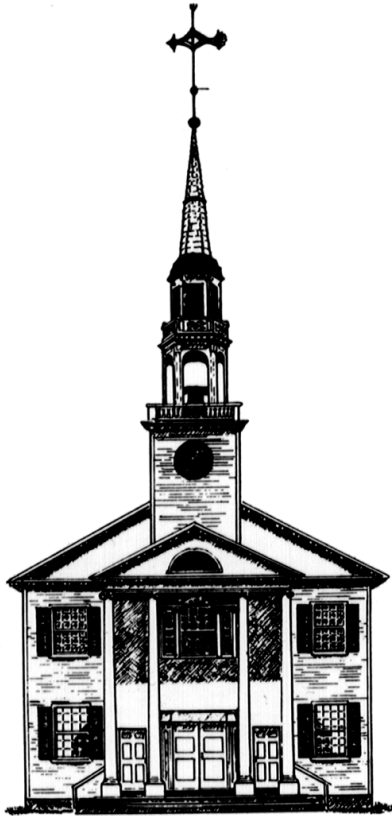


# ANNUAL REPORT

2009



**NORWICH CONGREGATIONAL CHURCH,  
UNITED CHURCH OF CHRIST  
NORWICH, VERMONT**

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## **A: Warning of the 2009 Annual Meeting of the Norwich Congregational Church, UCC**

Notice is hereby given of the Annual Meeting to be held after worship on Sunday, February 7, 2010 to transact the following business:

- to hold opening Prayer;
- to elect a Moderator and an Assistant Moderator;
- to approve the Minutes\* of the 2008 Annual Meeting;
- to discuss and adopt a budget for 2010;
- to hear and act on the reports of the officers and committees; to elect officers, boards, and committees for 2010;
- to hear and act upon the recommendations of the Trustees regarding the parsonage.
- to hear and act upon the recommendations of the Trustees regarding the designation of trust funds.
- to conduct whatever other business may properly be brought before the meeting.

The meeting will be preceded by a potluck lunch; please bring food to share.

In case of inclement weather, the Annual Meeting will be held at 7:30 pm on Tuesday February 9, 2010.

*\*Minutes are printed in the Annual Report.*

## **B: Draft Minutes of the 2008 Annual Meeting**

**Sunday, February 8, 2009**

Brooke Mohr called the meeting to order at 12:15 PM. She reminded everyone to collect his or her leftovers, pots, and bowls at the end of the meeting. In attendance were 40 people, as counted by the clerk.

Howie Tobak gave the opening prayer.

Brooke Mohr was nominated as moderator; John Severinghaus was nominated as assistant moderator. They were elected by a unanimous vote.

Harry Dorman moved to approve the Minutes of the 2007 Annual Meeting; Carolyn Mertz seconded. The minutes were approved by a unanimous vote.

Chuck Egner came forward to discuss the 2009 Budget and the Trustee's report. Doug Britton moved to adopt the 2009 budget as presented in the 2009 Annual Report. Mary Sachsse seconded.

Discussion items from the Trustee's Report:

- The UCF trust fund balance was corrected to read: \$265,926 on December 31, 2008.
- The payout from the trust funds was explained; it is 4.5% based on a 3-year average of the value of the funds.
- Discussion about the capital campaign and Investment Committee's report was postponed until later in the meeting
- The Trustees appreciated how the Christian Education Board had reduced spending for 2008.

Discussion items from the 2009 Budget:

Income: #4105, pledges: \$204,000 was the latest update. #4113, non-pledge gifts, "Why is this reduced?" It is hard to estimate this amount and \$10,000 is a conservative estimate. # 4211, fundraising, "Who would do this?" Gary Brooks volunteered; Chuck Egner said that he would help. #4085, use of facility: "Is \$10,000 realistic?" Yes, contracts are in place. A suggestion was made that the uses of the Pastor's Discretionary Funds be listed.

Pastoral Expenses: #6006 Associate pastor's salary represents a three quarters time position. The salary increase for staff for 2009 was 2%; Howie's salary was level funded from Doug's amount. Some of the line increases (#6035, Pastor FSA) were part of the level funded package.

Christian Ed. It was pointed out that the budget reductions were based on Mary Brownlow and the Church School teacher's skillful adaptations of the various curriculum materials on file.

Mission: The total figure was changed to \$5,000 (a reduction of 47.30), which is the customary figure.

Music: Line # 6430 should read \$400; line # 6460 should read \$100.

The questions of maintaining/repairing the older pianos and whether or not to purchase a new practice piano were discussed. Various uses of the piano fund were mentioned. It was suggested and agreement was nodded to in the meeting to have the Music Committee consider these issues.

Office: #6512, copier/LIFELINE printing, is it possible to save money by not having the lifeline? The \$4,500 is a fixed contracted cost that we have to pay for the copier, and it was argued that the LIFELINE was too important to give up. #6555 was down because a new computer had been purchased.

Building: #6655 was the cost of moving propane pipes; # 6674 was the new telephone system. The parsonage property tax would expire on April 1 when the building was removed from the grand list. The lack of funding for #6661 capital reserve was pointed out as a very serious flaw in our financial thinking.

Miscellaneous: "Did we need #6720, flower (\$500)?" Yes, for Christmas greens and occasional Sundays.

General budget discussion and the Trustees' 3 options handout:

“Have all the Boards and Committees made cuts?” Yes.

“Could we do another supplemental pledge drive?” No support surfaced for this option at this time in the meeting. Questions were asked about the maintenance of the parsonage and how housing for ministers worked. Howie explained that housing was provided or a housing allowance was given. Use of the trust funds to balance the budget was both supported and opposed. A 5% cut in salaries was suggested, but not moved as an amendment to the budget motion. Increasing membership was also suggested.

Harry Dorman moved an amendment to the budget motion, seconded by Marianne Spalding that option 3 (drawing down the Endowment for the entire 2009 deficit) be used to provide time for the congregation to complete a self-assessment. Following discussion, the amendment was modified via a friendly amendment to the amendment that the actual amendment wording be “line # 4001 Trust Fund in the 2009 budget be ‘up to \$56,000’”.

Further discussion ensued: A motion to instruct the Stewardship Committee to have a supplemental pledge drive was ruled out of order while the current amendment was on the floor.

The question was called; all but one vote favored calling the question on the amendment. The vote for the amendment was: Yes 26, No 12, abstain 2 and the amendment to the budget passed.

The Budget motion returned to the floor as amended.

The question was called; all the votes to call the question were yes. The amended budget then passed unanimously.

Carolyn Mertz moved that the meeting hear and act on the reports of the officers and committees; and elect officers, boards, and committees for 2009 as presented. Mary Sachsse seconded.

