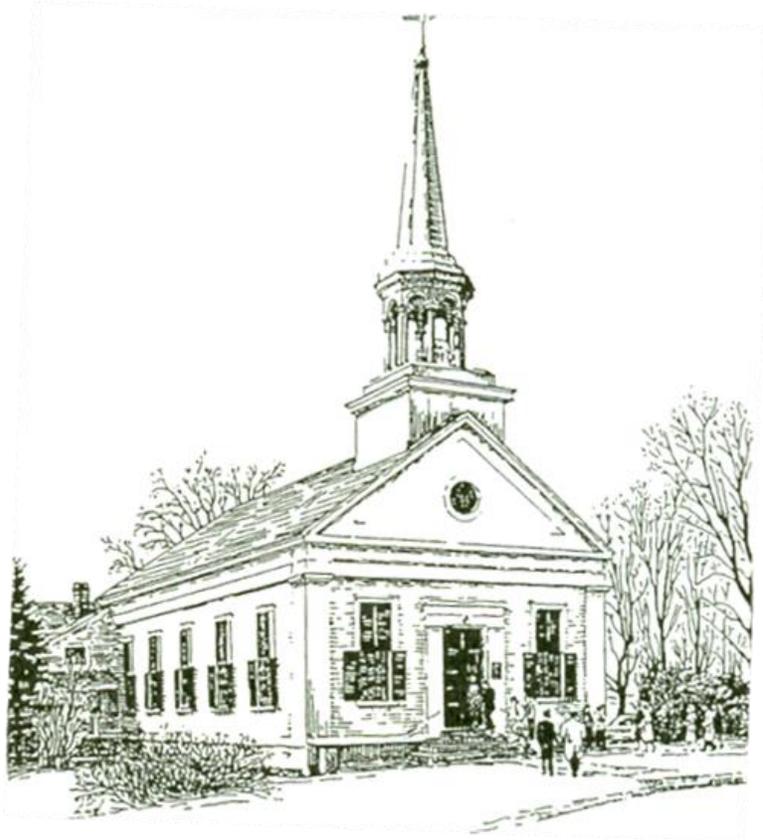


**2018 ANNUAL REPORT**  
**COMMUNITY CHURCH OF DURHAM, United Church of Christ**  
**Durham, New Hampshire**



**We seek to be...**

***Grounded in Faith***

***Filled with Compassion***

***Inspired and Committed to Action in the Broader Community***

***Alive and Relevant in a Rapidly Changing World***



**PLEASE BRING THIS REPORT WITH YOU TO THE CELEBRATION & ANNUAL MEETING ON  
JANUARY 27, 2019 AT 11:00 AM IN FELLOWSHIP HALL**

***WE SUGGEST ONE REPORT PER FAMILY***

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**COMMUNITY CHURCH OF DURHAM, United Church of Christ  
ANNUAL MEETING - AGENDA  
January 27, 2019**

**WE GATHER**

**Jill Small, Interim Pastor**

**PASTOR'S REMARKS**

**DECLARATION OF QUORUM**

**Maggie Morrison, Council Chair**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**

- **JANUARY 28, 2018 ANNUAL MEETING**

**OUTGOING COUNCIL CHAIR'S REMARKS**

**REPORTS OF THE MINISTRIES:**

**EDUCATION and FAITH FORMATION**

**SPIRITUAL NURTURE**

**JUSTICE and WITNESS**

**STEWARDSHIP**

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- 2. MINISTRY REPORT**
- 3. PROPOSED 2019 BUDGET: PRESENTATION AND VOTE**

**NOMINATING COMMITTEE REPORT: PRESENTATION AND VOTE**

**INSTALLATION OF NEW MINISTRY MEMBERS**

**THANKS TO OUTGOING MINISTRY MEMBERS**

**NEWLY ELECTED COUNCIL CHAIR'S REMARKS**

**Chuck Hotchkiss**

**OLD BUSINESS**

**NEW BUSINESS**

**BENEDICTION**

## INTERIM PASTOR'S ANNUAL REPORT

When I was in high school, there was a required half-year class focused on public speaking and oral communication. The teacher, Ruth Smith, asked us to look in the mirror and say this to ourselves each day, "I am unique: there is nobody like me." The point was that each person has a unique voice.

For over 300 years, Community Church of Durham, UCC, has had a unique voice. Collectively, you say who you are; you live into and out of that identity. That serves this congregation and community well. You're also a collection of wonderful individuals who offer talents and perspectives that enrich us all.

There's a long list of those who have made a difference to the church and community this year. During this Epiphany season, I want to shine a light on our Ministries and thank each person who gave time and talent to Spiritual Nurture, Education and Faith Formation, Stewards, and Justice and Witness. Individually and collectively, Beloved Community, you have added breadth and depth to this congregational. Each Ministry has Service Teams that create exciting opportunity and challenge for CCD as a whole.

We have many gifted souls in our midst. Thanks to David, Catherine, Kristin, Dianne, Clark, Aaron & Sarah, and Heather for tending this congregation with devotion. It's a joy to share the life of the Church with you. Once again, thanks to Audrey Drogseth for her years of service and for helping to make Heather's joining the staff such a smooth transition.

Of course, dozens of you serve one another by working on Service Teams, volunteering to help with ECHO, folding bulletins, providing meals for Dover Friendly Kitchen, singing in the choirs, decorating the sanctuary, hosting hospitality, and a myriad of other ways. You give this congregation its character. You make it Community and extend mission and ministry beyond our walls into the wider Church, throughout the seacoast region, and beyond.

Community Church is where we find ways to make a difference. It's also where we gather to find peace and hope in when we are challenged. The world is turning and our lives are moving toward the ebbing of this interim season and the beginning of your next settled pastor's tenure. I have every confidence that God's grace and goodness will bring you someone you'll love. Together, you will build Community into the future.

It takes courage to become who you really want to be: you are courageous. More than that, you are in every sense of the words open and affirming. It is a joy to serve as your pastor.

Faithfully,

Jill

The Council is the Church's executive and policy-making body, charged with determining the church's strategic plan and vision, and ensuring proper oversight and coordination of that plan and vision. The Council transacts the business of this church and insures that provision is made for the planning of financial resources, including presentation of annual budgets and planning for each annual meeting

### REPORT OF THE COUNCIL

A year in review....

2018 has been a year of celebration, outreach and reflection. Faith, Love and Service became our theme as we joyously offered multiple opportunities to mark the auspicious occasion of our 300 years as a congregation. We kicked off our celebration with a church wide picnic in June at the historic Thompson Inn in Durham. The picnic offered us a way to connect and relax with one another over great food, games,

dancing or an opportunity to sit in rocking chairs with friends overlooking the Lamprey River. Our tricentennial church service on Sunday, September 23rd was a homecoming to celebrate with former pastors and friends near and far that still call CCD their church home. The breadth and depth of our history was recognized in a pageant written by church historian, Doug Wheeler. We celebrated music through a concert that gave us a chance to appreciate our Rieger organ and its musicality. We travelled through 300 years of music history and hymns with organist, Raymond Nagem, the Associate Director of Music and Organist of Saint John the Divine in New York City. Finally, our celebration included our hopes and dreams for the next century written within origami paper cranes.

All our celebrations gave us an opportunity to learn about our past and the important role the congregation has played within the Town of Durham and the University. Throughout our rich history we have truly embodied Faith, Love, and Service. A special thanks to Andrew Klein, Don Smith, Carla Wilson, Sooty Tanguay, Mary Merrick, Mandy Armstrong, Brenda Sargent, Janet Vrettos, Carolyn Puffer, Doug Wheeler, Tom Madsen and the 2018 confirmation class.

On June 3rd after a special congregational meeting, we voted to appoint 9 members to serve as our search and call committee. Pam Monroe and the nominating committee solicited nominations and offered a slate that represented a broad spectrum of ages, backgrounds and varied longevity in the church. This dedicated group has met regularly and are working toward the process of hiring a full time settled minister. Many thanks to Jimmy Hartman, Mary Merrick, Dennis Mathews, Jane Pollard, Martin Rumscheidt, John Moore, Jennifer Elliott, Cindy Nottage, and Emma Hilary Gould for offering your time as we continue to move through a process that will bring us to a settled pastor.

