

  
First  
Congregational  
Church /  
United Church of Christ  
Burlington, Vermont

**212<sup>th</sup>**

# **Annual Meeting**

**May 20, 2018**



**May 1, 2017 – May 20, 2018**

# **Annual Meeting Documents**

Printed May 16, 2018



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**Agenda**  
212<sup>th</sup> Annual Meeting  
First Congregational Church Burlington  
May 20, 2018

***Theme: On the Move Together***

**Included in 10 a.m. morning worship service**

State of the church (sermon)	Rev. Carrie Bail
Remembrance of deceased members	Rev. Carrie Bail
Honoring golden members	Rev. Carrie Bail

**Business agenda after 10 a.m. service (11:15 a.m.)**

Call to order	Steve Hyde
Declaration of quorum	Steve Hyde
Invocation	Rev. Carrie Bail

*“Speaking the truth in love, we must grow up in every way to him who is the head, into Christ, from whom the whole body, jointed and knit together by every ligament in which is it equipped, as each part is working properly, promotes that body’s growth in building itself up in love.” – Ephesians 4: 15-16*

**Old Business**

- |  |                              |
|--|------------------------------|
| a. Approval of Minutes from the 211 <sup>th</sup> annual meeting | Steve Hyde                   |
| b. Final Treasurer’s report                                      | Bob Wolf                     |
| c. Recognition of volunteers                                     | Steve Hyde                   |
| d. Final kitchen report and thank you                            | Doug Viehmann and Ann Vivian |
| e. Past Year   | Simon Jorgenson              |

**New Business**

- |                                       |                |
|---------------------------------------|----------------|
| a. Adoption of FY 2017-18 budget      | Bob Wolf       |
| b. Election of officers               | Amy Mellencamp |
| c. Church reorganization presentation | Amy Mellencamp |
| d. Minister Search Report             | Susan Elwood   |
| e. Building resources activity        | Steve Hyde     |

Passing the Gavel	Steve Hyde
Closing Prayer and Benediction	Rev. Carrie Bail
Adjournment	Amy Mellencamp

*In Memoriam*

*May 1, 2017 - May 20, 2018*

*John Richard Newell*

*Fred Krech*

*Phyllis Atherton*

*Zane Apgar*

*Ellen Wark*

*Suzanne Ferland*

*Pat Harwick*

*W. Keith Wallace*



# Our Golden Members

January 1 ~ December 31, 2018

## 50 Years

Everett & Sylvia Stebbins

David & Susan Jenkins

Julie Hunton

## 55 Years

Louise Brewster

Susan Saunders

Robert Young

## 60 Years

Jean Bing

Carla Dewyea

Ruth Kendrick

Eunice Newell

Joan Norton

Gary Savage

Beverly Slocum

## 65 Years

Barbara Bull

John Schillhammer

## 70 Years

Ruth O. Copp

# Membership Report

## Active Membership 300

### Baptisms

#### 2017

June 11, Abigail Baker

#### 2018

Jan 21, Brooke Newman

Feb 25, Paige Phelps

April 8, Langley Wagar

### Deaths

#### 2017

May 8, Fred Krech

May 8, Dick Newell

May 20, Phyllis Atherton

July 7, Zane Apgar

Dec 31, Ellen Wark

#### 2018

Jan 11, Suzanne Ferland

Jan 27, Pat Harwick

Feb 4, W. Keith Wallace

### Weddings

#### 2017

July 30, Abedi Pililo and Chiza Modelina

Aug 5, Carol Schein and Jack Von Behren

#### 2018

May 12, David Lightbody and Lindsay Vannarsdall





Reverend Carrie Bail  
*Interim Senior Minister*

To future students of this church's history,

The 211th annual meeting of the First Congregational Church of Burlington held on May 21, 2017 was a challenging one, which seemed to produce more questions than answers given the nature of several proposed changes. This letter is intended to add some context so that any reader of the minutes would be able to more completely understand them.

2016-17 was a challenging year for the First Congregational Church, which followed a similarly challenging year, during which the Senior Minister resigned after initiating a substantial reorganizational process. That process included suspension, for a period of time, of some of the by-laws of the church. The reorganization of the church and the required revision of the by-laws were supposed to come to completion at this annual meeting or revert to the original version. Under interim leadership during this time of conflict and upheaval, the hoped for reorganization and related tasks were understandably not completed by the time of the annual meeting. This led to the many questions that were articulated in the meeting minutes with few complete answers. What it did do however was initiate, on the part of the Board of Trustees, a commitment to a process and a timeline that would provide answers to those questions as well as provide a designated time to review the pledge shortfall and its impact on the proposed budget.

Although the meeting, at times, might be characterized as frustrating and chaotic much was accomplished. Commitments with completion dates were established and a path forward from several challenging years was charted, including a major change in the configuration of personnel and ministerial staff.

This letter is intended to clarify and add context so the meeting minutes might be more fully understood by someone who might read them, and be confused or disturbed by them.

Respectfully submitted,

*Stephen R. Hyde*

Church President

**Warning:** Pursuant to Articles VII and X, Sections 2, 4 and 5 of the BY-LAWS OF THE FIRST CONGREGATIONAL CHURCH, UNITED CHURCH OF CHRIST, Burlington, Vermont:

The Annual Meeting of the Congregation will be held at 12:00 noon on Sunday May 20, 2018 for the purpose of electing all officers, boards and committees, voting to accept the budget for fiscal year 2018-2019 as presented by the Board of Trustees, and any other business which may properly come before the members assembled.

– Linda Elrick, Clerk

**Warning:** In accordance with Articles X, Section 2, 4, 5; and XII of the by laws of THE FIRST CONGREGATIONAL CHURCH, UNITED CHURCH OF CHRIST, BURLINGTON VERMONT, the following amendment to the by-laws will be considered at the Annual Meeting on Sunday May 21, 2017 at 12:00 PM in the church dining room. Sections 3 and 4 of this Article VIII are suspended effective May 29, 2014 and the following interim Sections 3 and 4 are added. The suspension shall be in effect until (*formerly set at May 31, 2017*) October 21, 2017. However, the suspension and this amendment shall remain subject to modification before that date.

- Janice Clements, Clerk

**PREFACE:** In accordance with an approved amendment to the bylaws on March 12, 2017, the Annual Meeting was held on Sunday May 21, 2017. The traditional portion of the meeting honoring Golden Members and Remembrance of Deceased Members was incorporated in the 10am worship service. The traditional “State of the Church” message delivered by the Senior Minister comprised the sermon at the 10am worship service. Following the worship service, the congregation gathered in the dining room for a potluck luncheon and ham (provided by President Tara Gauding) followed by the business agenda at noon.

**MINUTES**  
**FIRST CONGREGATIONAL CHURCH of BURLINGTON, VERMONT**  
**211<sup>TH</sup> ANNUAL MEETING**  
**May 21, 2017**  
**12:00 PM**

*Approved by Board of Trustees February 13, 2018*

**Actions needed: Archive and post <http://firstchurchburlington.org/governance/>**

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**President Tara Gauding** called the 211<sup>th</sup> Annual Meeting to order at 12:07 PM and declared a quorum present.

**Invocation** was delivered by **Associate Minister, Rev. Sally May**

**Interim Senior Minister, Rev. Carrie Bail**, led members in a unison reading of **Invitation to Covenant**.

**Invitation to Covenant**

*“Speaking the truth in love, we must grow up in every way to him who is the head, into Christ from whom the whole body, jointed and knit together by every ligament in which it is equipped, as each part is working properly, promotes the body’s growth in building itself up in love.” - Eph.4: 15-16*

We covenant with one another to sustain a congregational environment in which we communicate with integrity and mutual respect and in which our creative energy, both individual and collective, will be free to flourish.

We will repeat in our own words what the other has said so as to confirm that we have understood them, and we ask them to do the same if we feel we have not been understood.

We will communicate directly with each other using “I” statements.

We will try to make our meaning clear and say what we mean and mean what we say.

We will identify the good in another person’s reasons and reasoning.

We will listen to understand; but we don’t necessarily have to agree.

We will not say outside the meeting what we are unwilling to say inside the meeting.

- Adapted from River Run communications

## **Old Business**

**Report of the Ronald McDonald House - Kristine Bickford, Director**, presented the token \$1.00 lease fee framed with a resident child's drawing. Attending with her was a current resident parent with his infant child who has undergone 2 open-heart surgeries since birth. Gratitude for the service of the house was expressed. 136 families have been served at the house since January 2017. The house is currently 60% occupied.

**Appreciation of Staff - Rev. Carrie Bail** listed and acknowledged the fine work of church staff with particular recognition for the longest serving staff member, **Lucy Samara**, at 26 years of service.

Moving to an item of **New Business**, **Tara Gauding** introduced the proposed amendment to the by-laws. She read the amendment, **Mike Knauer moved and Judy Gray seconded the motion to approve.**

### **Discussion:**

- Why not let the current amendment sunset as written
- Concern that people would expect the prior cumbersome committee structure be reinstated
- Where is the list of current committees
- Is there any real difference in extending the deadline (kicking the can down the road) or allowing the current amendment to sunset?
- Why not just delete the committees that do not work
- This has been a successive approximation since the 2014 amendment allowing a time of experimentation and revision of committee structure
- Going backward is not helpful
- What is the assurance that come September there won't be a proposal for another extension of the deadline?
- After 3 years with little progress, what is the assurance that it will be done by October?
- The turmoil of clergy leadership and bridge and interim ministry derailed the revision work that was underway.
- There will be clear descriptions of committees and a manual for reference so that any volunteer will know the "job" and what is expected when volunteering for a committee.
- Trustees did not appoint a nominating committee to recruit members for committees. This is a required task of Trustees at each June Trustees meeting so that a Nominating Committee is in place throughout the year.
- Clarity desired to know which of the former committees we won't reinstate
- Need to abandon ideas of numbers of members for committees and multiple year terms
- The Trustees and committee and program leadership will work steadily through the summer to prepare a revised organization and supporting committees for the congregation to review prior to the October deadline.
- This work has to be done before we can call a new settled Senior Minister
- Critical to establish a clear timeline and plan so that congregation does not perceive we are in limbo. Perception that we have no bylaws to govern us.

**Action Taken: Motion made and seconded previously, called. Approved by majority. 5 persons voted against.**

**Action Needed: Trustees to establish and publish a timeline with action items at June meeting.**

**Recognition of Members Completing Committee Terms - Tara Gauding** acknowledged members who are completing terms.

**Final Treasurer's Report - Outgoing Treasurer, Kim Wichert** noted a turbulent administrative year with the resignation of Director of Operations and Finance, Sarah Brown. The need to contract accounting services contributed significantly to unanticipated expenses. Starting the fiscal year with a budget that included a projected \$8,000+ deficit, the year ended with a \$6,300 deficit. This, despite building expenses that were 92% above budget, Christmas offerings that were below budget, and fundraising events that fell below projection. On the positive side, pledges came in above projection with some members increasing their pledge mid-year. Stewardship Chair, **Cyndy Hall**, expressed thanks for those who exceeded their initial pledge (+\$13,000 in all) and made the difference in a very costly budget year. Special acknowledgement was accorded staff and **incoming Treasurer, Bob Wolf**.

