

## MUSIC FUND AND SECTION LEADERS

The Music Fund was established during the tenure of J. Franklin Clark as Minister of Music at Lewinsville (1967-2004). The purpose of the Music Fund was to establish a capital endowment—a source of funds beyond the annual budget, which was to be invested for the purpose of generating income to enhance and strengthen the music program at Lewinsville. This purpose was verified recently in a phone call between Paul Phillips, chair of the Lewinsville Foundation, and J. Clark this October, 2018. It was J's goal to build up the fund principal balance so that dividend/interest generated by the fund could be available for annual spending.

### ***A Brief History:***

Going back to the early 1980's and most likely prior, several non-budgeted, dedicated funds were established to support the music program at Lewinsville. This was a time when the youth choir went on tour, the Lewinsville Follies was active, and the Handbell Choirs were being formed. The Annual Report of 1983 lists nine non-budgeted, dedicated funds relating to Music: Minister of Music Fund, Westminster Choir Fund, Special Music Fund, Children's Choir Registration Fund, Follies Fund, Jr/Sr High Meal Program Fund, Handbell Choir Fund, **Lewinsville Music Fund**, and the Organ Maintenance/Repair Fund. These funds held \$7,178.11 at the time.

In 1985, the Lewinsville Music Fund received an infusion of cash and jumped from a balance of \$215 to over \$51,000. It is probable that the Music Fund received most of this money when the church received \$165,000 from the sale of the 4 acres of land for LRR as required by the Office of Housing & Urban Development.

In 1987, when the Lewinsville Foundation was formed, the Lewinsville Music Fund was transferred to the Foundation for investment management. Balance of this new Foundation-managed fund at the end of 1987 was \$51,732.80. Many of the other non-budgeted, dedicated funds continued to be held by the Church and reported in Annual Reports, until at some point, funds were depleted and/or transferred into the Foundation-managed Music Fund.

The subject of this document is focused solely on the Foundation-managed Music Fund, hereinafter called the Raymond James Music Fund or "the Fund."

The Fund has enjoyed several major gifts over the years, and continues to receive memorial monies occasionally. Most notably:

- In the early 1990s, Helen Martin began her annual donation of \$9,000 to the Music Fund, which has continued through 2018 and will most likely continue until her death. Helen is currently in her 90s.
- In 2001, the estate of Eleanor King made a major bequest to Lewinsville, \$70,000 of which was designated for the Fund. That year, the Fund balance jumped from \$79,908 to \$169,199.

The year 2003 marked the all-time high in the Fund balance, reporting an end of year total of \$206,776. Twenty-five Thousand Dollars of these monies were used to help fund J Clark's retirement gift from the church in 2004 after his 37 years of service to Lewinsville.

***Use of the Raymond James Music Fund:***

We believe it was sometime in the late 1980s when J Clark felt the need to hire Section Leaders for the men in the Chancel Choir, and he used the interest proceeds from the Raymond James Music Fund to pay half the cost with the other half coming from the Personnel Budget. Eventually, four section leaders were hired under this same arrangement.

We have determined that in 2007 the Section Leaders were paid half from the Raymond James Music Fund and half from the Personnel Budget. Bob Clark, who was Church Administrator at the time, stated that this was his understanding of how the section leaders were paid every year when he was Church Administrator. It is unclear if the earnings from the Fund during this period were sufficient to fund the Section Leader cost.

***Decline of the Raymond James Music Fund Principal:***

Over the years, the principal of the Music Fund has been whittled down despite memorial gifts and the Helen Martin annual gift. Some of these expenditures were fully authorized by the Worship Chair and Music Director and sometimes they were not. The Fund was used to help defray expenses for organ repairs in 2013. This decision was approved by the Director of Music Ministries, the Chair of Worship and the Organ Renovation Task Force. But when we conducted a search for a new Music Director (culminating in the hiring of Michael Devine), funds from the Raymond James Music Fund were used to pay for all expenses of the Music Search, including but not limited to advertising, publication material, airfare, hotel costs and meals for the candidate and the entire committee. There was no money allocated from the church operating budget for this Search. This decision was not shared with the Chair of Worship at the time.

Since 2011, Helen Martin's annual gift to the music program has never actually been deposited into the Raymond James Music Fund managed by the Foundation. Instead, it has been held in a music "pass through" account which was used, in part, to help pay Section Leaders each year – a practice which does not comport with the Gift Policy of Lewinsville Presbyterian Church. But even though the money was never deposited correctly, it counts as a deduction from the potential balance of the Fund.

In the year 2013, the Section Leaders were paid entirely from the Raymond James Music Fund due to a "lean" budget year. The records for 2014 are missing. The records from 2015 - 2018 clearly show that the Section Leaders were paid entirely from the Raymond James Music Fund. The Worship Ministry Group was informed in these years that the operating budget could not cover even half the cost of our Section Leaders. And yet, at the end of both 2017 and as we near the end of 2018, Session was and is being informed that we have a substantial surplus to

discuss. See the chart on the last page of this document for a visual on the declining balance of the Fund.

