

# The Congregational Church of Salisbury

UNITED CHURCH OF CHRIST

*Meeting in Grace • Transformed by Love • Serving with Joy*



## The 279<sup>th</sup> Annual Meeting, Part I

Sunday, 29 October 2023

## Mission

The purpose of this Church shall be to bind together followers of Jesus Christ in the love of God and of neighbor through the worship of God in Christ, the development of Christian character and fellowship and the extension of the principles of the Christian faith. (Church Bylaws, Article II)

## 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.

## Call to Meeting

The 279th Annual Meeting, Part I, of the Congregational Church of Salisbury, United Church of Christ, will be held following the 10am worship service on Sunday, 29 October 2023, for the purpose of:

1. Discussion and vote on the 2024 budget;
2. Discussion and vote on the Nominating Committee;
3. Any other business that needs to come before the congregation.

All Covenant Partners of the Church are requested to attend, participate, and vote. All friends of the church are encouraged to attend and participate.

## Agenda

- I. Call to Order
- II. Opening Prayer
- III. Presentation of Minutes from previous meeting
- IV. Moderator's remarks
- V. Presentation of 2024 budget
- VI. Presentation of Nominating Committee slate
- VII. Pastor's report
- VIII. Closing Prayer

## Minutes of the 278th Annual Meeting, Part II

The 278th Annual Meeting, Part II, of the Congregational Church of Salisbury, UCC was held following the worship service on Sunday, 30 April 2023.

### **I. Opening prayer**

Covenant Prayer, read in unison by all present

### **II. Call to order - (B. Beck, Moderator)**

Bylaws stipulate that 20% of membership constitutes a quorum, which means 35 members. It was determined that we had a definitive quorum of well over 35 members present.

### **III. Presentation of Minutes from previous meeting (J. Oberto, Clerk)**

Motion to accept minutes by A. Williams. Seconded; approved by voice vote.

### **IV. Acceptance and Discussion of Committee Reports (B.Beck)**

Members of the Church Council were acknowledged for their work over the past year, and highlights from committee reports were shared.

- Gratitude was expressed for Jennifer Weigel as she ended her term as Treasurer.
- The Church Council approved Janet Offensend as new Treasurer, to be officially voted in during this meeting with the slate of nominees.
- Thank you to David Baranowski for bringing so much joy to the music program this year, to Holly Tierney for taking on the Sunday School program, and to the Green Team for all the work they have done to help the church and take care of our planet.
- Many thanks to our Strategic Visioning team - Janet Offensend, Emily Elliot, Bob Maxwell, and Charlie Noyes - for all the work they did in drafting our updated mission statement and vision statement.
- We are exploring new ways we can provide hospitality now that the COVID-19 pandemic is mostly behind us. Please consider helping with coffee hour, and other ways our church extends hospitality.

Motion to accept the reports as submitted by A. Williams. Seconded; approved by voice vote.

#### **V. Presentation from the Strategic Visioning Team**

- The newly drafted mission statement was presented - *Meeting in Grace, Transformed by Love, Serving with Joy*
  - The mission statement represents the values of our church and how we will be guided in working together as a congregation and with the wider community.
  - Meeting in Grace - there is a divine presence in our purpose that we will share in this experience
  - Transformed by Love - we will all experience and share God's love in the work we do
  - Serving with Joy - The work we do together will be joyful
- The vision statement was presented to the congregation, followed by a reading of the statement through congregation participation.
- Over the summer the Vision Team will work on an action plan prioritizing the vision plan over a three year period with benchmarks, goals and deadlines. The action plan will be presented to the congregation in September on Welcome Back Sunday.

#### **VI. Election of Officers and Committees**

Thank you to the nominating committee for their efforts this year:

Janet Kaufman (Board of Deacons)	Becky Belcher (At large)
Gordon Johnson (Board of Trustees)	Holly Tierney (Board of Christian Education)
Mary Davidson (Music Committee)	Karin Noyes (Board of Christian Action)

Thank you to those who rotating off of committees:

Ken Edholm - Board of Trustees and Usher Committee	Lorna Edmundson - Board of Deacons
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Linda Estabrook - Board of Religious Education  
Jennifer Good - Board of Religious Education  
Janet Kaufman - Council Member at Large

Kathy Mera - Board of Deacons  
Jenn Oberto - Board of Deacons  
Deborah Moore - Board of Deacons  
Laura O'Neil - Usher Committee  
Jennifer Weigel - Treasurer

**Nominations for the June 2023 to May 2024 Term:**

**Treasurer:** Janet Offensend

**Clerk:** Jennifer Oberto

**Board of Deacons:** Theresa Carroll, John Estabrook, Tony Good, and Don Mayland

**Board of Trustees:** Lee Collins, Roger Crain, and Carr Ferguson

**Board of Religious Education:** Julia Barbato and Jano Fairservis

**Music Committee:** Peggy Hayes and Emily Elliot

**Ushers Committee:** Becky Belcher, Gordon Johnson, Allison Gray, and Joanne Taber

**Delegate to the Southern New England Conference & Litchfield North Association of the UCC:** Charlie Noyes

Motion to accept slate of nominees K. Noyes. Seconded; approved by voice vote.

