



The Congregational Church of Salisbury
UNITED CHURCH OF CHRIST

The 275th Annual Meeting, Part II

Reports and Elections

Sunday, 26 April 2020



Covenant Prayer

Dear God,

As we gather to discern your will,
Let our church be a place where we learn about love
and practice it, in keeping with our Covenant;

Where we envision peace,
and work through open
and honest communication to build it;

Where we strive to find harmony
and uphold the dignity of all,
while benefiting from our differences.

May we listen without judgment,
use words with care,
and exercise patience as we deliberate.

May your Spirit grant us
the courage, power and grace we need
to make decisions for the good of all.

It is in Christ's name that we pray:
Amen.

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Call to the Annual Meeting

The 275th Annual Meeting, Part II, of the Congregational Church of Salisbury, UCC will be held following the worship service on Sunday, April 26th for the purpose of:

1. Acceptance of the Minutes of the Annual Meeting, Part I, of October 26, 2019
2. Presentation of Reports from Boards and Committees
3. The Election of Officers and Committees
4. Other Business that may appropriately come before the meeting.

Agenda

Prayer

Call to Order

Minutes of the Annual Meeting, Part I

Acceptance and Discussion of Reports

Election of Officers and Committees

Other Business

The Pastor

Prayer

Adjournment

Minutes of the 275th Annual Meeting, Part I

The Congregational Church of Salisbury, United Church of Christ, convened for its Annual Meeting, Part I, following Sunday morning worship on October 27, 2019.

Call to Order: Moderator

Having been determined that a quorum was present, the meeting was called to order by the moderator, Betsy Beck.

Opening Prayer

Betsy opened with our Covenant Prayer

Acceptance of previous meeting's minutes

A motion to accept the minutes from our April meeting was seconded and unanimously passed.

Church Council update

Moderator Betsy Beck continued with news from the Church Council:

- Jenn Oberto has agreed to serve as Clerk.
- There are several initiatives underway to create ways to mingle and gather as we continue our welcoming of Pastor John and his wife Angela. There will be opportunities to host and/or attend several cottage dinners over the next couple of months. There will be intergenerational events organized by Barbara Collins with opportunities to gather – loosely based on a recent “Messy Church” workshop. Details on each of these will be in the Eblast.

Transition update

Pastor John is six months into his three-year designated term Pastor. We have had time to settle into a new rhythm and prepare for next steps.

Holy Cow Consulting, known for “helping organizations determine where they are in order to help them get to where they need to be,” will be hired to survey the congregation and determine what we want/need in a settled pastor. After this a search committee will be formed with the help of Pastor John. Being hired as a designated term pastor allows the Church to consider Pastor John as a candidate for the settled pastor position.

Budget for FY 2020

Pastor John introduced this topic saying: The gathered people is the vessel of the holy spirit, a tool for mission and ministry. He encouraged the gathered to consider what to do with the money that God has given us to look after.

Jennifer Weigel gave an overview of what changes there had been in the budget – mainly that there were very few increases – small amounts from Christian Action and Music. She announced that as of today the endowment was \$6,435,671.00. The draw from the endowment will be 4.06% of a three year average value of the endowment – as we have

gradually been moving to the 4% mark over the past several years as was agreed upon several years ago. The large amount in the endowment sparked a lively discussion of how and why we are not giving more away.

A motion to approve the budget was seconded and unanimously approved.

Update on investment manager search: Mike Voldstat

Michael Volstad gave an update on the search for a new investment advisor. It had been agreed previously that the trustees would move us towards more socially responsible investing. The process is nearly complete with a new advisor likely to be announced shortly. There was a discussion of what was meant by “socially responsible.”

A word about the Epiphany Fund

Treasurer Jennifer Weigel fielded questions about the Epiphany Fund. She read from the minutes of the Oct. 2015 Annual Meeting:

In July of each year, the trustees will set a percentage to draw from the endowment. Any monies not expended at the end of the year will be channeled to benevolences in addition to line item benevolences.

Prior to this resolution these monies went back into the endowment. Questions arose about who oversees the fund and its general management. A committee was formed the first year (2015) (Dave Heck, Rich Reifsnnyder and Carol Magowan). Jennifer spoke to the fact that this was imagined to be an extraordinary circumstance that rarely arose – however with the growth of the stock market over the last several years, excess funds have occurred for three years. It was agreed that communication and transparency are important and that the Christian Action Committee should be consulted.

Nominating Committee

A slate for the Nominating Committee was introduced by Betsy.

- Representing the Board of Deacons: John Estabrook
- Representing the Board of Trustees: Tony Good
- Representing the Board of Christian Action: Joanne Taber
- Representing the Board of Religious Education: Jennifer Kronholm Clark
- Representing the Music Committee: Malcolm Brown
- At large: Becky Belcher
- At large: Kathy Mera

A motion to accept this slate was seconded and unanimously approved.

Pastor's Report

Pastor John reported that along with fulfilling his role as pastor and teacher, he has been engaged in the “Designated-Term Tasks” stipulated in his contract. These include on-going work of revising the By-Laws with the Church Council; forming a Pastoral Support Committee; revising the Church's personnel policy; assessment of the congregation through Holy Cow

Consulting; and forming the Search Committee for the settled pastor. All tasks are underway and ongoing at this point. He expressed gratitude to the staff he works with as well as the church leadership and volunteers.

Closing Prayer

The meeting ended with a prayer from Pastor John.

Respectfully submitted,
Karin Noyes

Reports

Pastor's Report

Grace and peace be yours, beloved friends!