**Action Taken: Ann Vivian moved and Sheldon Rieley seconded a motion to accept the Treasurer's Report as submitted. Unanimously approved.**

### **New Business**

**Report of the Nominating Committee and Election of New Officers- Louise Brewster moved and Janice Claypoole seconded the motion to accept the slate of officers and committee members as listed on the Leadership Roster for 2017-2018. Unanimously approved.**

**Reorganization of church structure - Tara Gauding**, referencing charts in the meeting documents and a Power Point projection on the screen, introduced "Possible Staffing Model" and "How It All Might Work".

### **Discussion:**

- Emphasize that this is a conceptual graphic based on discussions thus far and is a work in progress
- The model excludes the position of Associate Minister and thus that is the reason that Rev. May is seeking another call.
- Is this a done deal, final determination that we will have just one clergy?
- Would Rev. May consider applying for the position of Settled Senior Minister?
- Is there a UCC or Vermont Conference rule against Rev. May applying for Senior Minister position?
- Clarification of Rev. May's Designated Term Call Agreement which only obligates First Congregational Church, Burlington to a term up through December 31, 2017. That term could be extended. There is evidently no prohibition against Rev. May applying for the position of Settled Senior Minister
- Letter sent by member and read, urging we consider Rev. May for next Settled Senior Minister because we already know her qualifications.
- Can Rev. May leave and return at a later time?
- Rev. May will not be the Director of Program Ministries noted in the Possible Staffing Model
- Need for small group forums ongoing starting immediately to discuss these concepts and models and elicit full congregational input on the impact for our future
- Trustees need to schedule a series of discussions on the models right away
- What is the nature of the Communication Coordination position?
- Currently Lucy Samara, e.g., newsletter, Facebook page, web page
- 7 ways to communicate a message be sure we use them all
- Organization chart is missing overall administrative oversight, e.g., director of operations
- Volunteers need to step up
- Buildings and grounds should not be under Director of Programs vs. finance and human resource. Noted and agreed by creator of design.
- Who does building person report to?

- Where is oversight for finance? What committee oversees? **Answer: Treasurer, Prudential Committee, minister**
- Trustees don't show on the organizational chart; lay leadership doesn't show on oversight
- If there could have been overlay in the presented diagrams. Deacons and Trustees would appear as the "Big" bubble on the left and right sides of the chart as presented
- When do we move from conceptual model to a plan?
- Who's leading this and will assure forward movement?
- Incoming President and Trustees will take leadership
- Buildings and Grounds are best kept with finance committee under an overall umbrella, e.g., Prudential Committee

**Action Needed: Trustees to schedule multiple small and large group discussions on proposed models; solicit input on Staffing Models and How It All Might Work. Begin in June and carry on through summer.**

**Director of Program Ministries position – Steve Hyde** introduced the narrative description included with meeting documents.

**Discussion:**

- Position is intended to provide integration of church programs of ministry and mission
- What does "post-modern" mean
- Reference to clergy dominated models of 50's and 60's with traditional worship at the center of congregations. Refers to a corporate model that does not serve current or future congregations well. Reflects a changing theology and practice
- Concern with the timing and promotion of this position
- Rev. May's timing and departure are negotiable
- This proposed position is still being fine-tuned
- Need for a specific time-line for implementation and further input on nature of position as it relates to overall organization of church.
- Further discussion is essential in considering this as a position in lieu of an Associate Minister. Implications of this for our ministry and mission.
- Piecemeal approach is detrimental, needs to be fully vetted with stakeholders and made into a solid proposal.
- Reminder that our bylaws currently state that we have 2 ministers...a senior and an associate.
- Caution that a position of Director of Program Ministries is not the savior of our concerns
- Need to articulate why this is a superior proposal to a two-clergy model.
- This model does not necessarily save money vs. a two-clergy model such as we currently have. Full time Director of Program Ministries = same cost as  $\frac{3}{4}$  time Associate Minister, depending on benefits package.
- Some seminary graduates are not seeking pastoral ordination, but are more motivated by service and outreach and mission ministry.
- Move to a more contemporary and relevant ministry and mission structure
- Potential better pool of applicants with particular skills.
- We have a significant strength with our history of strong mission and outreach
- Essential that this be fully vetted by all stakeholders in a variety of discussion formats over the next 2-3 months.
- Utilize other communication formats, such as blog, listserv, and suggested application <https://slack.com/is>
- Essential that Executive Committee and Trustees meet regularly throughout the summer and make those meetings open and inclusive.

**Action Taken:** Mike Knauer moved and Danielle Rochford seconded a motion to accept the description of Director of Program Ministries as a concept position with further development to occur in the next 2-3 months based on broad input from members and leadership. Unanimously approved.

**Action Needed:** Email all suggestions to Steve Hyde; establish input meeting schedule and identify blog, listserv and <https://slack.com/is> application for ways members can give input.

**Interim and Search Timeline – included for information in meeting documents.**

**Minister-Congregation Relations Committee (MCRC) – Mike Knauer** presented the MCRC Role & Mission Statement. MCRC will be included in the next revision of the bylaws.

**Adoption of the FY 2017-18 Budget – Steve Hyde** referenced the budget as included in the meeting documents, along with a list of adjustments made to reach the total budget of \$531,502, which includes a projected deficit of \$8,781.

**Discussion:**

- Snow removal and lawn care budgeted amount is reduced from prior year with an expectation that volunteers will help with hand removal of snow and also volunteer to mow the lawn in season.
- Concerns for cash flow projections month by month. Need for Treasurer and Finance Committee to monitor closely
- Church fiscal assets are restricted and not readily converted to necessary cash for month to month operation
- Appreciation for the transparency of both the proposed budget as well as the display of the adjustments that were taken to achieve the proposed budget.

**Action Taken:** Carol Hauke moved and Kim Wichert seconded a motion to accept the proposed budget for 2017-2018 with the condition that a review be taken as of October at which time a revised budget might be necessary for a vote. Unanimously approved.

**Action Needed:** Establish a list of volunteers to mow the lawn throughout the season.

**Schedule a review of the budget based on September financial reports and if necessary, schedule a congregational vote on a revised budget subsequently.**

**Passing of the Gavel:** Tara Gauding passed the gavel to incoming President, Stephen Hyde

**Closing Prayer Hymn:** “Doxology” sung in unison by those in attendance

**Meeting was adjourned at 2:30PM**

*Prepared by Janice Clements, Clerk 05-23-2017*

## Financial Reports

### Treasurer's Report as of April 2018 for Operating Budget

Account Name	Current Activity	YTD Activity	Annual Budget	% of Budget
<b>Income</b>				
Committed Gifts	\$0.00	\$8,000.00		
Pledge Income	\$38,498.50	\$376,732.71		
<b>Total Pledges</b>	<b>\$38,498.50</b>	<b>\$384,732.71</b>	<b>\$400,000.00</b>	<b>96</b>
Unpledged Gifts	\$2,805.00	\$17,541.00		
<b>Unpledged Gifts</b>	<b>\$2,805.00</b>	<b>\$17,541.00</b>	<b>\$11,000.00</b>	<b>159</b>
<b>Total Pledged &amp; Unpledged Gifts</b>	<b>\$41,303.50</b>	<b>\$402,273.71</b>	<b>\$411,000.00</b>	<b>98</b>
Christmas Offering	\$0.00	\$5,702.29	\$5,230.00	109
Communion Offering	\$0.00	\$0.00	\$1,138.00	0
Easter Offering	\$1,983.00	\$1,993.00	\$3,500.00	57
Initial Offering (Envelopes)	\$0.00	\$0.00		
Miscellaneous Income	\$0.00	\$0.00		
Parking or Office Donations	\$0.00	\$466.43		
Per Capita Income	\$41.00	\$943.90	\$1,500.00	63
Plate Offering	\$667.87	\$5,707.70	\$3,500.00	163
Unrestricted Memorial Gifts	\$0.00	\$440.00	\$1,000.00	44
<b>Other Contributions</b>	<b>\$2,691.87</b>	<b>\$15,253.32</b>	<b>\$15,868.00</b>	<b>96</b>
AmazonSmile Fundraiser Income	\$0.00	\$146.80		
Funeral Income	\$0.00	\$2,570.00	\$1,155.00	223
Gift Card Fundraiser Net Earnings	\$55.00	\$700.50	\$755.00	93
Insurance Copay (RMH)	\$0.00	\$5,476.00	\$4,225.00	130
Pick-a-Party Fundraiser Expenses	\$0.00	\$0.00		
Pick-a-Party Fundraiser Income	\$105.00	\$4,285.00	\$4,334.00	99
Rental Income	\$2,203.00	\$24,452.25	\$19,901.00	123
Wedding Income	\$0.00	\$900.00	\$1,500.00	60
<b>Earned Income</b>	<b>\$2,363.00</b>	<b>\$38,530.55</b>	<b>\$31,870.00</b>	<b>121</b>
Capital Improvements Income (I&T)	\$5,150.00	\$61,025.00		
I&T Investment Distributions	\$15,660.00	\$38,983.59	\$38,983.00	100
Poss Shop Reimbursements	\$1,250.00	\$15,000.00	\$25,000.00	60
Reese Organ Maintenance Fund	\$0.00	\$0.00	\$0.00	0
Transfer to Operating Budget	\$0.00	\$2,176.35		
<b>Transfers</b>	<b>\$22,060.00</b>	<b>\$117,184.94</b>	<b>\$63,983.00</b>	<b>183</b>
Bank Reconciliation Discrepancies Income	\$0.00	\$130.00		
Refunds and Credits	\$0.00	\$5,652.14		