**VII. Other Business**

Appreciation was given to Betsy Beck for her work as Moderator.

**VIII. Pastor's Remarks**

- The ministers of the church are all who participate in the life of this congregation.
- The presentation from the Vision Team is a synthesis and a heart-filled understanding of what this church is already about and how that work can be deepened and expanded.
- Small and momentary participation as well as "long-haul" work is equally important and are extraordinary gifts of God delivered by the Holy Spirit.
- We are already "Meeting in Grace" as our forebears taught us, the gathered people is the vessel of the Holy Spirit. We are made in the image of God, not as individuals, but as relationship embodied.
- We are "Transformed by Love" because God loves us exactly as we are and loves us too much to leave us that way. With God, the last word is never decline or death, but always new life and possibility.
- We are "Serving with Joy" because that's what happens when the Spirit gathers us and transforms us. We are community made in God's image, which means we have goodness to share. We are owners of nothing, but stewards of gifts that God has placed in our influence and care.
- We serve with joy because God has made us for grace and love in action.
- It is an honor and delight to serve this congregation where we all understand this. Thank you for the opportunity to be of service to this community of faith.

**IX. Adjournment**

Motion to adjourn meeting, K. Noyes. Seconded; Approved by voice vote.

**X. Closing Prayer**

Respectfully Submitted,  
Jennifer Oberto, *Clerk*

## 2024 Budget Narrative

One can look at a budget in several ways. It is a roadmap for future spending aimed at maintaining financial health, based upon what we know now, but a budget can also shine a bright light on an institution's intentions and values. This budget has been created to do both: to ensure we move into the future in a fiscally responsible fashion, and to help us deliver on our vision:

*"Meeting in grace. Transformed by love. Serving with joy."*

### **Total Income: \$545,750 versus \$530,750 for 2023 (up 2.8%)**

Despite all the ups and downs in the market this past year, the income we will draw from our endowment will remain virtually flat, at \$305,000 (4.09% of the three-year moving average endowment balance on August 31).

Contribution Income is budgeted to grow by 5.5% through increases in both Pledges and Other Donations from \$220,000 to \$232,000. I hope you will think about this need when considering your own financial commitment to the church for 2024.

In 2024 the financial results of the Green Team's work will be fully realized! Not only can we confidently budget for the receipt of Z-rec payments attributable to our solar panels, but we will also achieve an 83% drop in the cost of lighting, heating and cooling the church with the expected completion of the new HVAC system!

### **Total Expenses: \$545,455 versus \$530,313 (up 2.9%)**

The budget includes a 4% salary increase for all current church staff. As a result of some shifts in employee benefits, we will see a 15.2% reduction in those expenses from the 2023 budget.

Next year we will be spending to turn our spiritual vision into a reality for the Congregation and our community through new people, inspiring music, technology and food! We plan to add several new people: a Youth Group Leader and Assistant (already in place); part-time staff or consultant for community outreach and communications; and hopefully an additional Cantor (bass) on Sunday.

Benevolences will hold steady at \$61,250, though we do not budget for the Light of Service, which we hope will meet or exceed the 2022 figure of nearly \$15,000.

The website is due for an overhaul for technical reasons, but this presents a great opportunity to re-design the site in support of the mission. New sound technology is coming for

the Meeting House, too. The budget supports enhanced community awareness of the church through traditional and social media and the Kitchen budget is up because we expect to host more events next year.

Finally, as we come to the end of a period of substantial spending on our historic building, we need to begin rebuilding our Capital Reserve for future projects, with an increase in our contribution to that reserve from \$32,000 in 2023 to \$35,000 next year.