We experimented! On two occasions when the month had a 5th Sunday we hosted a Service Sunday. After a shortened service, all ages gathered to put their hands together in fellowship hall. We all had fun and felt quite accomplished and gave our work away! We built 5 Leopold benches which were donated to the Town of Durham to be placed along trail ways on town owned land. Cookie mixes in mason jars were given to Haven, a shelter serving those affected by domestic violence. Ages came together again in September, to build bat houses, which were donated to the Town of Durham. We cooked apples that we transformed into canned applesauce for the Cornucopia Food Pantry. Many thanks to Jimmy Hartman, Don Smith, Rose Ahrens-Mince, and Dale Hempen of the Membership Growth Initiative Team for their creativity and willingness to risk and experiment with a new way for us to be church!

We said good bye to our long time (10 years) office administrator, Audrey Drogseth. Over these years she served the church with dignity, professionalism and a warm heart. After a search conducted by Grant Armstrong, we welcomed Heather Curran as our office administrator. A special thank you to Gary Cilley, Chuck Hotchkiss, Donna Simpson and Lisa Taylor of the Personnel Committee, who updated staff job descriptions as well as evaluated all staff. This effort was an important process to recognize the important work of our amazing staff. We continue to be grateful for their dedication and hard work.

Our commitment to welcome our neighbors has been demonstrated with two actions of love and inclusion. We have added our support of the transgender community by flying the transgender flag outside our building. An important statement seen by many on their daily drive through town. A dedicated group of volunteers have been trained alongside others from neighboring faith communities to provide sanctuary space at the Dover Friend Meetinghouse. Avely lead by Peggy Kieschnick and Dale and Cheryl Hempen, we are putting our faith into action as we hold and support individuals and families who are under threat of deportation due to their immigration status.

It has been an honor and a wonderful period of personal and spiritual growth to serve as your council chair. I have sincere gratitude for the many leaders in our midst. We are the Church and our light is strong and vibrant.

Maggie Morrison, Council Chair

The Constitution calls for the Council to appoint standing and/or ad hoc committees as deemed necessary to carry out the programs of this Church. Currently such committees are: Memorial Garden Trustees and Membership Growth Initiative.

### **REPORT OF THE MEMORIAL GARDEN TRUSTEES**

The Garden is a beautiful place for remembrance of those passed. Located beside Church Hill Road, it is worth a visit during the year. The Garden remains self-supporting, based upon its usage and the generosity of the Congregation. During the year, the Trustees worked on the Garden where it faces Mill Pond Road. Plantings, including Hosta Lilies donated by church members and friends, have been established, but more work is needed to develop this roadside.

Last year I reported that an accident damaged the Garden entrance, when a car entered the front of the Garden, hitting a dedicated crabapple tree, as well as an attractive lilac. The crabapple is being repaired and is doing well. The lilac had to be replaced.

During the year some digging was noticed in the mulch that we spread over the garden to cover the interments. We learned, with the help of experts, that skunks were feasting on grubs. John Eller, who took on the responsibility, spread environmentally friendly materials on the mulch to keep the skunks away and preserve the mulch.

The Trustees look forward to next year and welcome ideas based upon improving the Garden, as well as volunteers to help with the gardening. One improvement this past year has been to use paid persons on certain tasks, which, with Dianne Thompson's help, has better coordinated Garden use with other Trustee schedules. Anyone wishing to ask a question or learn more about the Garden should discuss the issue or concern with any of the Trustees listed below.

A volume containing individual information about those remembered in the Garden is found on the mezzanine. Administrative Guidelines for the Use of the Garden, a pamphlet which describes Garden policies as currently approved, together with other helpful items such as photographs of the Garden stones, brochures, and reservation forms are available in the church office.

During the year, Pamela Weeks and Helen Mason left the Trustees for personal reasons. We will miss both. Donna Hardy remained active as a volunteer.

William Mason, Chair  
Board of Trustees of the Memorial Garden

Sarah Urban, Secretary, Administration, and Memorial Book  
Dianne Thompson, Records, Stones and Interments  
Willard Urban, Maintenance and Benches  
John Eller, Treasurer, and Community Awareness  
Susan Mair, Grounds and Plantings  
Pastor Jill Small, Contact and Administration

### **REPORT OF THE MEMBERSHIP GROWTH INITIATIVE TEAM**

The team implemented the following activities and opportunities in the spirit of growing and deepening our connections with one another.

- In February, conducted a church census through a letter sent to identified individuals who had lapsed in attendance. As a result of this effort our church membership stands at 367 members.

- Hosted a new members dinner on April 22nd – attended by 9 new members.
- Initiated Service Sundays – hosted on months with a 5th Sunday. After a shortened Church service all ages gathered in Fellowship Hall to put hands together in the spirit of service.
  - April 29 - 6 Leopold benches were constructed and donated to the Town of Durham. Mason jar cookie jar mixes created and donated to Haven, an agency helping those affected by domestic violence
  - September 30 – Cooked apples and canned to applesauce for the Cornucopia food pantry, constructed bat houses which were donated to the Town of Durham, sorted rescued food for Cornucopia
- Outreach to UNH students included baked cookies for our students renting parking spaces
- Volunteers staffed information tables at Portsmouth Pride Day and UDay at UNH.

Members of MGI team include:

Jimmy Hartman, Chair, Don Smith, Dale Hempen, Rose Ahrens-Mince, and Maggie Morrison

The Spiritual Nurture Ministry's principal mission is to assist, encourage, and support the Minister in the spiritual life of the Church. Our vision is to provide opportunities for spiritual nurture, growth, healing, exploration, enrichment, and personal transformation. We hope members of the church and broader community can discover the sacred and advance their spiritual journey on their own personal path.

### **REPORT OF THE SPIRITUAL NURTURE MINISTRY**

Our most engaging efforts for this church year include: supporting Interim Pastor Jill Small as she shepherds us through a transition and readies our church to call a new settled pastor. In addition to the “usual” pastoral duties, Jill has provided spiritual guidance and leadership in growing our family of faith as we move forward with her gifts. She has given us opportunities that include sharing her biblical expertise in informal Bible studies, leading a Seder dinner remembrance service on Maundy Thursday to embrace our Judea-Christian heritage, providing pastoral care to our many church friends and family, and leading our church into our 4th century. Our team is happy to assist Pastor Jill during our transition time and look forward to growing spiritually with her leadership. We also support the pastor in welcoming New Members at an informational luncheon.

**The Communion Team** assists Pastor Jill with the preparation and distribution of the sacrament of Holy Communion. We welcome new volunteers who would find it meaningful to assist in this special monthly sacred ritual. Contact Pam White or Laura Sevigny or the church office (868-1230) to learn more or to become involved in this special service ministry.

**The Liturgical Arts Team** - This team's purpose is to enhance the church sanctuary with a focus on themes/series of installments that coordinate with the liturgy, music and season throughout the year. Liturgical Arts visually enriches the spiritual experience of church and community.

**The CARE Team** continues to support church members/friends in need of staying connected to our congregation. This team supports the Pastor upon request. We have assisted with luncheons for caregivers of people with dementia or those grieving a loss. This team also encourages all church friends and members to send cards to those we care about as a sign of our love and encouragement to one another.

**The Greeter Team** welcomes people as they enter the church and assist newcomers to become more engaged in our community. This is a valuable “first impression of welcome.” This team has also worked with local officials in developing safety procedures within our sanctuary and building. If interested in joining this team, please contact Gary Cilley (gary.cilley@gmail.com).

**Fellowship Hour-** The team endeavors to successfully recruit a wide variety of parishioners to assist in providing Sunday morning Fellowship Hour after worship. During this year of transition, we particularly saw a need to provide an atmosphere of warmth and welcome for our congregation to gather each Sunday. We are always interested in hearing from anyone who is willing to assist in this important ministry of welcome. Orientation is provided.