	<b>Total Income</b>	<b>\$68,418.37</b>	<b>\$579,024.66</b>	<b>\$522,721.00</b>	<b>111</b>
<b>Expenses</b>					
Associate Minister Professional Expense		\$0.00	\$249.91	\$1,000.00	25
Benefits		\$12.01	\$25,939.99	\$30,063.00	86
FICA/Medicare Employer		\$1,181.51	\$13,422.87	\$21,002.00	64
FY17 FICA Reimbursement		\$0.00	\$2,030.24		
Job Advertisements		\$100.00	\$840.00	\$1,000.00	84
Professional Expense (Non-Clergy)		\$643.31	\$912.87	\$1,500.00	61
Salaries		\$22,367.08	\$285,413.18	\$285,778.00	100
Senior Minister Professional Expense		\$305.00	\$1,699.91	\$2,000.00	85
Worker's Compensation Insurance		\$0.00	\$3,271.00	\$3,000.00	109
	<b>Personnel Costs</b>	<b>\$24,608.91</b>	<b>\$333,779.97</b>	<b>\$345,343.00</b>	<b>97</b>
Adult Education		\$0.00	\$0.00	\$0.00	0
Children's Ministry		839.8	3,231.73	3,050.00	106
Christian Action		0	0	0	0
Church Growth		0	0	0	0
Deacon's Expense		30	231.99	150	155
Fellowship & Hospitality		339.43	3,701.05	2,730.00	136
Investments & Trusts		0	500	500	100
Music Expense		235	1,363.00	1,000.00	136
Stewardship/Planned Giving		0	109.33	500	22
Worship		472.33	977.36	1,200.00	81
Youth Ministry		23.06	245.14	200	123
	<b>Committees</b>	<b>\$1,939.62</b>	<b>\$10,359.60</b>	<b>\$9,330.00</b>	<b>111</b>
Electric		810.51	8,792.04	9,500.00	93
Furniture & Equipment		0	0	500	0
Housekeeping Supplies		0	2,087.34	2,550.00	82
Janitorial Services		1,480.00	19,155.00	19,400.00	99
Maintenance & Repairs		12,511.29	20,000.00	30,000.00	67
Natural Gas/Fuel		2,173.65	15,212.54	16,700.00	91
Property Insurance		0	25,110.00	24,241.00	104
Snow Removal & Lawn Care		0	3,648.18	3,045.00	120
Trash & Recycling		149.82	1,508.02	1,343.00	112
Water Expense		202.64	2,613.91	2,584.00	101
	<b>Operating Expense</b>	<b>\$17,327.91</b>	<b>\$98,127.03</b>	<b>\$109,863.00</b>	<b>89</b>
ADP Fees		159.7	2,285.83	1,900.00	120
Books & Periodicals		404.57	768.82	500	154
Computer Equipment		369.99	369.99	1,200.00	31
Copier Expense		320.69	3,914.33	5,341.00	73
Financial Transaction Fees		205.69	2,423.43	1,300.00	186
Miscellaneous		0	566.63	500	113
Office Supplies		508.92	2,217.44	2,812.00	79

Per Capita Expense	0	4,154.00	5,400.00	77
Phone & Internet	489.67	6,207.85	5,726.00	108
Postage	547.97	2,297.38	2,768.00	83
Technology & Website	586.15	8,156.15	9,119.00	89
VT Conference UCC Delegates	1,105.00	2,006.82	900	223
<b>Administrative Expense</b>	<b>\$4,698.35</b>	<b>\$35,368.67</b>	<b>\$37,466.00</b>	<b>94</b>
Communion Offering Transfer to Mission	1,000.00	1,000.00	1,000.00	100
Operating Transfer to Mission Fund	3,208.33	24,749.96	23,500.00	105
<b>Mission Transfers</b>	<b>\$4,208.33</b>	<b>\$25,749.96</b>	<b>\$24,500.00</b>	<b>105</b>
Capital Improvements	13,763.24	63,089.28		
Interim Senior Minister Search/Moving Expenses	0	1,075.49	5,000.00	22
<b>Special Projects</b>	<b>\$13,763.24</b>	<b>\$64,164.77</b>	<b>\$5,000.00</b>	<b>1,283</b>
Bank Reconciliation Discrepancies Expenses	\$0.00	\$130.00		
<b>Total Expenses</b>	<b>\$66,546.36</b>	<b>\$567,680.00</b>	<b>\$531,502.00</b>	<b>107</b>
<b>Difference</b>	<b>\$1,872.01</b>	<b>\$11,344.66</b>	<b>(\$8,781.00)</b>	

## Detailed Fund Activity Report as of 4/30/2018

Account Name	Current Activity	YTD Activity
<b>Austin Handbell Choir</b>		
<b>Beginning Fund Balance</b>	<b>\$11,259.19</b>	<b>\$9,010.39</b>
<b>Income</b>		
Bake Sale	\$0.00	\$520.25
Misc. Income	\$0.00	\$2,016.00
<b>Total Income</b>	<b>\$0.00</b>	<b>\$2,536.25</b>
<b>Expenses</b>		
Misc. Expenses	\$0.00	\$287.45
<b>Total Expenses</b>	<b>\$0.00</b>	<b>\$287.45</b>
<b>Ending Fund Balance</b>	<b>\$11,259.19</b>	<b>\$11,259.19</b>
<b>Flower Fund</b>		
<b>Beginning Fund Balance</b>	<b>(\$139.90)</b>	<b>\$470.10</b>
<b>Income</b>		
Flower Income	\$750.00	\$2,033.00
Lilies Income	\$128.00	\$533.00
Poinsettia Income	\$0.00	\$644.00
<b>Total Income</b>	<b>\$878.00</b>	<b>\$3,210.00</b>

**Expenses**

Flower Expense	\$50.00	\$1,589.00
Lilies Expense	\$0.00	\$675.00
Poinsettia Expense	\$0.00	\$748.00
<b>Total Expenses</b>	<b>\$50.00</b>	<b>\$3,012.00</b>
<b>Ending Fund Balance</b>	<b>\$688.10</b>	<b>\$668.10</b>

**Memorial Garden Fund**

<b>Beginning Fund Balance</b>	<b>\$7,285.02</b>	<b>\$3,104.90</b>
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**Income**

Memorial Garden Committal Income	\$0.00	\$835.00
Memorial Garden Donations	\$20.00	\$5,460.76
<b>Total Income</b>	<b>\$20.00</b>	<b>\$6,295.76</b>

**Expenses**

Memorial Garden Expense	\$0.00	\$95.74
Memorial Garden Plaques	\$0.00	\$1,999.90
<b>Total Expenses</b>	<b>\$0.00</b>	<b>\$2,095.64</b>
<b>Ending Fund Balance</b>	<b>\$7,305.02</b>	<b>\$7,305.02</b>

**Mission Fund**

<b>Beginning Fund Balance</b>	<b>\$7,059.04</b>	<b>\$6,667.19</b>
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**Income**

Communion Offering - Mission Income	\$1,000.00	\$1,000.00
Operating Fund Transfer	\$3,208.33	\$24,749.96
<b>Total Budgeted Income</b>	<b>\$4,208.33</b>	<b>\$ 25,749.96</b>

CROP Hunger Walk Event Income	\$0.00	\$755.00
Small Potatoes Donations	\$120.00	\$440.00
<b>Total Exchange Income</b>	<b>\$120.00</b>	<b>\$1,195.00</b>

Alternative Giving Income	\$0.00	\$149.00
Christmas Mission Income	\$0.00	\$2,210.00
Disaster Relief Income	\$0.00	\$3,446.31
Dragon Boat	\$0.00	\$1,715.00
Easter Mission Offering Income	\$420.00	\$1,238.00
FCCB Mission/Local Grant Income	\$0.00	\$750.00
James Hospital Donations	\$0.00	\$13,594.17
JUMP Donations	\$100.00	\$650.00
Mission Donations	\$0.00	\$230.00
Neighbors in Need Donations (UCC)	\$100.00	\$881.00
One Great Hour of Sharing Donations (UCC)	\$100.00	\$1,028.00
Share Christmas Income	\$0.00	\$3,915.00
<b>Total Income</b>	<b>\$5,048.33</b>	<b>\$ 56,751.44</b>

**Expenses**

COTS Expense	\$35.00	\$35.00
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JUMP Exchange	\$150.00	\$650.00
Local Grant Expense	\$0.00	\$925.12
Small Potatoes Exchange	\$260.00	\$440.00
<b>Total Exchange</b>	<b>\$445.00</b>	<b>\$2,050.12</b>
Alternative Giving Expense	\$0.00	\$149.00
Christmas Mission Expense	\$0.00	\$2,210.00
CROP Hunger Walk Event Expense	\$0.00	\$980.23
Disaster Relief Expense	\$0.00	\$3,446.31
Dragon Boat Expenses	\$0.00	\$1,715.00
Easter Mission Offering Expense	\$1,238.00	\$1,238.00
James Hospital Expense	\$0.00	\$16,104.00
JUMP Expense	\$3,115.00	\$8,500.00
Neighbors in Need Expense (UCC)	\$100.00	\$881.00
One Great Hour of Sharing Expense (UCC)	\$100.00	\$1,028.00
Our Church's Wider Mission Expense	\$5,000.00	\$17,500.00
Share Christmas Expense	\$183.02	\$4,664.84
Small Potatoes Expense	\$307.67	\$1,333.45
<b>Total Expenses</b>	<b>\$10,488.69</b>	<b>\$61,799.95</b>
<b>Ending Fund Balance</b>	<b>\$1,618.68</b>	<b>\$1,618.68</b>

### Possibility Shop Fund

<b>Beginning Fund Balance</b>	<b>\$89,203.88</b>	<b>\$67,318.22</b>
<b>Income</b>		
Poss Shop Sales	\$2,921.62	\$40,984.68
<b>Total Income</b>	<b>\$2,921.62</b>	<b>\$40,984.68</b>
<b>Expenses</b>		
Poss Shop Reimbursement to Church for Services	\$1,250.00	\$15,000.00
Poss Shop Supplies & Equipment	\$0.00	\$1,230.41
Poss Shop Repairs & Maintenance	\$0.00	\$698.59
Poss Shop Sales Tax	\$124.91	\$623.31
<b>Total Expenses</b>	<b>\$1,374.91</b>	<b>\$17,552.31</b>
<b>Ending Fund Balance</b>	<b>\$90,750.59</b>	<b>\$90,750.59</b>

### Robert A Lee Memorial Fund

<b>Beginning Fund Balance</b>	<b>\$1,397.00</b>	<b>\$997.00</b>
<b>Income</b>		
Robert A Lee Memorial Fund Income	\$1,000.00	\$1,400.00
<b>Total Income</b>	<b>\$1,000.00</b>	<b>\$1,400.00</b>
<b>Ending Fund Balance</b>	<b>\$2,397.00</b>	<b>\$2,397.00</b>

### Special Music Fund

<b>Beginning Fund Balance</b>	<b>\$1,504.00</b>	<b>\$1,304.00</b>
<b>Income</b>		
Special Music Fund Income	\$100.00	\$1,000.00

	<b>Total Income</b>	<b>\$100.00</b>	<b>\$1,000.00</b>
<b>Expenses</b>			
Special Music Fund Expense		\$400.00	\$1,100.00
	<b>Total Expenses</b>	<b>\$400.00</b>	<b>\$1,100.00</b>
	<b>Ending Fund Balance</b>	<b>\$1,204.00</b>	<b>\$1,204.00</b>