As I write, our country and world are moving through uncertain times. The new coronavirus and COVID-19 disease continue to threaten the lives of uncounted thousands, and upend the lives of all. Our most central act as a church — gathering for worship and fellowship — cannot take place without putting members and guests at unacceptable risk, so we've moved online. All the activities that flow from our connection with God are moved indoors, in isolation, channeled to phone conversations, emails, text messages, social media chats, and Zoom calls. We're aware of the extraordinary burden on front-line workers, including members of our church and of our families: nurses, doctors, aides, orderlies, therapists, administrators, hospital and nursing home staff, EMTs, researchers, public health professionals. While those heroes confront a staggering challenge, many of us do our part by staying safely out of contact at home, by seeking ways to serve through phone and letter and donation, and by prayer.

At every time — not only in crisis — prayer is to our faith as breathing is to our bodies. Best to keep on doing it.

*God will not let your foot slip—
God, who watches over you, will not slumber;
indeed, God who watches over the people
will neither slumber nor sleep. (Ps. 121)*

I know that when we pray those words (or other good words) steadily enough, the truth of them becomes real. The power of life and love who watches us will also, given the chance, transform our anxieties into hope. The creator of the universe who also has infinite care for you will, given the chance, transform the fear of death into Easter confidence: we are a part of God's embrace in the life we have now and in all that's coming. Alleluia!

So our core work of prayer continues, even during the corona-covid-crisis.

As your Designated-Term Pastor (1 April 2019 to 31 March 2022), my particular duties include guiding the completion of Bylaw revisions, updating personnel policies and overseeing

the creation of a Personnel Committee, establishing a Pastoral Relations Committee, and guiding an assessment of our life as a church that will empower a Pastoral Search Committee to seek a settled pastor. I report on each of those tasks at monthly meetings of the Church Council. All of them are underway except for the assessment, which was delayed first by the departure of Dr. Jack Bowman and then by the current public health crisis.

As pastor, my first charges are to preach and teach the Word of God, to deliver the sacraments, and to provide pastoral care. Two faithful groups were meeting weekly through early March: a Thursday afternoon Women's Bible Study, and a Friday morning Men's Bible Breakfast. Both groups have been reading the Gospel of Mark intently; both the insights of scholars and the perspectives of friends lead all of us into deeper awareness of the wisdom of scripture. (I'm particularly grateful for the presence and leadership of Leo Gafney, the Rev. Dr. Rich Reifsnyder, and Pastor Emeritus Dick Taber.)

I have continued to carry our shared ministry into the community, as an organizer of the Berkshires Advocacy and Support for the Immigrant Community (BASIC), as a monthly guest worship leader at Noble Horizons, as an active participant in the Litchfield North Association UCC, and as an active participant in ecumenical and interfaith clergy collaborations.

As a member of all our congregation's boards and committees, I'm honored to witness and participate in the exceptional service to church and community that so many of you are carrying out: thank you. Through turnovers in our staff — Erin Swett, Kathy Wiggins, Jack Bowman, and Melissa Adam concluding their ministries; Jenn Surdam, Holly Tierney, and Loriann Chevremont beginning theirs; Barbara Collins, Mary Davidson, and Cory Wiggins continuing theirs; and Lee as well as Barbara Collins stepping up to support the music program — good heart and skill keep rising to the occasion, to help our church keep on keeping on: thank you. Our officers — Moderator Betsy Beck, Treasurer Jennifer Weigel, and Clerk Jenn Oberto — lead with wisdom, insight, dedication, good humor, and deep reservoirs of spirit: thank you!

Along the way I have stood in our Church's pulpit most Sundays to share God's Word of universe-transforming light and love. I sat and held hands with you and members of our community who were carrying the challenges of injury, illness, grief, disappointment, fear, and the approaching end of life. Thank you, for allowing me to be present and to serve you on such holy ground.

May God bless you and watch over you. May the radiance of God shine upon you and be gracious to you. May God look upon you with favor, and grant you wholeness and harmony, justice and joy — *shalom!* — now and evermore.

Grace and peace,
Pastor John

Moderator's Report

Given all that is currently going on in our world, it is hard to imagine how the world was one month ago, let alone one year ago. But it has been a remarkably busy year in the life of our church and for the Church Council.

One year ago, we welcomed Pastor John to our church community. He has brought with him considerable experience in the management of a church organization and energy and enthusiasm for the congregation and for both the spiritual and secular sides of church business. I am deeply grateful for his guidance and support through what has turned out to be a year of great change for us in our church, in our community, and in our world.

A task that we continue to tackle and approach with a sense of major importance is the revision of the bylaws and the clarification of church policies and procedures. With the most recent revision back in 2013, and the previous one many years before that, there is much work to be done to edit each of the sections and to make sure that all of the sections are consistent with one another. The initial round of this project actually started almost two years ago with very careful revisions being done by Nancy Kellett, Cynthia LaPier, and Sarah Zarbock. The Church Council took up the effort in the fall and sent each section to the appropriate committee for review. This project remains ongoing, and we very much hope that we will be able to bring the document to the congregation in the fall for a vote of approval at the October meeting.

In the past couple of years, it also became clear that we needed to put in place both a Pastoral Relations Committee and a Personnel Committee. As stipulated in the bylaws, "The Pastoral Relations Committee shall consist of the Moderator, the Pastor, and three other members appointed prior to the annual meeting by mutual agreement of the Moderator and the Pastor." We have those three (3) people in place.

The Personnel Committee is currently not indicated in the bylaws, but it has become clear that it would be helpful to have oversight by a committee for matters concerning policies, evaluations, and supervision of staff. We have already identified people to serve on this small committee and are looking for one more.