**The Gallery Group-**This team supports our church family's spirituality with the arts in our Hubbe Memorial Art Gallery in the church mezzanine. We are grateful for the generosity of many congregants' sharing of their artistic talents in provoking thoughtful reflection on a variety of topics. The showings included:

- Readings of "My Favorite Poems" February 2018
- Images of "Unity: Black, White, and In Between": February 24-June 2018
- Images of "Living Water": June-October 2018
- Images of "Seeing Clearly": October-December 2018

#### **Additional Highlights of 2018:**

- **Bereavement Support Group**-Our church has been fortunate to have had the leadership of Steve Hardy who created a ministry of support in 2018 for those grieving. The group initially met in the spring of 2018 and has decided to continue due to its success as a compassionate environment. Its focus was to help those who have lost children, spouses/partners, or siblings—to share joys and concerns, tools for coping, and each other's company. For information, please email Steve Hardy at: [stephen.hardy@unh.edu](mailto:stephen.hardy@unh.edu)
- **Vespers/Vigil Service**-Pastor Jill has led some alternative, mid-week opportunities for people to experience the sacred. She began a Monday evening 30-minute service of music, silence, light and shadow in October. We will evaluate the congregations' response to these types of offerings.
- **Seder Remembrance Dinner** - a cooperative effort between Pastor Jill, Liturgical Arts, and SNM which hosted approximately 50 members of our church and community.
- Hosted a meal for **Immigration Justice Group** walking from Manchester to Dover, giving our church an opportunity to break bread with and learn more from them about the issues of those immigrants who are detained here in Strafford County.

#### **Our hopes for 2019:**

- To continue to reach out to those in need-the sick, the lonely, the homebound who are in need of spiritual connection, encouragement and/or visitation. If anyone is interested in a leadership role of visitation and outreach we would encourage you to talk with Pastor Jill.
- We will continue to be a support to our Interim Pastor, as she works closely with our Search Committee in discerning our future needs for a settled pastor. We feel strongly that our spiritual growth during this critical time in the life of our church is vital.
- To continue in assisting our church family to be a welcoming, and spiritually-driven community
- To continue to explore new and innovative ways to enrich our spiritual practices and worship experience. Please feel welcome to give your ideas to any of our team members. If you are interested in participating on this Ministry, please contact one of our members.
- To work collaboratively with all church ministry groups to better achieve our church-wide mission

Respectfully submitted,

Members: Mary Bencks, Dennis Mathews, Carolyn Puffer, Laura Sevigny, Pam White, Rose Ahrens-Mince

As one of the four ministries of the Church, the Education & Faith Formation Ministry's mission is to provide, with the Minister, engaging and enriching learning experiences to help church children, teenagers, and adults grow in their faith journeys. The EFF Ministry, together with the Director, will nurture this spiritual growth through scripture and other inspirational resources that teach core United Church of Christ values of love, service, tolerance, peace, gratitude, and environmental stewardship.

## REPORT OF THE EDUCATION & FAITH FORMATION MINISTRY

The Education and Faith Formation Ministry (EFF) established as a theme for 2018, 2019 "the envisioning of our space as a Center of Learning – a place where opportunities are created for members and friends of all ages to build connections through conversation, creativity and community." To that end, we have made progress toward creating and using our space in different and dynamic ways.

Our Sunday morning church school model includes a whole group follow-up to Pastor Jill's message during All Ages Together time in sanctuary worship. This follow-up is led by Kristin Forselius, EFF Director, in the chapel. The lesson is then enhanced with a relevant hands-on activity with help from parent volunteers.

In addition to our Sunday School, our confirmation class, multiple youth groups and children's choirs have also attracted steadily growing numbers. At the All-Ministry Dinner in June, 2018, a hope was expressed "for more young families to build our Community Church membership." Thanks to Pastor Jill's leadership, including her rainbow bag intrigue and thought-provoking sermons, as well as the continuing leadership of the inexhaustible Kristin, our dream of growing numbers is becoming a reality! Approximately 111 children and teens were involved in one or more of our programs in 2018. Just a few "highlight" youth activities include:

- Peacemaker Camp during April vacation
- Youth trip to New Orleans for program at Center for Ethical Living and Social Justice Renewal
- Bible presentations
- Youth-led outdoor worship service
- EFF leadership of games at 300th birthday picnic
- Preparation and serving of dinner to a group of 40+ immigrant support folks who had walked many miles; dinner was followed by a moving and impactful presentation and group discussion attended by many church and wider community members. A delicious dinner was accomplished by the confirmands and their parents on very short notice!
- Christmas pageant, 2018, with 42 youth participants and much parental assistance, described by one attendee as "a highlight of my Christmas season"

Community Church members participated in the Spring of 2018 in the concluding events of the Durham Community Read program with Waking Up White author, Debbie Irving, speaking at Oyster River High School and a dinner and discussion forum on another evening. A collaboration of community groups is planning another Community Read for 2020. Kristin Forselius took a leading role in the planning and execution of the Community Read and again represents us in the efforts looking forward to 2020.

Other adult programs that have been well attended by CCD and wider community members were hosted here at CCD. They included a film featuring ta nehesi coates and several films as part of the Durham Indigenous People's Series. In November we hosted a Thanksgiving dinner and presentation by Denise and Paul Pouliot of the Cowasuck Band of the Pennacook Abenaki People. We look forward to an exhibit of Abenaki Arts and Artifacts in our Center for Learning in January, 2019. Our spaces and programs here at Community Church are a beacon for the Durham community!

The Library Committee continues to meet and “re-imagine” that space and its collection. Books have been added to the youth collection focusing on timely issues faced by our children and their families.

The Education and Faith Formation Ministry, buoyed by the energy and creativity of Kristin Forselius and the wisdom and support of Interim Pastor Jill Small, looks forward to continuing to develop opportunities and places for learning and the building of relationships. We are striving to make the Center of Learning a welcoming space of growth for all ages - one always safe for new ideas, exciting programs and meaningful conversations. The members of EFF are appreciative of the assistance and support of CCD parents, friends, and all those members of the congregation who participate in the programs and activities we offer within our walls and beyond.

Respectfully submitted,

Carla Wilson, EFF Chair, 2018

Members of EFF Ministry: Saskia Hricz, Anne Kimball, Steve Michaud, Emily Slama, Gretchen Smith

EFF Director: Kristin Forselius

As one of the four ministries of the Church, the Justice & Witness Ministry shall inspire and guide our members in doing God’s work for peace, justice, and environmental stewardship.

### REPORT OF THE JUSTICE & WITNESS MINISTRY

The Justice and Witness Ministry continues to discern, guide, support, and consider the many ways the Community Church reaches beyond our walls to address the need for justice at local, regional, national and global levels. Many church members and friends work in service teams to put these goals into action.

In response to national and international events, **Immigration Justice** rose to a new priority for the church this year. Many thanks to Peggy Kieschnick and Dale and Cheryl Hempen for their dedication and leadership in this strong initiative for our congregation. Highlights include:

4 informative sessions on Immigration Justice on Sundays after worship:

- Faith-based discussion of immigration based on the Bible, led by Pastor Jill, in December 2017
- *Immigration 101* talk led by Eva Castillo from the NH Alliance for Immigrants and Refugees, in February
- *Questions About Sanctuary* discussion, focused on the Dover Friends Meeting, led by Peggy Kieschnick, in April
- Ade Monareh’s compelling personal story about leaving Indonesia and living in NH, in October

Active involvement with the SISC, Seacoast Interfaith Sanctuary Coalition:

- The Council voted to become a Support Faith Community in covenant, working with the Dover Friends Meeting, in February.
- Peggy Kieschnick, as well as Dale & Cheryl Hempen took on leadership roles with SISC.
- Many church members participated in educational and training meetings with the Dover Friends Meeting.
- Many church members became volunteers when a local family lived at the Dover Friends Meeting house in December.
- We made a \$600 donation in Dec. to support the Sanctuary work done by the Dover Friends Meeting.

