

# Avery Church Information Form (CIF)



**Avery Church Information**  
**1910 Avery Road East**  
**Bellevue, NE 68005**  
[www.averychurch.net](http://www.averychurch.net)

# Avery Church Information Form (CIF)

## *Table of Contents*

**Introduction .....2**

**Church Information Form (CIF)..... 6**

**Pastor Position Description** is available in the CIF and as a separate document

**Know Your Community Demographic Report** is provided in a separate document.

**Avery History** is provided in a separate document.

Email resumes and questions to: [averypastorsearch@gmail.com](mailto:averypastorsearch@gmail.com)

**Search Committee Chairman:**

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**Presbytery Ministerial Committee Liaison & Alternate**

Rev. Dr. Kent Mathews  
[Kentmathews27@gmail.com](mailto:Kentmathews27@gmail.com)

Rev. Tony Toth  
[tony@faithunitedepc.org](mailto:tony@faithunitedepc.org)

Avery is a loving, Biblically based Evangelical Presbyterian Church seeking a pastor to lead us through a period of transformation into a more mission-oriented church who is able to develop strong leaders and new disciples.

We are located in Bellevue, Nebraska, a multicultural community that is a part of the Omaha metropolitan area that Forbes magazine named #1 in their “The Best City to Move to in 2024” article. We are searching for a bilingual pastor that will serve Avery Church and Iglesia Hispana de Avery to grow each of our parts and work closer together to expand God’s kingdom by ultimately becoming a multiethnic church. Forbes identified Omaha as the best city to move to in 2024. We invite you to use this link to read the entire article. <https://www.forbes.com/home-improvement/moving-services/best-cities-to-move-to/>

Forbes wrote “Overall, Omaha is a great option if you’re looking for somewhere to move. While the city did see a net loss of around 5,000 residents from 2016 to 2020, it offers a solid combination of affordability, economic opportunity, enjoyable climate, employment opportunities and safety. This is why we chose it as the overall winner.”

Beyond what Forbes says, we believe the Omaha Metro area is a great place to live, have fun, raise children, and grow old. Here is a link to a Chamber of Commerce website and a downloadable document about moving to and living in the Omaha Metro Area. [https://www.omahachamber.org/wp-content/uploads/2024/08/240809\\_Movers\\_Guide\\_Brochure\\_Fnl.pdf](https://www.omahachamber.org/wp-content/uploads/2024/08/240809_Movers_Guide_Brochure_Fnl.pdf)

There are several reasons Avery seeks a bilingual pastor.

1. If you consider the English-speaking congregation, then all you see is:
  - a. A congregation where almost half the people are over 65. While they love Avery and are loyal to Avery, they are well into the last third of their lives.
  - b. The 2024 average attendance is 83.
  - c. The English-speaking congregation is the primary financier, but this financial base will dissipate over time unless more young people join.
2. If you consider the Spanish-speaking congregation, then all you see is:
  - a. A congregation where more than 90% of the people are young adults with children.
  - b. The average attendance is 42.
  - c. Finances have not been an issue for Spanish work, as the Presbytery agreed to fund the church plant for seven years - with COVID, that stretched into eight years. At the end of the seven years, the "Hispanic Church Plant" was supposed to either become a stand-alone church or a fully funded Avery Church ministry.

- d. Due to administrative changes by the US State Department, the wait time for a permanent visa for the Hispanic Church Planter changed from about three months to about five years overnight. Consequently, he and his family had to return to Mexico in December 2023. More information is provided in the CIF.
3. If you look at both congregations as Avery Church, then you see:
    - a. A congregation that is well-balanced from an age perspective.
    - b. The average attendance is 124.
    - c. Finances are not an issue as long as the new pastor is bilingual and capable of initially leading two congregations while developing and implementing a plan for Avery to become a multiethnic church.
    - d. Having a bilingual pastor is a financial necessity for the near term, and it is a brilliant strategy for the long term. If you look at the demographic information below, Bellevue is already a multiethnic community, and the diversity is increasing.

<b>Bellevue, NE Ethnicity Demographics</b>				
	<b>2000</b>	<b>2010</b>	<b>2020</b>	<b>2022</b>
<b>White</b>	85.8%	81.5%	71.8%	54.0%
<b>Black - African American</b>	6.1%	6.0%	5.9%	6.0%
<b>Hispanic</b>	5.9%	11.9%	16.0%	25.0%
<b>Other</b>	2.2%	0.6%	6.4%	15.0%
<b><u>Total</u></b>	<b><u>100.0%</u></b>	<b><u>100.0%</u></b>	<b><u>100.0%</u></b>	<b><u>100.0%</u></b>

While the English-speaking congregants of Avery Church tend to be older, the community is young. The attached *Know Your Community Report* from Church Answers indicates the median age is 33.2.

The *Know Your Community Report* from Church Answers is based upon a 10-minute drive time from Avery Church. However, Within Reach recently published *The State of the City – Omaha Metro* book. Within Reach is a collaborative network of community leaders, businesses, and churches committed to reaching Omaha for Christ. The book was published through a partnership between Within Reach and the Barna Group.

This book contains demographic information by zip code. A review of key data on the five zip codes that comprise Bellevue indicates that Bellevue is stronger than Omaha in some key areas. For example:

- The Migration Growth Rate is 12% higher than Omaha and 35% higher than the national average.

- The Median Age is 4.4 years younger than Omaha and 6.3 years younger than the national average.
- The median household income is almost \$20,000 higher than Omaha's and about \$1,500 higher than the US average.
- While Bellevue's percentage of college degrees is about 3% lower than Omaha's, it is almost 10% higher than the national average.