Discussion of the Reports:

Deacons: Harry Dorman updated the Deacon’s report that given the self-assessment workshops that will be part of the minister search process, and Howie Tobak’s expertise in this area, the Deacons had decided not to engage the Alban Institute for long range planning.

Clerk: 3 corrections were made.

Missions: Sharon Corrigan submitted an amended Missions Report that included the corrected monthly communion offering recipients and totals.

Nominating Committee:

Flos Henry provided the following additions:

Alt. Delegate, add Barbara Duncan

Mission: Changes to the years, Mimi Simpson 2 years, Mary Brown and Jenny Williams 3 years.

Flowers: Add Eugenia McGaw 3 years

Nominating: add Cynthia Blake, Brooke Mohr

Hospitality: add Evelyn Gick 3 years

Music take off Jane Helms, add Richard McGaw 3 years, Anne Broussard 2 years

Capital Campaign:

Carolyn Mertz reported that \$60,000 remained to be collected by April 2009 from the pledge drive. Given this amount, \$40,500 would still be needed by April of 2010 to pay off the loan. This money could be raised from donations, the trust funds, or taken out as a mortgage.

The motion that “the meeting hear and act on the reports of the officers and committees; and elect officers, boards, and committees for 2009 as presented” passed unanimously. (The clerk took this motion to include approving the minutes of the special congregational meeting of June 15, 2008, which were included in the reports.)

The meeting considered the recommendations of the Investment Committee regarding the trust funds. Peter Mertz moved and Doug Britton seconded that “ the Trustees close the Organ trust fund and roll it into the general trust fund if the original gift language allows this.” The motion passed unanimously. The second and third recommendations, a search for a new investment manager and creating a special committee for a legacy-giving program will be sent to the Trustees for their action.

The meeting considered the proposed changes to the By-Laws: 1) to add the Associate minister to the Church Council and 2) to define who may vote on Church Council motions when the voting is conducted outside of a regular meeting.

Christopher Ashley moved and Chuch Egner seconded, to change Article 9 to state: “The Church Council shall consist of eleven (11) members and the Pastor and the Associate Pastor...” And to add the following sentence to that paragraph: “For the purpose of voting on motions by telephone, email, or other outside of Council meetings methods, each board shall designate two (2) members to have these responsibilities and so inform the Chair of Church Council by April first of each year.” and to remove the word not from in front of the words “Associate Pastor” in Article 5. The motion passed unanimously.

Under New Business:

Carolyn Mertz moved to ask the Trustees to consider an additional pledge drive and to consider the budget of each board and committee to reduce the amount to be withdrawn from the Trust Funds in 2009. Seconded by Rita Severinghaus after Carolyn agreed to include the phrasing regarding the Boards and Committees within her motion. Passed, 19 yes, 6 no, 6 abstentions.

Harry Dorman moved that the Annual Meeting, as called for in the by-laws, accept the recommendation made by the Interim Minister Search Committee to call Howard Tobak as Interim Minister to the Norwich Congregational Church. Seconded by Gary Brooks. Passed unanimously.

Priscilla Vincent amounted the next Church Council Meeting would be on Feb 11, 2009 at 7PM.

The Meeting was adjourned by a unanimous vote at 3PM/.

Respectfully Submitted  
Christopher Ashley, Clerk

# C: Associate Pastor's Annual Report 2009

I look back at 2009 as a year full of change, challenge, and growth.

Of course, a big change was the retirement of Doug Moore and our entry into an interim time of discernment. There was sadness and fond wishes in our farewell to Doug. There was anxiety as we faced financial and leadership changes. There was also energy and hope as we contemplated our future. None of these things should be minimized; all of them contributed to our spiritual growth as a faith community.

I found that my ministry moved between two poles: work with youth and work with the passing of older members of our community. The first memorial service of the year was on January 2, and I took part in 6 more during 2009. February saw Confirmation Sunday, a wonderful moment when the young people with whom I am privileged to work stand before the worshipping congregation with words of promise and hope. April brought the annual church rebuilding work trip, bringing together teenagers from our congregation and other Upper Valley communities in a week of hard work and fun. In June, a collaborative effort between Sunday School teachers, the Christian Education Board, and our music staff made Children's Sunday possible. With the new program year in September, adult education was a focus, and a new confirmation class began. October and November brought the planning and celebration of the Norwich Interfaith Thanksgiving Service, which is a wonderful way to show good will to our neighbors. And then Advent and Christmas bring together people of every age with potlucks, carols, candles, giving, and yankee swaps. Throughout the year I led worship once a month at Valley Terrace and spent time with the Kendal discussion group. This is a chance for me to learn from the wise elders of our church community. And as I preached about once a month, I had the chance for study and speaking about the Bible: a source of great joy for me.

This chronological rundown of programs and events does not begin to convey the strength and faith that I encounter weekly. More than ever I appreciate those who faithfully attend worship on Sunday mornings...I wonder if they realize that they are actually making preaching possible with their presence, and keeping the Word of God alive. I appreciate the people who offer hospitality, whether by caring for toddlers or preparing a reception. I appreciate those who drop by with a theological question or a personal dilemma: those who know that the church is the place for sincere deliberation and discernment. I appreciate the people who quietly and tirelessly offer their time, talent, substance and influence for the good of our wider community and the world: we are a church with a heart for mission.

This year I saw some people step up to take on huge leadership roles within Church Council and the various boards. Though heartened by their commitment, I have been concerned that much of the time-consuming work is falling on fewer shoulders. I hope that the future will bring some thinking about how we can best function as a church with a congregational spirit, sharing burdens, work, responsibilities, joys, and decision-making in a way that reflects good stewardship and good will.

I have been privileged to work with great colleagues: Doug, Howie, Mary, Kathy, Tacy, Joni, Dan, and now Jonathan New. The fact that our church can attract such a good staff is itself cause for celebration.

"New occasions teach new duties": I do not know what 2010 will bring. Both my faith and my experience tell me that blessings are on the way.

Blessing to all,

Mary

## **D: Church Council Annual Report 2009**

The Norwich Congregational Church Council is responsible for directing and implementing church policy, and overseeing the operation and activities of the church. The Council is composed of three members-at-large, representatives from the four Boards of the church, and the Pastors. The clerk attends to take minutes, which are printed in the Lifeline. Meetings are open to all interested parties.

In 2009 the Council had an unusually full slate of issues. We met not only monthly, but sometimes more often, and right through the summer. We started the year by welcoming the Rev. Howie Tobak as our new interim minister. Unlike previous interim ministers, who have come in to keep things rolling along while we search for a new settled pastor, Howie was an intentional interim minister, specializing in churches in transition. The Council devoted substantial time to understanding what this transitional process was. Essentially, it involved a great deal of self-study and long-range planning.