### **Vermont Ibutwa Initiative Fund**

	<b>Beginning Fund Balance</b>	<b>\$22,955.21</b>	<b>\$14,728.55</b>
<b>Income</b>			
Vermont Ibutwa Initiative Income		\$809.00	\$26,340.00
	<b>Total Income</b>	<b>\$809.00</b>	<b>\$26,340.00</b>
<b>Expenses</b>			
Admin/Office Supplies (DRC)		\$0.00	\$788.11
Equipment (DRC)		\$0.00	\$180.00
Fund Transfer Fees (DRC)		\$24.00	\$423.00
Staff Salaries (DRC)		\$250.00	\$2,450.00
Transportation (DRC)		\$50.00	\$470.00
	<b>VIBI D.R. Congo</b>	<b>\$324.00</b>	<b>\$4,311.11</b>
Medical Clinic		\$0.00	\$80.00
Medical Treatment		\$0.00	\$95.40
	<b>VIBI DRC Health Programs</b>	<b>\$0.00</b>	<b>\$175.40</b>
School Tuition		\$0.00	\$2,020.00
	<b>VIBI DRC Community Support Programs</b>	<b>\$0.00</b>	<b>\$2,020.00</b>
Admin/Office Supplies (US)		\$0.00	\$275.00
Communications/Phone		\$300.00	\$2,850.00
Staff Salaries (US)		\$600.00	\$8,000.00
	<b>VIBI US</b>	<b>\$900.00</b>	<b>\$11,125.00</b>
Other Expense		\$0.00	\$648.00
	<b>VIBI Grants, etc.</b>	<b>\$0.00</b>	<b>\$648.00</b>
Expense		\$20.00	\$268.83
	<b>Total Expenses</b>	<b>\$1,244.00</b>	<b>\$18,548.34</b>
	<b>Ending Fund Balance</b>	<b>\$22,520.21</b>	<b>\$22,520.21</b>

### **Women of the Church Fund**

	<b>Beginning Fund Balance</b>	<b>\$11,929.71</b>	<b>\$14,960.60</b>
<b>Income</b>			
Memorial Reception Income		\$0.00	\$600.00
Chicken & Biscuit Dinner Income		\$0.00	\$1,555.00
Event Income		\$0.00	\$3,003.68
Harvest Bazaar Income		\$0.00	\$2,874.36
	<b>Total Income</b>	<b>\$0.00</b>	<b>\$8,033.04</b>
<b>Expenses</b>			

Memorial Reception Expense	\$0.00	\$16.20
Chicken & Biscuit Dinner Expense	\$0.00	\$993.79
Event Expense	\$0.00	\$727.59
Transfer Expense	\$5,300.00	\$14,626.35
<b>Total Expenses</b>	<b>\$5,300.00</b>	<b>\$16,363.93</b>
<b>Ending Fund Balance</b>	<b>\$6,629.71</b>	<b>\$6,629.71</b>

## Youth Fund

<b>Beginning Fund Balance</b>	<b>\$21,061.97</b>	<b>\$21,116.29</b>
<b>Income</b>		
Middle School Program Income	\$0.00	\$2,155.00
YES Program Payments	\$200.00	\$1,950.00
Youth Advent Dinner Income	\$0.00	\$327.00
Youth Program Donations	\$5,405.00	\$7,615.00
Youth Wreath Income	\$0.00	\$3,085.00
<b>Total Income</b>	<b>\$5,605.00</b>	<b>\$15,132.00</b>
<b>Expenses</b>		
High School Program Expense	\$52.06	\$341.40
Middle School Program Expense	\$103.34	\$2,632.73
YES Program Expense	\$7,475.40	\$11,864.24
Youth Wreath Expense	\$0.00	\$2,370.75
<b>Total Expenses</b>	<b>\$7,630.80</b>	<b>\$17,209.12</b>
<b>Ending Fund Balance</b>	<b>\$19,036.17</b>	<b>\$19,039.17</b>

## First Congregational Church Staff

### Minister

Rev. Carrie Bail  
*Interim Senior Minister*  
July 2016 – present

### Administrative/Operations Staff

Heather Pipino  
*Finance Manager*  
March 2017 – present

Amara Devino  
*Administrative Assistant*  
October 2017 – present

Patrick Brown  
*Property Steward*  
August 2017-present

### Music Staff

David Neiweem  
*Director of Music*

Shelly Barger  
*Director of Children's Choirs*  
September 2016 – May 2018

Jennifer Coleman  
*Director of Austin Chimers Bell Choir*

Bruce Barger  
*Section Leader*

Brian Lynam  
*Section Leader*

### Program Staff

Ava Kelly  
*Community Outreach Coordinator*  
2017-present

Lucy Samara  
*Communications Coordinator*  
1991-present

Lauren "Larken" Scuderi  
*Children's Ministries Coordinator*  
December 2016 – May 2018

Andy Barker  
*Interim High School & Youth Ministries Coordinator*  
February 2017 – present

Libby Elder-Connors  
*Nursery/Pre-school Staff*

### Security Staff

Anthony Galas

Brian Bing

Carl Crawford

Laura Elder-Connors

Becky Winward (sub)

### Janitorial Staff

Derik and Carole Breen

## First Congregational Church Proposed Budget

	Year 2017-2018	Year 2018-2019
<b><u>Income</u></b>		
Committed Gifts		\$0
Operating Pledges (received)	\$400,000	\$369,026
Operating Pledges (potential)		\$34,942
<b>Total Pledges</b>	<b>\$400,000</b>	<b>\$403,968</b>
Unpledged Gifts	\$11,000	\$15,000
<b>Unpledged Gifts</b>	<b>\$11,000</b>	<b>\$15,000</b>
<b>Total Pledged/Unpledged Gifts</b>	<b>\$411,000</b>	<b>\$418,968</b>
Christmas Offering	\$5,230	\$5,600
Communion Offering	\$1,138	\$1,138
Easter	\$3,500	\$3,500
Per Capita	\$1,500	\$1,500
Plate Offering	\$3,500	\$4,000
Unrestricted Memorial Gifts	\$1,000	\$1,000
<b>Other Contributions</b>	<b>\$15,868</b>	<b>\$16,738</b>
Funeral Income	\$1,155	\$1,155
Fundraiser: Gift Card (Net Earnings)	\$755	\$755
Fundraiser: Pick-A-Party	\$4,334	\$4,225
Fundraiser: Yard Sale		\$2,500
Insurance Co-Pay (Ronald McDonald House)	\$4,225	\$5,476
Rental Income	\$19,901	\$22,000
Wedding Income	\$1,500	\$700
Amazon Smile Fundraiser	\$0	\$0
<b>Earned Income</b>	<b>\$31,870</b>	<b>\$36,811</b>
I&T Transfers	\$38,983	\$39,000
Possibility Shop reimbursements	\$25,000	\$25,000
Reese Organ Maintenance Fund	\$0	\$1,400
2017-2018 surplus	\$0	\$15,000
<b>Transfers and I&amp;T Income</b>	<b>\$63,983</b>	<b>\$80,400</b>
<b>Total Income</b>	<b>\$522,721</b>	<b>\$552,917</b>
<b><u>Expense</u></b>		
Community Ministries Coordinator Prof. Expense	\$1,000	\$1,000
Benefits	\$30,063	\$28,615
FICA/Employer Portion	\$21,002	\$14,101
Job Advertisements	\$1,000	\$1,000
Professional Expense (Non-Clergy)	\$1,500	\$1,500

Salaries	\$285,778	\$306,366
Senior Minister Professional Expense	\$2,000	\$2,000
Worker's Compensation Insurance	\$3,000	\$3,000
<b>Personnel Costs</b>	<b>\$345,343</b>	<b>\$357,582</b>
Adult Education	\$0	\$0
Children's	\$3,050	\$5,000
Ministry		
Christian Action	\$0	\$0
Church Growth	\$0	\$0
Deacon's Expense	\$150	\$150
Fellowship & Hospitality	\$2,730	\$2,730
Investments and Trusts	\$500	\$500
Music Expense	\$1,000	\$3,400
Stewardship/Planned Giving	\$500	\$500
Worship	\$1,200	\$1,200
Youth Ministry	\$200	\$0
<b>Committees</b>	<b>\$9,330</b>	<b>\$13,480</b>
Electric	\$9,500	\$9,700
Furniture & Equipment	\$500	\$500
Housekeeping Supplies	\$2,550	\$2,550
Janitorial Services	\$19,400	\$19,400
Maintenance & Repairs	\$30,000	\$30,000
Natural Gas/Fuel	\$16,700	\$15,900
Property Insurance	\$24,241	\$25,979
Snow Removal/Lawn Care	\$3,045	\$3,400
Trash & Recycling	\$1,343	\$1,400
Water	\$2,584	\$3,000
<b>Operating Expense</b>	<b>\$109,863</b>	<b>\$111,829</b>
ADP Fees	\$1,900	\$1,900
Books & Periodicals	\$500	\$400
Computer Equipment	\$1,200	\$1,200
Copier Expense	\$5,341	\$4,500
Financial Transaction Fees	\$1,300	\$1,900
Miscellaneous	\$500	\$500
Office Supplies	\$2,812	\$2,800
Per Capital Expense	\$5,400	\$4,200
Postage	\$2,768	\$2,500
Technology & Website	\$9,119	\$8,000
Telephone & Internet	\$5,726	\$6,700
VT Conference UCC Delegates	\$900	\$900
<b>Administrative Expense</b>	<b>\$37,466</b>	<b>\$35,500</b>

Mission: Communion Offering Transfer to Mission	\$1,000	\$1,000
Mission: VT UCC Expense		\$15,500
Mission: JUMP Expense		\$8,000
Operating Transfer to Mission Fund	\$23,500	\$0
<b>Mission Expenses*</b>	<b>\$24,500</b>	<b>\$24,500</b>
Interim Senior Search/Moving Exp.	\$5,000	\$10,000
<b>Total Special Project Expenses</b>	<b>\$5,000</b>	<b>\$10,000</b>
<b>Total Expenses</b>	<b>\$531,502</b>	<b>\$552,891</b>
<b>Net Income (Loss)</b>	<b>(\$8,781)</b>	<b>\$26</b>

**\*Annual Mission In-Kind donations are estimated to be \$253,000 consisting of Possibility Shop vouchers and reduced or no building rent to Ronald McDonald House, JUMP, New Alpha, A.A. & Al-Anon Meetings, Mad Robin Callers, Aurora Chamber Singers, etc.**



## **Church Reorganization 2018-2019:** **Implementing the New Bylaws**

In November of 2017, the First Congregational Church in Burlington approved changes to the church bylaws. The **revised bylaws** describe clear functions for the Boards of Trustees and Deacons to accomplish with support from committees of members to fulfill those functions.