**The bottom line:** Bellevue is a well-educated, affluent, ethnically diverse city ideal for building a multiethnic church.



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**CHURCH INFORMATION FORM**

The Ministerial Vocation Committee and the Office of the Stated Clerk of the Evangelical Presbyterian Church are responsible for denominational vocational services. As part of the process of “matching” ministers and congregations, the Office of the Stated Clerk provides resources and advice to both pastors and congregational search committees. To that end, we ask congregations and ministers to complete information forms as an introduction to each other, and a first step in the process of calling a minister for a congregation. For both the pastor and the congregation, this is an opportunity for self-study and evaluation of current ministry and goals. This calls for honesty, effort, and open communication.

This Church Information Form (CIF) presents the local congregation’s history, challenges, and goals. It is our hope that this will help facilitate the search process by assisting both the church in focusing on future directions and applicants in gaining some sense of the nature and uniqueness of this congregation.

We encourage churches to list their vacancies on the Ministry Staff Opportunities webpage at [www.epc.org/mso](http://www.epc.org/mso). For more information or to send your posting, email [info@epc.org](mailto:info@epc.org).

Guidance for church-based human resources questions such as background checks, personnel policy manuals, and more is available at the Office of the General Assembly by contacting Marti Ratcliff at [marti.ratcliff@epc.org](mailto:marti.ratcliff@epc.org) or 407-930-4263.

**Contents**

- Part 1: Church Information
- Part 2: Financial/Church Campus Information
- Part 3: Church Characteristics
- Part 4: Leadership Expectations
- Part 5: Church History
- Part 6: Other Information

Please return completed form to:

Evangelical Presbyterian Church  
ATTN: OFFICE OF THE STATED CLERK  
5850 T.G. Lee Blvd., Suite 510  
Orlando, FL 32822

Phone: 407-930-4239  
Fax: 407-930-4247  
E-mail: [info@epc.org](mailto:info@epc.org)





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**Part 1: Church Information**

1. Church Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone ( \_\_\_\_\_ ) \_\_\_\_\_ Fax ( \_\_\_\_\_ ) \_\_\_\_\_

E-mail \_\_\_\_\_ Website \_\_\_\_\_

2. Presbytery \_\_\_\_\_

Presbytery Ministerial Committee Liaison \_\_\_\_\_

3. Search Committee Chairman \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

E-mail \_\_\_\_\_

Telephone ( \_\_\_\_\_ ) \_\_\_\_\_

4. List all paid staff positions (use additional sheet if necessary)

- |       |                                    |                                    |
|-------|------------------------------------|------------------------------------|
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |



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5. List all key volunteer positions

6. List all vacant positions

Position Available \_\_\_\_\_ Date of Vacancy \_\_\_\_\_

Position Available \_\_\_\_\_ Date of Vacancy \_\_\_\_\_

Position Available \_\_\_\_\_ Date of Vacancy \_\_\_\_\_

7. Membership (state approximate numbers and percentages)

	Five years ago	Currently
A. Number of church members	_____	_____
B. Number of family units	_____	_____
C. Worship attendance	_____	_____

8. Community Growth     Increasing     Static     Declining

9. Profile of church members

A. Age:

\_\_\_\_\_ % 0-11    \_\_\_\_\_ % 12-18    \_\_\_\_\_ % 19-24    \_\_\_\_\_ % 25-34  
 \_\_\_\_\_ % 35-49    \_\_\_\_\_ % 50-64    \_\_\_\_\_ % 65+





**B. Occupation: This type of information is not collected . (Majority is blue collar)**

\_\_\_\_\_ % Business      \_\_\_\_\_ % Professional      \_\_\_\_\_ % Trades  
\_\_\_\_\_ % Agriculture      \_\_\_\_\_ % Stay-at-Home Parent      \_\_\_\_\_ % Retired  
\_\_\_\_\_ % Other (Please Specify) \_\_\_\_\_

(Majority has some college or

**C. Educational level of adults This type of information is not collected . post high school training.)**

\_\_\_\_\_ % some high school      \_\_\_\_\_ % high school      \_\_\_\_\_ % college      \_\_\_\_\_ % graduate school

**D. Percentage of members belonging to the congregation**

Less than one year \_\_\_\_\_ %  
5 years or less \_\_\_\_\_ %  
6-10 years \_\_\_\_\_ %  
10 years or more \_\_\_\_\_ %

**10. Racial/Ethnic composition of:**

**A. Congregation**

\_\_\_\_\_ % African-American      \_\_\_\_\_ % Asian      \_\_\_\_\_ % Caucasian      \_\_\_\_\_ % Hispanic  
\_\_\_\_\_ % Other (Specify) \_\_\_\_\_

**B. Community Within 10 minute drive of church**

C. \_\_\_\_\_ % African-American      \_\_\_\_\_ % Asian      \_\_\_\_\_ % Caucasian      \_\_\_\_\_ % Hispanic  
\_\_\_\_\_ % Other (Specify) \_\_\_\_\_

**11. Community Setting (check as many as apply):**

**Location**

Rural       Small Town       Metropolitan       Suburban       Inner City

**Function**

Industrial       Agricultural       Recreational       Military       College/University

Approximate population of community: \_\_\_\_\_



12. Worship

A. Worship Time	Average Worship Attendance	Worship Style
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

B. Frequency of communion celebration: \_\_\_\_\_ per year

C. How are members involved in planning and participation in the liturgy/worship?

D. Style of liturgy used in your worship (e.g., traditional, contemporary, variety)

E. Type of music used in worship (e.g., traditional, contemporary, variety)

13. Ministry Programs

A. Average attendance in Church School (under 18 years): \_\_\_\_\_

B. Average attendance in Adult Education (Sunday): \_\_\_\_\_

C. Average involvement in Small Groups: \_\_\_\_\_

**Some people are active in more than one small group.**





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3. Amount contributed for year (most recent complete reporting year)