Howie conducted a number of workshops for the congregation, covering the history of the Norwich Congregational Church, our structure and organization, and our finances. Out of these we developed 5 Ad Hoc Committees to study these issues in more depth. The focus of the Ad Hoc Committees was to gather information for our church profile, which is an important part of the job description that we put out for a settled pastor. These Committees did significant and valuable work, which we hope will be used as we go forward.

By mid-summer it became apparent that our budget situation was in fact a crisis. After much prayer, soul searching, and deliberation, the Church Council concluded that we could not afford to fund the position of Associate Pastor in 2010, and that we would need a different skill set for the remaining solo pastor. Consequently we notified both Mary Brownlow and Howie Tobak that their positions would not be renewed after the close of 2009. This was a difficult and anguishing conclusion to reach. The Council greatly appreciates the understanding and support we received at a Special Congregational Meeting called to discuss and approve the Council's decisions.

The Council was tasked to create two pastoral search committees: one for a new interim, and one for a settled pastor. On the advice of our Vermont Conference Minister, Lynn Bujnak, the Interim Search Committee was appointed by the Council and consisted of four Council members: Doug Britton (Vice Chair of the Church Council), Ellen Gnaedinger (Board of Christian Education), Marianne Spalding (Board of Trustees), and Susan White (Board of Deacons). Nominations for the larger Search Committee for the settled pastor were solicited from the congregation.

A slate was presented for congregational vote in mid-September: Chipper Ashley (Chair), Laura Beliveau, Kenneth Cracknell, Marty James, Carolyn Mertz, Bob Miller, and Peg Post. The congregation unanimously approved this Pastoral Search Committee.

We begin 2010 as we began 2009, by welcoming a new interim pastor. We are delighted that the Rev. Jonathan New will be with us until we find a settled pastor. The Associate Pastor's position was extended until the end of January to have some overlap of pastoral responsibilities, and to enable the confirmation class to complete its work under Mary Brownlow. The search committee for a permanent minister is in the final stages of preparing the church profile.

We still have concerns about our financial situation, as we did at the beginning of 2009. One sticky issue which the congregation must resolve is what to do with the parsonage: sell it or keep it? We need to know if we will be offering a new pastor the option of living there. We need to consider whether we wish to retain the property but use it for other purposes at present. We

need to decide if it is appropriate for the church to own a rental property. The Board of Trustees has devoted a great deal of time and consideration to the ramifications of a decision about the parsonage. The congregation will be asked to vote on this in the very near future.

Serving on the Church Council has been unusually taxing this year, but it has also been extraordinarily rewarding. The consistent attendance, dedication, hard work and devotion of this Council have been outstanding. It has been a group which listened thoughtfully and respectfully to different points of view; which never devolved into discord; and which provided wisdom, counsel, and wholehearted support. Through this group I have experienced the astounding power and sustenance of deep prayer. It is an incalculable gift.

Respectfully submitted,  
Priscilla Vincent, NCC Church Council Chair

## **E: Board of Deacons Annual Report 2009**

The Board of Deacons has had a busy, demanding, and productive year. The usual 8-member Board was reduced to 6 (rising to 7 with the addition in March of Tilda White), so each member took on added responsibilities.

We began the year saying good-bye to Doug Moore and continuing to assist in meeting the pastoral needs of the church collaboratively with Interim Minister, Howie Tobak. In the previous year we had made detailed arrangements for an extended period of congregational self-study guided by Alice Mann of the Alban Institute. With the arrival of the Interim Minister, those particular self-study plans were shelved and a series of workshops took their place.

A number of “routine” Deacon’s matters were undertaken during the past 12 months. In July, the Deacons superintended an appraisal of the Ministerial Staff, sending surveys to one quarter of the congregation and reporting the results to Mary and Howie respectively. We also sought to make closer connections with the Committees under our care – Flowers, Hospitality, and Music – and in October we met with representatives of those Committees. We thank the members of these committees for all their hard work this year. In the late-spring and early-summer, Willemien Miller and Mary Brownlow undertook the task of reviewing and correcting the Church’s membership roster, and it is now up to date.

In the area of worship, awareness of members’ dietary needs caused us to establish a gluten-free alternative for Communion bread, and that has become a regular feature of our Communion services. And, as usual, the Deacons oversaw the details of monthly Communion services, and served as greeters and as readers. Periodically during the year, proposed changes in the order of worship were discussed with the Interim Minister.

Having made preparations for the arrival of our new Interim Minister, Jonathan New, we look forward with much anticipation to the coming year, during which we will support the Search Committee and the Interim Minister in making the transition to a solo pastorate. Sarah Reeves and John Grant will take over from Doug Lufkin and Susan White as Senior Deacons in February, and we wish them all the best in the year ahead.

Respectfully submitted,

Douglas Lufkin and Susan White  
Senior Deacons

## F: Clerk's Report 2009

**Membership:** 321 Active Members; 12 Associate Members

**Baptisms:** Nicholas Colaiacomo February 8, 2009  
Meg McCormack February 8, 2009  
Greta Elizabeth Stange July 5, 2009  
Emma Southwick Helms November 22, 2009

**Confirmations:** Nicholas Colaiacomo February 8, 2009  
Richard Davis February 8, 2009  
William DeLucia February 8, 2009  
Kayla Jacobs February 8, 2009  
Addison LaRock February 8, 2009  
Ellen Miller February 8, 2009  
Meg McCormack February 8, 2009  
Hunter Simpson February 8, 2009  
Megan Spalding February 8, 2009  
George Voigt February 8, 2009  
Noah Williams February 8, 2009

**Deaths:** Clifton Poore March 1, 2009  
Laird Myers April 1, 2009  
Anita Killian May 5, 2009  
Nancy Joy May 11, 2009  
Herbert Maurer September, 13, 2009  
Robert Joy November 5, 2009

**Transfers Out:** Douglas Moore  
Judy Moore

**New Members:** Harry Higgs A March 22, 2009  
(A=Affirmation of Daniel Van Dorn L March 22, 2009  
Faith, L=Letter of Juliet Van Dorn L March 22, 2009  
Transfer) Melville Dickenson L October 18, 2009  
Virginia Dickenson L October 18, 2009

**New Associate Members**  
Homer Jernigan March 22, 2009

**Removed**  
Carole Bando  
Virginia Close  
Eric Columber  
Audrey Luce  
Rusty Sachs  
Earl Thompson

If you notice errors or omissions, please contact the clerk or the church office as soon as possible.

Respectfully submitted,  
Joanne C. Egner, Clerk  
January 11, 2009

## **G: Hospitality Committee Report 2009**

Once again, Hospitality would like to thank the many church members and friends who volunteered to host coffee hour this past year.

At the beginning of the year, we hosted receptions to six memorial services along with Women's Fellowship. As a result of the unusual amount of memorial services, we went over our budget due to more money spent on coffee and food purchases.