As the Boards of Trustees and Deacons worked this year to create a **new organizational structure** aligned with key church functions, we recognized that our smaller church size cannot sustain a wide array of committees, that many members wish to give more efficiently and effectively with their time, and that more communication is needed to know and value what members are doing. As a result, we have created the following plan for 2018-2019:

- The many committees of the church will be consolidated into **seven teams** focused on key functions. The Boards of Trustees and Deacons will continue to provide overall vision, oversight, and support for the work of the church.
- Each team will be composed of a **leader/co-leaders, several church members, and assigned church staff members** that meet regularly to strategize, coordinate, and facilitate the work of the team. A member of the Trustees or Deacons will serve as a liaison to each team in order to communicate needs and issues and provide resources and support.
- Each team may create work or **task groups** to accomplish specific activities and events, which allows more members to serve for a smaller and focused commitment of time. Some task groups may be past committees that can now be linked to the new teams in order to connect their efforts and gain additional resources as needed.

The seven teams for 2018-19 are:

- **Administration Team:** Oversees tasks such as Preparing the Annual Budget, Investments, Pastor-Parish Relations, Personnel, Policies/Procedures, Technology, Grievances
- **Building/Grounds Team:** Oversees tasks such as Outside Users/ Rentals, Security, Capital Needs, Maintenance/Repairs, Memorial Garden
- **Stewardship Team:** Oversees tasks such as Maintaining Church Membership List, Annual Stewardship Campaign, Member Engagement, Planned Giving
- **Worship Team:** Oversees tasks such as Worship Services, Music, Communion, Ushers, Flowers, New Worship/Faith Opportunities
- **Faith Formation Team:** Oversees tasks such as Children's Ministries, Youth Ministries, Adult Education
- **Connections Team:** Oversees tasks such as Partners in Pastoral Care, Hospitality (Funerals, Special Services), Coffee/Fellowship Hours, Pick-A-Party, New American Ministries, Women of Church, Men's Breakfast, New Member Welcome
- **Outreach Team:** Oversees tasks such as Local Mission Work, the Possibility Shop, Global Ministries and Disaster Relief

We are now identifying potential team leaders and planning group members for the seven teams. **We are also looking for additional members** who are willing to volunteer to be part of task groups for specific events and activities. Please contact Amy Mellencamp at [amy.mellencamp@gmail.com](mailto:amy.mellencamp@gmail.com) or 802-865-2101, if you are interested in serving.

## Leadership Roster 2018-19

**President:** Amy Mellencamp

**President Elect:** Rob Backus

**Past President:** Steve Hyde

**Treasurer:** Bob Wolf

**Clerk:** Linda Elrick

**Trustees at Large:** Janice Claypoole, Susan DeClue, Simon Jorgensen, Mike Knauer, Judy Gray

**Board of Deacons:** Julia Boynton, Hilah Clark, Gail Compton, James LaPierre, Ellen Pine, Danielle Rochford, Al Weldon, Baki Nelson, Donal Dugan, Eric Davis

**Pastor Parish Relations:** Mandy Grace, Mike Samara, Susan Saunders, Al Weldon

**Team Leaders/Team Members:** *Outreach Team Leader:* Mark Oettinger, TBA (Complete List Available June 30, 2018)

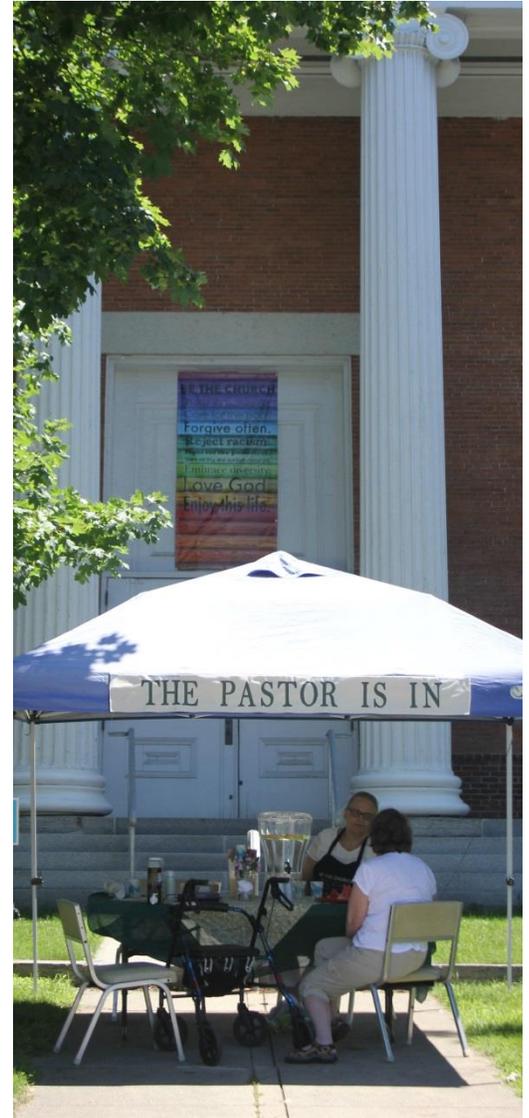


## **Report from Interim Minister – Rev. Carrie Bail**

Almost two years now I have served with you at First Congregational Church in Burlington. It feels like quite a revived place, full of spirit and energy and now, anticipation for the new minister who will be coming since the church profile is about to be publicized nationally. I hope for your sake as well as mine that this will be my last “annual report” with you. Let me share with you some of the signs of healthy change that have occurred through this past year.

Last summer was lively! In June we hung the “Be the Church” banner over the front door and heard a set of summer sermons on its topics. We set a course to continue board meetings over the summer in order to finish writing and publicizing the new Community Ministries Coordinator position, to rewrite the suspended bylaw on governance, and to lay the groundwork to decide in September if budget cuts would be needed. Other summer work with the newly functioning personnel committee included hiring two new staff members: Marguerite Bogle as office assistant and Pat Brown as Property Steward.

We also needed fun and fellowship, which occurred through Wednesday’s “Lemonade on the Lawn” events, the Women’s Fellowship Yard Sale, and in early August, the “Pulling Together” Dragon Boat team. In mid-July we bid a fond farewell to our Designated Associate Minister, Sally May, who began her call as pastor of Mallets’ Bay UCC in September.



As I returned in September we started up a new program year with a flourish. As usual our Homecoming Sunday and ice cream happened on the same day as the Pride Parade after church. We began interviews for the CMC position and had a congregational meeting on the budget, boldly taking the risk of an \$8K shortfall. (The odds were good, it turns out, since we ended the year with a surplus.) And the star-studded search committee was commissioned and then off and running twice a month. (Please read their report as well.)

Our decision to hire the energetic and Spirit-filled Ava Kelly as CMC came to fruition in mid-October, just a few days ahead of the maternity leave of our Children’s Ministry Coordinator, Larken Scuderi. Baby Bella arrived on Oct. 31. We held a second congregational meeting at which we passed the brand-new bylaw on governance. The month closed with an Oct 29<sup>th</sup> Worship Committee special service featuring an appearance from Martin Luther himself, marking the 500<sup>th</sup> anniversary of the Reformation.

We engaged an online company to bring us a pictorial directory in November, and then joined in with enthusiasm as Ava began a number of new ventures: Blue Jean Sunday, work on refreshing our spaces for the

holiday season (paint and decorations in the hallway and restrooms), planning for the Pageant – she left us breathless, in a good way. Please read her report as well. Upon our receptionist’s resignation, we made another miraculous hire in our office assistant, Amara Devino.

December was a spirit-filled season, with all the usual events as well as a Blue Christmas worship which occurred the day before a heart-breaking funeral service for the grandson of one of our church members. Christmas Eve day (the 24th) was Sunday and we held “only” three worship services: a 10 am service for the fourth Sunday of Advent, a 5 pm Family Christmas Eve service, and a 7 pm, Candlelight service.

January and February were the beginning of a long winter in which we held services for three deaths and for three baptisms as well. The Deacon and Trustee boards met jointly as we began to live into the new governance structure. In March, we began a series of meetings to explore membership. (Ten joined on April 22, and a few more may sign on in June.)

On March 18<sup>th</sup> we invited guests to join us for the remarkable celebration of the decades of humble service by our own Lucy Samara in the work of missions and youth (among many other things.) Lucy is not going anywhere, but from now on her work will be in communications and technology. The Worship Committee grew into its own very large shoes on Palm Sunday, as my back refused to release a spasm for ten days or so, and they had to lead the worship service with only a few days’ notice. It was just one more piece of evidence of how lay leadership has emerged and strengthened in a remarkable way over the last year. Back in the pulpit for Easter, we had a full house. I also enjoyed having our church participate in the annual Champlain Association pulpit exchange, as you had the good fortune to hear Rev. Jared Hamilton while I filled his pulpit at United Church of Hinesburg.

As the search committee completes the first part of its dedicated hard work in seeking a new minister, the words of the brand-new church profile begin to capture the vision of a renewed urban church finding its strengths in leadership and in imagination. My work as interim nears completion of its delineated tasks, as you have contemplated your history, strengthened and tested your leadership, and begun to envision a direction and an identity for this your church’s vision as it approaches the third decade of the second millennium. You have worked with diligence and persistence, and I am gratified by how far you have come toward a healed and a healing community: I am grateful to you and also to God.

Your pastor,

*Carrie*



## Report from Community Ministries Coordinator – Ava Kelly

Dear Friends,

As I reflect on the job that you have called me here to do, I can't help but think that my position is primarily one of change agent, and I can't imagine a more Christian vocation. As individuals and as a church, we are all pilgrims on a path of radical transformation- a transformation that takes everything we think we know and turns it on its head so we can become more faithful, more loving, and more fully human. This path is not without its struggles and challenges! But, as I write this to you, I am full of joy and hope that comes from the beautiful "signs of life" which point to a transforming, thriving community of faith and love.



In the six months I have been here, we have seen new life in our building - Blue Jean Sunday brought many people working together to create a clean, beautiful church that our guests would feel welcomed by. Our youth created meaningful art installations along the hallway. A determined team of members repainted and decorated the bathrooms, and a contingent of the building committee kindly patched and repainted my office so it could become a place of peace and inspiration for me and for others. Next up: proposals are being put together for revitalized spaces for our children and youth. Work to begin this summer!

I loved being a part of our pageant this year. It was such a blessing to tell this classic faith story in a new way with participation from our entire congregation. The way we were able to see the meaning of Jesus' birth alive in our world today made all the extra rehearsals and meetings well worth their while. I am so grateful for our children, youth, their parents, and the members of our congregation who shared their creativity, time, and faith with each other to make it all come to life. (For more about our children's and youth growth, see the Faith Formation report.)