Over the course of the year we have had to replace some members of committees as well as recruit a new clerk. When this happens during the calendar year, the Church Council approves these appointments on behalf of the congregation. We were particularly grateful when Jenn Oberto agreed to serve as our clerk, and appreciate her commitment to the church and the community.

Among other initiatives undertaken by the Council and the Committees, we include:

- Celebration of the 275th anniversary of the church
- Cottage Dinners
- Congregational Gatherings
- Connections with families and children (e.g., the Christmas "Lightshine" event sponsored by the Board of Religious Education)
- Ongoing efforts for greater communication

We also reviewed proposals and voted to pursue:

- Engaging Holy Cow Consulting to help with congregational assessment
- Proceeding with Handicap Access project
- Establishing a 'Green Task Force' with the mission of leading the effort to improve sustainability and efficiency of our church property. Angela Lomanto eagerly offered to head this effort.

We had a challenging time with the departure of Dr. Jack Bowman, who ultimately resigned his position at the end of January, and continue to be involved in conversations about the direction and oversight of our music program.

One major effort that we have ahead of us in the coming year will be the formation of a search committee to consider our next settled pastor. You may recall that Pastor John is now in the second year of his three-year contract with us, and could be eligible for the position of settled pastor if he and the search committee agree. This is a new development in the UCC guidelines, as prior to very recent changes, so-called "Interim Pastors" were not eligible to become settled pastors. We also hope that the information that we gather via the work with Holy Cow Consulting will help us as we consider the appropriate next steps for our church leadership.

It is a privilege to serve as your Moderator, and I appreciate the support so many of you have shared with me through the past two years. I remain eager to serve the church in this capacity, and with the help of God, trust that we will all continue to nurture our spirits and work together as a community at the Congregational Church of Salisbury, UCC.

Gratefully,
Betsy Beck

Clerk's Report

Total Membership as of 28 April 2019: 172

Baptism: Maeve Lynch, 29 December 2019

Confirmation: none

Covenant Partners received by Affirmation of Faith: Kenneth Edholm;
Bryan Robertson;
Sarah Salisbury

Covenant Partners received by Letter of Transfer: Barbara Wiggins

Covenant Partners transferred or withdrawn: none reported

In Memoriam: none reported

Total Membership as of 26 April 2020: 176

Treasurer's Report

The Operating Budget vs. Actual Report for 2019 (below) provides an overview of how your support was put to use over the course of the year. A narrative summary of other funds and transactions is provided below, and a complete Statement of Income and Expenses for 2019 including non-budgeted items is on file in the office. Please let me know if you would like a copy of that additional report e-mailed to you.

Operating Income

2019 was a year of transition with the departure of Pastor Diane Monti-Catania in January and the arrival of Designated-term Interim Pastor John Nelson at the beginning of April. The Trustees and I discussed that we would have savings in the Minister compensation line of the budget of approximately \$30,000, but also suspected that the months without a Pastor and the transition would have an impact on pledge receipts, and we planned accordingly. Specifically, since our budgeted income is split about evenly between the draw from the investment account and pledges from members, we reduced our draw from the investment account by \$15,000 and anticipated that pledge receipts would be lower for the year. This turned out to be the case.

We received pledge donations for 2019 of \$228,141, about \$24,000 less than the budgeted amount. Plate collections were substantially higher than in recent years, but pledge donations by members were about 11% below budget. Budgeted income was also reduced because the Music Committee, aware of the low balance in the Special Music Fund (SMF), asked to put their budgetary surplus toward concert expenses rather than pay those from the Special Music Fund (SMF). As a result we drew less than the budgeted amount from the SMF. The expenses for those concerts are listed later under Program Expense:Concerts/Events.

Finally, Fall Festival income is reported here and has an offsetting expense further down the report.

Operating Expenses

Most expenses were very close to budgeted amounts, but there are a few areas that warrant comment:

- *5000 – Compensation:* Our Administrative Assistant Kathy Wiggins left in the fall and her responsibilities were assumed by Melissa Adam, our Financial Assistant at the time. That means the Administrative Assistant line is underspent while the Financial Assistant line is overspent. The Guest Ministers line is over because of the two plus months between pastors. As a result of the savings in the Minister line however, total compensation is still under budget.
- *5030 – Other Personnel Expenses:* Savings here result from many of these lines having to do with Minister compensation. The In-service staff training line was part of the Music Committee's surplus.
- *6200 – Maintenance & Repairs:* We had several capital projects, but most of those were paid from the Capital Fund and are therefore reported outside of the budget.

- 7000 -- *Benevolences*: There are no Epiphany Fund benevolences this year as there was no budget surplus.

Operating Checking Account

Balance as of 12/31/19: \$79,007.40

Non-Budgeted Funds and Transactions

Personnel Settlement – Type 1 Subsequent Event

Music Minister Jack Bowman’s last day at work was in December 2019. He resigned in January 2020. The Settlement Agreement signed by Dr Bowman and the Church included a Non-Disclosure clause. At the recommendation of our accountant and in accordance with GAAP as a Type 1 Subsequent Event, both the settlement expenses and all associated legal fees were recorded as Music Minister expenses in 2019. All expenses paid in 2020 are associated with services rendered in 2019 and prior. The transactions are however not included in the Operating Budget vs Actual Report because they are infrequent and unusual transactions and because reporting them in the Budget report might conflict with the Non- Disclosure clause.

Benevolence Fund

Available Balance: \$110,878.09

The Benevolence Fund was opened in 2018 specifically to support families and members of our community who are in need. It has been funded since its inception from the Deacon’s Discretionary Budget line, the 2017 Epiphany Fund, and individual donations including an extraordinarily generous anonymous donation of \$100,000 received in 2019.