We are looking into ways Hospitality can contribute to savings in the New Year. One way would be to find a way to save on our coffee spending as this makes up most of our budget spending.

Two ideas are the following....

- People who drink coffee would be encouraged to donate to a collection jar, the monies then used toward the coffee for that Sunday
- Coffee hour volunteers could donate coffee for that Sunday

This past summer we discovered Christian Education account had been wrongly charged with the coffee hour purchases. Corrections have been made so that this money comes directly from Hospitality budget.

Thanks to all who are providing healthy and lighter food choices for coffee hour.

And many thanks to all for your service.

Respectfully submitted,  
Katherine Broussard, Carol Loveland, and Evelyn Gick

## **H: Flower Committee Annual Report 2009**

The Norwich Congregational Flower Committee is primarily responsible for arranging donations of flowers for the altar each Sunday. Many members of our congregation give flowers in honor or memory of family and friends. The flowers add to the beauty of the sanctuary during the service and we appreciate the generosity of the donors.

During the holidays, the Committee coordinates with the Church Office in many ways. On Palm Sunday, palms are given to parishioners and on Easter, lilies adorn the altar. The Advent season is a special time to decorate with greens, wreaths, and pointsettias. This year, as in the past, Doug and Marty James and Mary Brownlow cut and set up the trees in the sanctuary and Parish Hall. The Youth Group and children decorated each with unique handmade ornaments. Wreaths were given by the Maynards, Parkers, and Witschis, and the hurricane lamps lighting each window were given by Kay Catherwood.

The Flower Committee thanks Tilda White and others who have cared for the geraniums in the windows year round. We also thank the many people led by Marty James who helped to care for the perennial garden on the south side of the church.

Respectfully submitted,

Shirley Parker and Ryan Adams

## **I: Women's Fellowship Annual Report 2009**

This has been a challenging time. In January we said farewell to Rev. Doug and Judy Moore. We presented them with our hand-embroidered ABC Sampler for their new grandchild, Maddie.

We welcomed Interim Minister Howie and Betsy Tobak to Norwich Church and had a special welcome luncheon for Betsy the church in February .

We had two Fri. evening supper and game nights with kids in Feb. and March.

Our in -home -book club meet on the 3<sup>rd</sup> Thursdays of each month from 2-4.

During 2009, we assisted with several memorial service receptions, mourning the loss of loved members and friends of the church. We sent a quilted queen size quilt to Laurie Berryman and family for get well wishes during her cancer treatments.

We helped provide dinners for David's House in April and gave several prayer shawls to members and friends of the congregation.

The Hanover Lutheran Church women joined us in July in Parrish Hall to quilt for their World Relief quilts. We tied and bound about 14 quilts.

We had in-home meetings at Cleta Wheeler's and Tilda White's.

We worked all week at the 5 church rummage sale in July contributing \$2,108.50 to the church. Our ladies also had a fundraiser luncheon during the rummage sale on opening day.

We sent \$1000 to the Haven Food shelf from raffle tickets for the Blue and White Quilt which was won by Betsy Wolmar of Quechee and now have \$982.00 left from our Nov. Christmas Bazaar this year to give to 2010 charities of choice.

Other Womens' Fellowship Donations in 2009

4 card tables for church: \$60.00

Gasoline coupons: \$200.00

Whipple Hill Fund in memory of Co Emlen \$200.00

Huessy wedding gift \$100.00

Easter seals Camp for a Foster Child \$160.00

Please join us in all or some of our activities. Bring your ideas and yourselves to help us welcome new interim. pastor, Rev. Jonathan New, say farewell and thank you to Mary Brownlow and a Hello to the new permanent minister in the future. Our mission is important. Please join us. Help us care and share with cards, sunshine baskets or in anyway that can make us a supportive and important group of women.

God bless you all. , Debby and Tilda and Anne

## **J: Board of Christian Education Annual Report 2009**

In many ways, this has been a challenging year for the Board of Christian Education, as it has been for the Church as a whole. The goal of the Board during this interim period between settled Pastors has been to develop and promote educational programs for all ages and to encourage participation by Church members as well as by members of the broader Upper Valley community. While we see more challenging times ahead for 2010, we intend to continue to develop and offer programs of interest to all ages.

The Church Sunday School used the *Inviting Word* curriculum through the year. During the first part of the year, classes were offered for K-1<sup>st</sup> grade, 2<sup>nd</sup>-3<sup>rd</sup> grades, 4<sup>th</sup>-5<sup>th</sup> grades and 6<sup>th</sup>-8<sup>th</sup> grades. Due to a decline in Church School attendance, the Board decided to offer classes for K-3<sup>rd</sup> grade and 4<sup>th</sup>-8<sup>th</sup> grades during the fall. Nursery care was available for very young children throughout the year. The Mission Board continued to present a class to all children once a month to describe the projects involved in each monthly Mission Offering. On Children's Sunday, the children led a Bible quiz of the congregation regarding certain important Biblical characters.

Mary Brownlow led a successful Confirmation Class of eleven 8<sup>th</sup> graders, who were confirmed on February 8, 2009. Mary also began a Confirmation Class for eight 8<sup>th</sup> graders in the fall of 2009, and those young people will be confirmed in January 2010.

Mary Brownlow also organized and led a highly successful youth work trip during April vacation to the Greater Bethelpore Baptist Church in Bleeker, Alabama. About 25 area high school and middle school students, including a half-a-dozen young people from NCC, made the long bus trip to Alabama and, in perhaps one of the most challenging projects in twelve years of work trips, helped local workers install roof trusses on a new church building. NCC youth members spoke to the congregation of their experiences on Children's Sunday.

The establishment of more youth and adult educational opportunities was a priority of the Board this year. Board member Harry Higgs had the vision and energy to create a new program for local young people (of all ages) called "Things That People Do." The idea of TTPD was and is to bring to NCC for an evening once a month local professionals to talk about the work that they do, what led them to choose their profession and what sort of mentors they have had along the way. Programs have included presentations by Mark McPeck and Michael Simpson on Geology/Biology, Amy Gladfelter and Harry Higgs on Research Science, Bob Whalen and Rebecca Hooper on Sports and Kathy Sherlock-Green and Louis Burkot on Music. The monthly programs will continue into 2010. Harry Higgs deserves special recognition for his work on this program.

Weekly Bible study has continued through 2009 with Howie Tobak and Mary Brownlow. In addition, the Board has worked to offer other educational programs of interest to members on Sunday evenings. Mary Brownlow put together a four-week class on the parenting of teenagers with various local experts in September. Kenneth Cracknell offered a four-week comparative religion course, and Sarah Reeves offered a two-week course on St. Paul. Other presenters included Mary Brownlow, Jane Helms and Susan White. These weekly classes will continue into 2010 with a variety of topics planned.