The Noohra (the Aramaic word for God's light in the world) workshop series was a hugely insightful experience for me, and I hope for our congregation. Asking ourselves eight questions around identity, belonging, mission, and covenant, we participated in an opportunity to connect more deeply around matters of faith and Christian belief. We worked together to define what "church" can and should be for this community and brainstormed ways that could manifest. We took time to discern the strengths and passions of ourselves as individuals and as a community. The lively and tenacious participation from our members brought me hope and excitement for our future.

In response to feedback from Noohra, we created Mission Ignition- a Noohra-like one-day workshop intended to help us identify how the gifts, skills, and passions of our members intersect with the needs of our community to create a vision for new directions in mission.



Also in response to Noohra we created a team to build Sacred Spaces- an alternative worship service being offered on Sunday evenings starting this May. Simplicity and intimacy are the two words I would use to describe this time together. In an effort for us to grow closer as a community while also inviting in people from other life and faith perspectives, this worship service focuses on fellowship and discussion, contemporary music, and community-led prayers and reflections.

As we head into the next year, I have been reflecting on the role of the church- not just our church, but any church- in the life of individuals and communities. I always come back to the same thought: where else can one go to focus on, grow in, and pour out divine love? As you can see from the bulletin board in the midway, all we do here, every act of transformation and change is rooted and growing in love. What a gift and responsibility we have been given to share this love with the world. Let us move this work forward in faith, hope, and joy.

With love,

*Ava*



## Mission Report 2017-2018

During 2017 – 2018, the Mission Committee worked faithfully to continue our Church’s vibrant history of supporting effective and caring missions locally and globally.

The Mission Committee involved our congregation in effective mission initiatives, responding to significant human needs in our local community, including thoughtful assistance for adults and children living in poverty and supporting community efforts to address homelessness, hunger, and programs supporting refugees as they transition to life in Vermont as new Americans. The Mission Committee promotes awareness and support of the Vermont, national and international ministries of United Church of Christ and of the global initiatives of Church World Service. The Mission Committee allocates the Mission Budget approved by the congregation, plans and implements mission programs and coordinates special offerings. By providing our congregation with opportunities to share individual gifts of time, resources and talent, the committee works to involve adults and youth in our church in active participation in the church’s mission - as expressed in our Covenant of Membership to be: *“the promotion of justice, human dignity and peace, and participation in meeting the unfolding needs of God’s people.”*

**Mission Ignition:** In late April, a great group from our congregation met with Community Ministries Coordinator Ava Kelly to consider new possibilities and directions in mission and social justice advocacy. The newly forming Outreach Team will work closely with Ava in 2018-2019 to propose new mission and social justice initiatives for our congregation.



**Allocation of Funds to Core Ministries:** The Mission Budget was determined through our congregation’s budgeting process to be \$24,500 in 2017-2018. The actual allocation was \$25,750 as our church made up for a \$2,500 shortfall in the Mission Fund for 2016-2017. The Mission Committee focuses funding on three core ministries: the United Church of Christ; the Joint Urban Ministry Project: JUMP; and Small Potatoes. The details of the Mission Budget income and expenses are available in the fiscal year-end financial documents of First Congregational Church and are shared during the year through the newsletter and our *“Mission Programs and Christian Action Advocacy”* Brochure.

- **The United Church of Christ - \$17,500:** This allocation to “Our Church’s Wider Mission” represents our goal of \$15,000 for 2017-2018 and an additional \$2,500 in UCC funding to make up for the shortfall in the Mission Fund budget in 2016-2017. These funds will be used in Vermont (65%) and in national UCC settings (35%). The UCC is represented regionally by the Vermont Conference of the United Church of Christ ([vtucc.org](http://vtucc.org)). The UCC ([ucc.org](http://ucc.org)) supports important international and national mission work, assists with minister



search for local congregations, supports significant social justice initiatives, manages a pension program for clergy, offers educational events and resources (including some for youth and a summer camp opportunity), assists new church starts, and provides a myriad of tools for faith formation. There are many ways to learn more including researching the UCC online nationally and in Vermont.

- **JUMP (The Joint Urban Ministry Project) - \$8,500:** JUMP is a collaborative, interfaith outreach ministry that responds to the needs of low income Vermont households. JUMP volunteers and staff meet with more than 40 families and individuals each week in JUMP’s Drop-In Center at First Congregational Church. In addition to funds provided through our mission budget, we support JUMP with funds from special offerings and our collective participation in JUMP fundraising events, directed gifts by individuals and Women of the Church, volunteers, donated parking, office and drop-in center space, and staff support. To learn more, please visit JUMP's website at [www.jumpvt.org](http://www.jumpvt.org).
- **Small Potatoes - \$1,333:** A Saturday community breakfast and bag lunch that has served people in need in our community for 30 years; we provide the facility and much needed resources, including a weekly supply of tuna for sandwiches, as well as key volunteer and staff support. We collaborate with the Burlington Friends Meeting (Quaker) to make the ministry of Small Potatoes possible.



**Special Offerings, Donations from Individuals, Volunteers & the Use of Our Facilities:** The mission work of our congregation includes the positive impact made possible by multiple national UCC and local special offerings, many hours committed to volunteer work by our members, the outreach of the Possibility Shop, and extensive community use of donated space by local programs including JUMP, Small Potatoes, and the Ronald McDonald House, housed next door in our historic parsonage, donated by our church since 1984!

- **Special Offerings in 2017-2018:**

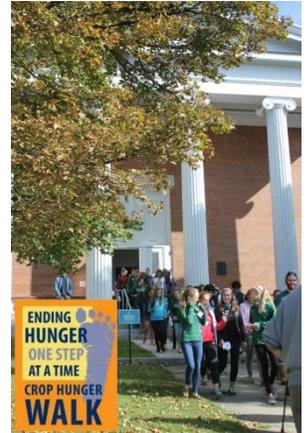
- One Great Hour of Sharing UCC – Global Ministries Offering: \$1,028
- Neighbors In Need UCC – U.S. Missions and Ministries Offering: \$881
- Disaster Relief Fund UCC (2017 hurricane relief): \$3,446
- Dragon Boat Festival - Vermont: \$1,715
- Share Christmas Fund: \$3,915
- Christmas Mission Offering:
  - Sara Holbrook Community Center – \$1,105
  - World Central Kitchen in Puerto Rico – \$1,105
- Easter Mission Offering:
  - The Vermont Ibutwa Initiative - \$619
  - Salvation Farms of Vermont - \$619



- **Donations from Individuals:** Gifts from individual donors passed through our Mission Fund providing the following additional resources to the organizations listed:
  - The James Hospital (Colachel, India) - \$16,104
  - Small Potatoes - \$400
  - JUMP - \$650
  - Local Grants for individuals in need: \$925
  - COTS - \$35

## The Gifts of Time, Talent & Resources:

- **The Joint Urban Ministry Project:** We so appreciate the commitment of our JUMP volunteers: Judy Doerner, Al Weldon, Susan Jenkins and Rebecca MacDonald. Our long-time Director of Outreach Ministries, Lucy Samara, completed her service as our official liaison with JUMP this year; that role will now be assumed by Community Ministries Coordinator, Ava Kelly.
- **CROP HUNGER WALK/Church World Service:** Walkers raise funds to support local and global hunger fighting initiatives and 30+ volunteers from our church help out on the walk day. The Mission Committee worked with the CROP Hunger Walk Committee to recruit many walk day volunteers – crossing guards, greeters, registration volunteers, and hospitality volunteers.
- **DISMAS HOUSE:** Special thanks to Rob Backus who recruits volunteers to prepare, serve, and share dinner with residents and staff on the third Thursday of every month at this Burlington program that provides a home and a new beginning for parolees. Thank you to our many Dismas House volunteers including our Middle School Youth!
- **SHARE CHRISTMAS/ANNUAL CHRISTMAS WRAP:** The Mission Committee organized our Share Christmas program - many in the congregation and community joined in the effort and, as a result, food and gifts were provided to many area families, including those matched through the Howard Center. Chair Steve Dumas led the Mission Committee's involvement in the organizing the pre-event details that made the annual Christmas Wrap such a great event, as it brought the entire congregation together in fellowship and fun while doing much good for our community.
- **ALTERNATIVE GIVING FAIR:** The Mission Committee offered this event during Advent, providing support to several mission initiatives (JUMP, our Christmas Mission Offering, COTS, global Fair Trade items, the James Hospital in India, etc.). As similar events in the wider community have become abundant, our leaders opted to offer a simpler array of "alternative giving" items than in past years. Thank you to Linda Elrick and Donna Lee for organizational support and to Cyndy and Tony Hall for making "fair trade" coffee, chocolates, olive oil and more available to the congregation.
- **COTS:** Our volunteers raised money and volunteered on the day of the COTS Walk in support of the Committee On Temporary Shelter's emergency shelters and homelessness prevention programs and services. Our volunteers hosted a "rest stop" at First Church during the COTS Walk. Many also volunteered during the COTS Phonathon. Special thanks to Steve Dumas and Donna Lee for their support of our partnership with COTS.
- **SMALL POTATOES:** We are thankful to Becky Winward for serving as our Small Potatoes Volunteer Coordinator. Becky provides weekly volunteer support for Small Potatoes, and one Friday a month, she coordinates volunteers from our church to prepare sandwiches for the program. Special thanks to Jeff and Nancy Comstock and to Don and Sue Gilbert, who have served the Small Potatoes breakfast and bag lunch at our church one Saturday a month for nearly 30 years! Along with many adults and family groups, our church youth groups have been sandwich makers this year!





○ **VERMONT IBUTWA INITIATIVE (VIBI):** VIBI is working to educate people in the U.S. about the devastating impact of war and violence in the Democratic Republic of Congo while creating avenues for women in the DRC to access health care as they recover from injuries caused by rape and violence. VIBI supports sustainable livelihood projects for women including a community farming collaborative, a sewing project, and individual small businesses including a thriving small bakery. In 2017-2018, VIBI paid school tuition for more than 75 children in South Kivu, DRC. Our own Cleoplace Mukeba, Amy Mellencamp and Lucy Samara serve on the VIBI Board of Directors. We continued to serve as VIBI’s fiscal steward in 2017-2018.

**MEALS ON WHEELS:** We are thankful for Al Weldon who leads our Meals On Wheels volunteer effort! Al recruits and organizes our many Meals On Wheels volunteer drivers, meal runners and substitutes as we staff the second Wednesday Meals on Wheels routes monthly. Thanks to our ongoing, generous Meals On Wheels volunteers: David Jenkins, Brian Bing, Karl and Judy Doerner, Sally Wichert, Bob and Mary McKearin, Tony and Cyndy Hall, Steve Hyde and Cindy McGoech, Lynn Schouten and Steve Stoddard, Diana Carlisle, Bernice Wesseling, Al Weldon, Bruce Hewitt, Becky Winward, Judy Gray, Charlie Church, Pat Heise, and John and Alice Barlow.



