

## ADULT SPIRITUAL DEVELOPMENT

Provide opportunities and resources for spiritual development that will encourage adult members of the congregation to grow in their faith; fostering a connection to God, each other, and the larger community so that Christ may be reflected in members' lives.

Create a culture of spirituality through the following activities:

- Adult Classes
- Library
- Labyrinth
- Seminars
- Small Group Ministry
- Gallery
- Adult Retreats

### Adult Spiritual Development Commission Members:

#### **Barb Myers (chair, session, labyrinth)**

Jay Descalzi

Harriet Dilly

Bobbi Hartman

Julie Krock (Library)

Ted Kyle (seminars)

Mike Lee

Barbara Marsh

Mary Kay Mitchell (labyrinth)

Ann O'Brien

Louise Rogers (staff)

Pat Smith

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## BRIDGE WORSHIP

The Bridge Worship Commission oversees and coordinates the Bridge service as a contemporary service for the members of Westminster Presbyterian Church and for the surrounding community.

Current goals of the Commission are as follows:

- Provide a contemporary worship service that provides members with an opportunity to worship God and have fellowship with other Christians.
- Provide a service format that is flexible, open and family friendly using technology, contemporary music and varied worship techniques.

## COMMISSION DESCRIPTIONS AND MEMBERS

- Provide an informal worship, Christ-centered, family friendly service where individuals can experience Christian fellowship and a community of faith.

### *Bridge Worship Commission Members:*

**Beth Wagner (chair, session)**

Jason Freyer (staff, advisor)

David Kerr

Nadina Robusto (staff, worship coordinator)

Joe Rubino

Marilyn Rubino

John Van Cleve

Amy Walker

Meghan Widmar (session)

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## CHILDREN'S & FAMILY MINISTRY

Children's & Family Ministry Commission's purpose is to provide a welcoming Christ-centered ministry for children and families, to support families and nurture their children's faith in Jesus Christ. Children birth through sixth grade are taught through scripture, worship, outreach to others, prayer and Christian example.

Activities are focused on children from birth through 6<sup>th</sup> grade and their families:

- Sunday School
- Barefoot School
- Fellowship Events
- Mission
- Workshops
- JAM (Jesus and Me)
- Sacrament Education

### *Children's & Family Ministry Commission Members:*

**Karen Williams (chair, session)**

Kristy Berrott

Natalie Brown (staff)

Harriet Dilly (session)

Laura Ecklin (staff)

Debb Egli (staff)

Melissa Galbraith

Jennifer Hrabik

Jenny Marsh

Jennifer Nestler

Louise Rogers (staff, advisor)

Flo Van Cara  
Stefani Wilkinson

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### COMMUNICATIONS

Promote effective and consistent communications (both internal and external to WPC) by serving as an advisory resource for any party requiring communications and marketing support. Create welcoming content that encourages greater involvement in church life and cultivates an image in the surrounding community that reflects our mission, values and acceptance.

- Proactively encourage and facilitate communication and transparency across WPC using the following tools: WPC website, social media, videos, newsletter, bulletin, emails, lectern announcements, mailings, lawns signs and news/magazine publications.
- Be available to consult with other groups to ensure communications consistency.
- Undertake new projects and initiatives as directed by Session and/or the staff

#### *Communications Commission Members:*

**Bonnie Bacik (chair, session)**

Jason Freyer (staff, video)

Anna Hiner (staff)

Carolyn Kerr

Carolyn Klasnick

Sara Kyle

Jeannie Schott (staff)

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### FINANCE

Be good stewards of the finances of the church annual operating budget. Assure the security of the monies received and assure its proper designation. Assure that Restricted Funds will never be utilized for church operations.

- Work with the commissions in the fall to establish a balanced annual budget.
- Review income and expenses monthly to assure that they are within the budget.
- Review the balance sheet and restricted funds monthly.
- Administer pledges and cash received from one-off campaigns such as “New Cornfield” and “Forward in Faith.”
- Distribution of money as needed, and when cash flow allows, to Property, Outreach, and Endowment.

## *Finance Commission Members:*

### **Mike Lee (chair, Session)**

Cindy Bingham (staff)

Peggy Canose (session)

Dr. Bruce Lancaster (Head of Staff)

John Null (session)

Jeff Rex (session)

Chip Staub

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## MEMBERSHIP

Mindfully invite, welcome, and continually engage people in the life of Westminster through the following activities:

- Welcoming Visitors
- Inquirers' Class
- New Member Assimilation
- Engagement
- Volunteers
- Fellowship Events
- Contacting Inactive Members
- Maintaining Church Rolls
- Pet Ministry
- Rummage Sale
- Church Directory
- Welcome Center

## *Membership Commission Members:*

### **Kristin LeBeau (co-chair, session)**

### **Beth Ketterman (co-chair)**

Jan Baumann (staff, advisor)

Sue Davis

Gwen Fraser (session)

Carol Galbreath

Kathy Peelor

Cricket Rupert

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## OUTREACH

## COMMISSION DESCRIPTIONS AND MEMBERS

At Westminster Church, the Outreach Commission has the responsibilities to interpret the mission message and coordinate all aspects of the church's life toward the fulfillment of its Mission Outreach functions. This does not mean that Outreach directs all mission activities, as all Individuals and entities in the church are called to fulfill its mission.