Mary Brownlow held the annual Women's Retreat at her house in November. The focus of the retreat was on effective listening, and the retreat was very well attended and received.

The Board would like to thank all those who led and participated in Christian Education programs this year. We would especially like to thank all Sunday School teachers and program organizers and presenters. Because we learn from each other, we encourage all Church members to let us know your ideas about how to continue to make the Norwich Congregational Church a place of learning and growing in the Christian faith.

Respectfully submitted,  
The Board of Christian Education

Bob Miller, Ellen Gnaedinger, Teri LaRock, Jinny Brack, Harry Higgs, Laura Beliveau and Mary Brownlow (*ex officio*)

## **K: Board of Mission Annual Report 2009**

2009 Board members: Celina Barton, Mary Brown, Sharon Corrigan (co-chair), Lisa Paquette, Mimi Simpson (co-chair), and Jenny Williams

The Board would like to thank the members of NCC who have helped us achieve the following responsibilities:

- Choosing monthly mission offerings and allocating donations to service organizations in our area and in our larger community.
- Managing our annual NCC budget and monthly mission collections.
- Exploring and discussing volunteer-related service initiatives which enhance our church mission.

### Accomplishments: In-Kind Contributions - Upper Valley Focus

The Board solicits volunteers to prepare monthly dinners for physician and staff volunteers at the Good Neighbor Health Clinic in White River Junction. The Clinic provides quality medical care to Upper Valley residents in medical need but without the means to pay.

Vicky Fish collaborates with the Listen Center to organize bi-monthly Community Dinners in White River Junction. Church volunteers prepare and serve dinner for those in need of a healthy, hot meal.

Coordinates the churches involvement in the Norwich Holiday Basket Project, a program that provides gifts to families who are not able to afford presents for their children at Christmas. In 2009, we gave 25 presents and 4 gift certificates.

The Board encourages food donations (as well as undergarment donations) to The Haven Food Shelf. Board members distributed non-perishable items as they are collected in the bins in the hall. We also try to include occasional distribution to the Sharon Food Shelf, as recommended by a member of our congregation.

We invited representatives from number of charitable organizations to discuss their upcoming projects with the Board and congregation. Last year, we hosted the following groups: Inspiring Kids, the Haven's Adult Homeless Shelter, Dismas House, Children's Literacy Foundation, and the Family Place.

NCC offered our parish hall for a Community Christmas Buffet, which was organized and staffed by members of the church community. There were 22 people in attendance.

### Accomplishments: In-Kind Contributions - National and International Focus

The Board of Missions continues to support the Dominican Republic Project (DRP) both financially and with in-kind support through donations of clothing. Rita Severinghaus, founder of DRP, has kept us abreast of the activities happening in Cotui, DR. The organization's mission focuses on a commitment to sustainable community initiatives for women, children, and their families in the area of health, education and the environment.

Mary Brownlow coordinated another work session of high school youth in the area to work on burned churches. This year they went to Phenix (sic), Alabama to work on roof trusses and other construction.

Accomplishments: 2009 Monthly Mission Collection:

January	Vermont Food bank	\$726
February	Upper Valley Haven	\$236
March	One Great Hour of Sharing - <b>UCC</b>	\$684
April	The Family Place ( <b>new</b> )	\$461
May	Heifer International	\$425.51
June	Dominican Republic Project	\$490
July	VA Medical Center Project ( <b>new</b> )	\$327
August	Nalamdana	\$432
September	Upper Valley Smiles ( <b>new</b> )	\$657
October	Neighbors in Need - <b>UCC</b>	\$260
October	Asian Flood Relief ( <b>new</b> )	\$225
November	Children's Literacy Foundation ( <b>new</b> )	\$371
December	Christmas Fund - <b>UCC</b>	\$705
December	Christmas Eve / Discretionary Fund	\$6,309.47
<b>TOTAL COLLECTIONS</b>		<b>\$12,308.98</b>

Accomplishments: 2009 Church Budget Allocation:

Bonnie Glac	Affordable vehicles support - Lebanon, NH	\$ 250
Holy Joe's Café (UCC)	Coffee house ministry – Cleveland, OH	\$ 250
Good Beginnings	At risk family support - Lebanon, NH	\$ 250
Hannah House	Teen mother support - Lebanon, NH	\$ 250
Ten Bricks	Homeless advocacy and support - Lebanon, NH	\$ 250
Twin Pines Housing Trust	Affordable housing support - White River Jct. VT	\$ 250
Upper Valley Substance Abuse	Substance abuse support - Lebanon, NH 03766	\$ 300
Visiting Nurse Alliance of VT and NH - Hospice	Hospice support to families - White River Jct., VT	\$ 250
Willing Hands	Food support to needy - Lebanon, NH 03766	\$ 250
Windsor County Partners	Youth partnership/mentoryship - Windsor, VT 05089	\$ 250
SEVCA (SE Vermont Community Action) **	Support for impoverished of Windsor and Windham counties - Westminster, VT 05158	\$ 250
WISE (Women Information Services)	Safe House and support for battered women, Lebanon, NH	\$ 250
Vt Interfaith Power and Light	Sustainability, global warming awareness, Richmond, VT	\$ 250
Listen	Social services provider for underserved in Upper Valley- Lebanon, NH	\$ 300
Institute for Sustainable Communities ( <b>new</b> )	Global environmental problem solving, Montpelier, VT	\$ 250
Village Health Works (Burundi) ( <b>new</b> )	Healthcare for the impoverished, Burundi/ New York	\$ 250
Selamta – Human Capital Fndtn.	Orphanage and support for orphans – Ethiopia/ White River Jct., VT	\$ 262.50
HCRS (Health Care and Rehab Services) *	Community Mental Health, Springfield, VT 05156	\$ 250

WR Council on Aging (Bugbee Sr. Center)	Support for the elderly - White River Jct., VT	\$ 250
Haven – Underwear/Socks Drive	Homeless support – White River Jct., VT	\$ 187.50
<b>TOTAL BUDGET ALLOCATION</b>		<b>\$ 5,000.00</b>

\* **Funded by the Cleevie White Fund**

\*\* **Funded by the Ellison Fund**

Full descriptions of the designated organizations are available from the Board of Missions.

