% lower than 2020 Budget)**

At Holy Cross, we are blessed to have excellent personnel in critical staff support roles.

- ✓ Administrator
- ✓ Bookkeeper

### **Administration & Outlays – \$33,612 (7%) (~5% higher than 2020 Budget)**

To support our ministries, we incur ordinary business costs as well as others such as online giving fees. These include:

- ✓ Insurance
- ✓ Copier
- ✓ Office Supplies
- ✓ Online Giving Fees
- ✓ Payroll services
- ✓ Telephones and internet
- ✓ Software and other fees
- ✓ Postage and other costs

### **Direct Ministry Support – \$9,790 (2%) (~39% lower than 2020 Budget)**

Each of our ministry teams has direct funding requirements, which we need to cover:

- ✓ Christian Education – e.g. Sunday School, VBS, Other educational materials
- ✓ Evangelism – e.g. Community Awareness, Member support, Nursery Supplies, etc.
- ✓ Worship and Music – e.g. Music, Licenses, Instrument Maintenance, Altar Guild, etc.
- ✓ Fellowship – e.g. Food & Kitchen Supplies, etc.
- ✓ Youth – e.g. Programs, retreats, etc.
- ✓ Community Outreach – e.g. ELL, Garden, Community Awards, etc.
- ✓ Stewardship – e.g. campaigns, offering envelopes, Annual Appeal

**Other Mission Areas – \$6,000 (1%) (~47% lower than 2020 Budget)**

At Holy Cross, we share our blessings with others outside our church.

- ✓ Synod Benevolence
- ✓ Discretionary Funds
- ✓ Seminarian Support

**Restricted Funds – \$11,400 (3%) (26% lower than 2020 Budget)**

At Holy Cross, a portion of our funds are dedicated to specific uses. These include:

- ✓ Various Appeals & Fund Raisers
- ✓ Reserves and Dedicated Donations

**Holy Cross Lutheran Church**  
**2020 09 September YTD Profit & Loss by Class**  
 January through September 2020

|  | <u>Capital Camp...</u> | <u>Church Opera...</u> | <u>Restricted Fu...</u> | <u>The PPP Loan</u> | <u>TOTAL</u> |
|--|------------------------|------------------------|-------------------------|---------------------|--------------|
| <b>Ordinary Income/Expense</b>                   |                        |                        |                         |                     |              |
| <b>Income</b>                                    |                        |                        |                         |                     |              |
| <b>1500100 · WEEKLY OFFERINGS</b>                |                        |                        |                         |                     |              |
| <b>1500109 · Current and Benevolence</b>         |                        |                        |                         |                     |              |
| 1500112 · Building on the Best - 2021            | 33,554.00              | 0.00                   | 0.00                    | 0.00                | 33,554.00    |
| 1500109 · Current and Benevolence - Other        | 0.00                   | 263,959.63             | 0.00                    | 0.00                | 263,959.63   |
| <b>Total 1500109 · Current and Benevolence</b>   | 33,554.00              | 263,959.63             | 0.00                    | 0.00                | 297,513.63   |
| 1500198 · Miscellaneous                          | 0.00                   | 25.00                  | 2,285.00                | 0.00                | 2,310.00     |
| <b>Total 1500100 · WEEKLY OFFERINGS</b>          | 33,554.00              | 263,984.63             | 2,285.00                | 0.00                | 299,823.63   |
| <b>1500150 · THE PPP LOAN</b>                    |                        |                        |                         |                     |              |
| 1500114 · The PPP Loan                           | 0.00                   | 0.00                   | 0.00                    | 35,220.00           | 35,220.00    |
| <b>Total 1500150 · THE PPP LOAN</b>              | 0.00                   | 0.00                   | 0.00                    | 35,220.00           | 35,220.00    |
| <b>1500200 · SPECIAL SERVICE OFFERINGS</b>       |                        |                        |                         |                     |              |
| 1500215 · Lent                                   | 0.00                   | 1,957.00               | 0.00                    | 0.00                | 1,957.00     |
| <b>Total 1500200 · SPECIAL SERVICE OFFERINGS</b> | 0.00                   | 1,957.00               | 0.00                    | 0.00                | 1,957.00     |
| <b>1500300 · OTHER INCOME</b>                    |                        |                        |                         |                     |              |
| 1500307 · Rent -- Other                          | 0.00                   | 3,077.50               | 0.00                    | 0.00                | 3,077.50     |
| 1500310 · Rent - Church Facilities AA et         | 0.00                   | 540.00                 | 0.00                    | 0.00                | 540.00       |
| 1500311 · Rent - 7 Day Adventists                | 0.00                   | 5,645.00               | 0.00                    | 0.00                | 5,645.00     |
| 1500346 · ESOL                                   | 0.00                   | 0.00                   | 858.00                  | 0.00                | 858.00       |
| 1500375 · Thrivent Choice Dollars                | 0.00                   | 81.00                  | 0.00                    | 0.00                | 81.00        |
| 1500390 · Free Will Offerings                    | 0.00                   | 0.00                   | 326.00                  | 0.00                | 326.00       |
| 1500399 · Operating Account interest             | 0.00                   | 20.00                  | 0.00                    | 0.00                | 20.00        |
| <b>Total 1500300 · OTHER INCOME</b>              | 0.00                   | 9,363.50               | 1,184.00                | 0.00                | 10,547.50    |
| <b>1500500 · (IN) RESTRICTED FUNDS</b>           |                        |                        |                         |                     |              |
| 1500503 · Altar Guild Savings                    | 0.00                   | 0.00                   | 731.89                  | 0.00                | 731.89       |
| 1500505 · Access - I & D MM                      | 0.00                   | 1,608.61               | 0.00                    | 0.00                | 1,608.61     |
| 1500535 · Lenten Appeal                          | 0.00                   | 0.00                   | 1,370.00                | 0.00                | 1,370.00     |
| 1500593 · 2021 Youth Gathering Fundraising       | 0.00                   | 59.00                  | 0.00                    | 0.00                | 59.00        |
| 1500595 · Restricted Funds Misc Accts            | 0.00                   | 0.00                   | 40.00                   | 0.00                | 40.00        |
| <b>Total 1500500 · (IN) RESTRICTED FUNDS</b>     | 0.00                   | 1,667.61               | 2,141.89                | 0.00                | 3,809.50     |
| <b>Total Income</b>                              | 33,554.00              | 276,972.74             | 5,610.89                | 35,220.00           | 351,357.63   |
| <b>Gross Profit</b>                              | 33,554.00              | 276,972.74             | 5,610.89                | 35,220.00           | 351,357.63   |