Legacies and Bequests

We received a bequest of \$5,000 from the Estate of Laura Salas-Hawks. As per the policy of the Trustees, the funds have been designated to be transferred to the investment account and as a result are not included in the Operating Budget vs. Actual report.

Special Music Fund

Available Balance: \$22,812.03

In 2019, the Fund had total income of \$3,060, including donations of \$2,445, and expenses of \$12,340.68.

Capital

Available Balance: \$180,731.80

In 2019, the Trustees approved \$43,690 of repairs to be paid from the Capital fund. Of this, the new ADA compliant bathroom cost \$25,800, \$5,200 was spent on repairing the basement exterior hatchway and roofing repairs over the front entry cost \$4,980. There were also smaller investments in furnishing the new Pastor’s office (\$1,400) and security measures for the office staff (\$2,700). There were miscellaneous capital expenses of \$3,540 paid from the fund.

Investment account

Available Balance 12/31/19: \$6,699,086

2019 was a positive year for financial markets, particularly the U.S. equity market. The Church's Investment Account returned 21.1% (after fees) compared to 22.8% for our benchmark. The Investment Account's positive return in 2019 more than offset the Account's

negative return in 2018. This year (2020) has been volatile. Influenced, in part, by the economic impact of the COVID-19 pandemic, the U.S. equity market sold off dramatically in March. Recently, there has been a partial recovery from the market's decline. Whether the recovery will continue or the market will reach new lows is uncertain. The Investment Account balance was \$6,193,593 on April 8, 2020.

The Investment Account balance at the end of 2019 was \$6,699,086. During 2019 \$227,003, representing 3.84% of the average fund balance for the prior three years (adjusted for the sale of the parsonage), was withdrawn from the account to support the Church's mission.

The Investment Committee and the Board of Trustees conducted a lengthy review process regarding management of the Investment Account. The review was focused on socially responsible investing, past performance and fees. Following a request for proposals process, during the first quarter of 2020, management of the Investment Account was moved to FL Putnam, an investment management company based in Wellesley, MA.

Jennifer Weigel, *Treasurer*

Operating Budget vs. Actual Report for 2019

	<u>Jan - Dec 19</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
4997 · Draw from Special Music Fund	7,650.92	10,000.00	76.51%
4999 · Draw from Endowment	227,003.00	242,000.00	93.8%
4000 · Contributions Income			
4001 · Plate -	9,419.85	7,000.00	134.57%
4002 · Pledges	217,246.33	245,000.00	88.67%
4007 · Donations - Other	1,375.00		
4020 · Legacies & Bequests	100.00		
Total 4000 · Contributions Income	<u>228,141.18</u>	<u>252,000.00</u>	<u>90.53%</u>
4040 · Rental Income			
4043 · Other rental income	2,955.58	1,000.00	295.56%
Total 4040 · Rental Income	<u>2,955.58</u>	<u>1,000.00</u>	<u>295.56%</u>
4050 · Miscellaneous Income			
4052 · LaBannes slips	909.19		
4054 · OGHS/UCC Special Collections	0.00	250.00	0.0%
4056 · CROP Table	0.00		
4057 · Neighbors In NEED	0.00		
4004 · Bells Income	500.00	500.00	100.0%
4050 · Miscellaneous Income - Other	25.00		
Total 4050 · Miscellaneous Income	<u>1,434.19</u>	<u>750.00</u>	<u>191.23%</u>
4060 · Fall Festival Net Income	4,364.62		
Total Income	<u>471,549.49</u>	<u>505,750.00</u>	<u>93.24%</u>
Gross Profit	471,549.49	505,750.00	93.24%
Expense			
5000 · Compensation			
5026 · Youth Discussion Group Leader	4,500.00	5,250.00	85.71%
5010 · Financial Assistant	31,780.36	26,000.00	122.23%
5011 · 1 Minister	55,874.46	69,843.00	80.0%
5012 · 2 Minister of Music	47,453.19	47,271.00	100.39%
5013 · 3 Sexton	16,426.74	16,121.00	101.9%
5014 · Education	10,366.14	10,326.00	100.39%
5015 · 5 Bell Choir	5,056.35	5,037.00	100.38%
5016 · 6 Guest Ministers	2,500.00	1,200.00	208.33%
5017 · Nursery Care	1,755.00	2,080.00	84.38%
5018 · Guest Musicians (Sundays)	2,500.00	2,200.00	113.64%
5021 · Administrative Assistant	17,269.47	19,087.00	90.48%
Total 5000 · Compensation	<u>195,481.71</u>	<u>204,415.00</u>	<u>95.63%</u>
5030 · Other Personnel expenses			
5055 · Minister Continuing Educ	1,196.72	1,000.00	119.67%
5031 · Minister Health Ins	22,277.33	26,992.00	82.53%
5032 · Minister Pension	12,341.15	14,853.00	83.09%