Accomplishments: 2009 Additional Mission Pass Throughs:

Midwestern Flood Relief	Vermont UCC Conference	\$ 205
UV Habitat for Humanity	Housing Support - Lebanon, NH	\$5
Asian Flood Relief	Vermont UCC Conference	\$ 225
<b>TOTAL PASS THROUGH</b>		<b>\$ 435</b>

Other Accomplishments:

In addition to facilitating fund distribution and coordinating in-kind services to charitable organizations, the Mission Board accomplished the following:

- Prepared (and received approval for) a Woodworth Foundation grant for \$4,000 to support the construction of adult homeless shelter at the Haven.
- Created specific “jobs” for each board member to facilitate the regular work of the board – including submissions to LifeLine and the bulletin, handling mail and updating the bulletin board, providing minutes and coordination with the bookkeeper, recruiting volunteers for in-kind donations.
- Deliberated the allocation of donations with a special focus on projects that support Upper Valley communities in the areas of housing, food support, services for the families and the elderly.
- Continued to support national programs of the United Church of Christ, as well as selected international charities that have solid reputations.
- Updated by-laws of the Mission Board for review of the Church Council.
- Provided “Mission Moments” during the 1<sup>st</sup> or 2<sup>nd</sup> service of the month to more fully describe highlighted monthly charities to the congregation.
- Collaborated with the Christian Education Board to involve the selected charities in the Sunday school programming.
- Presented sampling of “unsung” heroes on Mission Sunday – members of the church community who are volunteering their time for valuable charitable causes.

# L: Nominating Committee Report 2009

## **Church Council**

Chair	Doug Britton	2011
Vice Chair	Dick Broussard	2012
At Large	<b>Susan White</b>	2013

## **Officers**

Clerk	Joanne Egner	1st
Asst Clerk	<b>Katie Gerke</b>	1st
Treasurer	Bob Jacobs	5th
Asst Treasurer	<b>Chipper Ashley</b>	1st
Moderator	Brooke Mohr	4th
Asst. Moderator	John Severinghaus	4th
Collector	Peter French	2nd
Asst Collector	Judy Pond	2nd
Auditor	<b>Irv Thomae</b>	1st
Head Usher	Peter Mertz	2nd
Historian	Marty James	2nd
Delegates	Susan White	2nd
	<b>Katherine Broussard</b>	1st

Alternate  
Delegate

## **Board of Deacons**

Chair - Male	John Grant	2011
Chair - Female	Sarah Reeves	2011
3rd Yr - Male	Gary Brooks	2012
3rd Yr - Female	Willemien Miller	2012
2nd Yr - Male		2013
2nd Yr - Female	Tilda White	2013
1st Yr - Male		2014
1st Yr - Female	<b>Sharon Corrigan</b>	2014

## **Board of Christian Education**

3rd Year	Bob Miller	2011
3rd Year	Teri LaRock	2011
2nd Year	Laura Beliveau	2012
2nd Year	Harry Higgs	2012
1st Year	<b>Marty James</b>	2013
1st Year		2013

## **Board of Mission**

3rd Year	Celina Barton	2011
3rd Year	Mary Brown	2011
2nd Year	Jenny Williams	2012
2nd Year		2012
1st Year	Mimi Simpson	2013
1st Year		2013

## **Board of Trustees**

Marianne Spalding	2011
Stan Williams	2011
Carolyn Mertz	2012
Tom Evans	2012
<b>Doug James</b>	2013
	2013

## **Flower Committee**

Ryan Adams	2011
Shirley Parker	2012
<b>Katherine Broussard</b>	2013

## **Nominating**

<b>Vicky Fish</b>	2011
Brooke Mohr	2012
<b>Barbara Duncan</b>	2013

## **Hospitality**

Carol Loveland	2011
	2012

Evelyn Gick	2012
<b>Joan Wanner</b>	2013

## **Stewardship**

Karen Evans	2011
<b>Deb Berryman</b>	2011
	2012
Anne Egner	2012
<b>Priscilla Vincent</b>	2013

## **Investment**

George Loveland	2011
Mark Beliveau	2012
Peter Mertz	2013

## **Woodworth**

Kenneth Cracknell	2011
Cleta Wheeler	2011
Avery Post	2012
Doug James	2012
<b>Judy Hobbs</b>	2013

## **Music**

Dick McGaw	2011
Anne Broussard	2012
	2013

# M: Board of Trustees Annual Report 2009

Deb van Arman, Tom Evans, and Carolyn Mertz joined as new trustees in February, replacing Mark Lindberg, Marie Elise Young and Charles Egner.

## 2009 Results

The 2009 budget projected a \$1,924 deficit, even with \$56,000 of planned support from the endowment. We only used \$25,000 of endowment funds in 2009, and ended the year with a \$4,581 surplus thanks to higher supplemental pledges, increased fundraising (thank you Gary and Barbara) and cautious spending in nearly all categories. We had budgeted total revenue as \$305,353 and expenses as \$307,278, with the final figures coming in at \$298,425 and \$299,843, respectively.

The balance of the UCF trust account (our endowment) has increased from \$265,926 on December 31, 2008 to \$284,408 on December 31, 2009. This is due to the overall improvement in financial markets worldwide, balanced by withdrawals - the special \$25,000 withdrawal mentioned above as well as the normal 4.5% spend of endowment funds used annually for church operating expenses. After years of research into the origin of each of the trust funds, the trustees adopted a recommendation regarding the correct allowable uses for each fund (Unrestricted, Restricted Use Only, Restricted Use Earnings Only)

The balance of the loan used for the building project at year end was \$56,500. (Note that as of the end of January, the loan was paid down to \$36,500.) The final maturity of the loan is March 2, 2010 by which time we expect that the loan will be fully retired from collection of outstanding pledges and additional gifts.

## 2010 Budget

Income is projected at approximately \$274,863, which is approximately \$24,000 less than the 2009 actual figure. The primary reasons are a decrease in supplemental pledges and the use of endowment funds in the amount of only \$15,000 (vs. \$25,000 last year.) In the past few years we have enjoyed the benefit of receiving pledges and gifts in excess of projections - we are hopeful that will occur in 2010 as well. As of January, we had received pledges of \$212,000 vs. \$204,000 pledged last year.

Expenses are projected at \$278,268, a reduction of over \$21,000 from 2009 made possible primarily through the elimination of the associate pastor position. Expenses would be even lower if not for one-time expenses related to pastoral search and relocation.

## Summary

The church has begun to take the difficult structural decisions necessary to balance our budget. Pledge levels have not increased significantly for several years and we have had difficulty in generating significant net rental income from either the parsonage or the new parish hall. Although controllable expenses have been flat or declining for several years, other expenses such as health care have continued to rise and will continue to do so in the future. This combination of factors resulted in the need to draw on the endowment in 2009. The decision to eliminate the associate pastor position was difficult, but necessary in this environment. If one-time expenses related to the hiring of a new permanent minister were eliminated from the 2010 budget, no use of

endowment funds would be required – i.e., our budget should balance in 2011 at current pledge levels.

After several years of discussion, this past year we began taking concrete steps regarding the future of the parsonage. The trustees this year also hope to make an effort to rebuild the endowment by encouraging gifts and bequests.