- A. EPC Percentage of Income \$ \_\_\_\_\_
- B. EPC World Outreach Global Workers \$ \_\_\_\_\_
- C. EPC Special Projects \$ \_\_\_\_\_
- D. Presbytery Per Member Asking/Percentage of Income \$ \_\_\_\_\_
- E. Other Missions/Missionaries \$ \_\_\_\_\_

4. Property owned by church

A. Describe buildings and property (other than manse), including condition.

B. Are your buildings adequate for your present program?  Yes  No  
If no, please explain:

C. Is a building program or capital project projected?  Yes  No  
If yes, describe what, when, and projected cost

D. Does the church own a manse?  Yes  No

Condition:  Good  Fair  Poor # of Bedrooms

Pastor's Office/Study:  In Church  In Manse  Not Provided

Other \_\_\_\_\_



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5. Compensation:

A. The salary range we are prepared to offer:

Position: \_\_\_\_\_ \$ \_\_\_\_\_

Position: \_\_\_\_\_ \$ \_\_\_\_\_

Position: \_\_\_\_\_ \$ \_\_\_\_\_

B. The average annual increase over the past three years is:

Position: \_\_\_\_\_ \$ \_\_\_\_\_ or \_\_\_\_\_ %

Position: \_\_\_\_\_ \$ \_\_\_\_\_ or \_\_\_\_\_ %

Position: \_\_\_\_\_ \$ \_\_\_\_\_ or \_\_\_\_\_ %

Position: \_\_\_\_\_ \$ \_\_\_\_\_ or \_\_\_\_\_ %

\* Minister of Music added role of Youth Minister

C. Housing

Housing Allowance

Manse Only

Either of the Above

D. Benefits and expenses (**Monetary benefits are allocated as part of the total salary package**)

\_\_\_\_\_ Retirement Plan (minimum 10% gross effective salary)

\_\_\_\_\_ Medical insurance (EPC medical coverage required for full-time TEs)

\_\_\_\_\_ Life insurance

\_\_\_\_\_ Social Security

\_\_\_\_\_ Travel/mileage

\_\_\_\_\_ Book allowance

\_\_\_\_\_ Study leave allowance (minimum 2 weeks)

\_\_\_\_\_ Annual vacation days (minimum 4 weeks)

\_\_\_\_\_ Number of worship services per year for which pastor is provided relief (in addition to vacation and study leave)

\_\_\_\_\_ Other (Specify:

\_\_\_\_\_ )

E. The church participates in the EPC's medical benefits plan  Yes  No

F. The church participates in the EPC's retirement plan  Yes  No



**Part 3: Church Characteristics**

*Check the box that most closely describes the current characteristics of the congregation.*

Our congregation...	Agree		Disagree	
1. Is spiritually vibrant	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
2. Demonstrates love for the pastor and his/her family	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
3. Readily shares their gifts with the rest of the congregation	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
4. Places a high priority on sound biblical preaching	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
5. Effectively integrates newcomers	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
6. Is engaged in evangelism	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
7. Is often found living their faith in their communities	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
8. Has a spirit of unity	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
9. Cares about each other	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
10. Is supportive of the Session and pastoral leadership	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
11. Ministers well to members that are hurting	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
12. Uses members' gifts in worship	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
13. Contains people willing and able to lead the congregation	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
14. Is capable of change when and where appropriate	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
15. Is connected to and prayerful about what God is doing in the global church	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4

16. How are elders and deacons initially trained and equipped for ministry?



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**CHURCH INFORMATION FORM**

17. What is the Session's current practice regarding the ongoing discipleship of elders and deacons?

18. In what ways does your church participate in ecumenical activities?

19. Describe the strengths of your congregation.



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20. List specific problems with which your congregation struggles.

21. List major goals that the congregation has set for itself.

22. Has there ever been disciplinary action taken against a pastor of your congregation?

Yes     No

23. Has there ever been any disciplinary action against an elder or deacon of your congregation?

Yes     No





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**CHURCH INFORMATION FORM**

If you answered “Yes” to either 22 or 23, please explain.

24. Have you completed a mission statement, vision statement, and/or a strategic plan for your congregation?

Yes     No

If yes, Date completed \_\_\_\_\_

If yes, enter each statement or strategic plan (or attach copies if space below is limited).



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**CHURCH INFORMATION FORM**

**Part 4: Leadership Expectations**

1. What are some key character strengths a person should bring to this position?

2. What are five key gifts/skills/abilities a person should bring to this position?

3. What are the primary pastoral duties for the position? (Attach a position description)



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**CHURCH INFORMATION FORM**

**Part 5: Church History**

1. What do you consider to be the three most important events in the history of your church?

2. What do you consider to be the most interesting and challenging event in the life of your church in the last three years?



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**Part 6: Other Information**

1. List the last three individuals who held this position

Name	Dates of Service
_____	_____ to _____
_____	_____ to _____
_____	_____ to _____

2. Describe any significant factors about the church not covered in previous questions.



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**Statement of Acknowledgment**

The EPC believes that honesty and a commitment to open communication are critical to building the body of Christ. In that spirit, please confirm your agreement to the following statements by your signatures below.