The Outreach Commission is responsible for developing an understanding among Westminster's members and groups, that Christ's mission is the overarching purpose for their very existence! Outreach is also responsible for serving as a sounding board for suggestions as to how the church and its members can continually develop in their mission outreach, through individual and cooperative efforts.

Organizationally, the Outreach Commission is therefore charged to be:

- The leading resource for information about mission within Westminster Church,
- the encouraging and coordinating entity for activities that individuals and entities within the church may elect to do, and
- the primary generator of Westminster's assistance-related mission programs.

### **Outreach Commission Members:**

#### **Sandy Conley (chair, session)**

Paul Conley

Jason Freyer (staff)

Bobbie Hartman

Tom Hartman

Will Hignett

Barb Livingston

Doug Mitchell

Barb Myers

Dan Paul (session)

Linda Robinson (recording secretary)

John Van Cleve

Rob Wagner

Becky Weber (session)

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## PERSONNEL

Responsible for developing, interpreting, and administering personnel policies for all members of the staff.

Key activities are as follows:

## COMMISSION DESCRIPTIONS AND MEMBERS

- Develop, administer and routinely review personnel policies.
- Recommend needed staff positions or adjustments.
- Assist with staff recruiting through job description creation, job posting, application reviews, interviewing, compensation determination and onboarding.
- Assure all employees receive annual performance reviews.
- Be a support group for all pastors and staff members.

### Personnel Commission Members:

#### **Pat McClintock-Comeaux (chair, session)**

Andrée Jeffrey

Carolyn Kerr

Dr. Bruce Lancaster (Head of Staff)

Randy Langlois

Doug Mahrer

Brian Peck (Clerk of Session)

Lois Singleton (session)

John Van Cleve

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## PROPERTY

Properly manage the physical resources of the church, plan for its ongoing regular maintenance and provide guidance for capital improvements to the facility.

- Continually assess the condition of the property, monitor the progress of maintenance and the progress of ongoing capital improvements.

### Property Commission Members:

#### **Jay Galbreath (chair, session)**

Sue Castelli (session)

Dave Davis (session)

Dave Hilty

Dr. Bruce Lancaster (Head of Staff)

Ed Lyness (WPC electrical engineer)

Kathy Peelor (WPC interior design)

Charley Richardson (staff)

Bob Sheap (session)

Doug Shuck (WPC architect)

Mandy Thomas (staff)

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## STEWARDSHIP

## COMMISSION DESCRIPTIONS AND MEMBERS

To educate the congregation about stewardship as a grateful response for God's gifts, develop the congregation's potential for giving, and conduct campaigns for annual giving and other needs as may arise from time to time.

### **Stewardship Commission Members:**

Michele Burgess (session)  
David Heilman (session)  
Dr. Bruce Lancaster (Head of Staff)

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## WORSHIP

To provide meaningful worship experiences to glorify God and help participants grow in the knowledge, love, and service of God.

- Oversee arrangements for all worship services except the Bridge.
- Recruit, train, and schedule ushers.
- Arrange for the celebration of the Lord's Supper, providing the elements, scheduling servers, and overseeing setup and cleanup.
- Provide general oversight to the Music and Arts program.
- Be attentive to feedback regarding the congregation's experience in worship.

### **Worship Commission Members:**

Scott Carson (ushers)  
Chris Hestwood (staff, Choir/Music)  
Dave Hilty  
Candy Kottyan  
Dr. Bruce Lancaster (Head of Staff, advisor)  
Joy Mahrer (Chancel Guild)  
Andie Noah (communion)  
Ann O'Brien (session)  
Helen Watson (session)

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## YOUTH MINISTRY

The Youth Commission supports the Youth Ministry program and youth directors to ensure that we are meeting the needs of Westminster youth and other young people in the South Hills area of Pittsburgh.

Current goals of the commission are as follows:

- Provide opportunities that challenge, develop and nurture teen, parent and adult volunteers' Christian faith and encourage growth.
- Participate in mission opportunities locally, nationally, and abroad to foster a greater understanding of serving and acting on our Christian faith.
- Provide a mix of communications methods to inform youth and parents of current and planned activities, as well as to provide Session with accurate information to document participants in various weekly youth programs.

**Youth Ministry Commission Members:**

**Luke Walker (chair, session)**

Laura Ecklin (staff)

Jason Freyer (staff)

Charleen Howard

Beth Jenkins (session)

Maureen Kearns

Dave Kerr

Ed Sutter (staff)

Amy Walker

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