Thanks to departing trustees Deb van Arman and Martin Witschi. The trustees also thank every church member and non-member and every church employee for their participation and contributions to the church.

Respectfully submitted,

Board of Trustees: Deb van Arman, Tom Evans, Carolyn Mertz, Stan Williams, Marianne Spalding Co - Chair, and Martin Witschi Co - Chair

## **N: Stewardship Committee Annual Report 2009:**

The 2009 Stewardship Committee consisted of Deb Berryman, Karen Evans and Anne Egner. We were all very grateful to Marianne Spalding for serving as the Trustee Liaison and to Jenny Williams for her help as a special advisor. They guided us through the process and were very generous with their time.

We decided on the theme of “From Jesus’ Fullness, We have All Received, Grace Upon Grace,” from the United Church of Christ Stewardship office. The campaign began on October 18 with a short skit entitled “Who Wants to Be a Stewardship Chair?” It was well received by the congregation. October 25 was Invitation Sunday and Marianne spoke about the special feelings of joy and warmth when one is “invited” to something. November 1 was Mission Sunday. Several members of the congregation as well as representatives from the Mission Committee spoke about what the church means to them and what drives our church to pursue mission. On November 8, we had Dedication Sunday and collected pledge cards. The final Sunday was celebrated with a brunch hosted by the Stewardship Committee.

As of writing this report, we have received pledges totaling \$211,279 which exceeds our goal of \$204,000. However, only 89 pledges have been received to date which is a considerable decrease from last year’s 123 pledges.

The Stewardship Committee is very grateful to our congregation for their generosity, which allowed us to exceed our goal for the year.

Respectfully submitted,  
Deb Berryman, Chair

## **O: Walter and Elizabeth Woodworth Fund Annual Report 2009**

The balance of the Woodworth account on January 1, 2009 was \$20315.15  
Income distributions from the Trust to Woodworth Fund totaled \$15,120.96 plus \$81.90 of interest earned, giving a total of \$35,518.01 available for grants. Grants totaling \$13,185.50 were approved in 2009 and \$9,185.50 were distributed in 2009, leaving a balance of \$ 26,332.51 in the Woodworth Money Market account.

### **1. Grants approved and distributed in 2009**

a. Senior Youth Trip	\$4000
b. Alban Institute	\$ 300
c. SEVCA (fuel assistance heating program)	\$2000
d. Organ lessons – T. Colaiacomo	\$2400
e. Christian Children’s Fund (to provide continued support of child in India)	\$ 485.50

### **2. Grants from prior years and not distributed**

Bangalore Seminary	\$2000
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### **3. Grants approved in 2009 but distributed in 2010**

Upper Valley Haven (new construction of single adult facility)	\$4000
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As of December 31, 2009 funds of \$ 206332.51 remain available for future grant requests after the above items #2 & #3 are distributed.

Respectfully submitted,  
Judith Hobbs, Committee Chair

## **P: Investment Committee Annual Report for 2009**

The Investment Committee oversees church funds that have been given in the past for general use or for specific purposes (see tables below). As of year-end 2009, the Trust Funds balance totaled \$284,409, up \$18,483 or 7.0% (net of disbursements) over the year-end 2008 value of \$265,926.

These monies are invested in two of the United Church Foundation's family of socially responsible funds, around 13% in an equity fund, which invests primarily in US stocks (74% US stocks and 26% in ex-US stocks) with the bulk of the remainder in a moderate balanced fund – a 60/40 mix of stocks and bonds.

The investment mix works out to 65% equity and 35% fixed income. As in past years, we will continue to monitor this asset allocation and make appropriate adjustments if warranted.

Each year the church uses 4.5% of its "non-restricted" endowment (about 67% of total) to fund annual operating expenses. This endowment spend rate is conservative and is consistent the

practice of other endowments. Disbursements totaling \$11,923 and \$25,000 occurred during 2009: the first was the normal budgeted transfer for 2009; the second was a portion of the \$56,600 that was anticipated to be withdrawn from the non-restricted funds during the budget year. During 2010, a transfer of \$9,302 to fund operating expenses has been recommended pending approval of the budget.

As noted in our report last year, the church does not regularly receive very many substantial gifts or bequests to increase its "endowment". The Investment Committee would encourage those of you who are drawing up or changing your will to consider including a legacy gift to the NCC Trust Fund.

Respectfully submitted,

NCC Investment Committee  
 Peter Mertz  
 George Loveland  
 Mark Beliveau

**Table 1: Changes in Value of Investment Accounts during 2009**

<b>Balance as of 12/31/08</b>	<b>\$265,926</b>
Transfers out for 2009 expenditures	(11,923)
	(25,000)
Net change in investment value	55,406
<b>Ending Balance as of 12/31/09</b>	<b>\$284,409</b>

**Table 2: Trust Fund Holdings as of December 31, 2009**

United Church Foundation Moderate Balanced Fund (60.4% equities: 39.6% bonds)	\$246,586
United Church Foundation Equity Fund (57.8% domestic core equity; 16.3% small cap equity; 25.9% international equity)	35,852
<u>Vanguard Intermediate term Treasury Fund</u>	<u>1,971</u>
<b>Total Investment Funds</b>	<b>\$284,409</b>

**Table 3: Allocation of Investment Funds to Individual Trust Accounts as of 12/31/09**

<b>Unrestricted Use Funds</b>	<b>Amount</b>	<b>Percentage</b>
General	\$111,280	39.1%
Flower Fund	19,225	6.8%
Help for Needy Fund	2,008	0.7%
Sabbatical Reserve	0	0.0%
Ellison Fund		
SAM	4,939	1.7%
Music	<u>4,939</u>	<u>1.7%</u>
<b>Subtotal Unrestricted Funds</b>	<b>142,392</b>	<b>50.1%</b>
<b>Restricted Use Funds</b>		
Sargent Painting Fund	\$47,766	16.8%
Charles Judd Clock Repair Fund	18,081	6.4%
Preaching Fund	<u>23,187</u>	<u>8.2%</u>
<b>Subtotal Restricted Use Funds</b>	<b>\$89,033</b>	<b>31.3%</b>
<b>Restricted – Income Use Only Funds</b>		
Waterman Building Maintenance Fund	23,187	8.2%
Merrill Bible Fund	3,489	1.2%
Mitten Fund	11,887	4.2%
Clevie White Memorial Fund	<u>14,421</u>	<u>5.1%</u>
<b>Subtotal Income Use Only Funds</b>	<b>52,983</b>	<b>18.6%</b>
<b>Total Trust Funds</b>	<b>\$284,409</b>	<b>100.0%</b>

NOTE: Columns may not add due to rounding.