**PRO-BONO LEGAL CLINICS:** During 2017-2018, our Christian Action Committee organized eight monthly Free Legal Clinics on Sunday afternoons at First Congregational Church. Committee members and attorneys Mark Oettinger and Susan Ellwood provided legal services. Each Clinic served anywhere from 3 to 11 individuals. The clinics have been very well received and are open to church members as well as the wider community. People seek services for issues such as family law, license restoration, and housing, among many others. Mary McKearin, Rob Backus, Esq., Andrea Heller and Lucy Samara also assisted with the legal clinics and we are grateful for their excellent work.

**FURTHER INFORMATION:** To learn more about these and other programs, check out the church Facebook page and website, read our Sunday announcements and the church newsletter (subscribe online at [firstchurchburlington.org](http://firstchurchburlington.org)), pick up a copy of the Mission Programs & Christian Action Advocacy Brochure from the information rack outside of the Sanctuary entrance or ask for them at the Church Office and complete our interest form enclosed in the brochure.

Faithfully Submitted,

The 2017-2018 Mission Committee: *Steve Dumas*, Chair; *Betsy Freeman*, *Donna Lee* and *Ingrid Hafner*

*Ava Kelly*, Community Ministries Coordinator and *Lucy Samara*, Communications Coordinator



## **Faith Formation Report 2017-2018**

If there is anywhere we should be investing as a community of faith, it is in the next generation. One of my favorite things about the Bible is that it tells stories of life and faith from generation to generation. It tells the story of our tribe's struggles and successes as they grow in their understanding of God and humanity, and it calls us to carry the story forward through the generations to come.



*The psalmist sings:*

You have taught me since I was young, O God,  
and I still proclaim the wonderful things You have done.

Now as I grow old and my hair turns gray,  
I ask that You not abandon me, O God.

Allow me to share with the generation to come  
about Your power;  
Let me speak about Your strength and wonders  
to all those yet to be born.

We invest in our children and youth not out of duty or obligation, but with a joy in the mystery of a future not yet imagined, and the hope that these are the ones who will create such reality.

We have done a lot of investing in our youngest members this year.

### KIDS

1. Wrote and participated in the 2017 pageant
2. Started working with a new curriculum
3. Growing with new families
4. Awesome flower wall for Easter photo fun
5. Said fond farewells to Larken and Shelly
6. Hired a new coordinator of children's and family ministry

### HIGH SCHOOL YOUTH

1. Youth Experiences in Travel and Service (YETS) trip to Rhode Island
2. CROP Walk volunteers
3. Led Advent service
4. Offered spoken word prayer in Christmas Pageant
5. Created art installations for the hallway
6. Led Youth Sunday around joy and gratitude
7. Went to the March for our Lives in DC
8. Planning social justice YETS trip to Atlanta in June 2018
9. Raised over \$5,000 at our YETS Auction

### MIDDLE SCHOOL YOUTH (with completely volunteer leadership!)

1. Beach cookout
2. Shared a meal at Dismas House
3. Created Art installations for the hallways
4. Made 180 sandwiches for Small Potatoes
5. Baked desserts for Ronald McDonald House
6. Baked bread for JUMP
7. Super Bowl Sub sale
8. Created COTS Walk posters
9. Bowling at Spare Time
10. Assisted with worship on Easter and Mother's Day
11. Trip to Wing and Prayer Farm planned in

June



We say a fond farewell to Lauren “Larken” Scuderi and Shelly Barger. We are so grateful for their ministry and time shared with us. We have loved having Shelly and Bruce (newlyweds!), Lauren, Steven and their new baby Bella to share in the joy of our congregation over this past year. Their grace and leadership have been such gifts to our children and families. We are grateful for their investment in our church’s next generation.

Across the board, members of the congregation have been stepping up to create valuable faith experiences for our children and students. When Lauren took maternity leave in the fall of 2017, Jennifer Jorgenson and a team of committed volunteers worked hard to maintain children’s and preschool programming that kept our young families engaged.

Our middle school programming has been run by a team of fearless volunteers including Michelle Hobbs, Kirstin Worden, and Jamie Polli led by the ever-enthusiastic, blessedly organized, and wonderfully creative Ana Ruesink. In addition to running our Middle School programming on Sunday mornings, this team created a year of Food and Faith activities to foster a sense of community and shared mission among our middle school students. This theme will be culminating with a June trip to Wing and Prayer farm in Shaftsbury, VT where we’ll be participating in the life of a farm, cooking meals, sharing stories, and growing together in faith.

Andy Barker has guided our high school program with wisdom, creativity, and spiritual insight for which we are all deeply grateful. From an incredibly relevant and impactful Advent service, to beautifully sung youth choir pieces (which he co-leads with Ana), a Youth Sunday alive with stories of gratitude, and hours of YETS trip planning and preparation, his ministry with our high school students has brought much to the lives of many. As we begin the search for a new coordinator of youth ministries, we are looking forward to Andy’s promise of staying involved as a volunteer and supporter (and co-leader of youth choir).

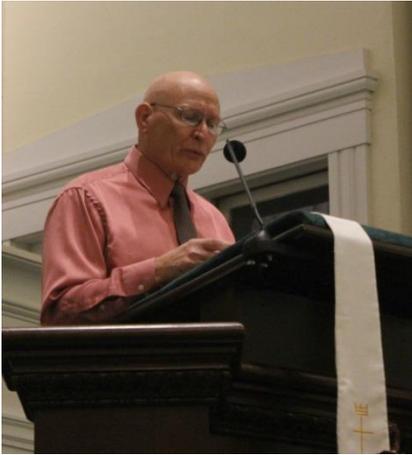
The vibrancy of our faith formation programming needs to be supported by a vibrant, passionate staff who can steward the next generation into lives alive with faith, hope, and love. To that end, we have proposed an increase in hours for both the children’s and youth positions- making each position 15 hours/week, 52 weeks/year. We are putting a strategic emphasis on relationship and time together in hopes that each child and their family will feel seen, heard, known, and connected. We are putting proposals together for the revitalization of the physical space for faith formation activities. We are working to create Night Lights, a multi-generational summer opportunity for families to come together and participate in faith activities, discussion, and worship in a community oriented setting.

My time with our youth has been one of my favorite parts of this job. In March, Michelle Hobbs and I took five high school students down to Washington, DC to March for Our Lives and protest against gun violence. As part of this powerful experience, we discussed the idea that Jesus was a protester. We talked about why it is so important (both as young people and as young Christians) to be involved in this movement of social justice. As I look to the future of this program, I hope that these efforts continue to grow- that we are able to understand and manifest a modern Christianity that is meaningful and relevant for our next generation. How grateful I am to be able to share the stories and wisdom of our faith that they may move us forward and transform our world.



-- Ava Kelly, Community Ministries Coordinator

## Report from the Church President/Chair of Board of Trustees – Steve Hyde



Dear friends,

It has been a blessing to have been part of this faith community for the past thirty plus years and a true honor to have served as the President this past year. This community has given me a great deal and I am delighted to have been able to give a little something back by way of my service.

The old adage regarding many hands making for light work seems to be particularly true this year, as many have contributed to what I believe has been a productive year. Here is a partial list of our concrete accomplishments: the establishment of a search committee for a new settled minister; the hiring of Ava Kelly to fill the newly created position of Community Ministries Coordinator; the filling of several other positions including the Financial Manager, the Facilities Manager, and the Office Administrator; approval of the revised by-laws on governing structure; a renovated kitchen; and a balanced budget.

But the most important thing for me has been the renewed sense of community and a belief in our purpose as children of God, essential elements of any faith community seeking to live lives of kindness, justice and humility. To know God's love and grace, which is always there for us, we need to have our eyes open, our heads up and our hearts available. It was my hope this year that we could do just that. And, thanks to the efforts of many, there have been many instances where exactly that happened: "The Pastor is in" lemonade stand, a church-wide yard sale, a new pictorial church directory, Noohra and Mission Ignition workshops, an adult education program exploring other faiths traditions, Women of the Church-sponsored book discussions, a beautiful celebration of Lucy's 30 year ministry at First Church, thought-provoking and inspiring meditations from Reverend Bail, members who have shared their faith journeys on Fifth Sundays, and our youth's contribution to worship on Youth Sunday. This is not, nor ever could be, an exhaustive list of all the expressions of God's goodness in us: a smile, a compliment, a thank you, a hug, many of which go unnoticed except for those to whom they were delivered as an expression of God's grace and love.

It feels as if we are nearing the end of our time of wandering in the wilderness. As one young boy noted recently, during a Word of God for all Ages, "I feel God in this building, right now." I thank him for reminding me to pay attention because God is indeed with us right now.

Yours in faith,  
*Steve Hyde*



## **Worship Committee Report 2017-2018**

October 30<sup>th</sup> on the 500<sup>th</sup> Anniversary of Martin Luther's public challenge to the Church in Rome, First Church worship was interrupted by a loud hammering on the Sanctuary door! An usher rushed over, opened the door and a bewildered Luther with mallet in hand stumbled into our 21<sup>st</sup> century worship service. Our time-traveling Luther, initiator of the spark that set off the Protestant Reformation, found some things familiar, but relied heavily on Rev. Bail to explain others. He was thrilled as we sang "A Mighty Fortress Is Our God" (his most famous hymn), but nearly speechless to discover our church is led by a woman clergy person! (Special thanks to Miles Scully for his convincing portrayal of Luther.)

As in years past, the Worship Planning committee/team provided support for worship during Advent Christmas and Epiphany seasons. We designed and led a Prayer and Hymn Sing for the Sunday service that fell on New Year's Day. On Palm Sunday, in the place of a sermon, we presented a dramatic reading from Mark that covered the Holy Week story between Jesus' triumphant procession into Jerusalem and Good Friday. Lay led worship on 5<sup>th</sup> Sundays, now a favorite of many, continued this year with more wonderful storytellers from the congregation sharing inspiring stories from their personal journeys of faith. Inspired by video of the vocal group Sweet-Honey-in-the-Rock singing "Wade in the Water" and the story of slaves escaping to the north, worship one summer Sunday used video, image, and song to explore the healing power of water, as well as how it also can be barrier or destructive at other times.

Next year we look forward to providing ever more opportunities for lay people to lead or participate in worship, and to incorporating more visual arts and media. Our heartfelt thanks to Rev. Carrie Bail for her leadership and support.

*Ann Vivian, Dawn Plante, Gail Compton, Wendy Whaples Scully, Mary Hyde*

## **Report from the Board of Deacons 2017-2018**

Although the Board of Deacons has not produced a written report for the last few years of annual meeting, this year it is important because of our restructuring. The Trustees and the Deacons are the only two Boards, and will now be the main coordinators for all the functioning teams of the church.