Respectfully submitted,  
Janet Offensend, *Treasurer*

## Proposed Budget 2024

	Actuals Jan-Dec '22	Actuals Jan-Aug '23	Budget 2023	Budget 2024	% Change
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4997 · Draw from Special Music Fund	1,000.00		2,000	2,000	0.0%
4999 · Draw from Endowment	327,700.00	204,000.00	306,000	305,000	-0.3%
4000 · Contributions Income					
4001 · Plate - Light of Service	14,921.79	9,744.88	-	-	
4002 Pledges	213,075.09	146,166.32	178,000	187,000	5.1%
4007 · Donations - Other	620.55	15,755.05	42,000	45,000	7.1%
4020 · Legacies & Bequests					
4068 · Gifts in Mem, spec anon					
Total 4000 · Contributions Income	<u>228,617.43</u>	<u>159,411.20</u>	<u>220,000</u>	<u>232,000</u>	5.5%
4040 · Rental Income					
4043 · Other rental income	1,890.00	2,180.00	2500	2,500	0.0%
Total 4040 · Rental Income					
4050 · Miscellaneous Income	5.12				
4053 Zrec Income	503.70	2,719.98		4,000	
4004 · Bells Income			250	250	0.0%
4050 · Miscellaneous Income - Other	23.74	17.42			
4060 Fall Festival, Net	3,423.93	-191.05			
Total Miscellaneous Income	<u>3,956.49</u>	<u>2,546.35</u>	<u>2,750</u>	<u>6,750</u>	145.5%
<b>Total Income</b>	<u><b>563,163.92</b></u>	<u><b>368,137.55</b></u>	<u><b>530,750</b></u>	<u><b>545,750</b></u>	2.8%
<b>Expenses</b>					
5000 · Compensation					
5011 · 1 Minister	76,319.62	48,462.94	78,609	81,753	4.0%
5012 · 2 Music Director	44,609.16	26,532.71	43,050	44,772	4.0%
5013 · 3 Sexton	13,329.75	8,584.84	14,906	15,502	4.0%
5015 · 5 Bell Choir	5,503.94	3,566.90	5,779	6,010	4.0%
5016 · 6 Guest Ministers	800.00	1,000.00	1,500	1,500	0.0%
5021 · Administrative Assistant	19,133.43	12,669.50	20,853	21,687	4.0%
5010 · Financial Assistant	19,537.88	3,961.50	14,481	15,060	4.0%
5017 · Nursery Care					
5014 · Education	9,846.51	6,489.28	8,400	8,736	4.0%
5026 · Youth Discussion Group Leader					
5014 Sunday School Assistant			2,400	2,400	0.0%
New: Youth Group Leader				1,800	
New: Service, Outreach & Communication				10,000	
5018 · Guest Musicians	600.00	2,300.00	1,600	4,125	157.8%
5029 · Cantor	5,350.00	2,050.00	4,500	7,000	55.6%
Total 5000 · Compensation	<u>195,030.29</u>	<u>115,617.67</u>	<u>196,079</u>	<u>220,345</u>	12.4%
5030 · Other Personnel expenses					
5031 · Minister Health Ins	30,318.12	21,898.73	31,808	20,811	-34.6%
5032 · Minister Pension	15,932.88	10,821.07	16,411	17,231	5.0%
5033 · Minister Travel	2,158.82	14.00	3,000	3,000	0.0%
5034 · Minister Housing	37,486.02	23,803.57	38,611	40,541	5.0%
5035 · Minister Tax Reim	8,706.10	5,528.45	8,967	9,416	5.0%
5036 · Employee Health Ins	1,650.48		9,954	-	-100.0%
5039 · Employee Pension/Benefits	530.46		2,153	1,130	-47.5%
5037 · Social Security	8,791.70	4,762.44	8,872	8,274	-6.7%