**Holy Cross Lutheran Church**  
**2020 09 September YTD Profit & Loss by Class**  
 January through September 2020

| Expense                                       | Capital Camp... | Church Opera... | Restricted Fu... | The PPP Loan | TOTAL     |
|---|-----------------|-----------------|------------------|--------------|-----------|
| <b>1600500 · (OUT) RESTRICTED FUNDS</b>       |                 |                 |                  |              |           |
| 1600507 · Transition Fund                     | 0.00            | 631.70          | 498.70           | 0.00         | 1,130.40  |
| 1600595 · Misc Restricted Accounts            | 43,400.27       | 410.70          | 1,760.00         | 0.00         | 45,570.97 |
| 1600596 · Alter Guild Account Expenditure     | 0.00            | 0.00            | 3,276.60         | 0.00         | 3,276.60  |
| 1600597 · Lenten Appeal                       | 0.00            | 0.00            | 1,370.00         | 0.00         | 1,370.00  |
| <b>Total 1600500 · (OUT) RESTRICTED FUNDS</b> | 43,400.27       | 1,042.40        | 6,905.30         | 0.00         | 51,347.97 |
| <b>1610100 · CHRISTIAN EDUCATION</b>          |                 |                 |                  |              |           |
| 1610110 · Children                            |                 |                 |                  |              |           |
| 1610114 · Vacation Bible School               | 0.00            | 582.37          | 0.00             | 0.00         | 582.37    |
| <b>Total 1610110 · Children</b>               | 0.00            | 582.37          | 0.00             | 0.00         | 582.37    |
| 1610130 · Adults                              |                 |                 |                  |              |           |
| 1610131 · Adult Education                     | 0.00            | 321.30          | 0.00             | 0.00         | 321.30    |
| <b>Total 1610130 · Adults</b>                 | 0.00            | 321.30          | 0.00             | 0.00         | 321.30    |
| <b>Total 1610100 · CHRISTIAN EDUCATION</b>    | 0.00            | 903.67          | 0.00             | 0.00         | 903.67    |
| <b>1610200 · EVANGELISM</b>                   |                 |                 |                  |              |           |
| 1610205 · New Member Dinners                  | 82.80           | 0.00            | 0.00             | 0.00         | 82.80     |
| 1610208 · Angel Team                          | 146.52          | 0.00            | 0.00             | 0.00         | 146.52    |
| 1610209 · Community Awareness                 | 681.42          | 88.47           | 0.00             | 0.00         | 769.89    |
| 1610211 · Nursery Supplies                    | 0.00            | 13.75           | 0.00             | 0.00         | 13.75     |
| 1610220 · Advertising                         | 2,592.09        | 0.00            | 0.00             | 0.00         | 2,592.09  |
| <b>Total 1610200 · EVANGELISM</b>             | 3,502.83        | 102.22          | 0.00             | 0.00         | 3,605.05  |
| <b>1610300 · WORSHIP &amp; MUSIC</b>          |                 |                 |                  |              |           |
| 1610302 · Easter Flowers                      | 0.00            | 0.00            | 599.64           | 0.00         | 599.64    |
| 1610305 · Licenses & Subscriptions            | 0.00            | 508.66          | 0.00             | 0.00         | 508.66    |
| 1610314 · Music Total                         |                 |                 |                  |              |           |
| 1610315 · Music                               | 0.00            | 2,878.02        | 0.00             | 0.00         | 2,878.02  |
| 1610317 · Prof Membrshp - Music Director      | 0.00            | 79.00           | 0.00             | 0.00         | 79.00     |
| 1610320 · Instrument Maintenance              | 0.00            | 714.30          | 0.00             | 0.00         | 714.30    |
| 1610330 · Sound Equipment                     | 0.00            | 140.15          | 0.00             | 0.00         | 140.15    |
| <b>Total 1610314 · Music Total</b>            | 0.00            | 3,811.47        | 0.00             | 0.00         | 3,811.47  |
| <b>Total 1610300 · WORSHIP &amp; MUSIC</b>    | 0.00            | 4,320.13        | 599.64           | 0.00         | 4,919.77  |
| <b>1610400 · CHRISTIAN FELLOWSHIP</b>         |                 |                 |                  |              |           |
| 1610419 · Food Supplies                       | 0.00            | 527.25          | 0.00             | 0.00         | 527.25    |
| 1610435 · Special Events                      | 0.00            | 171.00          | 0.00             | 0.00         | 171.00    |
| <b>Total 1610400 · CHRISTIAN FELLOWSHIP</b>   | 0.00            | 698.25          | 0.00             | 0.00         | 698.25    |

**Holy Cross Lutheran Church**  
**2020 09 September YTD Profit & Loss by Class**  
 January through September 2020

|  | Capital Camp... | Church Opera... | Restricted Fu... | The PPP Loan | TOTAL     |
|--|-----------------|-----------------|------------------|--------------|-----------|
| <b>1610500 · YOUTH MINISTRY</b>                    |                 |                 |                  |              |           |
| 1610515 · General Youth Expenses                   | 0.00            | 19.21           | 0.00             | 0.00         | 19.21     |
| <b>Total 1610500 · YOUTH MINISTRY</b>              | 0.00            | 19.21           | 0.00             | 0.00         | 19.21     |
| <b>1610600 · COMMUNITY OUTREACH MINISTRY</b>       |                 |                 |                  |              |           |
| 1610620 · ESOL Expenses                            |                 |                 |                  |              |           |
| 1610621 · ESOL                                     | 0.00            | 0.00            | 765.92           | 0.00         | 765.92    |
| <b>Total 1610620 · ESOL Expenses</b>               | 0.00            | 0.00            | 765.92           | 0.00         | 765.92    |
| <b>Total 1610600 · COMMUNITY OUTREACH MINISTRY</b> | 0.00            | 0.00            | 765.92           | 0.00         | 765.92    |
| <b>1610700 · STEWARDSHIP MINISTRY</b>              |                 |                 |                  |              |           |
| 1610710 · Offering Envelopes                       | 0.00            | 453.13          | 0.00             | 0.00         | 453.13    |
| 1610719 · Fall Stewardship Campaign                | 0.00            | 123.60          | 0.00             | 0.00         | 123.60    |
| <b>Total 1610700 · STEWARDSHIP MINISTRY</b>        | 0.00            | 576.73          | 0.00             | 0.00         | 576.73    |
| <b>1620100 · ADMINISTRATION</b>                    |                 |                 |                  |              |           |
| 1620110 · Office Supplies                          | 0.00            | 1,215.79        | 0.00             | 0.00         | 1,215.79  |
| 1620115 · Paychex Charges                          | 0.00            | 1,613.41        | 0.00             | 0.00         | 1,613.41  |
| 1620120 · Postage                                  | 0.00            | 596.93          | 0.00             | 0.00         | 596.93    |
| 1620124 · Konica - Copier Use Fee                  | 0.00            | 4,545.95        | 0.00             | 0.00         | 4,545.95  |
| 1620145 · Bank Fees                                | 0.00            | 39.77           | 0.00             | 0.00         | 39.77     |
| 1620160 · Technology                               |                 |                 |                  |              |           |
| 1620161 · Telephone - My Sky                       | 0.00            | 1,131.75        | 0.00             | 0.00         | 1,131.75  |
| 1620162 · Internet - Verizon                       | 0.00            | 1,224.21        | 0.00             | 347.90       | 1,572.11  |
| 1620163 · Website Domain                           | 0.00            | 282.34          | 0.00             | 0.00         | 282.34    |
| 1620165 · Software                                 | 0.00            | 1,228.50        | 0.00             | 0.00         | 1,228.50  |
| 1620166 · Technolocgy Other                        | 0.00            | 31.98           | 0.00             | 0.00         | 31.98     |
| <b>Total 1620160 · Technology</b>                  | 0.00            | 3,898.78        | 0.00             | 347.90       | 4,246.68  |
| 1620180 · Financial Fees                           |                 |                 |                  |              |           |
| 1620181 · Bank Fees                                | 0.00            | 76.75           | 0.00             | 0.00         | 76.75     |
| 1620183 · VANCO Fees                               | 0.00            | 2,097.04        | 0.00             | 0.00         | 2,097.04  |
| <b>Total 1620180 · Financial Fees</b>              | 0.00            | 2,173.79        | 0.00             | 0.00         | 2,173.79  |
| <b>Total 1620100 · ADMINISTRATION</b>              | 0.00            | 14,084.42       | 0.00             | 347.90       | 14,432.32 |
| <b>1620200 · SYNOD BENEVOLENCE</b>                 |                 |                 |                  |              |           |
| 1620205 · Synod Pledge                             | 0.00            | 900.00          | 0.00             | 0.00         | 900.00    |
| <b>Total 1620200 · SYNOD BENEVOLENCE</b>           | 0.00            | 900.00          | 0.00             | 0.00         | 900.00    |