1. We attest that the information contained in this Church Information Form is true and complete to the best of our knowledge.
2. We authorize applicants for the position(s) listed herein to make inquiries regarding all statements contained in this Church Information Form.
3. We authorize the Office of the Stated Clerk to circulate, distribute, and otherwise share this Church Information Form with potential candidates for the position(s) listed herein.
4. We acknowledge the Medical Plan and Retirement Plan services offered by the EPC's Benefit Resources, Inc., exist to serve EPC churches and their staff members. We also acknowledge the EPC's Book of Order requirement that EPC churches provide medical insurance to ordained staff members through BRI as mandated by the following Acts of the General Assembly:
  - 81-04 Terms of call for any minister of member churches shall provide for participation in the denominational hospitalization and disabilities programs. *(Minutes of the 1st General Assembly, 1-32)*
  - 81-06 The denominational group insurance plan providing health, disability, and life coverage shall be mandatory for all ministers within member churches. *(Minutes of the 1st General Assembly, 1-36)*
  - 88-08 Assembly amends participatory requirements for group health insurance plan by requiring participation of all ministers on the rolls of presbyteries with the exception of:
    1. Missionaries laboring in cooperative agreements with mission agencies;
    2. Ministers laboring in institutional agencies providing their own group insurance plan;
    3. Ministers afforded group insurance coverage as part of retirement benefits from a previous employer;
    4. Ministers without call, and ministers laboring less than 20 hours in a place of ministry. *(Minutes of the 8th General Assembly, 8-24)*

For information about EPC benefits through BRI, see [www.epc.org/benefits](http://www.epc.org/benefits), email [benefits@epc.org](mailto:benefits@epc.org), or call 407-930-4267.

Clerk of Session Sandra L Kendall Date 2/17/2025  
Sandra Kendall

Search Committee Chair Ray Begeman Date 2/15/25  
Ray Begeman

**Avery Presbyterian Church  
2025 Proposed Operating Budget**

	2024 Budget	Proposed 2025 Budget	Change from Prior Year
<b>INCOME</b>			
Stewardship Income - Pledged (includes Stripe - Electronic Income)	248,000	345,000	97,000
Hispanic Income	-	16,800	16,800
Peanut Brittle Income	12,000	12,000	-
Facility Use	2,000	1,000	(1,000)
Other	-	4,000	4,000
<b>TOTAL INCOME</b>	<b>262,000</b>	<b>378,800</b>	<b>116,800</b>
<b>EXPENSES</b>			
<b>PERSONNEL MINISTRY</b>	<b>146,920</b>	<b>206,651</b>	<b>59,732</b>
Pastor	-	45,000	45,000
<b>TOTAL ADMINISTRATIVE COMPENSATION</b>	<b>146,220</b>	<b>161,651</b>	<b>15,432</b>
Worship Assistant/Youth Director	63,260	75,000	11,740
Reimbursable Professional & Education Expenses	3,700	8,000	4,300
Office Administrator's Salary (Jennifer plus paid assistants)	30,060	30,100	40
Organist's Salary	11,100	10,600	(500)
Custodian Salary	19,400	10,300	(9,100)
Nursery Attendant Salary (includes Salary, FICA & MCare)	4,200	5,400	1,200
Payroll Expense	670	-	(670)
Worship Support (Vocalist)	-	-	-
Praise Band Guitarist - Salary & FICA	2,730	2,600	(130)
Music Intern	2,100	7,020	4,920
Workers Comp	700	1,100	400
Comp FICA & Comp MCARE	8,300	10,431	2,131
AV SUPPORT FOR FUNERALS	100	-	(100)
BACKGROUND CHECK	600	500	(100)
TRANSITIONAL PASTOR	-	600	600
<b>BUILDING AND GROUNDS</b>	<b>52,618</b>	<b>58,425</b>	<b>5,807</b>
Custodial Supplies	2,100	2,400	300
Elevator Maintenance	1,430	1,480	50
Extract Carpets	-	1,350	1,350
Fire Extinguisher Inspection/Maintenance	250	200	(50)
Fire inspection	730	750	20
Furnace & AC Maintenance	2,015	2,100	85
Ice Machine Maintenance & Backflow Inspection	650	225	(425)
Insurance/Work. Comp.	9,100	12,145	3,045
Lawn Care/ seasonal cleanup	4,861	4,730	(131)
Minor Repairs for Plumbing, Electrical	2,810	1,775	(1,035)
MUD	8,676	6,345	(2,331)
OPPD	7,158	8,640	1,482
Snow Removal	9,650	9,500	(150)
Trash Removal	938	985	47
Capitla Equipment	-	2,000	2,000
Building and Grounds - Other	2,250	3,800	1,550
<b>OFFICE SUPPLIES</b>	<b>2,700</b>	<b>2,700</b>	<b>-</b>
Office Supplies	1,500	1,500	-
Postage	600	600	-
Stewardship Materials	500	500	-
Bank Fees	100	100	-
<b>IT</b>	<b>11,956</b>	<b>13,824</b>	<b>1,868</b>
<b>CAPITAL EQUIPMENT</b>	<b>1,780</b>	<b>2,500</b>	<b>720</b>
Computers	1,600	1,500	(100)
UPS	180	1,000	820
<b>COMPUTER SOFTWARE SUBSCRIPTIONS</b>	<b>2,835</b>	<b>5,850</b>	<b>3,015</b>
GoDaddy	1,518	3,560	2,042
JOAST SEO Plugin Premium	-	70	70
Elegant Themes DIVI Professional	-	180	180
MicroSoft 365 annual subscription	107	105	(2)
ServantKeeper	480	780	300
Adobe PDF Editor	-	255	255
Akismet annual subscription	100	100	-
Dropbox annual subscription	120	120	-
Servant Keeper Text	240	240	-
Planning Center	-	170	170
Password Keeper Subscription	270	270	-
<b>COPIER</b>	<b>1,642</b>	<b>1,900</b>	<b>258</b>
<b>IT SUPERVISION</b>	<b>200</b>	<b>150</b>	<b>(50)</b>
<b>IT SUPPORT/SERVICES</b>	<b>2,856</b>	<b>780</b>	<b>(2,076)</b>
T1 Mgmt of office PC and backup	1,020	-	(1,020)
Cox Internet	1,836	780	(1,056)
<b>PHONE SERVICES</b>	<b>1,644</b>	<b>1,644</b>	<b>-</b>
Kone Elevator Phone	180	180	-
Vonage Office VOIP Phones	1,464	1,464	-
<b>OPERATING HARDWARE MAINTENANCE</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>
<b>MISSIONS</b>	<b>31,750</b>	<b>19,750</b>	<b>(12,000)</b>
Spanish as a Second Language	250	250	-
Avery School Partnership	750	750	-