We currently pay the four Section Leaders \$5,000 each per year – a \$20,000 item. The current balance in the Raymond James Music Fund of \$111,676.50 will not provide enough earnings to pay even half the cost of the Section Leaders at this time. Earnings for 2018 are expected to be in the 5% range, or approximately \$5,500. ***Acknowledging that the annual gift from Helen Martin will not continue indefinitely, spending \$20,000 annually from the Fund will ensure its demise within the next ten years.***

### **The Purpose of Section Leaders: Allow “All God’s Children to Sing in the Choir”**

Section Leaders are vital to the health of the Lewinsville Music Program. The Adult Choir typically has four voice parts (sections) to accommodate the different voice types of singers. We have one section leader for each part. Having Section Leaders allows all people with varying musical skills to sing in the choir. If people are unsure of their musical abilities, they can sit next to the appropriate Section Leader, or sit in front of the Section Leader. This allows them to hear their part, which means that the person can learn the music more quickly and become more confident. Because of Section Leaders, the choir can learn more difficult and complex music, which attracts good singers into the choir. The repertoire of the choir can range from simple to complex. Choir rehearsals can become more challenging and rewarding as the Section Leaders provide support to everyone in the choir. The level of an individual’s musical training and talent are no longer a defining factor, because the Section Leaders allow “All God’s Children to Sing in the Choir.”

In addition to the duties of providing support and leadership for all of the choir, the Section Leaders also serve as Song Leaders for Taize Services and the 8:30 Worship Service. They are solely responsible for service music on Good Friday and at the Easter Vigil, in addition to their work as occasional soloists and members of a small ensemble during the Liturgical Year.

Section Leaders have been a part of the Lewinsville Choir Program in some fashion since at least the mid-80’s. They are an important factor in creating the musical excellence that so many in the congregation at Lewinsville Church have come to appreciate and rely upon.

Many churches with the strength of Lewinsville’s music program hire at least 6-8 paid Section Leaders/Soloists. We are fortunate to require only 4 because of the dedication of our volunteer singers.

### **Plans for the Raymond James Music Fund for the future:**

The music program at Lewinsville is an important part of our outreach into the community. The strength of the program has brought in new members, provided music education for our children, and continues to attract attention in the community with concerts and events open to all. It is essential that we strive to keep our music program strong and healthy.

Our new Music Director John Nothaft envisions taking our existing program and building on it to once again attract attention for the church and bring people in the community through our doors. The Worship Ministry Group annual budget won't pay for everything he wants to do, and the Raymond James Music Fund is the fund which could make his plans possible. Plans are:

- Holy Happy Hour – a monthly 30-minute concert series followed by wine & cheese during the rush hour to attract commuters and others. By opening our doors to the greater community for music and fellowship, we engage, attract, and welcome new people to Lewinsville. This will begin in January 2019 on the fourth Wednesday of the month at 6:15 pm. We will have top musicians and groups from the D.C area perform.
- Occasional full-length concerts in our sanctuary to appeal to music lovers in the community.
  - A proposed “Bachtoberfest” with three thirty-minute recitals of Bach’s music followed by a German meal will attract the greater community to Lewinsville and engage everyone in attendance in fellowship and through the planned meal.
  - Everyone in the community loves our many armed services ensembles, and we plan at least one such concert in 2019.
  - Other concerts are under consideration.
- The occasional jazz worship service, evensong, praise concert, hymn fest, Ionian community service, and other alternative worship services will set us apart from other churches in the area, and foster different ways to worship God, opening doors to our large McLean and Tysons community. By providing these greatly needed opportunities to worship God in unique ways, we will allow a diverse community to feel more welcome at Lewinsville.
- Our budget doesn't include funds to purchase new instruments. Our program would be enhanced over time by the purchase of these instruments:
  - A harpsichord will give us greater flexibility for musical styles to perform with our church choir, and bring new colors, textures, and richness into the worship experience.
  - A third tympani allows brass and tympani collaborations to be more glorious and celebratory. The third tympani allows the performer much needed versatility and the ability to perform the composer’s specific requests.
  - The Yamaha piano in the sanctuary is a serviceable instrument, but there is much room for improvement. The magical tone and rich depth of sound in a high quality piano will fill the sanctuary and support the choir and congregation with added clarity, color, and sensitivity.
- Organ repair: While the annual budget of the Worship Ministry Group has a small line item for instrument repair, our wonderful but aging organ will continually need attention. A crack in the swell, for example, could cost \$3,500 alone. Further damage could cost much more and we need to be prepared for these rare occasions.

***A Proposal:***

***The Worship Ministry Group proposes that beginning in 2019, the four Section Leaders be paid fully from the Personnel line item of the Operating Budget of the Church, leaving the Raymond James Music Fund solely for the earnings to be used to expand and enhance the music program at Lewinsville.***

The experience we have had with surplus funds for the last two years under the leadership of Scott Ramsey will most likely continue in 2019, especially if the economy continues to remain strong. Therefore the 2019 budget should be able to include this cost. The Section Leaders are, after all, employees of the church and should rightly be paid from the operating budget.

Adoption of this proposal will allow the Raymond James Music Fund to gain principal, generating higher earnings, and these earnings can be made available for use by the music program to increase the visibility of the church through concerts and music events through the course of the year.

# End of Year Balance

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