**Holy Cross Lutheran Church**  
**2020 09 September YTD Profit & Loss by Class**  
 January through September 2020

|   | Capital Camp... | Church Opera... | Restricted Fu... | The PPP Loan | TOTAL     |
|---|-----------------|-----------------|------------------|--------------|-----------|
| <b>1620400 · MORTGAGE</b>                   |                 |                 |                  |              |           |
| 1620405 · Mortgage Principal                | 0.00            | 13,085.53       | 0.00             | 0.00         | 13,085.53 |
| 1629410 · Mortgage Interest                 | 0.00            | 8,783.40        | 0.00             | 2,503.07     | 11,286.47 |
| <b>Total 1620400 · MORTGAGE</b>             | 0.00            | 21,868.93       | 0.00             | 2,503.07     | 24,372.00 |
| <b>1620500 · CHURCH INSURANCE</b>           |                 |                 |                  |              |           |
| 1620505 · Insurance - Basic                 | 0.00            | 5,589.00        | 0.00             | 0.00         | 5,589.00  |
| 1620510 · Insurance - Worker's Comp         | 0.00            | 520.00          | 0.00             | 0.00         | 520.00    |
| <b>Total 1620500 · CHURCH INSURANCE</b>     | 0.00            | 6,109.00        | 0.00             | 0.00         | 6,109.00  |
| <b>1620600 · UTILITIES</b>                  |                 |                 |                  |              |           |
| 1620605 · Electricity                       | 0.00            | 4,444.03        | 0.00             | 641.46       | 5,085.49  |
| 1620610 · Gas                               | 0.00            | 1,708.45        | 0.00             | 0.00         | 1,708.45  |
| 1620615 · Water and Sewer                   | 0.00            | 406.75          | 0.00             | 0.00         | 406.75    |
| <b>Total 1620600 · UTILITIES</b>            | 0.00            | 6,559.23        | 0.00             | 641.46       | 7,200.69  |
| <b>1630000 · PROPERTY</b>                   |                 |                 |                  |              |           |
| <b>1630100 · BUILDING MAINTENANCE</b>       |                 |                 |                  |              |           |
| 1630110 · Termite & Pest Control            | 0.00            | 617.50          | 0.00             | 0.00         | 617.50    |
| 1630115 · Fluid Systems Testing             | 0.00            | 65.00           | 0.00             | 0.00         | 65.00     |
| 1630125 · General Maintenance               | 0.00            | 1,166.02        | 0.00             | 0.00         | 1,166.02  |
| 1630135 · Fairfax County Fire Cert.         | 0.00            | 150.00          | 0.00             | 0.00         | 150.00    |
| 1630145 · Janitorial Supplies               | 0.00            | 2,046.09        | 0.00             | 0.00         | 2,046.09  |
| 1630155 · Security Alarm System             | 0.00            | 915.05          | 0.00             | 0.00         | 915.05    |
| 1630160 · Carpet Maintenance                | 0.00            | 1,307.50        | 0.00             | 0.00         | 1,307.50  |
| 1630165 · Janitorial Services               | 0.00            | 5,964.21        | 0.00             | 0.00         | 5,964.21  |
| <b>Total 1630100 · BUILDING MAINTENANCE</b> | 0.00            | 12,231.37       | 0.00             | 0.00         | 12,231.37 |
| <b>1630200 · GROUNDS MAINTENANCE</b>        |                 |                 |                  |              |           |
| 1630210 · Lawn Mowing and Trimming          | 0.00            | 2,380.00        | 0.00             | 0.00         | 2,380.00  |
| 1630220 · Trash Removal                     | 0.00            | 1,580.97        | 0.00             | 0.00         | 1,580.97  |
| <b>Total 1630200 · GROUNDS MAINTENANCE</b>  | 0.00            | 3,960.97        | 0.00             | 0.00         | 3,960.97  |
| <b>Total 1630000 · PROPERTY</b>             | 0.00            | 16,192.34       | 0.00             | 0.00         | 16,192.34 |
| <b>1640000 · PERSONNEL</b>                  |                 |                 |                  |              |           |
| 1640100 · STAFF - SENIOR PASTOR             | 0.00            | 83,211.36       | 0.00             | 15,123.57    | 98,334.93 |
| 1640300 · STAFF - CHURCH ADMINISTRATOR      | 0.00            | 38,565.16       | 0.00             | 7,058.83     | 45,623.99 |
| 1640400 · STAFF - DIRECTOR OF MUSIC         | 0.00            | 55,602.43       | 0.00             | 10,169.93    | 65,772.36 |
| 1640540 · STAFF - NURSERY - MORENO          | 0.00            | 4,460.60        | 0.00             | 0.00         | 4,460.60  |
| 1640550 · STAFF - NURSERY - ORELLANA        | 0.00            | 4,456.38        | 0.00             | 0.00         | 4,456.38  |