**Avery Presbyterian Church  
2025 Proposed Operating Budget**

	2024 Budget	Proposed 2025 Budget	Change from Prior Year
CMA- Gilberts	1,000	1,000	-
CRU - (Bill & Missy Kollar)	3,000	3,000	-
EPC Hispanic Ministry & Travel Expenses	7,000	7,000	-
EPC Hispanic Family Alliance (if available at year end)	12,000		
Good News Jail Ministry	750	750	-
Hope Center for Kids	750	750	-
Mission Discretion	2,250	2,250	-
Open Door Mission	750	750	-
Safe Haven	750	750	-
GPP Church Planting	500	500	-
EPC WO	500	500	-
Navigators	1,000	1,000	-
Youth For Christ	500	500	-
<b>CHRISTIAN EDUCATION</b>	<b>6,245</b>	<b>14,205</b>	<b>7,960</b>
<b>STUDENT MINISTRY BUDGET</b>	<b>2,905</b>	<b>10,805</b>	<b>7,900</b>
Weekly Gatherings/Special Events	1,200	2,500	1,300
Curriculum	480	480	-
Advertising	25	25	-
Camp/Mission Events	500	6,000	5,500
Relationship Investments/Ministry Gifts	100	200	100
Event Scholarships	400	400	-
Transportation Costs	200	1,200	1,000
<b>KIDS MINISTRY BUDGET</b>	<b>2,340</b>	<b>2,400</b>	<b>60</b>
Curriculum	840	800	(40)
Advertising/Promotion/Printing	200	200	-
Vacation Bible School	400	400	-
Special Events	400	400	-
AWANA		100	100
Program Supplies	500	500	-
<b>ADULT MINISTRY BUDGET</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>
Curriculum (right Now Media)			-
Lenten event	500	500	-
Small Grooups	500	500	-
<b>WORSHIP</b>	<b>5,495</b>	<b>7,919</b>	<b>2,424</b>
Candles/Communion Supplies	150	175	25
Flowers	200	200	-
Choir Music & Special Music/Accompanists	750	2,500	1,750
Pulpit Supply	1,000	1,000	-
Seasonal Decoration/Banners (exterior/interior both spaces)	200	200	-
Tune Pianos	500	500	-
icloud storage	120	120	-
CCLI Annual Subscription	495	520	25
Google Drive		24	24
ProPresenter annual subscription	480	480	-
Audio Visual Systems Maintenance (Midwest Sound)	1,600	2,200	600
<b>MEMBERSHIP/OUTREACH</b>	<b>500</b>	<b>500</b>	<b>-</b>
Advertising	500	500	-
Pray & Go			-
Invite One			-
Visitor Cards			-
<b>DEACONS</b>	<b>2,275</b>	<b>3,275</b>	<b>1,000</b>
Baby Gifts	50	50	-
Baptism Banners	50	50	-
Care Ministry	100	100	-
College Care Packages	300	150	(150)
Correspondence (Cards & Postage)	75	75	-
Fellowship Meals & Food	1,000	2,000	1,000
Funerals	200	350	150
Kitchen Supplies	500	500	-
<b>MISCELLANEOUS</b>	<b>11,600</b>	<b>19,350</b>	<b>7,750</b>
Presbytery & General Assembly Support - (\$25+1% prior year stewardship)x190	8,550	8,000	(550)
Presbytery Meetings	-	1,000	1,000
Peanut Brittle Supplies	2,000	2,000	-
Corporate Filing Fees	50	50	-
OnLine Giving Vanco	1,000	1,000	-
Pastorial Search		7,000	7,000
Miscellaneous		300	300
<b>TOTAL EXPENSES</b>	<b>272,059</b>	<b>346,600</b>	<b>74,541</b>
<b>TOTAL STEWARDSHIP RETAINED BEFORE PASTORAL SALARY</b>	<b>(10,059) *</b>	<b>32,200</b>	<b>42,259</b>

\* Avery had to replace 5 furnaces and make roof repairs at a cost in excess of \$30,000. Otherwise, the year would have ended with a positive balance. The cash and investment balance is \$384,766.

## **Part 2-4 Property owned by church**

### **A. Describe buildings and property (other than manse), including condition.**

Avery Church is a two-story building that covers 17,196 square feet. The lower levels have a brick veneer, while the upper levels are finished with shake shingle siding. The church sits on 1.775 acres of land and includes a separate two-story Belltower and parking lots. Additionally, the church owns an adjoining 0.722-acre wooded lot to the east, bringing the total property size to 2.497 acres. The facility is currently insured for \$3.209 million.