Operating Budget vs. Actual Report for 2019, p. 2 of 3

	Jan - Dec 19	Budget	% of Budget
5033 · Minister Travel	750.00	750.00	100.0%
5034 · Minister Housing	28,973.09	36,247.00	79.93%
5036 · Music Min Health Ins	3,527.94	3,528.00	100.0%
5037 · Social Security	10,639.51	9,633.00	110.45%
5035 · Minister Tax Reim	6,490.87	8,116.00	79.98%
5038 · Workman's Comp	2,571.00	2,500.00	102.84%
5056 · In-service staff training	1,048.00	2,750.00	38.11%
5030 · Other Personnel expenses - Other	48.08	500.00	9.62%
Total 5030 · Other Personnel expenses	89,863.69	106,869.00	84.09%
6100 · Office Costs			
6105 · Equip Rental - Copier	5,357.75	5,000.00	107.16%
6106 · Bank and Credit Card Fees	991.20	800.00	123.9%
6111 · Computer & Technology	1,355.18	1,000.00	135.52%
6112 · Publicity & Marketing	890.78	1,500.00	59.39%
6115 · Telephone	1,778.68	1,900.00	93.62%
6120 · Other	334.96	500.00	66.99%
6125 · Supplies	3,280.62	2,750.00	119.3%
6130 · Postage	767.24	1,000.00	76.72%
6140 · Payroll Costs	2,900.82	2,250.00	128.93%
Total 6100 · Office Costs	17,657.23	16,700.00	105.73%
6200 · Maintenance & Repairs			
6201 · Church Maintenance	13,521.05	10,000.00	135.21%
6202 · Custodian Supplies	1,266.12	1,300.00	97.39%
6205 · Church Repairs & Capital	4,385.34	10,000.00	43.85%
Total 6200 · Maintenance & Repairs	19,172.51	21,300.00	90.01%
6250 · Utilities			
6251 · Electricity - Church	4,965.16	4,100.00	121.1%
6252 · Electricity - Lot	567.98	600.00	94.66%
6253 · Fuel - Church	7,269.85	7,000.00	103.86%
6257 · Water & Sewer	484.00	1,500.00	32.27%
6259 · Propane - Church	24.66	100.00	24.66%
Total 6250 · Utilities	13,311.65	13,300.00	100.09%
6300 · Program Expense			
6301 · Audio/Visual	353.15	300.00	117.72%
6302 · Bell Choir	1,008.63	1,000.00	100.86%
6303 · Deacons	963.63	2,750.00	35.04%
6304 · Music			
6312 · Concerts/Events	12,777.25	15,000.00	85.18%
6304 · Music - Other	6,171.04	4,000.00	154.28%
Total 6304 · Music	18,948.29	19,000.00	99.73%
6305 · Organ and Piano	894.00	1,500.00	59.6%
6306 · Religious Education	865.26	1,000.00	86.53%

Operating Budget vs. Actual Report for 2019, p. 3 of 3

	Jan - Dec 19	Budget	% of Budget
6309 · Publicity	1,312.00	2,000.00	65.6%
Total 6300 · Program Expense	24,344.96	27,550.00	88.37%
6330 · Hospitality			
6332 · Flowers	1,636.52	2,500.00	65.46%
6333 · Kitchen	4,305.02	4,500.00	95.67%
Total 6330 · Hospitality	5,941.54	7,000.00	84.88%
6700 · Insurance - Fire, Liability...	15,740.00	16,584.00	94.91%
6701 · Accountants & Professional Fees	2,480.00	2,500.00	99.2%
6800 · Reserves			
6803 · Capital	30,000.00	30,000.00	100.0%
6805 · Sab-Ed Res - Minister	1,000.00	1,000.00	100.0%
6800 · Reserves - Other	0.00	0.00	0.0%
Total 6800 · Reserves	31,000.00	31,000.00	100.0%
7000 · Benevolences			
7001 · OCWM/Our Church's Wider Mission	20,000.00	20,000.00	100.0%
7010 · Fall Festival Benevolences	4,364.62		
7011 · Christian Action	20,235.00	20,000.00	101.18%
7012 · Bridgeport	4,000.00	4,000.00	100.0%
7013 · Deacons Discretionary	1,720.56	2,000.00	86.03%
7014 · Silver Lake	10,085.00	10,000.00	100.85%
7050 · Epiphany Fund Benevolences	0.00		
Total 7000 · Benevolences	60,405.18	56,000.00	107.87%
7030 · Membership	2,030.00	2,500.00	81.2%
Total Expense	477,428.47	505,718.00	94.41%
Net Ordinary Income	-5,878.98	32.00	-18,371.81%
Other Income/Expense			
Other Income			
4010 · Investment Income			
4030 · Interest Income-SBT	61.32		
Total 4010 · Investment Income	61.32		
Total Other Income	61.32		
Net Other Income	61.32		
Net Income	-5,817.66	32.00	-18,180.19%

Board of Deacons' Report

For the 2019-2020 year, we welcomed four new Deacons to the Board: Jennifer Good, Tom Key, Carol Magowan, and Sue Morrill. We thanked Linda Estabrook, Sheryl Kennedy, and Mary O'Neill as they stepped off the board.

The Deacons participated in serving communion, serving as lay readers, and assisting at special services, including monthly services at Noble Horizons, until precautions necessary to curb the pandemic made it impossible to meet in person. Each Deacon in turn wrote a monthly reflection for the Meeting House Times. The Deacons visited by phone or in person those older members of the congregation who no longer make it to Sunday worship. Once the virus required all to "stay at home", the Deacons expanded their phone calls to include those confined at home alone and others in need.

The Deacons planned and/or took part in:

- Christmas Eve Lessons & Carols service
- Palm Sunday service
- Tenebrae Service
- Easter Sunday Service

Deacons led multiple events throughout the year:

- Sunday School breakfast for families as they registered for Sunday school.
- Lenten Dinners (7th year) in the Parish Hall on the two Wednesdays in Lent before the Coronavirus/COVID-19 crisis hit. Janet Kaufman assisted Deacons with soup making and Cynthia LaPier coordinated the events through Sign-up Genius with the help of fellow deacons and volunteers from the congregation.

The Deacons supported the Quilt Exhibit coordinated by Sarah Zarbock, as part of the Fall Festival. This year's quilts filled the church and the exhibit was a popular event that brought many people into the church building.