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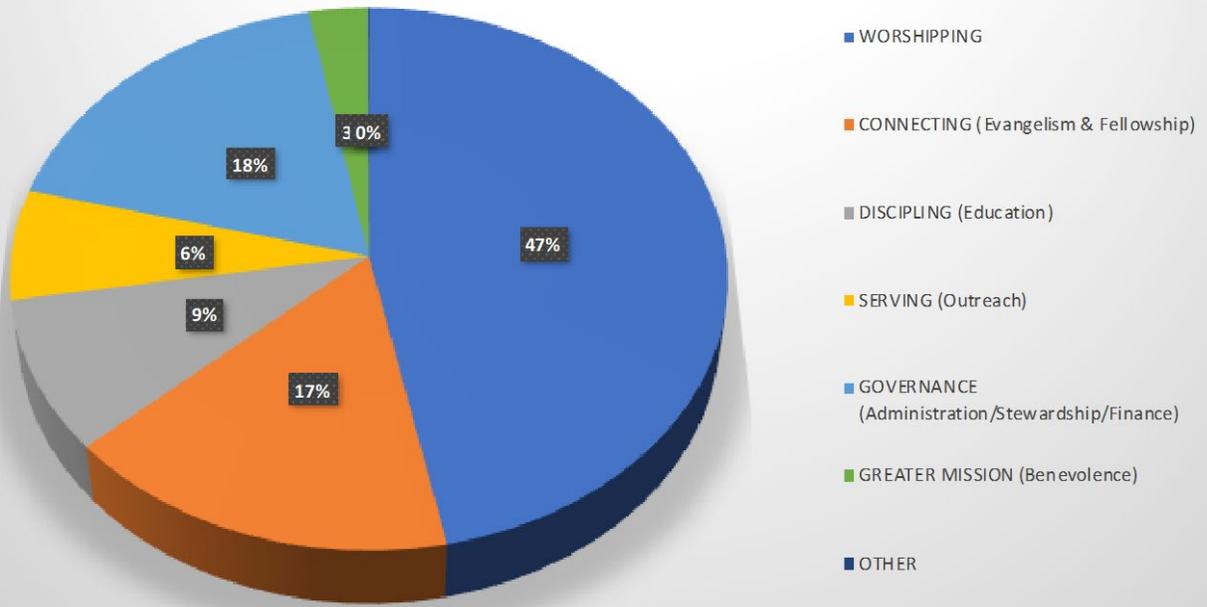
Cash Basis

**Holy Cross Lutheran Church**  
**2020 09 September YTD Profit & Loss by Class**  
January through September 2020

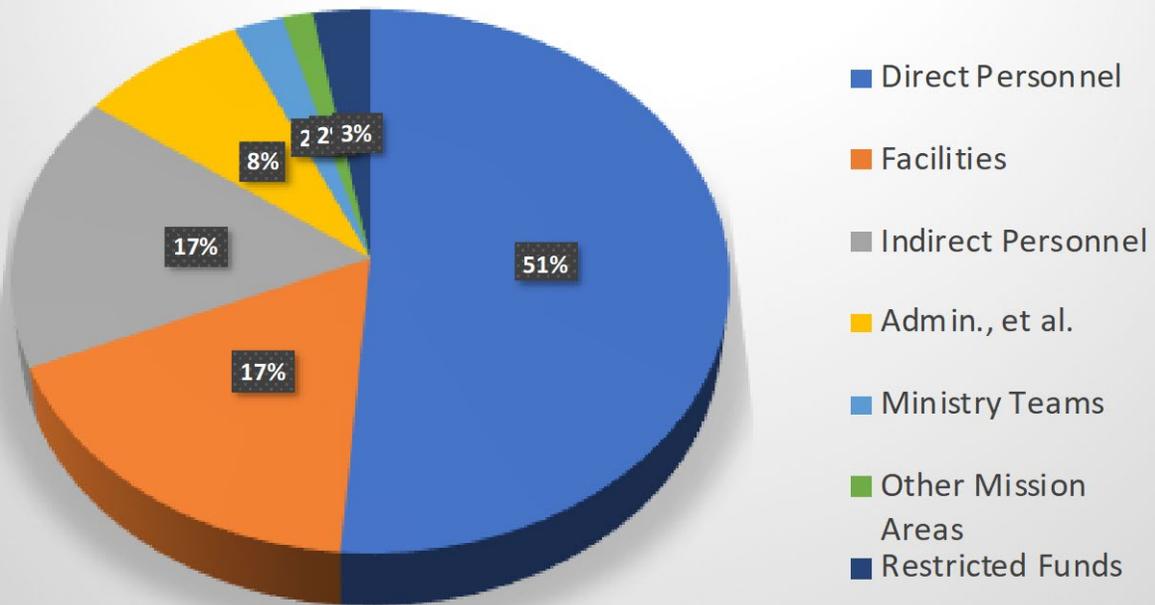
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|                                  | <u>Capital Camp...</u>   | <u>Church Opera...</u> | <u>Restricted Fu...</u> | <u>The PPP Loan</u>   | <u>TOTAL</u>             |
|----------------------------------|--------------------------|------------------------|-------------------------|-----------------------|--------------------------|
| 1640600 · SUPPLY PASTOR          | 0.00                     | 438.55                 | 0.00                    | 0.00                  | 438.55                   |
| 1640800 · STAFF - BOOKKEEPER     | 0.00                     | 12,060.65              | 0.00                    | 0.00                  | 12,060.65                |
| <b>Total 1640000 · PERSONNEL</b> | <u>0.00</u>              | <u>198,795.13</u>      | <u>0.00</u>             | <u>32,352.33</u>      | <u>231,147.46</u>        |
| <b>Total Expense</b>             | <u>46,903.10</u>         | <u>272,171.66</u>      | <u>8,270.86</u>         | <u>35,844.76</u>      | <u>363,190.38</u>        |
| <b>Net Ordinary Income</b>       | <u>-13,349.10</u>        | <u>4,801.08</u>        | <u>-2,659.97</u>        | <u>-624.76</u>        | <u>-11,832.75</u>        |
| <b>Net Income</b>                | <u><b>-13,349.10</b></u> | <u><b>4,801.08</b></u> | <u><b>-2,659.97</b></u> | <u><b>-624.76</b></u> | <u><b>-11,832.75</b></u> |