#### **The lower-level houses various important spaces:**

- Church administrator's office
- Pastor's office (about 270 square feet)
- Two staff offices
- Conference room (approximately 300 square feet)
- Nursery with its own bathroom
- Four classrooms
- Two adult restrooms
- Multi-use room (around 830 square feet), equipped with a large screen TV and projector system
- Youth room (approximately 630 square feet), also with a projector system
- A large storage room
- Custodian's room
- Two furnace/mechanical rooms

The church has a total of nine furnaces and air conditioning units. Seven furnaces are located on the first floor, while two are above the ceiling of the second floor. The air conditioning units are installed outside along the east and north walls. Five of the furnaces were replaced in 2024.

For accessibility, there is also an elevator that helps congregants with disabilities and allows for the movement of heavy materials between floors.

#### **The upper level of the building features several important areas:**

- **Narthex:** The primary entryway space.
- **Sanctuary:** This area is about 3,280 square feet and can seat up to 260 people. It includes:
  - An audio-visual equipment room
  - A booth for two operators
  - Dual large screen displays



## Part 2-4 Property owned by church

### A. Describe buildings and property (other than manse), including condition.

- Two laser projectors
- An integrated sound system
- Two remote cameras for livestreaming
- A riser section for the choir, a space for the praise band, a grand piano, and an organ.
- **Fellowship Hall:** This space is 2,338 square feet and can fit 27 tables, seating 162 guests. It is used for various social events and classes, featuring:
  - Two large screen TVs
  - A/V system for services, classes, weddings, funerals, and more.
- **Kitchen:** Measuring 396 square feet, it includes:
  - A center island with three sinks
  - A commercial refrigerator and ice maker
  - An 8-burner gas range.

#### **Infrastructure:**

The building has a reliable internet setup with high-speed (1 GB) internet, a FORTINET firewall, managed switch, and Wi-Fi access points. This setup currently meets our streaming needs, but we plan to upgrade to at least 2 GB once fiber is available.

#### **Building Condition:**

The building is in good condition, requiring no major repairs. Minor upgrades for the lower-level bathrooms are planned for 2025 by the building and grounds committee.

**Avery Church CIF Part 3 Question 24: Have you completed a mission statement, vision statement, and/or a strategic plan for your congregation?**

In March 2023, the church called Gary Fuller as Stated Supply Transitional Pastor. He is an elder (not currently on session) at Avery, an ordained Southern Baptist Minister and an EPC-trained Transitional Pastor.

In June 2023, the church hosted a REFOCUS Seminar, where they determined that:

1. Avery Church was viable.
2. Avery Church was ready to realign its vision and ministries to:
  - a. Recover financially and eventually hire a full-time pastor.
  - b. Operate as a Great Commission and Commandment church.

Following the REFOCUS process, Avery created a Strategic Ministry Plan, which was presented to the Session in January 2024 and officially approved in March 2024.

**Vision:**

Avery Church does not have a traditional vision statement. We believe that God has a vision for His church. God's vision is for His Son's Church is for it to ". . . go and make disciples of all the nations, baptizing them in the name of the Father and the Son and the Holy Spirit. Teach these new disciples to obey all the commands I have given you. And be sure of this: I am with you always, even to the end of the age." Avery Church aims to fulfill God's vision by sharing His incredible love by spreading the Good News of Jesus Christ from Bellevue, Nebraska, to the ends of the earth.

**Current Mission:**

Our current focus is to prepare Avery Church to:

1. Fund, find, call, and welcome a new pastor.
2. Foster an evangelical culture.
3. Create systems and repeatable processes that support evangelism and church growth.

**Values:**

Avery Church is a caring congregation, which is why we use the tagline "The Caring Place." We use the acrostic CARING to represent our core values.

**Avery Church CIF Part 3 Question 24: Have you completed a mission statement, vision statement, and/or a strategic plan for your congregation?**

**Christ:** We believe that Jesus Christ is the leader and ultimate authority in Avery Church. It is our responsibility to exalt, love and obey Him – Colossians 1.15-18; Revelation 4.11; John 14.15.

**Ambitious:** We dream big, looking to God for supernatural results beyond our imagination – Ephesians 3.20.

**Rest:** We are a safe community for broken and weary people to find healing and rest for their souls – Matthew 11.28-30.

**Intercession:** We believe in the power of prayer and practice it – 1 Thessalonians 5.17; Philippians 4.6; James 5.13; Matthew 7.7-8; James 5.16-18.

**Neighbors:** We are a *Great Commandment Church*. We love God with all our hearts, minds and souls and our neighbors as ourselves. We seek to show that we are followers of Christ by the way we love each other – Matthew 22.37-40; John 13.34-35.

**Gospel:** The Gospel of Jesus Christ drives everything we do – What it is: 1 Corinthians 15.1,3-4, and Jesus’ command to “Go make disciples” by sharing the Gospel everywhere we go: Matthew 28.18-20.

**What makes us unique:** No matter who you are, you are welcome. Once inside the doors, you will be loved and become part of the family.