Support of the local NH Indonesian Community

- Participation in the on-going Vigils at the ICE offices in Manchester. Pastor Jill led the walkers in the February Vigil.
- Three Ministries worked together to host 2 dinners and several overnight walkers for the Immigrant Solidarity Walk for Justice in August.
- Several church members participated in parts of this 3-day walk from Manchester to the Strafford County Jail in Dover.
- We made a donation of \$1,000. to the local Indonesian Legal Fund in November.

#### Support of Immigrant Justice on the US/Mexico border

- We made a donation of \$550 to the American Friends Service Committee (AFSC), to the Migrant Caravan Emergency Response in November.
- We also plan to have the offering on January 20, 2019 go to the Migrant Caravan Emergency Response of the AFSC.

All the service teams connected with Justice and Witness include many dedicated church members and friends who contribute to the mission of the church, shining a light in needy and dark places.

- **Echo Thrift Shop:** Echo had another highly successful year! The total revenue was \$69,475, a little higher, but very close to the revenue of the last two years. The partnership with Friends in Action is a wonderful example of cooperation and teamwork. Thanks to the many people who bring in donations and the many volunteers who work in the thrift shop! Volunteers take seasonal clothing for selection every time our church serves dinner at the Dover Friendly Kitchen. At the end of the year, the steering committee, made the following generous donations: \$500 each to Hyder House, Greater Seacoast Community Health, Cornucopia, and Crossroads House; \$650 to Haven; \$250 each to Dover Friends Meeting, NHICS, and scholarships for Youth mission trips; \$100 to the Durham town land stewardship fund. In the spring, \$255 was donated to the CWS hygiene kits. Special thanks to the dedicated steering committee: Sooty Tanguay, Leslie Martin, Lisa Merrill, Mary Jane Tyler, Kristine Bergquist, Heidi Chase, Carolyn Leaf, Linda Dugas, and Sarah Wrightsman.
- **Green Justice Team:** The Team members continued to advocate for our mission of environmental stewardship. Conservation-oriented tips in the Chronicle informed, reminded and inspired us to be mindful of our precious environment. Members collaborated with other Durham churches on the Earth Day worship theme of “children are our future”. They joined with other churches in the local Ban the Straw campaign to encourage local restaurants to stop using plastic straws, and then sold hay and metal straws as alternatives at the Christmas Fair. Thanks to the Team members: Ruth Kane, Vohnny Weyrick, Dwight Baldwin, John Puffer, Steve Holmgren, Hugh and Mary Jane Tyler and Maggie Morrison.
- **Waysmeet/Cornucopia Food Pantry:** Members collect food year-round from our church and transport it over to Waysmeet, at 15 Mill Road, Durham. The food pantry serves the UNH and local community, operating two afternoons a week. Members also coordinate the annual Thanksgiving food collection and take it to Waysmeet on the Sunday before Thanksgiving. John Mince serves on the Board of Waysmeet. Thanks to Hugh and Mary Jane Tyler and John Mince for being the face of Community Church at Waysmeet.
- **Dover Friendly Kitchen:** Our church is responsible for dinner at the Dover Friendly Kitchen on the fifth Thursday of the month, 4 times during the year. Members and friends of all ages prepare and serve varied meals to about 60 – 80 people, with attendance varying with the weather and time of year. Our goal is extravagant

hospitality! Set up, conversation, music (!) and clean-up are all part of the rewarding experience. Echo clothing is offered, free of charge. Thank you to Bryn Burns for heading up this work, and to the many volunteers who help in all ways!

- **Families First:** Church members and friends prepare varied and healthy meals for about 50 people on the first Monday of each month, except July. The food is delivered to Families First in Portsmouth for Family Fun Night. Thanks to everyone who cooked, to Fran Houlihan for helping with transportation, and to Beth Cilley for coordinating this monthly program.
- **International Student Furniture Loan Program:** We have continued to help provide international graduate students, living mostly in Forest Park, with basic furniture such as beds, dressers, chairs, lamps, and desks. Thanks to those who have donated items, transported furniture, and to John and Elliot Moore for serving our neighbors new to the UNH community.
- **Mother's Day Gift Bags:** In May, our church donates gift bags filled with small personal items, toiletries, a chocolate treat, and monetary gift certificates. The bags are filled and given to My Friend's Place and Haven, to be used as gift bags on Mother's Day, or welcome bags when clients enter the facilities. Thank you to all the generous donors, and to Brenda Sargent, Carla Wilson and Donna Simpson for coordinating the deeply caring program.
- **Portsmouth Pride Day:** Members again volunteered to be an enthusiastic presence at the Community Church booth at the annual Portsmouth Pride Day in June.
- **Bread for the World:** In May, and again in October, members and friends participated in an "Offering of Letters", encouraging our legislators to support programs promoting health and nutrition, to prevent hunger and illness. We sent almost 200 letters in the spring and fall to three legislators! Thanks to Henry Smith for coordinating this effort, to John Mince and Jane Gallant for assisting, and to all the people who signed the printed letters.
- **The Christmas Giving Tree:** Many thanks to the congregation members and friends who supported our cherished annual tradition of selecting stars from the Giving Tree in our sanctuary! The requested gifts and gift cards were donated to clients at My Friend's Place, Haven, and Crossroads House, and gift cards also supported the Pastor's Discretionary Fund. Generosity was in abundance, as \$2900 worth of gift cards and five large bags of items were donated and delivered in time for Christmas. Thank you to the faithful coordinators Brenda Sargent, Carla Wilson and Donna Simpson!
- **Rainbow and Transgender Flags:** As a visible symbol of our Open and Affirming status, we continue to hang the colorful rainbow flag on the façade of our church building facing Main Street. It is an important symbol supporting the LGBT community. This year, a UNH student donated a Transgender flag, which we hung in November to recognize Transgender Awareness Week, and the Transgender Day of Remembrance on November 20. Thanks to Pastor Jill for facilitating the flag donation, and to Ann Hotchkiss for writing a Chronicle article of information and resources.
- **Race and Privilege:** The focus on *Waking Up White* moved from our church to the Durham and Oyster River School District community in 2018. Discussions about race relations also included the book *Brown Girl Dreaming* by Jacqueline Woodson, a young adult memoir in poetry form. The Community Read ended with a well-attended community dinner and talk by Debby Irving, author of *Waking Up White*, in April. In addition, our church partnered with Durham United by hosting several events during the fall remembering and celebrating Indigenous Peoples: three films in a series, and a

potluck supper with Paul Pouliot, Abenaki, as guest speaker. John Mince was our liaison to the thoughtful, creative community group.

- **Cornerstone School in Haiti:** Two church members, Jon and Lori Bromley, have become involved as advisors to the small primary school in rural Haiti. To support their dedicated work, we donated \$300 to provide a scholarship, which was awarded to the family of Miguelson Pierre for this academic year.

Disbursements from our 2018 budget went to the following recipients:

- UCC - Our Church's Wider Mission: \$13,650.
- Waysmeet/United Campus Ministry: \$8,250.
- Greater Seacoast Community Health (Goodwin): \$1,400.
- Haven: \$1,400.
- Crossroads: \$1,400.
- My Friend's Place: \$1,400
- Families First: \$1,400.
- Dover Friendly Kitchen: \$385.
- NuDaySyria: \$250.
- Project Eden: \$1,000.
- American Friends Service Committee – Migrant Caravan Emergency Response: \$550.
- Cornerstone Primary School Scholarship (Jonathan Bromley): \$300.
- Food for walkers for Immigration Solidarity Walk for Justice: \$265.
- Pathfinders, for supporting 2019 Mission Reach Youth Trip to Boston: \$500.
- Ready Rides: \$200.
- NH Indonesian Community Support – Legal Fund: \$1,000.
- Minister's Discretionary Fund (for individual) - \$500.
- UCC Disaster Fund, for CA Camp Fire Relief: \$500.
- AFSC Dover Friends Meeting, for Sanctuary help: \$600.