### Total Budget Allocation for 2021



### Total Budget Expenses for 2021



## Proposed Operating Budget for 2021

| EXPENSES   |                  |                  | INCOME   |                  |                  |
|--|------------------|------------------|--|------------------|------------------|
|  | "Painful"        | "Restored"       |  | "Painful"        | "Restored"       |
| Type   | Amount           | Amount           | Type   | Amount           | Amount           |
| Christian Education  | \$1,200          | \$3,800          | <b>Operating Income</b>  |                  |                  |
| Evangelism   | \$450            | \$1,000          | Weekly Offerings Total   | \$363,144        | \$374,193        |
| Worship & Music  | \$3,990          | \$5,890          | Special Service Offerings Total                                  | \$15,500         | \$16,995         |
| Christian Fellowship   | \$1,750          | \$2,975          | Other Income Total   | \$16,641         | \$21,141         |
| Youth Ministry   | \$100            | \$500            | <b>Operating Income Total</b>                                    | <b>\$395,285</b> | <b>\$412,329</b> |
| Community Outreach   | \$1,100          | \$2,500          |  |                  |                  |
| Stewardship  | \$1,200          | \$1,200          | PPP "Round 2"  | \$0              | \$52,680         |
| <b>Subtotal</b>  | <b>\$9,790</b>   | <b>\$17,865</b>  |  |                  |                  |
| <b>Restricted Funds</b>  |                  |                  | <b>Restricted Funds</b>  |                  |                  |
| Altar Guild Savings  | \$2,000          | \$2,000          | Altar Guild Savings  | \$2,000          | \$2,000          |
| I & D  | \$4,000          | \$4,000          | I & D  | \$4,000          | \$4,000          |
| HCPAS (Holy Cross Performing Arts Series   | \$0              | \$0              | HCPAS (Holy Cross Performing Arts Series                         | \$0              | \$0              |
| Pastor Discretionary   | \$1,000          | \$1,000          | Pastor Discretionary   | \$1,000          | \$1,000          |
| Lenten Appeal  | \$1,000          | \$1,000          | Lenten Appeal  | \$1,000          | \$1,000          |
| Altar Flowers  | \$0              | \$0              | Altar Flowers  | \$0              | \$0              |
| Christmas Flowers  | \$0              | \$0              | Christmas Flowers  | \$0              | \$0              |
| Advent Appeal  | \$700            | \$700            | Advent Appeal  | \$700            | \$700            |
| 2021 Youth Gathering Fundraising   | \$1,000          | \$1,000          | 2021 Youth Gathering Fundraising                                 | \$1,000          | \$1,000          |
| Restricted Funds Miscellaneous   | \$1,000          | \$1,000          | Restricted Funds Miscellaneous                                   | \$1,000          | \$1,000          |
| Designated for World Hunger  | \$700            | \$700            | Designated for World Hunger                                      | \$700            | \$700            |
| <b>Subtotal</b>  | <b>\$11,400</b>  | <b>\$11,400</b>  | <b>Restricted Funds Total</b>                                    | <b>\$11,400</b>  | <b>\$11,400</b>  |
| <b>Administration, et al.</b>  |                  |                  |  |                  |                  |
| General Administration   | \$23,659         | \$28,788         |  |                  |                  |
| Synod Benevolence  | \$5,000          | \$10,500         | <b>TOTAL INCOME</b>  | <b>\$406,685</b> | <b>\$476,409</b> |
| Discretionary  | \$200            | \$500            |  |                  |                  |
| Church Insurance   | \$9,952          | \$9,952          |  |                  |                  |
| Seminarian Support   | \$800            | \$1,000          |  |                  |                  |
| <b>Subtotal</b>  | <b>\$39,612</b>  | <b>\$50,740</b>  | <b>Note on Recommendation for Budget Approval:</b>               |                  |                  |
| <b>Property Related Accounts</b>   |                  |                  | Council recommends approval of the "Painful" amounts as the      |                  |                  |
| Building Maintenance   | \$18,150         | \$23,099         | Budget of Record for 2021 along with an authorization for        |                  |                  |
| Grounds Maintenance  | \$8,102          | \$10,600         | Leadership to increase spending up to the "Restored" amounts     |                  |                  |
| <b>Subtotal</b>  | <b>\$26,252</b>  | <b>\$33,699</b>  | should income increase sufficiently beyond current expectations. |                  |                  |
| Mortgage   | \$32,496         | \$32,496         |  |                  |                  |
| Utilities  | \$11,850         | \$12,709         |  |                  |                  |
| <b>Subtotal</b>  | <b>\$70,598</b>  | <b>\$78,904</b>  |  |                  |                  |
| <b>Staff Compensation</b>  |                  |                  |  |                  |                  |
| Senior Pastor  | \$118,505        | \$135,149        |  |                  |                  |
| Church Administrator   | \$52,542         | \$61,282         |  |                  |                  |
| Director of Music & Liturgy  | \$77,075         | \$89,308         |  |                  |                  |
| Nursery Attendants   | \$12,200         | \$12,958         |  |                  |                  |
| Supply Pastor  | \$489            | \$2,000          |  |                  |                  |
| Supply Organist  | \$1              | \$400            |  |                  |                  |
| Bookkeeper   | \$14,473         | \$16,403         |  |                  |                  |
| <b>Subtotal</b>  | <b>\$275,286</b> | <b>\$317,500</b> |  |                  |                  |
| <b>TOTAL EXPENSE</b>   | <b>\$406,685</b> | <b>\$476,409</b> |  |                  |                  |
| <b>Note on Savings:</b> It is the Congregational goal to transfer specified funds from the operating checking account to the savings account.  |                  |                  |  |                  |                  |
| Based on availability of funds, the goal for 2021 is to transfer \$625 monthly to the reserve fund for compensation and other cash flow shortfalls and \$625 monthly to the infrastructure and development fund. |                  |                  |  |                  |                  |

## EVANGELISM – ROY GEIGER

On October 20, 2019, I wrote you the Evangelism Report section of the 2019 Holy Cross Annual Report. I reminded you about all the community outreach events we did together during 2019 and how we planned to do them again – just bigger and better – during 2020.

Thanks to the support of many of you, we observed a great Advent; had a great “Beer & Carols” event in December (THANKS Jeremy!); a wonderful Christmas and a moving Scout Sunday in February 2020.

Then came March. “Coronavirus”, “Covid-19” and “pandemic” became part of our everyday conversations. “Social distancing”, “face masks”, “work and school – **and church** -- from home”, Zoom, Facebook Live all became our daily practices. The plan to do things like we did last year was shaken, rattled and rolled and we all began living and surviving in our “Plan B” existences.

Our traditional community Evangelism outreach efforts -- Easter Egg Hunts, the Herndon Festival, Sterling Fest, the Herndon Homecoming Parade – all were cancelled due to COVID -19.

### ***OUR EVANGELISTIC EFFORTS AT HOLY CROSS KEPT ON – IN A “PLAN B” KIND OF WAY!***

- ✓ Thanks to Pastor Martin, Jeremy and many others, we all learned how we could experience Sunday Service and other opportunities via Facebook Live and Zoom meets. We then experienced drive –through communion, outdoor Wednesday evening services in September and indoor Wednesday evening services in October.
- ✓ Our Evangelism joined with our Community Outreach to help provide food, school supplies and other items as needed by our community neighbors. Please see the excellent report from Suzanne Flegal and the Outreach Ministry for more details.
- ✓ Thanks to the inspired coordination of Deb Reilly, Holy Cross has both a new congregational logo and youth logo (THANKS Evan!).

***NOW – MORE THAN EVER – HOLY CROSS EVANGELISM IS ALL OF US!*** It’s not just me or a team volunteering at outreach events to help share Holy Cross’ message with community members. We will do that when those events return. Until then – and forever after -- it’s all of us sharing God’s love with everyone we know and inviting them to come experience that love we offer at Holy Cross!