The Deacons also distributed poinsettias at Christmas time, Valentines (made by our Sunday School Children) and lilies at Easter to our older congregants, and those on our "care" list. This year, since we would not be needing them in church for Easter, we distributed extra lilies to Geer Village, Geer Rehab and Sharon Health Care during Holy week, all coordinated by Linda Estabrook and Rosanne Lamson.

We communicated our concerns to the Trustees and Council about the music program and its leadership as a part of the broader discussions and ultimate resolution of the issues.

The Deacons are grateful for Pastor John's spiritual and organizational leadership, courage, and responsiveness to the ideas of others.

And we are also grateful to Lee and Barbara Collins for the Music Ministry they assumed in the wake of Jack Bowman's departure. We were very sorry to lose Kathy Wiggins and Melissa Adam but happy for them as they moved to new positions. Their cheerful and patient guidance with all administrative details involved in keeping the church running smoothly will be sorely

missed. We welcome the arrival of new staff members, Loriann Chevremont and Brent Heath, and look forward to working with them.

Respectfully submitted,
Lorna Edmundson and Karin Noyes,
Co-chairs of Deacons

Board of Trustees' Report

The Board of Trustees is responsible for the financial aspects of the church's operation and continues to perform its responsibilities as outlined in the Church Bylaws. Below are its activities and accomplishments for the past year.

1. Prepared the annual budget for church activities to be presented to the congregation at the October annual meeting. The budget was developed by the Treasurer Jennifer Weigel who received requests from the various committees and input from Moderator Betsy Beck. Jennifer Weigel put in many hours on her work as Treasurer. We are blessed and grateful for her service.
2. Beginning in the first quarter of 2020, the Church's Endowment Fund has been under new management by FL Putnam, an investment management company based in Wellesley Ma. The investment manager selection was based on Socially Responsible Investment/Environmental, Social and Governance (SRI/ESG), past performance and fees. The Investment Committee is chaired by Michael Voldstad and consists of members Mike Clulow, William Kellett, Sal Accardo, Jennifer Weigel, and Tony Good. We thank the Committee for their time, effort and thoughtfulness and Chairman Voldstad for the documentation he created for the benefit of us all.
3. The Annual Fund subcommittee led the annual appeal and encouraged members and friends to meet their financial responsibilities to the church. Special thanks to Dan Edmundson, Bob Keiter and Susan Hassler for all their good work.
4. Legacies and Bequests were given in memory of Laura Salas-Hawks.
5. The Benevolence Fund was established in January of 2018 with an initial deposit of \$27,500 from the Epiphany Fund. A \$100,000 anonymous donation was received in 2019 to add to this account.
6. The Epiphany Fund accrued zero dollars since there was no excess of income over expenses in the 2019 budget.
7. The House Committee responsible for the maintenance of our church building and grounds is chaired by Anne Williams partnered by John Merwin and Tony Good. A new ADA Restroom was built in the front foyer on the north side of the meeting house. This is the first phase of plans to improve access for the elderly and handicapped. Drawings are complete for the ramp on the south side of the front foyer but there is more work to be done on this project. The hatchway was replaced on the south side of the parish hall. Water leaks and ceiling repairs over the organ pipes were fixed. Additional security

features were added to the building this year for the safety of our employees. Bear proof garbage cans were purchased and trees were trimmed around the property. Hotchkiss student, John Shin, led the congregation in painting a beautiful tile mural which was hung in the Parish Hall when completed.

8. Personnel matters were addressed by the Trustees.
9. Garden Maintenance for 2020 will continue to be done by outside contractors.
10. A heartfelt thanks goes to Janet Accardo, the recorder of the Trustees meeting minutes, for her professional job.
11. Pastor John has been a very welcome presence and has provided a wealth of knowledge in dealing with church business with respect to transitions of personnel this past year. We are thankful for his experience and leadership.

Respectfully submitted,
Tony Good, *Chair*

Coordinator of Christian Education Report

Our Sunday School curriculum is based on themes so that children who are absent some Sundays are still exposed to the core stories and beliefs of our faith. Many wonderful people, both parents, members of the Board of Religious Education and “civilians” volunteer their time to act as teachers and aides in the Sunday School during the year. Newcomers are always welcome.

The Sunday School year began in September with “God’s Call to Abraham and Sarah.” We explored the biblical story of the patriarch of Judaism, Christianity and Islam through storytelling, games, art and music. “Fear Not” was our theme for Advent as we approached the Christmas story from the point of view of Mary, Joseph and the Shepherds. January brought a new unit called “Jesus the Storyteller.” We learned about parables and how they teach us an important spiritual lesson through a simple story. Our spring unit, “Praying with Jesus” was based on the Lord’s Prayer. Unfortunately, March 8th was our final day of Sunday School due to the unprecedented restrictions placed on us by the coronavirus. I have continued to send weekly news and materials to our church families in the hopes that they will find time during their busy week of homeschooling and other unexpected responsibilities to continue faith formation for their children at home. A particular regret for me is the necessary elimination of our annual Sunday School musical in May.

The children of the Sunday School created table decorations for two Torrington Community Dinners and for the luncheon celebrating our church’s 275th birthday. Everyone who was in church on February 9th received a handmade Valentine from a Sunday School child.

In May I attended the annual 3-day NEAUCE (New England Association of United Church Educators) Conference in New Hampshire, a wonderful opportunity to experience amazing worship, inspiring workshops, and wonderful fellowship. In September, six members of our congregation attended an all-day workshop presented by Messy Church which is “an

intergenerational experience for people who are looking for an interactive form of church.” In January Linda Estabrook and I attended a Stepping Stones workshop, “Supporting LGTB Youth.”