Skoglund Fund Distribution:

- Waysmeet/United Campus Ministry for roof repair, fundraising: \$1,000.

Special Offerings:

- Christmas Fund, for retired clergy, collected 12/2017: \$1,176.
- Strafford County Homeless Shelter, collected 12/24/2017: \$1,552.
- Heifer Project, collected 12/24/2017: \$806.
- OGHS – One Great Hour of Sharing: \$2,100.
- STC – Strengthen the Church: \$533.
- Church World Service – Blankets: \$365.
- Neighbors in Need: \$563.
- Goodwin Community Health, collected 12/24/18, to be paid in 2019: \$701.
- Strafford County Homeless Shelter, collected 12/24/18, to be paid in 2019: \$1,295.

People of Community Church - All this mission work is made possible by your time, talents and treasure. The work of your hands and hearts, accompanied by your pledges to our annual budget and contributions to special offerings make God's work possible in our wonderful and struggling world. Thank you all!

It is truly a privilege to serve on the Justice and Witness Ministry. Members are: Beryl Harper (Chair), John Mince, Heather Smith, Jane Gallant, Mary Caulfield, Clark Williams.

As one of the four ministries of the Church, the Stewardship Ministry's principal mission is to assume responsibility for the financial operation and business affairs of the Church, including care and custody of church property as a sacred trust.

## REPORT OF THE STEWARDSHIP MINISTRY

The Stewards are charged with the careful and responsible management of our Church. As such our primary roles are to be keepers of our physical facility, crafters of our annual budget and facilitators for our annual stewardship appeal.

The highlights for the Stewards Ministry during the past were the following:

The 300<sup>th</sup> Anniversary Fund was launched in celebration of the church's 300<sup>th</sup> Anniversary in 2018. A new endowment fund, the Fourth Century fund, was launched to will receive gifts to the 300<sup>th</sup> Anniversary Fund as well as gifts under the Planned Giving program which is also being launched.

The Annual Giving program this year included an emphasis on sustained giving which is periodic gifts from a bank account or credit card. This is an approach many non-profit organizations have emphasized. More ways to give, such as by phone apps, are also being explored to make giving as convenient as possible for everyone.

We were very pleased to have Heather Curran join our staff as Office Administrator replacing Audrey Drogseth who retired after ten years of faithful service. Thank you Audrey!

The year was very successful financially, ending with a small surplus. This was made possible through generous giving beyond amount pledged, strong sales in the ECHO thrift shop, a very successful Christmas Fair, and an increase rental income.

We thank Sam Pollard for all the time he put in auditing our business practices and providing a number of suggestions for improvements which we are pursuing.

We applied for an LCHIP grant to help with costs of repairing the rotted wood in the spire of the steeple (at the very top) and of the historic window above the front doors to the sanctuary. Unfortunately we were informed in December that we did not get the grant. We will have to fund these repairs during 2019.

Repairs were made to the organ to fix sticking keys in addition to periodic maintenance. It was determined that all of the other keys will need a similar repair soon and that will be planned for 2019.

The main office and pastor's were painted providing a much brighter environment.

A mold problem developed in the foreign student furniture storage room which was successfully cleaned.

A 3<sup>rd</sup> AED device for medical emergencies was installed on the first floor near ECHO so that we now have one on every floor.

We moved our insurance policy to the UC Insurance Board after getting a quote that provided better coverage at a lower price than we had.

We moved the money in our permanent funds from the Connecticut Conference funds to United Church Funds, the money management operation of the United Church of Christ. In doing so, we gained improved performance and options with our investments, as well as more efficient management of our funds and close integration with our planned giving program. We also adopted a total return policy for our funds which is the

best practice used by major non-profits, and better reflects performance in a low interest rate environment while protecting principal.

We converted the old Youth room on the first floor near the door to a rental office and leased it to Jeanne Allen for use as an office for counseling. The costs of rental rooms in the building was also reviewed and increased.

A digital radio dialer for our alarm system was installed to correct ongoing problems with the old system.

The Stewards thank you for your generous support of the church activities in the coming year through your pledges of financial support and commitment of time.

Respectfully submitted, Stewardship Members: Grant Armstrong, Doug Bencks, Jerry Chase, Russell Mason, Don Smith, and Lisa Taylor

### **REPORT AND RECOMMENDATIONS OF THE AUDITOR**

Over several occasions for the past few months, an internal audit of the Community Church of Durham included; analyzing financial statements, reviewing the internal financial controls and witnessing collection practices. As this audit was limited to testing and reconciling some key transactions and statements, interviewing staff and witnessing one-off processes, it would not necessarily disclose all errors, however, during my inquiries, I found no evidence of significant errors or omissions. The staff and volunteers were completely transparent and eager in thoroughly answering any questions put forward.

Acknowledging that any system may be improved upon, following and attached details my approach in conducting this audit, some areas in which practices could be tightened as well as some general recommendations for managing the day to day finances of the Church.

I would like to especially thank Dianne Thompson, our Business Manager, whose organization, attention to detail and follow through made this layman's duties; efficient, focused and productive.

Samuel W. Pollard, Auditor

### **Report of the Nominating Committee-- Working Draft Updated: January 6, 2019**

Education and Faith Formation Ministry		
Name	Contact Information	Term
<i>Vacant</i>		<i>Jan. 31, 2019-Jan. 31, 2021</i>
<i>Carla Wilson</i>	<i>carlaw@comcast.net</i>	<i>Jan. 31, 2019-Jan. 31, 2021</i>
<i>Steve Michaud</i>	<i>Nhlls916@gmail.com</i>	<i>Jan. 31, 2019-Jan. 31, 2021</i>
Saskia Hricz	schricz@yahoo.com	Jan. 31, 2018-Jan. 31, 2020
Anne Kimball	aekimball@gmail.com	Jan. 31, 2018-Jan. 31, 2020
Gretchen Smith	Gns.070355@gmail.com	Jan. 31, 2018-Jan. 31, 2020

*The principal mission of this Ministry is to provide, in cooperation with the Minister, engaging and enriching learning experiences to help church children, teenagers, and adults grow in their faith journeys.*

Justice and Witness Ministry		
Name	Contact Information	Term
<i>Leslie Martin</i>		<i>Jan. 31, 2019-Jan. 31, 2021</i>
<i>John Mince</i>	<i>johnmince23@comcast.net</i>	<i>Jan. 31, 2019-Jan. 31, 2021</i>
<i>Bryn Burns</i>	<i>brynb07@comcast.net</i>	<i>Jan. 31, 2019-Jan. 31, 2021</i>
Clark Williams	gclarkwjr@gmail.com	Jan. 31, 2018-Jan. 31, 2020
Jane Gallant	Jdgallant08@gmial.com	Jan. 31, 2018-Jan. 31, 2020
Mary Caulfield	John_mary92@msn.com	Jan. 31, 2018-Jan. 31, 2020

*The principal mission of this Ministry is to inspire and guide our members in doing God's work for peace, justice and environmental stewardship.*

Stewardship Ministry		
Name	Contact Information	Term
<i>Russell Mason</i>	<i>russell@familymason.org</i>	<i>Jan. 31, 2019-Jan. 31, 2021</i>
<i>Nat Balch</i>		<i>Jan. 31, 2019-Jan. 31, 2021</i>
Grant Armstrong	grantarmstrong@comcast.net	Jan. 31, 2018-Jan. 31, 2020
Don Smith	dwsmith1326@gmail.com	Jan. 31, 2018-Jan. 31, 2020
Doug Bencks	dbencks@comcast.net	Jan. 31, 2018-Jan. 31, 2020
Lisa Taylor	lisa@lowelltaylor.com	Jan. 31, 2018-Jan. 31, 2020

*The principal mission of this Ministry is to assume responsibility for the financial operation and business affairs of the Church, including the care and custody of the church property as a sacred trust.*