**Keystone Ministries:**

- Worship Services (English and Spanish)
- Hispanic Congregation
- Youth Ministry
- JOY Group (Just Older Youth)
- Choir
- Ladies Circles

**Avery Church CIF Part 3 Question 24: Have you completed a mission statement, vision statement, and/or a strategic plan for your congregation?**

**Strategy:**

Goals	Status
<p><b>Implement a year-round stewardship plan.</b></p> <ul style="list-style-type: none"> <li>• Quarterly donor letters</li> <li>• First-time donors thank-you note</li> <li>• Spring stewardship emphasis to reduce impact of “summer slump.”</li> <li>• Control spending</li> <li>• Income and spending transparency</li> </ul>	<ul style="list-style-type: none"> <li>• On track to close out the year with sufficient surplus income to pay a pastors annual salary.</li> <li>• Insignificant “Summer Slump.”</li> </ul>
<p><b>Missions &amp; Evangelism</b></p> <ul style="list-style-type: none"> <li>• Develop plan to balance people sending with money sending.</li> <li>• Develop Evangelism Culture</li> </ul>	<ul style="list-style-type: none"> <li>• Unforeseen leadership changes resulted in no progress in developing a plan to balance people and money sending.</li> <li>• Adults are slow to embrace evangelism.</li> <li>• Good progress has been made with the Youth, including training on “The Three Circles” gospel tool.</li> <li>• Salvation is emphasized in Kids Bible Adventure (KBA) [Sunday Children’s Ministry]</li> <li>• Starting in January 2025, KBA Second graders and above will be trained on presenting “The Three Circles” gospel tool.</li> </ul>
<p><b>Worship</b></p> <ul style="list-style-type: none"> <li>• Improved worship service singing, preaching and digital presence</li> </ul>	<ul style="list-style-type: none"> <li>• Planned new song introduction and repetition has improved song familiarity and congregational singing.</li> <li>• Worship service sequence is smooth, and timing is good most Sundays.</li> </ul>

**Avery Church CIF Part 3 Question 24: Have you completed a mission statement, vision statement, and/or a strategic plan for your congregation?**

	<ul style="list-style-type: none"><li>• New cameras have improved quality of the digital image.</li><li>• Lots of work still needs to be done on website postings, populating the YouTube channel, and increased digital offerings.</li><li>• Facebook Prayer Ads are drawing attention to our Facebook page, and Facebook traffic, and engagement is improving.</li></ul>
<p>Focus on attracting visitors and implement an effective greeting and six-week follow-up process.</p>	<ul style="list-style-type: none"><li>• The greeting ministry has been resurrected.</li><li>• The six-week follow-up process is still a work in progress.</li><li>• We are working on how to utilize the \$10,000 Google Ad Grant we were awarded.</li></ul>

## **Avery Church CIF Part 4: Leadership Expectations 3. What are the primary pastoral duties for the position? (Attach a position description)**

**Mission Statement:** We seek to share God's amazing love in Jesus Christ with one another, our community, and our world.

**Introduction:** We are a Biblically based Evangelical Presbyterian Church (EPC). As an EPC church, we believe the Bible is the infallible word of God, and we affirm and adhere to *The Essentials* of our faith [The Essentials](#). We are seeking a like-minded bilingual pastor to help us equip disciples, live in His power, and advance the Kingdom of God. Our congregation has two worship services, one in Spanish and one in English and we seek a pastor who is able to connect with and lead both groups while building upon the unity we have in Christ. Due to language limitations of adults, we will need to continue the practice of having an English service and a Spanish service, with the long-term goal to become a dynamic multi-ethnic congregation. The successful candidate must be proficient in Spanish and English. We seek a pastor who will seek the mind of Christ for our congregation and help fulfill our mission in conjunction with the Session.

### **Accountability:**

The Pastor is accountable to the Session and the Presbytery of the Great Plains.

### **Duties and Responsibilities:**

1. First and foremost, in all areas of ministry, preach and teach the Word of God in a manner that is accessible to the hearers for the purpose of making and equipping disciples of Jesus Christ.
2. Oversee the corporate worship of the church to ensure that it remains God-focused, scriptural, and edifying.
3. The pastor is expected to preach during most worship services and arrange with the assistance of the Worship Committee for other approved people to preach/teach in one or both services in his absence.
4. Cultivate, train, and encourage lay leaders to use their gifts in the body.
5. Conduct communicant classes and prospective new member classes as needed.
6. Be willing to teach and/or participate in other events as needed.
7. Conduct marriage and funeral services.
8. Provide pastoral counseling and/or refer to professional counselors as needed.
9. Participate in and arrange pastoral care for those who are ill, hospitalized, shut-in, or otherwise in need of spiritual support.
10. Have the experience and ability to draw new members to our congregation.

**Avery Church CIF Part 4: Leadership Expectations 3. What are the primary pastoral duties for the position? (Attach a position description)**

**Administrative Ministry:**

1. Supervise the staff.
  - a. Conduct regular staff meetings and facilitate communication among staff.
  - b. Work with personnel to evaluate staff and provide them with constructive feedback. With the advice of the Personnel Committee, he/she shall join in recommending to the Session any changes in the responsibilities given to Staff members.
  - c. Encourage staff in their gifts and ministry through prayer, mentoring, and discipleship.
  - d. Make recommendations to the Session regarding staffing needs and/or concerns.
2. Moderate meetings of the Session.
  - a. Work with Session committees and the deacons.
  - b. Administer the programs of the church with the help of the staff and volunteers.
  - c. Provide content and oversight of church communications.

**Represent Christ and our congregation in the community and greater church:**

1. Build trusting relationships with community and school leaders so that Avery congregants can interact with people who are far from God, and hopefully have the opportunity to share the Gospel with them.
2. Build relationships with other churches and ministries that promote the kingdom of God in our area so that together the churches of Jesus Christ can have a bigger impact in our region.
3. Participate in and contribute to the affairs of our Presbytery and General Assembly.

**Evaluation:**

Personnel will review the pastor's responsibilities and performance with him at least annually.

Part 6-2 Describe any significant factors about the church not covered in previous questions.

Avery Church held its REFOCUS Seminar in June 2023 and decided to create a new vision of becoming a missional church. In March 2024, the Session approved the new strategic ministry plan. Thanks to God, Avery is making great strides, especially in Stewardship. Giving has increased, we've found cost-effective ways to maintain many activities, and we've cut expenses that weren't benefiting the kingdom of God.