Roy Geiger and The Evangelism Team

## COMMUNITY OUTREACH – SUZANNE FLEGAL

As Charles Dickens said in the opening of A Tale of Two Cities, “It was the best of times; it was the worst of times.” That certainly seems to apply to 2020. The Outreach efforts of Holy Cross certainly reflect that in the needs we saw and our response.

At the end of 2019 until March 2020, our traditional appeals and ongoing Outreach programs went on as they always seem to do. Our English Language classes were as strong as ever with new volunteers, not just from our church, but also from the community. Our food contributions for LINK and the Embry Rucker Shelter continued to be strong. Our Advent Appeal for winter coats was successful, and our Lenten Appeal for summer clothes for Herndon Middle students was off to a good start. And then COVID-19 brought shutdowns and uncertainty and questions about how our Outreach programs would survive. Because of your commitment and generosity, we have indeed continued to serve.

When our building had to close, The English Language Learners (ELL) Program had to be suspended. Initially, the teachers continued to communicate with their students by email. This Fall they initiated classes using Zoom. The dedication of Ellen Atwell, ELL Coordinator and her team of teachers is inspiring.

From the time that schools closed and so many people lost their jobs, it became abundantly clear our food donations to LINK and the Embry Rucker Shelter were needed more than ever. Since we were not gathering in person each Sunday for worship, we put bins in front of the church doors and advertised that in our weekly updates, Quest and on our Social Media. The response has been simply amazing. We have made substantial deliveries to LINK and Embry Rucker several times each week. During the summer we also delivered food to local schools for distributions to students. In August and early September, we collected school supplies for Herndon Middle School and again the response was inspiring. While volunteers could not serve the second Saturday lunches in person, we continued to provide the food for the lunches.

In early September, a Social Worker at Herndon Middle School reached out to Holy Cross to help a family who had experienced a flood of raw sewage that destroyed much of their furniture, clothing, and children’s toys and books. Both parents had lost their jobs and they were having car problems. In about one month you responded with a substantial donation of cash, gift cards and at least a carload of clothes, books and toys.

Indeed, this year that has seemed so often to be “the worst of times”, has offered us many challenges to reach out to serve our neighbors. There are too many of you who helped us meet that challenge to list individually, but to everyone who helped or donated or prayed, know that you have made life brighter for all the people we have been able to help.

Respectfully Submitted,

Suzanne Flegal



HCLC members sorting school supplies.



Donated collection for HMS flood victims - personal and household goods.



One week's worth of food collection to be distributed.

## PERSONNEL – DICK KRAPF

The approval of the Church's application for the Paycheck Protection Plan (PPP) on May 1 provided significant assistance to pay the salaries of staff in the challenging financial circumstances we currently face. We anticipate that these funds (approximately \$35,000), will become a grant, freeing us from any repayment obligation.

Regretfully, in mid-year, our outstanding Office Administrator, Teresa Easterly, and her husband returned to Atlanta, after two and a half years, for personal reasons. In her letter to the church, Teresa indicated that, despite having worked for several large well-known corporations and small companies, she said unequivocally that "Holy Cross is the best!" Because she very much desired to continue her employment here, since September Teresa has worked under a remote agreement (which includes on-site work leading up to Christmas and Easter). Coupled with the invaluable contribution of several volunteers in the office a couple of days a week -- for which we have been very grateful -- this transition has been virtually seamless. Council will revisit the arrangement with Teresa in January.

Two ongoing and future cost reductions, albeit relatively slight, have been welcome news considering the ongoing financial challenges the church faces.

- In mid-year we were able to renegotiate our contract with Paychex, our personnel payments provider, resulting in a cost reduction of several hundred dollars during the year, with no reduction in services. We hope to maintain this lower charge, especially considering continued financial challenges.
- Portico, the ELCA Benefits Program, has lowered costs for the Gold+ health benefit plan, in which we participate, by about a two percent, without any decline in benefits.

Following the temporary cessation of on-site church services and the ELL program last spring, Council voted unanimously, nonetheless, to continue reimbursing our invaluable nursery staff, Beatriz and Erika, through the end of 2020. Our ability to continue these payments may depend upon a new round of PPP to assist us financially.

Respectfully Submitted,

Dick Krapf

## PROPERTY – DENNIS PATTISON

This year has been a confusing year to say the least. In spite of a challenging year, we successfully accomplished the removal of asbestos in Fellowship Hall, the administration hallway and copy room, the installation of new carpeting in the Fellowship Hall, administration hallway and offices, we painted some of the offices and installed new cabinets in the administration office and copy room.

At the request of the Youth ministry, there was a small cleanup of the church grounds in October. There will be a complete cleanup of the church grounds in November. We hope many of you will plan to join us on November 14, with a rain date of November 21 beginning at 8:30 AM.

We had an Eagle Scout project from Troop 157 completed in the church shed. They cleaned out the shed, swept it out and organized all the materials that were in the shed. They also added shelves for more storage. Two solar operated lights were installed inside the doors and bushes and trees were cut back and removed around the shed. It is good to have it all organized. Now things can be easily found!

The church has taken several safety precautions to help keep the church clean and sanitized of germs and bacteria. We have purchased an electrostatic sprayer as a disinfectant distribution method and we also upgraded the filters of the AC and Heating units to clean out pollutants and microorganism from the air more efficiently.

Respectfully,

Dennis Pattison

## Eagle Scout Project Pictures



**Before** - Tools scattered; wood remnants blocking walkways; windows covered



**After** - Shelving installed; storage bins filled with contents; items from inside church now storage in shed; custom shelving with wardrobe cover to accommodate candle storage safely

## CHRISTIAN EDUCATION – BETTY SKELTON

As everyone knows this year 2020 has provided many challenges within the church and our lives in general. Some of our activities for the year had to be cancelled. New ways of getting anything Christian Education related had to be done in a different manner in the Spring of 2020 with the assistance of many individuals. Intergenerational activities, in house Bible School, and Rally Day activities had to be cancelled. Consequently, programs were generated to be presented virtually. All of this being done on a learning experience curve. All of this was a new process to everyone involved.

Children's Church was an ongoing event until we had to pause because of the COVID-19 Pandemic. Children's sermons were presented during church time by Pastor Eldred, Mrs. Suzanne Baggett, or Ms. Becky Morgan. Many times, the adults enjoyed these mini children sermons as much as the children. These sermons were informative and interesting to witness. The children then went to Children's Church under the supervision of Erika Moreno and Beatriz Orellana, our nursery attendants.