Spiritual Nurture Ministry		
Name	Contact Information	Term
<i>Vacant</i>		<i>Jan. 31, 2019-Jan. 31, 2021</i>
<i>Vacant</i>		<i>Jan. 31, 2019-Jan. 31, 2021</i>
<i>Vacant</i>		<i>Jan. 31, 2019-Jan. 31, 2021</i>
<i>Diane Mix</i>	<i>diane.mix@comcast.net</i>	<i>Jan. 31, 2019-Jan. 31, 2021</i>
Laura Sevigny	Sevigny.laura@gmail.com	Jan. 31, 2018-Jan. 31, 2020
Dennis Mathews	dmathews@unh.edu	Jan. 31, 2018-Jan. 31, 2020

*The principal mission of this Ministry is to assist, encourage, and support the Minister in the spiritual life of the Church.*

Council		
Name	Contact Information	Term
Chuck Hotchkiss- <i>Chair</i>	chuckhotchkiss@gmail.com	Jan 31, 2019-Jan. 31, 2020
<i>Vacant-Vice-Chair</i>		<i>Jan. 31, 2019-Jan. 31, 2021<sup>1</sup></i>
<i>Vacant-At-Large</i>		<i>Jan. 31, 2019-Jan. 31, 2021</i>
<i>Vacant-At-Large</i>		<i>Jan. 31, 2019-Jan. 31, 2021</i>
<i>Nancy Smath-At-Large</i>	<i>ncsmath@comcast.net</i>	<i>Jan. 31, 2019-Jan. 31, 2021</i>
Paul Crotty-At-Large	pcrotty@odyssey-consulting.net	Jan. 31, 2018-Jan. 31, 2020
Jane Pollard-Clerk	samjanepollard@comcast.net	Jan. 31, 2018-Jan. 31, 2020

*The Council is charged with determining the church's strategic plan and vision, is the policy-making body, and transacts the business of the Church.*

<sup>1</sup> Serves as Vice-Chair in year one and Chair in year two.

Officers		
Name	Contact Information	Term
Fran Houlihan-Treasurer	fran.dover70@gmail.com	Jan. 31, 2018-Jan. 31, 2020
Bob Eckerson-Asst. Treasurer	roberteckerson@comcast.net	Jan. 31, 2018-Jan. 31, 2020
Lorna Ellis-Collector	Lorna.ellis@comcast.net	Jan. 31, 2018-Jan. 31, 2020
Mark Chutter-Asst. Collector??	Mark.chutter@unh.edu	Appointed by Stewards, approved by Council
Doug Wheeler-Historian	douglaslwheeler@gmail.com	May be appointed annually
Sam Pollard-Auditor	samjanepollard@comcast.net	Jan. 31, 2018-Jan. 31, 2020

Congregational Nominating Committee <sup>2</sup>		
Name	Contact Information	Term
Vacant		Jan. 31, 2019-Jan. 31, 2021
Vacant		Jan. 31, 2019-Jan. 31, 2021
Vacant		Jan. 31, 2019-Jan. 31, 2021
Vacant		Jan. 31, 2019-Jan. 31, 2021
Fran Houlihan	fran.dover70@gmail.com	Jan. 31, 2018-Jan. 31, 2020
Russell Mason	russell@familymason.org	Jan. 31, 2018-Jan. 31, 2020

*The principal mission of the Committee is to: nominate persons for all elective offices; make recommendations to the Council for filling vacancies that arise between annual meetings; and to make recommendations to the congregation of members for a search committee. Article X,1.*

Special Nominating Committee 2019		
Name	Contact Information	Term
Maggie Morrison-Current Chair of Council	mgemorrison@comcast.net	N/A
Hugh Tyler-Past Chair of Council	earle-tyler@comcast.net	N/A
Rev. Jill Small-Interim Minister	jhsmall@ccdurham.org	N/A
Pamela Monroe	pmonroe07@comcast.net	N/A
Don Smith	dwsmith1326@gmail.com	N/A
Gretchen Smith	gns.070355@gmail.com	N/A

*The by-laws provide that the membership of the Special Nominating Committee is comprised of the chairperson of the Council, the immediate past chairperson of the Council, three retiring members of the current congregational Nominating Committee, and the Senior Minister. Since there were only 3-members that served on the 2017 Nominating Committee, the "retiring members" of the Special Nominating Committee listed above, have agreed to serve another one or two-year term on the Nominating Committee. Article X,1.*

Respectfully Submitted by the Nominating Committee: Pamela Monroe, Gretchen Smith, Don Smith, Fran Houlihan, and Russell Mason

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<sup>2</sup> The Chairperson of the Committee and the new members shall be nominated by the Special Nominating Committee.

## **CHURCH HISTORIAN'S ANNUAL REPORT for 2018. By DOUGLAS WHEELER**

This year Church members yet again MADE HISTORY! And what history! We rehearsed and performed the CHURCH PAGEANT, "OUR CHURCH STORY" on the afternoon of Saturday, October 27, 2018 to a rapt audience and with a cast of scores! And all in a specially good cause, to celebrate joyously the congregation's 300th anniversary as an organized congregation in Durham, once called, "Oyster River Plantation."

When I planned the Pageant's structure and context, I wanted to be sure to make the narrative and dialogue understandable to church members and non-members alike, maintain momentum so as to hold the attention of the audience, and yet limit the length, so that there would be some time left in the day! I did this while reflecting on how some early pastors "over the church" overwhelmed members with two hour sermons! At the same time, I felt that for the sake of the historical record I had to give the audience a sense of the passage of 300 years. Each historical phase, therefore, was included in our narrative as well as in our selection of hymns and songs.

In putting on "OUR CHURCH STORY," deliberately designed to resemble the classic American theatre play, "OUR TOWN," I insured continuity with the ongoing lines of the narrator-stage manager, nobly performed by Peggy Kieschnick. Our casting was deliberately comprehensive, with three choirs, and with a cast of actors who depicted a variety of historic and contemporary pastors. If anyone fairly accuses me as director/writer of favoring one group, the adult Chancel Choir will have to forgive me again for heavily drawing on that choir's staunch thespians. I can confirm how fearless they were as I witnessed all from the front pews!

"OUR CHURCH STORY" was performed with gusto and a fine time was enjoyed by all. Great thanks in addition go to Katie Ellis and to Katie Wheeler, as well as to Grant Armstrong, among other roles, stand-in cinematographer. In celebrating a 300th anniversary our church was memorably continuing a proud tradition since our church has been mounting historic pageants since the first one in 1919, as our pastor returned from volunteer service on the Western Front in World War I.

Well, Community Church of Durham congratulations on making history! And this time we have the recorded "OUR CHURCH STORY" on film to prove it!