## Proposed Budget 2024, p. 2

	Actuals Jan-Dec '22	Actuals Jan-Aug '23	Budget 2023	Budget 2024	% Change
5038 · Worker's Comp	1,549.00		1,653	1,572	-4.9%
5055 · Minister Prof Exps/Cont Ed	1,543.67	963.59	3,000	3,000	0.0%
5056 · In-service staff training	400.00	885.00	3,250	3,250	0.0%
5030 · Other Personnel expenses - C	879.80		500	500	0.0%
<b>Total 5030 · Other Personnel expenses</b>	<b>109,947.05</b>	<b>68,676.85</b>	<b>128,177</b>	<b>108,725</b>	<b>-15.2%</b>
6100 · Ministry Support					
6105 · Equip Rental - Copier	5,120.01	3,917.05	5,000	6,000	20.0%
6106 · Bank and Credit Card Fees	1,589.59	708.91	1,500	1,500	0.0%
6111 · Computer and Technology					
Office Technology	1,245.44	2,866.76	2,500	2,500	0.0%
Worship Technology	4,500.00	4,500.00	5,000	6,500	30.0%
<b>Total 6111 - Computer and Technolo</b>	<b>5,745.44</b>	<b>7,366.76</b>	<b>7,500</b>	<b>9,000</b>	<b>20.0%</b>
6112 · Publicity and Marketing	3,006.77	1,102.36	2,750	6,000	118.2%
6115 · Telephone	3,156.80	1,916.98	3,000	3,000	0.0%
6120 · Other, inc. new website	95.00	95.00	500	8,500	1600.0%
6125 · Supplies	1,044.67	1,059.45	2,750	2,000	-27.3%
6130 · Postage	646.68	441.98	1,000	750	-25.0%
6140 · Payroll Costs	2,404.64	1,205.71	2,500	2,500	0.0%
<b>Total 6100 · Ministry Support</b>	<b>22,809.60</b>	<b>5,821.48</b>	<b>26,500</b>	<b>39,250</b>	<b>48.1%</b>
6200 · Maintenance & Repairs					
6201 · Church Maintenance	8,947.31	6,812.85	10,000	10,000	0.0%
6202 · Custodian Supplies	1,252.01	345.98	1,500	1,000	-33.3%
6205 · Church Repairs	1,483.54		5,000	5,000	0.0%
<b>Total 6200 · Maintenance &amp; Repairs</b>	<b>11,682.86</b>	<b>7,158.83</b>	<b>16,500</b>	<b>16,000</b>	<b>-3.0%</b>
6250 · Utilities					
6251 · Electricity - Church	962.23	13.44	500	-	-100.0%
6252 · Electricity - Lot	558.46	343.58	600	600	0.0%
6253 · Fuel - Church	9,623.18	7,769.72	6,000	-	-100.0%
6257 · Water & Sewer	747.24	517.02	500	600	20.0%
6259 · Propane - Church	24.61		100	100	0.0%
<b>Total 6250 · Utilities</b>	<b>11,915.72</b>	<b>8,643.76</b>	<b>7,700</b>	<b>1,300</b>	<b>-83.1%</b>
6300 · Program Expense					
6302 · Bell Choir	134.00	207.53	1,000	500	-50.0%
6303 · Deacons	1,061.76	420.84	2,750	2,750	0.0%
6304 · Music					
6312 · Concerts/Events	15,825.00	6,019.73	9500	6,600	-30.5%
6304 · Music - Other	2,691.85	2,875.09	2000	3,500	75.0%
<b>Total 6304 · Music</b>	<b>19,712.61</b>	<b>9,523.19</b>	<b>11,500</b>	<b>10,100</b>	<b>-12.2%</b>
6305 · Organ and Piano	1,082.00	1,542.00	1500	1,000	-33.3%
6306 · Religious Education	776.49	217.83	1000	2,000	100.0%
6300 · Program Expense - Other					
<b>Total 6300 · Program Expense</b>	<b>21,571.10</b>	<b>1,759.83</b>	<b>17,750</b>	<b>16,350</b>	<b>-7.9%</b>
6330 · Hospitality					
6332 · Flowers	997.02	780.24	2,000	2,000	0.0%
6333 · Kitchen	1,608.33	1,703.10	2,000	4,500	125.0%
6330 · Hospitality - Other					
<b>Total 6330 · Hospitality</b>	<b>2,605.35</b>	<b>2,483.34</b>	<b>4,000</b>	<b>6,500</b>	<b>62.5%</b>
6700 · Insurance - Fire, Liability...	18,984.00	14,518.16	21,500	24,725	15.0%
6701 · Accountants & Professional Fees	3,503.40	2,905.74	18,000	15,000	-16.7%
6800 · Reserves					
6803- Capital Reserve Contribution	55,000.00	11,000.00	32,000	35,000	9.4%
6805 · Sab-Ed Res - Minister	1,000.00		1,000	1,000	0.0%
<b>Total 6800 · Reserves</b>	<b>56,000.00</b>	<b>11,000.00</b>	<b>33,000.00</b>	<b>36,000</b>	<b>9.1%</b>
6900 · Miscellaneous					
7000 · Benevolences					
7001 · Our Church's Wider Mission	20,000.00		24,108	24,000	-0.4%
7010 · Fall Festival Benevolences	3,423.93	-993.46		-	
7011 · Christian Action	52,000.00	21,300.00	21,000	21,250	1.2%
7012 · Bridgeport	4,000.00	4,000.00	4,000	4,000	0.0%
7013 · Deacons Discretionary	716.78	386.46	2,000	2,000	0.0%
7014 · Silver Lake	10,000.00	1,010.00	10,000	10,000	0.0%
7024 · Light of Service Benevolences	14,921.79	8,524.88	0	-	
7050 · Epiphany Fund Benevolences	0.00		0	-	
<b>Total 7000 · Benevolences</b>	<b>105,062.50</b>	<b>34,227.88</b>	<b>61,108</b>	<b>61,250</b>	<b>0.2%</b>
7030 · Membership	430.00				
<b>Total Expenses</b>	<b>559,541.87</b>	<b>294,329.45</b>	<b>530,313</b>	<b>545,455</b>	<b>2.9%</b>
<b>Net Revenue</b>	<b>3,094.61</b>	<b>73,808.10</b>	<b>437</b>	<b>295</b>	<b>-32.5%</b>