Kingdom Kids, led by Suzanne Baggett, met weekly from September 2019 through March 8, 2020, when we paused for the pandemic. The 2nd annual Santa Lucia Procession was an advent highlight. Sixteen students were enrolled in Kingdom Kids and attendance was steady. Below are our at-home activities:

- ✓ April-July: Weekly livestreams for families with children
- ✓ May-early June: Zoom Sunday School. This was great for those able to participate; however, most families were not comfortable with Zoom for Sunday School.
- ✓ August 9-August 14: At home, no-Zoom Vacation Bible School with new Compassion Camp curriculum. The most joyful part was the Sunday drive-through, in which families in cars donated food, played a game, took a selfie and received their lessons-and-crafts totes. Smiling eyes ruled the day! Twenty-one children participated.
- ✓ September 20 until Advent: Weekly Sunday School "lessons" - very much in the style of the livestreams - go live on YouTube Saturday mornings. The curriculum is The Beatitudes from Illustrated Ministry. Packets with family pages, coloring sheets and activity sheets were sent to all the Kingdom Kid and VBS families. Suzanne was assisted by her husband, Joe Baggett, during the presentations of the Saturday morning classes.

Adult Sunday School Class led by Pastor Martin Eldred, has been progressing and we're all learning together. Prior to the pandemic we were filling the large classroom in the educational wing and were welcoming 20-25 learners each Sunday.

After a great series on Luther's Small Catechism, we began to explore the Bible, beginning with the short, but powerful prophetic book of Amos, then continuing the New Testament book of James. In the new year, we began an exploration of Paul's letters to the Corinthian congregation, the canonical I Corinthians and II Corinthians. In April, we transitioned from in-person learning to on-line study, due to the realities presented to us via the COVID-19 Pandemic. After a few weeks using Facebook live, we switched to a Zoom format, where people could see and interact with one another. During this new medium of exploration, our numbers remained around 20-25 learners. After a few months off during the summer months, we regathered again this fall for a study of the epistle to the Galatians.

A special thank you to each of you who helped to make these programs as successful as we could this past year.

Respectfully Submitted,

Betty Skelton, Christian Education Chairperson

## STEWARDSHIP – MIKE FAULKNER

The Stewardship Team for the period November 2019 through October 2020 was represented by Roy Geiger, Suzanne and Joel Flegal and John Pinckney. I cannot thank them enough for their help and guidance. We are always looking for new members to join our committee as new ideas and thoughts are always needed.

This year the congregation raised \$610 for the program *Women Giving Back* as the Advent Appeal. Women Giving Back is a Sterling based organization whose mission is to support women and children in local homeless shelters and transitional housing by providing professional quality clothing at no cost.

The Lenten Appeal donation for the Herndon Middle School was altered due to HMS being closed. The original Lenten donation was to be for the HMS fund of school supplies for at risk students. When schools closed and school supplies were not needed, we contacted the HMS Director of Student Services and asked what their greatest need would be. Since 53% of HMS students receive free or reduced meals, she suggested the greatest need at that point was food for the students by way of Giant gift cards.

Due to the schools being closed, we agreed that getting the students fed was the priority. Therefore, the \$1,370.00 raised went towards meals for the students. Anytime we can work with our neighbors at Herndon Middle is a worthwhile effort.

During the past seven months we have all had our lives disrupted. We lost the revenue stream from our renters that use the church building. However, in August we reopened the church to our renters, with proper safety protocols in place. The rent will help with Holy Cross's monthly income.

Despite the pandemic Holy Cross members have stepped up as they always do. Thank you to each of you for your tremendous response during this time. When we went to virtual worship services, we didn't know how that would affect the financial picture of the church. Because of your generosity we are about where we have been historically at this point in the year and feel confident moving forward.

We are blessed to belong to this Holy Cross family. We are blessed to have Pastor Martin with us now for a full year. We have a tremendous group of individuals and we all look forward to worshipping together soon, safely.

Once again, thank you for your generous support.

Yours in Christ,

Michael Faulkner

## WORSHIP AND MUSIC – KATHY MAKOWSKI

The Worship and Music team are dedicated to make worship the best that it can be. We meet several times a year. Our team members are Bev Miller, Lori Newcomb, Roy Geiger, Jeremy Shoop and Pastor Martin Eldred. I wish to thank them for the dedication and help in all we do.

Due to the restrictions of coronavirus (Covid-19), our team was unable to meet from March 2020 through July 2020. Much of our normal planning came to a halt. But, through the great efforts of Jeremy Shoop, Pastor Martin and Bob Thompson, our worship was enabled through an online/virtual worship service at 10 AM. Many discussions and changes took place between March and August to improve our online worship. Sam Carter was supportive in this quest by investigating how to improve the experience. Several cameras and equipment were purchased to easily move through the different action areas in the sanctuary.

Every effort was made to make the online worship service a nurturing experience. Jeremy organized a Corona Choir to participate in the service. On the first and third Sundays of the month Holy Communion is available via “drive through”. Precautions such as face masks; rubber gloves and disposable cups/cupcake papers are used to keep everyone safe.

Here is a summary of meetings we had from November 2019 to October 2020, some in person and later through Zoom. After a short devotion at each meeting, our team focuses on many areas of worship from sermon topics to worship leader roles to seasonal enhancements of sanctuary space.

### **2019:**

- ✓ We celebrated Thanksgiving with fall décor and presenting gifts of the church.
- ✓ Advent/Christmas planning included: Mid-week services, dinners, decorating the sanctuary, annual “Beer and Carols” event, order forms for Christmas décor and Christmas Eve worship leader needs. Roy coordinated a postcard-style invitation to Christmas Eve worship.
- ✓ Summary of Duties for worship leader positions - some were finalized while others are yet to be completed.
- ✓ Discussion of a Pentecost (green) banner was not completed.
- ✓ There were discussions of Jeremy Shoop’s sabbatical from January to February 2020. Suzanne Baggett, Marcia Kratzke, Becky Morgan and Joy Heuer will cover all aspects of worship music during his absence.

### **2020:**

- ✓ We discussed supplies needed for normal worship - candle oil, wafers, etc.
- ✓ There was discussion on a mid-week service planned by Pastor and Jeremy titled, “More Days for Praise.” The service is “In-person” on Wednesday evenings at 7 PM. The first few were held outdoors then moved inside as the weather and day light changed. An FM station was provided for those who would rather sit in cars in the parking lot to listen. There’s no singing at this service.

- ✓ Backpack/workbag blessing was September 6. The Blessing of the Pets was October 4, and the Quilt Blessing was November 8.
- ✓ Jeremy set up on FaceBook LIVE an All Saints Vigil for Saturday, October 31 at 10 AM ending Sunday, November 1 at 10 AM. Worshippers signed up for a time slot during those hours to meditate or pray.

**We had discussions on:**

- ✓ A sub-group from Worship and Music to discuss enhancing the worship space for the different seasons of the church year
- ✓ Upcoming Advent mid-week services, a “Blue Christmas” service and Christmas Eve services.

We are a team that focuses on the specific areas of worship and are strongly supported by many people who volunteer their time and talents. Thank you, to Altar Guild members, ushers, readers/greeters, communion assistants, assisting ministers and musicians for all you do!

**Special thank you to:**

- ✓ The music leaders who helped us through Jeremy’s sabbatical.
- ✓ The Corona Team (Worship Leaders, technical supports and choir) for their support of online services during this difficult time.