## Community Church of Durham 2019 Fiscal Year Budget Recommendations

Account Name	New Account Names	2018 Actual	2019 Proposed
<b>Income</b>			
Annual Giving		\$ 272,096.00	\$ 280,800.00
Loose Offerings		\$ 6,987.00	\$ 7,000.00
Rentals		\$ 18,276.00	\$ 19,000.00
Total Dividends & distributions		\$ 10,258.00	\$ 15,000.00
Interest Income		\$ 432.00	\$ 30.00
Fund Raising Activities		\$ 10,440.00	\$ 10,000.00
Donations		\$ 1,005.00	\$ 1,000.00
Student Parking		\$ 39,979.00	\$ 41,000.00
Miscellaneous Income		\$ 91.00	\$ 100.00
Thrift Shop Sales		\$ 69,422.00	\$ 70,000.00
SGF (Strategic Growth Fund) - TBD		\$ 2,200.00	\$ -
Skoglund Fund - TBD		\$ 1,000.00	\$ 1,200.00
From Curtis Funds on Hand for Landscaping		\$ -	\$ 500.00
From Building and Grounds Fund- TBD		\$ 9,649.00	\$ 20,000.00
From Teen Initiative		\$ 500.00	\$ 500.00
From McQuade		\$ 1,200.00	\$ 1,200.00
From Organ Reserve		\$ 6,714.00	\$ -
Fund Raising for NH Conf dues			\$ 4,200.00
<b>Total Income</b>		<b>\$ 450,249.00</b>	<b>\$ 471,530.00</b>
<b>Expenses</b>			
<b>Personnel Services</b>			
Minister Salary/Housing Allowance		\$ 87,842.00	\$ 90,477.26
Minister Retirement		\$ 9,520.00	\$ 11,424.00
Minister Health, Life, Disability Insurances		\$ 10,309.00	\$ 12,500.00
Minister Transportation Allowance		\$ 3,007.00	\$ 3,000.00
Minister Professional Expenses		\$ 1,263.00	\$ 1,050.00
Minister Substitute		\$ 900.00	\$ 1,200.00
Transfer to Minister Sabbatical Fund		\$ 1,800.00	\$ 1,800.00
Office Administrator		\$ 28,167.00	\$ 27,295.00
Business Administrator Salary		\$ 20,227.00	\$ 20,833.81
Employer Social Security&MC		\$ 3,871.52	\$ 3,850.30
Professional Development - Staff		\$ -	\$ 1,500.00
Phenix Retirement		\$ 2,097.00	\$ 2,097.00
<b>Total Personnel Services</b>		<b>\$ 169,003.52</b>	<b>\$ 177,027.37</b>
<b>Spiritual Nurture Ministry</b>			
Worship Supplies		\$ 635.00	\$ 1,450.00
Support of Pastoral Work		\$ 124.00	\$ 500.00
Minister's Discretionary Fund		\$ 500.00	\$ -
Music		\$ 1,146.00	\$ 1,200.00
Performance Series Support		\$ 100.00	
Musical Instrument Tuning (McQuade)		\$ 1,200.00	\$ 1,200.00
Visiting Committee		\$ -	\$ 400.00
Intergenerational/Special Music		\$ 507.00	\$ 2,400.00
<b>subtotal not including salaries</b>		<b>\$ 4,212.00</b>	<b>\$ 7,150.00</b>
Music Director Salary		\$ 18,280.00	\$ 18,828.40
Music Director Professional Enrichment		\$ -	\$ 500.00
Organist Salary		\$ 17,681.00	\$ 18,211.43
Vacation Organists - moved from Personnel Services		\$ 750.00	\$ 750.00
Music Director and Organist MC and SS		\$ 2,876.88	\$ 2,963.19
<b>Total Spiritual Nurture Ministry</b>		<b>\$ 43,799.88</b>	<b>\$ 48,403.02</b>
<b>Faith Formation</b>			
Curriculum	Educational Resources	\$ 1,103.00	\$ 5,000.00
Church School Supplies	Materials/Supplies	\$ 3,066.00	\$ 2,400.00
Library	Library (new resources)	\$ 263.00	
Youth Fellowship	Fellowship	\$ 422.00	\$ 500.00

Account Name	New Account Names	2018 Actual	2019 Proposed
Adult Education	Enrichment Programs	\$ 408.00	
Teacher Training	Professional Development	\$ 250.00	
Church School Bibles	Liturgical Programs	\$ 900.00	
Vacation Bible School	Equipment/Fac. Improvement	\$ 239.00	\$ 500.00
Special Activities	Community teen/youth		\$ 1,300.00
Music/Arts Specialist	Marketing		\$ 500.00
Kinderkirk Aides	Kinderkirk Aides	\$ 825.00	\$ 1,000.00
	Teen Initiative - from TI Fund		\$ 500.00
<b>subtotal not including salaries</b>		<b>\$ 7,476.00</b>	<b>\$ 11,700.00</b>
CE Director Salary		\$ 30,900.00	\$ 31,827.00
CE MC and SS		\$ 2,472.00	\$ 2,546.16
<b>Total Faith Formation-2018</b>		<b>\$ 40,848.00</b>	<b>\$ 46,073.16</b>
<b>Justice and Witness</b>			
Our Church's Wider Mission		\$ 13,650.00	\$ 13,650.00
United Campus Ministry		\$ 8,250.00	\$ 8,250.00
Local Missions		\$ 7,250.00	\$ 7,250.00
Skoglund Fund Distributions		\$ 1,000.00	\$ 1,200.00
Social Justice & Environmental Initiatives		\$ 4,000.00	\$ 4,000.00
Global Mission		\$ 1,800.00	\$ 1,800.00
<b>Total Justice and Witness</b>		<b>\$ 35,950.00</b>	<b>\$ 36,150.00</b>
<b>ECHO Thrift Shop Expenditures</b>			
Thrift Shop Expenses		\$ 3,414.00	\$ 3,400.00
Thrift Shop Distributions		\$ 3,835.00	\$ 3,755.00
Transfer to Friends in Action		\$ 34,137.00	\$ 35,000.00
<b>Total ECHO Thrift Shop Expenditures</b>		<b>\$ 41,386.00</b>	<b>\$ 42,155.00</b>
<b>Council</b>			
Fellowship Committee		\$ 732.00	\$ 700.00
Carroll-Strafford Association Dues		\$ 4,089.00	\$ 4,200.00
NH Conference Meeting Expenses		\$ -	\$ 700.00
Communication Enhancement/Mkting		\$ 250.00	\$ 1,000.00
Membership Growth Initiative		\$ 2,200.00	\$ 2,000.00
<b>Total Council</b>		<b>\$ 7,271.00</b>	<b>\$ 8,600.00</b>
<b>Stewardship Ministry/Institutional Support</b>			
Electricity **		\$ 9,775.00	\$ 9,200.00
Water/Sewer		\$ 1,695.00	\$ 1,700.00
Trash Removal		\$ 1,509.00	\$ 1,500.00
Heating Fuel		\$ 15,823.00	\$ 14,500.00
Telecommunication Services		\$ 3,652.00	\$ 3,600.00
Facilities Maintenance		\$ 6,731.00	\$ 7,000.00
Building and Grounds Projects		\$ 9,647.00	\$ 20,000.00
Maintenance Contracts		\$ 4,041.00	\$ 4,000.00
Insurance ***		\$ 8,217.00	\$ 7,500.00
Cleaning Service		\$ 13,196.00	\$ 13,000.00
Snow Removal		\$ 6,000.00	\$ 6,600.00
Office Printing/Postage		\$ 6,814.00	\$ 6,800.00
Miscellaneous Support		\$ 1,478.00	\$ 1,000.00
Office Equipment/Maintenance		\$ 3,768.00	\$ 4,000.00
Stewardship Annual Appeal		\$ 756.00	\$ 800.00
Real Estate Taxes		\$ 4,022.00	\$ 4,000.00
Landscaping from Curtis Flower Fund		\$ -	\$ 500.00
<b>subtotal not including salaries</b>		<b>\$ 97,124.00</b>	<b>\$ 105,700.00</b>
Building Manager		\$ 12,783.00	\$ 13,166.49
Building Manager MC and SS		\$ 1,022.64	\$ 1,053.32
<b>Total Institutional Services</b>		<b>\$ 110,929.64</b>	<b>\$ 119,919.81</b>
<b>Total Expenses</b>		<b>\$ 449,188.04</b>	<b>\$ 478,328.36</b>
<b>Difference Total Income</b>		<b>\$ 1,060.96</b>	<b>\$ (6,798.36)</b>
	<b>Percent of budget</b>	<b>0.2%</b>	<b>-1.4%</b>

## Community Church of Durham, United Church of Christ

### ANNUAL MEETING

January 28, 2018

**WE GATHER-** Interim Pastor Jill Small welcomed us. We sang the hymn, *In the Midst of New Dimension*. Hugh Tyler, Chair of Council welcomed us.

**DECLARATION OF QUORUM-** There were approximately 71 people in attendance. The quorum was met.

**APPROVAL OF AGENDA-** The agenda was approved with no old business, nor new business to be discussed.

#### APPROVAL OF MINUTES

- JANUARY 29, 2017 ANNUAL MEETING- There was a motion to approve the minutes. The motion was seconded. The minutes were approved.