I continue to serve on the CAUCE (Connecticut Association of United Church Educators) Coordinating Committee and in the process of monthly meetings, communications, workshops and retreats I am reminded again and again of what our Southern New England Conference UCC has to offer us. I am also grateful to have the opportunity to get to know and learn from the many fine people who are charged with the Christian faith formation and education of the children and youth in our state and beyond.

Barbara Collins, Coordinator

Board of Religious Education Report

The Board of Religious Education continued its focus on ministry to families with children and youth during the past year, including a variety of activities and opportunities for people of all ages.

- Members of the Board helped plan and supervise special activities to enhance “Rescue in the Night,” a musical play about Daniel in the lion’s den which was presented by the children of the Sunday School and their friends on May 19th.
- In the fall, the Board greeted old friends and newcomers at the Sunday School Opening Breakfast prepared by the Deacons. We are grateful to the Deacons for providing this inviting (and delicious!) opportunity to welcome everyone back to a new Sunday School year.
- On December 14th the Board prepared a wonderful evening called “Lightshine!” This was an intergenerational event based on the Messy Church model which included a pizza supper, Christmas crafts, scripture and a Christmas story.
- The annual Christmas pageant featured former “baby Jesuses” Hannah Lapier and Landon Good as Mary and Joseph. Members of the Board and other helpers costumed an impressive cast of shepherds, angels, wise men, animals and a star. Some families joined us as we went Christmas caroling at Noble Horizons and Geer Village.
- The Board sponsored the annual Unbirthday Party during Fellowship Hour on February 23rd. This was an ideal way to cross generations and get to know each other better. Tasty cupcakes, too!
- The Board was disappointed that a planned after-worship event on Palm Sunday had to be cancelled due to the coronavirus pandemic.
- Members of the Board often serve as teachers and aides in the Sunday School program.

The opposite ends of our children and youth spectrum are blessed to have Holly Tierney who serves as a warm and capable friend to our youngest ones in the Nursery each week; and Jennifer Surdam who meets with the Youth Discussion Group, Grade 6 and older, on the second and fourth Sundays of the month.

In conversation and action, the Board of Religious Education continues to address the reality that today, more than ever, families have to make difficult choices for their children’s

time, with church activities often coming in second. We appreciate the support of Pastor John Nelson as we continue to explore how best to serve the spiritual needs of young families in a secular society.

Barbara Collins for the Board

Board of Christian Action Report

The Board of Christian Action (BCA) promotes a serving fellowship and supports Christian solutions to human and social problems. The BCA comprises nine members, serving in 3-year terms of three persons. New members serving during this period were: Joanne Taber, Theresa Carroll and Peg Heck serving for Erin Swet, who resigned in September. Members whose terms will complete at the end of this 2020 period are: Beth Isler, Robert Kuhn and Joanne Hayhurst; all volunteered for an additional year. The BCA met throughout the year. Joanne Hayhurst and Kerry Noble served as co-chairs for 2019.

March 2019 Contributions to Partner Organizations:

We funded 15 organizations at a special ceremony held during our worship service on March 24, 2019.

Funds were allocated to:

- Astor Services, Inc. \$250
- Bridgeport UCC/Nourish Bridgeport \$2000
- Chore Services, Inc. \$1500
- EXTRAs \$1000
- Habitat for Humanity NW CT \$250
- Hispanola Health Partners \$2000
- Housatonic Child Care \$500
- Housatonic Youth Services Bureau \$1500
- Salisbury Visiting Nurses Association \$500
- Salisbury Youth Summer Service \$2000
- Simply Smiles, Inc. \$5000
- SOAR \$500
- The Corner Food Pantry \$2000
- Torrington UCC \$1300

BCA received the proceeds of the 2018 Fall Festival in February 2019, which totaled \$5063.14. In December 2019, BCA approved funding for several initiatives.

December donations included:

- \$500 for Simply Smiles directed to children's residence
- \$4000 for Bridgeport UCC
- \$500 for Torrington Center Church community dinners
- \$500 for Salisbury Housing Trust
- \$300 for Salisbury Summer Youth Program

- \$250 for reimbursement for Astor House purchases
- \$250 for Women's Support Services emergency fund
- \$750 for Friends in Support of Humanity (FISH)

BCA spearheaded a new approach to collecting food for the Corner Food Pantry. In January 2019, BCA announced that donated grocery bags with a list of needed items would be distributed to the congregation. On January 28, BCA volunteers and others delivered 57 bags of donated items to CFP. The same model was followed in July and 35 bags were collected.

BCA members participated in two community dinners at the Center Congregational Church in Torrington on March 17, 2019. Volunteers assisted setting up the dining hall, preparing the food in the CCC's kitchen and feeding the guests. A Thanksgiving dinner was also prepped on November 16th and served on Sunday November 17, 2019, with support from our Youth Group and some students from Hotchkiss.

In December 2019, the BCA led by Margie Vail and Joanne Hayhurst, set up Christmas Giving Trees in the Parish Hall, providing ornaments for parishioners to take away, indicating they would be giving particular gifts for Astor House, Women's Support Services or Simply Smiles. Parishioners donated \$2100 in goods and cash cards for those organizations.

Respectfully submitted,
Joanne Hayhurst and Kerry Noble

Hospitality Committee Report

During 2019, the Hospitality Committee sought to answer God's call by creating a warm and welcoming environment in which congregants and visitors may create and nurture bonds of friendship.

Hospitality, with much appreciated help from all of the church committees, and individual supporters, provided weekly coffee hours. Additionally, the committee prepared and served collations, and provided refreshments for other church functions.

Efforts have continued to "keep it green." In addition to maintaining recycling bins in the kitchen, we have been using our china cups and serving pieces instead of disposable products, and using our super efficient dishwasher.