Kathy Makowski

## FELLOWSHIP – PAM DARBY

Fellowship started the year off well. We continued to provide food between services on Sunday morning. The First Sunday lunch was a great time for good food and fellowship following the late service. Shrove Tuesday became a Sunday pancake breakfast lunch, and unexpectedly became our last luncheon gathering for 2020.

We have not been able to gather in Fellowship for most of the year, but that will not stop us. Fellowship plans to arrange for small outings that may include hiking, microbreweries, etc. as you may have seen in the Serving One Another survey. Suggestions for activities are always welcomed. Fellowship also plans to do an “at home” Advent Workshop. We will get our creative juices going and develop ideas for crafts that we can provide to you in a bag with instructions and materials. Let us end this challenging year in a positive way.

Please contact me, [darborator1@aol.com](mailto:darborator1@aol.com), if you would like to join our Fellowship team, have ideas or questions!

Pam Darby  
Fellowship Chair

## YOUTH – DANIEL CONTRERAS

A year ago today we didn't know we would be here. No one knew we were going to be in one of the worst pandemics ever, yet here we are. We might still be working from home, doing online school from home, and worshipping from home, but we are still doing God's work.

Since November, I have planned breakfast and lunches with Fellowship, and Pam has gladly partnered with me to raise money for the Youth Ministry. We have had a Super Bowl themed lunch, a pancake breakfast and more.

At the beginning of the year Council had our yearly retreat with many discussions on how we can move forward into 2020. We had ideas and plans reaching out to get the youth into our building, but the pandemic hit all of us hard and now it's difficult to carry out many of our plans.

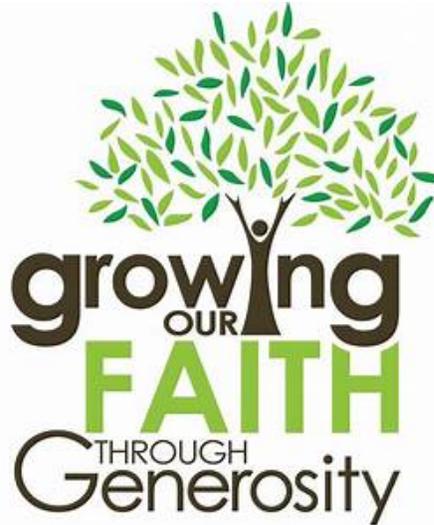
Outreach and I have talked during this pandemic to see how we could reach out to get the youth back in and in a safe way during this pandemic. We have been in contact and have thrown ideas out at each other and have reached out to a Social Worker at Herndon High School.

This year has been a rough year for all of us. The virus has affected all of us in some way or another, but we must stay strong. Once this pandemic is over, we will get back on our feet and will prayerfully, do better than we did before. We hope everyone stays safe and thank you to everyone, who has been a help to Holy Cross especially during this pandemic.

Daniel Contreras – Youth Ministry

## CAPITAL CAMPAIGN — BUILDING ON THE BEST

2019 - 2021



Holy Cross is committed to building on the best of our church to extend and revitalize our ministry. We aspire to grow Holy Cross by making forty-eight new connections to our congregation over the three-year campaign, with an emphasis on attracting families and youth, and building more powerful relationships among our members. To achieve this, we plan to raise \$200,000 by the end of 2021:

**\$35,000 to build on our evangelical mission**, to strengthen our connections in the community. We will participate in community events, such as the Herndon Festival and SterlingFest to raise awareness of our mission. We will initiate fun, community-based activities such as “Beer and Carols” to bring our message into the community more effectively. We will partner with Herndon Middle School and the Neighborhood Resource Center to support community youth. We will provide opportunities for children and youth to serve, both in worship and the community.

**\$14,000 is designated to build the broader church.** With the encouragement and support of synod’s New Connections Campaign, Holy Cross aspires to build new connections to 48 new people over the three-year campaign. We will also contribute \$14,000 to the synod’s efforts to provide training, coaching and resources to grow the synod by 3000 new people over the next three years. Holy Cross is committed to joining in with other congregations in our Metropolitan Washington DC Synod of the Evangelical Lutheran Church in America to make new connections so that others may know the fullness of life in Christ Jesus!

**\$151,000 is earmarked to build our facilities, to make them more inviting for families.** We planned to repair and refresh our facilities, including new flooring for the fellowship hall, renovating the restrooms beside the fellowship hall, replacing the roof on the administrative wing and improving our technology in the fellowship hall and some classrooms.

**Progress to Date:** Through your wonderful generosity, we have made amazing progress for the Building on the Best Capital Campaign, even during a global pandemic! We have been able to reach new people through online worship. We welcomed recurring visitors to Holy Cross. Just before the pandemic, we held a prospective member’s lunch and hope to welcome them as members to Holy Cross soon!

**We have extended our evangelism activities** finding new ways to reach out into our community. During the first two years of the campaign, we built a partnership with Herndon Middle School, providing clothing, school supplies, and food for our neediest students. We continue our ministry of hope and love at the Herndon Easter Egg Hunt, Beer and Carols, Herndon Festival and SterlingFest. We prioritize our children, building a robust offering of Sunday school, Vacation Bible School, and a weekly children’s message featuring Mortimer the Moose, Wolfgang the Wolf, Farah the Fox, and Robbie the Dragon for our youth.

**We have participated in learning opportunities provided by the ELCA** including seminars on Evangelism, Stewardship, Church Leadership, and coaching.

**We have installed new carpet, painted offices, and installed new cabinetry** in the Fellowship Hall and Admin Wing of the church during 2020.

**We have implemented new technology to aid in worship.** While our original intent for improving technology was for the Fellowship Hall and some classrooms, the global pandemic had other ideas for us! To ensure the church was able to continue to provide quality worship, we invested in new cameras and microphones for the sanctuary.

**There’s more work to be done!**

In 2021 we plan to begin the renovation of the restrooms beside the Fellowship Hall. We expect the work will begin later during 2021, depending on how our planning work goes, and financial giving to the campaign.

During 2020, we also discovered some additional roof work that will need to be done. We plan to begin that work at the end of 2020/early 2021.

**There’s still time to join us!**

Please prayerfully consider how you and your family is called to respond to this opportunity, given your own financial blessings. Regardless of your ability to give, all are welcomed and valued at Holy Cross. Please keep Holy Cross in your prayers!

| <b>Capital Campaign Financials – 2020 Report</b> |                  |                                   |                  |
|--|------------------|-----------------------------------|------------------|
| <b>Campaign Goals:</b>                           |                  | <b>To Date (as of 9/30/2020):</b> |                  |
| <b>Total</b>                                     | <b>\$200,000</b> | <b>Giving</b>                     | <b>\$114,373</b> |
| Of Which   | Allocates:       | Expenditures                      |                  |
| Evangelism                                       | \$35,000         | Evangelism                        | \$ 5,428         |
| Broader Church                                   | \$14,000         | Broader Church                    | \$ 6,383         |
| Facilities                                       | \$151,000        | Facilities                        | \$67,175         |