As we get this new structure working, it will be the Deacons' job to report not only on worship but on the other functions which fall into their domain. These will include the Worship Team, the Connections Team, the Faith Formation Team, and Outreach Team. That means in addition to working together with the worship team and minister, they will also oversee hospitality, pastoral care, new member welcome, New American support ministry, and fellowship with the Connections team. Working with the Community Ministries Coordinator, Ava Kelly, they will also have oversight for faith formation for all ages as well as outreach and mission.

Since this has only begun recently, we are not ready to report on all these activities to you in this moment! In February the Deacons had a retreat with the Board of Trustees. Led by Al Weldon, the Deacons also took on the tremendous task of updating and reorganizing the church membership roles for which all of us are very grateful

## **Settled Minister Search Committee Report 2017-2018**

The Settled Minister Search Committee (SMSC) was commissioned on October 15, 2017, entrusted with the extraordinarily important task of selecting a candidate for call as the next settled Minister of First Church.

Our committee currently includes 12 members of this congregation, encompassing a broad cross-section of our congregation in terms of gender, age, occupation, sexual orientation, and length of time associated with First Church.

The first steps taken since our selection and commission were to develop our Church Profile for publication by the national United Church of Christ Conference. The Church Profile is a very detailed questionnaire and invitation to describe our church and its members and share with all candidates Who is God Calling Us to Be and Who is God Calling to Minister With Us.

Over the course of the last six months, the SMSC spent countless hours listening to the church community in preparation of drafting the Profile, holding coffee hours, answering email, spending time in informal listening sessions following Sunday worship services, and hosting a well-attended church wide Forum in March. As a result of these efforts, the SMSC drafted a very detailed Church Profile that we believe candidly and accurately reflects First Church and the many people who breathe life into its mission and ministry. It is our expectation that the Profile will be posted nationally within the next two weeks and we expect to start receiving Ministerial Profiles from potential candidates soon thereafter.

While the process of reviewing prospective candidate's profiles will remain confidential, we will keep you apprised of our status as best we can over the next few weeks and months. As I have said many times over the last few months, the SMSC joins all members of our congregation in our hope to call our new Settled Minister as quickly and efficiently as possible.

I want to extend my enormous gratitude to my fellow members of this committee: Rob Backus, Matt Bushey, Janice Claypoole, Jeff Comstock, Libby Elder-Connors, David Grace, Cyndy Hall, Mike Knauer, James LaPierre, Mary McKearin, and Ann Vivian; who have given this task as much time and effort as needed over the past few months. I also want to extend my thanks and great appreciation to all the members and friends of First Church who took the time to participate in our events and share with us your thoughts and hopes for our congregation. Your contribution of time and dialogue was of great assistance to the committee and to the future of our church.

Respectfully submitted:

*Susan Ellwood*, Chair  
Settled Minister Search Committee



## **Partners in Pastoral Care Report 2017-2018**

The pastoral care team, known as Partners in Pastoral Care (PIPC), was formed five years ago. Members include, Rev. Carrie Bail and committed church members Barbara Carter, Janice Claypoole, Janice Clements, Carlanne Herzog, Tony Hall, Judy Gray, Rebecca Levasseur and associate members Lucy Samara, Michael Samara and Susan Saunders. Under the oversight of the Board of Deacons, each member has signed a confidentiality pledge and all communications among members of PIPC are kept confidential. We are committed to the values of caring, compassion, concern, competence, collaboration and creativity. PIPC meet bi-monthly and serve as a clearing house for identified care or concern needs within our congregation. Continuous confidential communication is shared among the team members between formal meetings. PIPC is enhanced by a network of other member volunteers who provide meals, phone calls, rides to church worship and events, participate in our church prayer tree and make home visits. Rev. Bail and trained hospital chaplain Michael Samara, along with trained Stephen Minister, Tony Hall, visit those in hospitals or in care facilities on request from individuals or family members. Both Michael Samara and Carlanne Herzog have Masters degrees in counseling, and Judy Gray has a Masters degree in nursing. Carlanne Herzog, Barbara Carter and Janice Claypoole are also trained Stephen Ministers. Rebecca Levasseur is a nurse practitioner specializing in women's health. In addition to calls and visits, we reach out in support to members in bereavement by sending a series of 4 booklets about the grief journey accompanied by a personalized note. PIPC developed the blue prayer request cards found in the pews, a printed list of Celebrations and Concerns and a list of those who offer prayers in a prayer tree. An up-to-date list of community resources is maintained and PIPC can link those requiring some assistance with the appropriate agency. Most recently, PIPC hosted an informal gathering of recently widowed members, providing a time to share experiences on their grief journey.

PIPC continues efforts to expand opportunities for those who would like to provide rides, meals, prayers, phone calls and other identified needs. Our goal is to link people who wish to help with others who have an expressed need. Each year we invite members of the congregation to stay in touch with (snowbird) members who live elsewhere in the winter.

**How can you help?** Let us know if you or someone you know would benefit. Join the list of people willing to provide an occasional meal or donate money to a fund to provide ingredients for others who are able to make meals, make a phone call to a housebound member, send notes or cards, make a home visit, add your name to the prayer tree, or provide a ride for someone wanting to get to a church event.

Prepared by *Janice Clements*



## **Music Report 2017-2018**

“...whatever is true, whatever is noble, whatever is right, whatever is pure, whatever is lovely, whatever is admirable—if anything is excellent or praiseworthy—think about such things. Whatever you have learned or received or heard from me, or seen in me—put it into practice. And the God of peace will be with you.”

Philippians 4:8-9

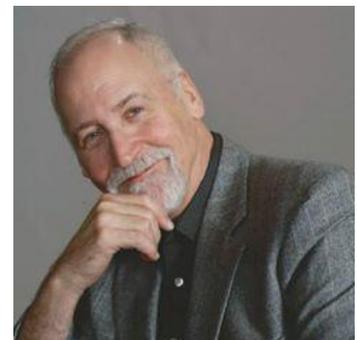
This beloved quotation from St. Paul has always moved me. It can be understood from so many perspectives, which is itself admirable. In particular, I have always felt called through these words to seek the noble in life and lives; to seek the right and the pure in things. To work for loveliness. To seek and admire excellence.

Our mission in the music ministry is to engage the congregation through music that works for qualities in the quotation. We have singers and ringers, guitar players and violinists. Flutes, trumpets, organ, pianos. We have listeners. When we sing together as a congregation, each person breathing in synchronicity with others across our beautiful sanctuary, we experience something noble, lovely and admirable. We sing the words of inspiring poetry to sturdy melodies that bind us together in body and mind. We expose our young musicians to the joy of singing in worship, and are gratified when they develop a deep love for music that helps them take Paul’s qualities with them in their hearts throughout their lives.

The music program at First Church is very different from the program that was offered in 1805, 1905 or 2005. Our current music program reflects the grace we inherit from the past and gives voice to music of the present as well. There will always a future for music that connects people to their feelings and ennobles the listener. That is what we are called to seek in these inspirational words of Paul.

The Austin Handbell Choir, the Children’s Choir, the Youth Choir, the Sanctuary Choir have had a successful year delighting the congregation with beauty and variety. Thanks to Jennie Coleman, Shelley Barger and Andy Barker for leadership in these groups. We have enjoyed welcoming Ava Kelly and Lauren Larkin Scuderi as musicians at some of our worship services as well. We had a great year of youth music as well. A highlight this year was the Austin Bell Choir Anniversary Concert. The program was a delight and warmly received.

Ringers have provided music for well over a dozen worship services and continue to provide important fellowship and pastoral care in rehearsals, as well as bringing the name and reputation of First Church out into the community through the annual “Spring Ring” program of statewide church bell choirs, and programs at local senior centers. It’s been a joy to hear our youngest singers from time to time in worship. The Youth Choir provides inspiration for them and to all of us as well when they sing. The Sanctuary Choir remains a great gathering of members united through their love of singing and music, well integrated into the worship life of the church. In sum, we have provided music for over 100 worship services this year. We continue to offer programs for nearly every age group and there are over 50 members of the congregation who are actively involved in one or more of the choirs.



“...put it into practice and the God of peace will be with you.”

-David Neiweem, Director of Music Ministries

# **Building and Grounds Report 2017-2018**

## **Kitchen Renovations**



Inspired by a generous bequest of \$50,000 from Alice Critchlow in memory of her husband Dale, our members successfully renovated our second floor kitchen. Over the past 7 years we had looked for ways to replace the 1954 Hobart Dishwasher and upgrade the 600 sq. in a direction closer to current commercial kitchen regulations. A team consisting of the usual cooks and bottle-washers discussed options and over a one year period whittled the project down to meet the budget including volunteer labor. The budget was enhanced by the Women of The Church who agreed to fund overages up to \$6000.

The project included some cost hurdles; asbestos flooring; a new grease trap required by the plumbing inspector; re-framing the floor to get the grease trap in place; replacing old cast iron drains that had rotted. These items ate up almost half of the initial bequest.

We were put back on the budget track by the donated labor of over 25 volunteers who jumped in after the asbestos was removed, saving thousands of dollars performing demolition, framing, drywall installation, finished carpentry, painting and hardware installation. This team removed base cabinets along one wall making room for rolling dish carts while keeping the existing maple counter in place. The west wall of base cabinets was modified with an added shelf, reduced door height and baseboard to keep all items off of the floor per regulations. A new custodian closet was also constructed in the corridor with a mop sink.

Professionals were hired for plumbing, electrical and flooring installation. Plumbers installed 4 new sinks, new dishwasher and three new floor sinks per regulations to create an air gap between sinks that handle food or dishes and waste pipes. Electricians ran new power to the dishwasher from the basement electrical room. As part of the same project a new Bunn coffee making system was installed in the first floor pantry which also required plumbing and electrical connections. Topping off the project a bright new commercial vinyl floor was installed that wraps up the walls to create an easily cleanable surface with no corners to hide dirt.

When all the professionals were done our volunteers spent several weeks painting and installing new doors and trim.

None of this would have been possible if the years of accumulated shelf and drawer filling stuff had not first been boxed up and moved out. Another cast of volunteers began and ended the project with the task of sorting through all the stuff, making decisions as to what to keep, and finding homes for it all after renovations. Great work and some head scratching were involved. What is this? Where should that go? Any one want this? YARD SALE!

With Gratitude and Pleasure we would like to thank the 30 volunteers who made this happen!

Submitted by First Congregational Church Building and Grounds Team,  
*Doug Viehmann, David Grace, Bobbi Holzel, Mary Hyde, Bob Wolf.*

## **Ronald McDonald House**

The annual inspection visit of the Ronald McDonald House, as mandated by the Lease Agreement, was made on April 10, 2018 by Judith Gray and Patrick Brown. A full report is on file in the church office.