The committee makes sure that the kitchen is clean and in order. Many thanks to Jane Capecelatro, who does a weekly check. In response to changing times and busy schedules, we have engaged a kitchen cleaning service to do a deep clean twice a year to ensure we are ready for inspection at any time. We also have a company perform maintenance on our gas range ventilation system once a year.

Cynthia LaPier completed the ServSafe Manager training and became certified over the summer. We hope a few more people will be able to complete this simple certification in the future, which will allow us to use our kitchen more fully and to stay in compliance with Department of Health regulations.

Respectfully submitted,
Cynthia LaPier

Ushers Committee Report

When you arrive for Sunday worship at our church the first people you meet, in addition to Pastor John, are the ushers. It is our privilege to welcome everyone coming through the church doors, whether they attend every week, are returning from an absence or coming to our church for the first time. The Ushers Committee is usually made up of twelve people. This year we have been a little shorthanded, so everyone has served for more than the usual two months during the year as well as special services during the holidays. In addition to greeting everyone, we collect the offering and when the service is finished we make sure all the pews are clean and the Hymnals and Bibles are returned to their proper places. It is our responsibility to make sure that everyone feels welcome.

Kathleen Mera, for the Ushers Committee

Music Committee Report

The Music Committee helped to coordinate Spring Concert, the Student Open Recital, and the Fall Concert. Throughout the year, it oversaw the Special Music Fund.

In early December 2019, the Board of Trustees initiated a discussion that led to the resignation of the Minister of Music. Subsequently some members of the Music Committee resigned from their Music Committee positions, but other persons have stepped forward to volunteer their services to the Music Committee. We are grateful to all those served prior to this event, and to those who will serve moving forward.

Malcolm Brown

Officers, Boards & Committees, 2020-2021

Nominations for the April 2020 to April 2021 term are in **bold type**.

Underline indicates first term of service.

OFFICERS

Moderator: Betsy Beck '22 *Treasurer:* Jennifer Weigel '21 *Clerk: Jennifer Oberto '22*
Designated-Term Pastor: The Rev. Dr. John A. Nelson *Pastor Emeritus:* The Rev. Richard Taber

BOARD OF DEACONS

Moderator, Pastor, and elected members:

Bob Maxwell '21	<u>Jennifer Good '22</u>	Lorna Edmundson '23
Karin Noyes '21	Cynthia LaPier '22	John Estabrook '23
<u>Jennifer Oberto '21</u>	<u>Carol Magowan '22</u>	Kathy Mera '23
	<u>Sue Morrill '22</u>	<u>Theresa Carroll '23</u>
	<u>Tom Key '22</u>	

BOARD OF TRUSTEES

Moderator, Treasurer, Pastor, and elected members:

<u>Mike Clulow '21</u>	Janet Accardo '22	Anne Williams '23
<u>Don Mayland '21</u>	John Merwin '22	<i>vacant</i>
<u>Dan Edmundson '21</u>	Susan Hassler '22	<i>vacant</i>

CHURCH COUNCIL MEMBERS-AT-LARGE:

David Rich '21	Peggy Heck '22	Janet Kaufman '23
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BOARD OF RELIGIOUS EDUCATION

Moderator, RE Coordinator, Pastor, and elected members:

<u>Ben Metcalf '21</u>	Debby Mark '22	Jennifer Good '23
<u>Stephanie Holst-Grubbe '21</u>	Stephanie Tierney '22	<u>Linda Estabrook '23</u>

BOARD OF CHRISTIAN ACTION

Moderator, Pastor, and elected members:

<u>Cammie Hussey '21</u>	<u>Barbara Wiggins '22</u>	Joanne Hayhurst '23
<u>Robert Kuhn '21</u>	<u>Joanne Taber '22</u>	Beth Isler '23
<u>Kerry Noble '21</u>	<u>Brenda Boone '22</u>	Margie Vail '23
	Jano Fairservis – <i>Emerita</i>	

MUSIC COMMITTEE

Moderator, Music Minister, Pastor, and elected members:

<i>vacant</i>	Malcolm Brown '22	<u>Peggy Hayes '23</u>
<i>vacant</i>	<u>Abby Gackenheimer '22</u>	<u>Emily Eliot '23</u>

USHERS COMMITTEE

Moderator, Pastor, and elected members:

<u>Sal Accardo '21</u>	Myles Crain '22	Becky Belcher '23
<u>Roger Crain '21</u>	<u>Cole Metcalf '22</u>	<u>Jano Fairservis '23</u>
<u>Jim Hussey '21</u>	<u>Sharon Tingley '22</u>	Bryan Robertson '23
<u>Sarah Morrison '21</u>	<u>Debra Moore '22</u>	<u>Sarah Salisbury '23</u>
	Patricia Palmer '22	

HOSPITALITY

Cynthia LaPier '21
Debby Mark '21

Moderator, Pastor, and elected members:

Sue Bucceri '22
Theresa Carroll '22
Helen Scoville '22
Sara Wardell '22

Jane Capecelatro '23
Lee Collins '23
Lyndell Giffenig '23
Alice Kent '23

DELEGATE TO SOUTHERN NEW ENGLAND CONFERENCE & LITCHFIELD NORTH ASSOCIATION OF THE UCC:

Charlie Noyes*

Respectfully submitted by the
Nominating Committee:

Becky Belcher (At large)
Malcolm Brown (Music Committee)
John Estabrook (Board of Deacons)
Tony Good (Board of Trustees)
Jennifer Kronholm Clark (Board of Religious Ed.)
Kathy Mera (At large)
Joanne Taber (Board of Christian Action)
Betsy Beck (Moderator)
The Rev. John A. Nelson (Pastor)