As we look ahead to 2025, we anticipate significant organizational changes. **The following paragraphs will outline our goals for 2025, not our status as of January 1, 2025.**

**Age-Graded Ministries Overview:** Currently, our age groups operate independently, each with its own ministry leader. Our long-term goal is to create a unified GenerationGrow Ministry led by a full-time staff member. In the meantime, each age group will continue to function separately.

- **Kids Bible Adventure (KBA):**
  - For Pre-K through 5th Grades, including the Nursery.
  - Follows a Vacation Bible School (VBS) format with stations for the kids.
  - Meets during the 10:30 AM worship service.
- **Youth Ministry:**
  - Serves 6th to 12th grades.
  - Meets on Sunday evenings at 6:30 PM.
  - Hosts monthly movie nights, fundraising events, and outreach activities.
  - Plans to attend a summer camp in Colorado.
- **Just Older Youth (JOY)**
  - Focuses on fellowship events and outreach projects.
  - Activities include collecting winter coats, supporting “Undie Sunday,” providing snacks for kids at Avery Elementary School, participating in Angel Tree for needy families, and other community support initiatives.
- **2025 Goal:** Start a Young Adults Ministry.

**Building and Grounds** is now officially called **Building, Grounds, and Information Technology**. This change better reflects the team’s responsibilities, as they have always been in charge of the church’s IT infrastructure.



Part 6-2 Describe any significant factors about the church not covered in previous questions.

**Connections Ministry** has taken the place of the old Membership Committee. While it covers similar responsibilities, the new name emphasizes “connecting” with visitors and members. The Connections Ministry includes four teams:

- **Welcoming Team:** Focuses on connecting with first-time visitors.
- **Visitor Follow-up Team:** Maintains connections with visitors through a 6-week follow-up process.
- **Small Group Team:** Expands and enhances the Small Group Ministry to foster connections within the congregation.
- **Membership Team:** Keeps records for everyone connected to the congregation.

The **Send and Equip ministry** has been established to replace the Missions and Evangelism Committee at Avery Church. Its purpose is to take a strategic look at our mission efforts and build a strong culture of evangelism. This ministry will create and carry out a balanced strategy that reflects Acts 1:8—reaching out to our local community (Jerusalem), the surrounding areas (Judea), further regions (Samaria), and the far corners of the world.

Avery will continue to prioritize support to homegrown missionaries like Missy (Colladay) and Bill Kollar, and Shelby Van Holland. Our Bellevue strategy will focus on forming genuine relationships so we can be ready to share the Gospel when opportunities arise. We are committed to reaching out to marginalized and oppressed individuals, and our global outreach will support Presbytery and EPC World Outreach initiatives.

**The Send and Equip ministry** will include three teams:

**Outreach Team:** This team will build relationships with community and school leaders to understand their needs and how we can assist.

**Service Team:** This team will identify and equip Avery members who can meet the community's needs identified by the Outreach Team and needs within the church.

**Evangelism Team:** This team will provide training, opportunities, and events focused on evangelism, fostering an evangelistic culture within Avery Church.

**Online Ministry:** Avery has an online presence, but we don't see it as a main integrated ministry. We aim to develop an online platform where people can access religious services, teachings, and community events from home.

There are two main reasons why Online Ministry matters:

1. It is one of the four key engines for church growth, alongside members inviting others, evangelism, and biological growth (having children). Nowadays,

Part 6-2 Describe any significant factors about the church not covered in previous questions.

especially younger individuals often browse a church's website and social media before deciding to visit in person. A strong online ministry can help increase our in-person attendance.

2. It allows us to offer in-person worship, education, and fellowship opportunities to those who cannot or choose not to attend in person.

**Prayer Ministry:** Our prayer ministry is in a good place, but there's always room for improvement. Since prayer is so vital, we should strive to improve our efforts. One key issue we've noticed is the lack of follow-up on churchwide prayer requests. While we pray for each request, we often don't share the outcomes. Having a volunteer dedicated to following up on these requests and reporting back to the church could help fill this gap.

Additionally, we can enhance our churchwide prayer initiatives and intercessory prayer by organizing corporate prayer meetings or vigils. Offering training sessions and creating opportunities for people to deepen their prayer lives would be beneficial. We should also provide spaces for individuals who wish to pray privately. By making these changes, we can foster a stronger prayer community within our church.

**Strategic Resources:** The Strategic Resources Ministry is a result of consolidating the Stewardship and Finance, Wills and Memorials, and Personnel Committees into one ministry that consists of four teams.

- **Stewardship Team** – The Stewardship Team not only leads the annual stewardship campaign, but ensure there is a year-round stewardship emphasis
- **Finance Team** – is responsible for adhering to Generally Accepted Accounting Principles (GAAP) as well as all applicable local, state, and federal laws.
- **Wills and Memorials Team** acknowledges memorial gifts to the donor and the family of the person being memorialized. This team is also responsible for planning member memorial segment of Memorial Day Sunday Service.
- **Personnel Team** provides administrative oversight of the hiring, onboarding, performance reviews, discipline, termination, and offboarding of all personnel.

**Worship Ministry** focuses on planning and leading the worship services so that God is glorified, and Jesus is exalted. The following teams comprise the worship ministry.

- **Music Team**
  - Choir
  - Worship Team
  - Accompanists

Part 6-2 Describe any significant factors about the church not covered in previous questions.

- **Facility Team**
  - Physical Setup
  - Seasonal Decorations
  - Audio Visual
- **Special Services Team**
  - Special Christian Holidays
  - Patriotic Services
  - Special emphasis services