**OUTGOING COUNCIL CHAIR'S REMARKS-** Hugh acknowledged those who keep the church going "eight" days a week. Hugh thanked the church staff and Pastor Jill. Hugh acknowledged the blessing of having Pastor Jill answer the call to be our Interim Pastor. Hugh thanked Audrey, our office administrator for the job she does tirelessly. Hugh went on to thank Dianne Thompson, our business manager who expertly manages our church budget. Hugh highlighted the job that Kristin Foreselius, Director Of Christian Education, does to enrich our faith formation programs. Clark Williams, our "Merry" business manager was also thanked for the job he does as our building manager. Hugh went on to praise the jobs done by choir director, Dave Ervin, organist, Catherine York, and Lorna Ellis, director of youth choir. Hugh ended his remarks by thanking all the volunteers who help this church run.

**PASTOR'S REMARKS-** Pastor Jill thanked the congregation for the welcome she has received since beginning as Interim Pastor. Pastor Jill thanked Hugh for his leadership as Council Chair. Pastor Jill stated, "Community" is our first name due to all that happens within and outside this church. She added that in the upcoming year, there will be a time of discernment; that it will be a time to be open to the Spirit through conversation and discerning. We will focus on who we are, who our neighbor is, who is God calling us to be and what is God calling us to do? Additionally, we will contemplate what our space says about who we are and what we do? Does our space enhance our ministry or impede our ministry?

Pastor Jill reflected that Annual Meetings give us an opportunity to think about our priorities and how we empower one another for the mission, ministry, and message of Community Church of Durham.

#### REPORTS OF THE MINISTRIES

**EDUCATION AND FAITH FORMATION-** Beth Cilley noted that the full report is in the Annual Report. She thanked all the children who participated in the Christmas Pageant. Beth highlighted the work of Kristin Foreselius and the members of the Faith Formation ministry. She also thanked Dick Weyrick for how he contributed to education in our church. Martin Rumscheidt expressed his joy over having the good news of this church spread globally when a video of him talking to one of the youth in our church was posted on YouTube and picked up by Canadian Observer.

**SPRITUAL NURTURE-** Pam White called the congregation's attention to her report in the Annual Report. Pam noted that the role of this ministry is to help the Pastor oversee the role of service teams who visit the elderly and to enhance the worship service through collaboration with the Liturgical Arts committee. Pam thanked Paul Crotty for his leadership and offered a welcome to Dennis Drogseth as a new member. She also thanked Sooty Tanguay for her service of leading the Communion Team for the past 10 years.

**JUSTICE AND WITNESS-** Beryl Harper referenced the report in the Annual Report. She urged people to read this due to the depth and breadth of what Justice and Witness does. Beryl thanked the Immigration Service Team who has worked with our friends from the Maranatha Church as well as those who are working with Dover Friends on the issue of immigration. She acknowledged those who participated in our church-wide book group who read *Waking Up White*, which is now part of the Oyster Rive Book Club.

## **STEWARDSHIP**

1. **FINANCIAL REPORT-** Grant Armstrong referenced his report in the Annual Report. Grant noted that we have new sextons this year-Sarah and Aaron who have been very helpful. Grant thanked the members of the Stewards who have overseen the work on the steeple, the hiring of a consultant who helped facilitate the recommendations for a long-term maintenance plan. Grant thanked Bob Eckerson in his role as the Treasurer. Hubs were installed in the church. Hubs help to spread the WiFi transmission.

2. **2017 Budget** Grant noted that Stewardship Giving was below from what was projected. Rentals however were above what was budgeted. Grant added that there has been discussion about how to do more fund raising. ECHO Thrift shop sales were a bit below what was budgeted. There is a deficit of \$6000.00. The Stewards recommended to the Council that we would cover some of the maintenance issues- work over the office and steeple. The Council agreed to withdraw funds for the Building and Grounds Funds to address those issues.

3. **PROPOSED 2018 BUDGET: PRESENTATION AND VOTE-** Grant mentioned that Pastor Jill noted that when one minister leaves and another comes, it is not unusual for pledges to drop. Grant mentioned that the number of pledges has increased. The Annual Appeal Team has asked for people to determine if there can be an increase in their present pledges. Grant addressed the question about the McQuade Fund and organ repairs fund. The McQuade Fund was originally given to the church to purchase an organ. The organ had already been purchased by the time this fund was set up so, the funds were put toward concerts at the church. The McQuade Fund has appreciated over the years to \$50,000. The recommendation is to take the funds from the organ reserve fund to offset repairs for musical instruments in the church. The Stewards would like to take \$20,000 for repairs to pay for repairs on the spire on the steeple.

They are currently negotiating with contractors to repair the spire. On the Treasure's Report there are asterisks that are not noted. Dianne Thompson noted The Church School Fund and The Vacation Bible School Fund have been rolled into one fund. Included in this budget is a 3% raise for the staff, not including Pastor Jill's salary since that was made when she started.

Grant mentioned that there is a desire to increase the hours and salary of the Christian Education Director's salary. The budget does not include increases in the ministries' budgets. Grant mentioned that the Stewards would like to see some creative ideas for fund raising and there is a hope for increased ECHO sales to increase the overall operating budget.

Maggie thanked those who have put their pledges on the on-line budget. The on line pledges have doubled since last year.

Grant discussed the ministerial housing fund evolved from the sale of the parsonage. A decision was made to split that money from the parsonage sale into a Ministerial Housing fund and a Building & Grounds fund. The Conference has informed us that the tax exemption for a minister's housing allowance is being challenged in the courts. If the tax exemption is not upheld, the church will need to increase the budgeted housing allowance to keep the after-tax compensation for the minister at the current level. Grant noted that when we take on a new minister, we will have to think about and determine what kind of housing allowance we will offer to the new minister. The structure of a pay package for a new minister will have to be decided before hiring a new minister.

Grant moved that the Congregation, as published in the Annual Report, adopt the 2018 budget recommended by the Council.

It was seconded. There was no discussion. Hugh called for the vote. The motion passed unanimously.

4. Treasurer's Report- Bob Eckerson described the role of the Treasure. He meets with Dianne Thompson each week to go over the accounting of the church. Bob noted that loose offerings and parking rentals have increased.

**NOMINATING COMMITTEE REPORT-** Pam Monroe thanked those who work on the Nominating Committee. Pam thanked those who agreed to serve and also those who prayerfully declined to serve at this point. Pam moved to accept the report of the Nominating Committee and elect the slate of officers as published in the 2017 Annual Report. The motion was seconded.

Pam mentioned there is one position open on the Education Faith Formation Ministry. Hugh called for the vote. The motion carried. Hugh thanked this team for their work filling the slate of officers. Pam added that the Nominating Committee will convene shortly to create a team that will be part of a Search Committee for a new pastor.

**INSTALLATION OF NEW MINISTRY MEMBERS-** Pastor Jill installed the 2018 slate of positions. Hugh thanked Bob Eckerson, Wally Dunham, Member-at-large, -Paul Crotty- Chair of Spiritual Nurture, Beth Cilley-Chair of EFF, Henry Smith-, and Ruth McQuade- Justice and Witness.

**NEWLY ELECTED COUNCIL CHAIR'S REMARKS-** Maggie offered thanks to all those who participated in this time of ministerial transition. Maggie thanked Hugh for his role as Chair of Council for the past two years, referring to him as a "Servant Leader." Maggie appealed to the Church Growth Initiative Team for a census, as one has not been done for many years.

#### **OLD BUSINESS**

#### **NEW BUSINESS**

There being neither old business nor new business, the meeting adjourned at 12:51. Before Jill gave the Benediction, she mentioned that this church is celebrating its 300 anniversary, which will be marked in the months to come. Pastor Jill also mentioned the names of those who had passed away in 2017.

#### **BENEDICTION**

Respectfully submitted,

Jane Pollard, Clerk