**Table 4: Seven Year Historic Perspective on the Value of Trust Fund Accounts**

Balance as of 12/31/2003	\$319,050
Balance as of 12/31/2004	\$339,014
Balance as of 12/31/2005	\$343,213
Balance as of 12/31/2006	\$383,217
Balance as of 12/31/2007	\$381,965
Balance as of 12/31/2008	\$265,926
Balance as of 12/31/2009	\$284,409

## Q: 2009 Budget vs. Actual and 2010 Budget

Acct #	Account Name	2009 Budget	2009 Actual	2010 Budget
	<b>Operating Income</b>	<b>(Amended)</b>		
	<b>Trust Funds</b>			
4001	Trust Fund	6,495.97	6,495.97	4,845.20
4005	Spear (Preaching) Fund	1,259.79	1,259.79	600.00
4010	Waterman (Maintenance) Fund	1,259.79	1,259.79	571.34
4015	Flower Fund	1,044.56	1,044.56	902.69
4016	Clevie White Fund - Music	190.97	190.97	203.49
4020	Sargent (Mitten) Fund	645.84	645.84	292.90
4022	Clevie White Fund - Mission	190.97	190.97	203.49
4025	Hazen (Help for Needy) Fund	109.11	109.11	94.29
4030	Ellison(Music) Fund	268.37	268.37	231.92
4035	Ellison (Mission) Fund	268.37	268.37	231.92
4040	Merrill (Bible) Fund	189.54	189.54	85.96
NEW	Clock Fund	0.00	0.00	2,300.00
4042	Deficit Funding	56,000.00	25,000.00	15,000.00
	<b>Total Trust Funds</b>	<b>67,923.28</b>	<b>36,923.28</b>	<b>25,563.19</b>
	<b>Collections</b>			
4105	Pledges	204,000.00	199,264.10	212,000.00
4106	Pledge paid for previous years	0.00	7,206.30	5,000.00
4110	Weekly Anonymous Cash	6,000.00	4,803.81	6,000.00
4113	Non-Pledge Gifts	10,000.00	7,991.00	10,000.00
4199	Uncategorized Income	0.00	10,919.45	0.00
	<b>Total Collections</b>	<b>220,000.00</b>	<b>230,184.66</b>	<b>233,000.00</b>
	<b>Misc Revenue</b>			
4200	Supplemental Pledges	0.00	18,965.91	4,000.00
4210	Rummage Sale	2,300.00	2,432.50	2,300.00
4211	Fundraising	5,000.00	5,896.39	2,500.00

	<b>Total Misc Revenue</b>	7,300.00	27,294.80	8,800.00
		<b>2009</b>	<b>2009</b>	<b>2010</b>
<b>Acct #</b>	<b>Account Name</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
	<b>Rental Income</b>			
4805	Use of Facility	10,000.00	8,995.00	7,500.00
4810	Parsonage Rental	0.00	1,015.98	0.00
4820	Long-Term Rental	0.00	0.00	0.00
	<b>Total Rental Income</b>	<b>10,000.00</b>	<b>10,010.98</b>	<b>7,500.00</b>
	<b>Interest Income</b>			
4910	Interest - Money Mkt	130.00	11.32	0.00
	<b>Total Interest Income</b>	<b>130.00</b>	<b>11.32</b>	<b>0.00</b>
	<b>Total Revenues</b>	<b>305,353.28</b>	<b>304,425.04</b>	<b>274,863.19</b>
	<b>Operating Expenses</b>			
	<b>Pastoral</b>			
6005	Senior Pastor-Salary	37,411.56	37,411.68	40,376.00
6006	Assoc. Pastor-Salary	18,780.99	19,302.65	1,765.08
6010	Car/Pastor	1,500.00	271.15	1,509.30
6015	House-Pastor	0.00	0.00	16,150.00
6016	House-Assoc	15,858.96	16,299.48	1,321.58
6017	Car-Assoc	200.00	151.80	16.67
6020	Payroll Taxes-Pastor	4,144.68	4,144.56	4,324.00
6021	Payroll Taxes-Assoc	2,833.56	2,912.36	236.13
6025	Health Insurance - Pastor	12,768.00	12,768.00	14,616.00
	Health Insurance-Assoc			
6026	Pastor	6,120.00	5,763.00	510.00
6027	Dental Ins-Pastor	885.00	885.00	1,011.00
6035	Continuing Ed/Pastor	1,700.00	1,820.72	300.00
6036	Continuing Ed/Assoc	300.00	300.00	25.00
6043	Book Allowance-Pastor	300.00	306.45	300.00
6044	Book Allowance - Assoc.	100.00	46.93	8.33
6045	Sabbatical	0.00	0.00	0.00
6050	Life/Disability Ins/Pastor	875.64	875.64	848.00
6051	Life/Disability Ins/Assoc	555.56	544.72	46.30

6055	Annuity/Pastor	8,172.67	8,172.65	7,914.00
6056	Annuity/Assoc	5,364.02	5,084.32	447.00
6071	Pastors' Discretionary Fund	1,000.00	0.00	1,000.00

Acct #	Account Name	2009 Budget	2009 Actual	2010 Budget
NEW	Parsonage Use Expenses	9,450.00	8,164.79	1,414.85
6072	Pastor's Moving Fund	7,000.00	7,000.00	7,000.00
6073	Pastor's FSA	3,000.00	3,000.00	375.00
6074	Assoc Pastor's FSA	2,400.00	2,400.00	200.00
NEW	Severance Pay Pastor	0.00	0.00	8,128.29
NEW	Severance Pay Assoc Pastor	0.00	0.00	5,500.00
NEW	Pastoral Search Committee	0.00	0.00	8,000.00
	<b>Total Pastoral</b>	<b>140,720.64</b>	<b>137,625.90</b>	<b>123,342.53</b>

#### UCC Denominational Ministries

6080	Conf Allow/Pastor	0.00	0.00	150.00
6081	Conf Allowance-Assoc	100.00	49.00	0.00
6082	VT Conf UCC Per Capita	3,510.24	3,558.78	3,739.00
6083	OCWM Basic Support	16,000.00	16,000.00	10,000.00
6084	Delegate	100.00	49.00	100.00
	<b>Total UCC Denom. Ministries</b>	<b>19,710.24</b>	<b>19,656.78</b>	<b>13,989.00</b>

#### Worship

6105	Supplies - Worship	500.00	359.96	500.00
6110	Pulpit Preacher	350.00	100.00	600.00
6115	Advertisement	0.00	126.50	<b>200.00</b>
	<b>Total Worship</b>	<b>850.00</b>	<b>586.46</b>	<b>1,300.00</b>

#### Christian Ed

6215	Supplies - Christian Ed.	500.00	265.53	500.00
6225	Bibles	120.00	0.00	120.00
6230	Curriculum	200.00	0.00	200.00
6235	Adult Ed	50.00	250.00	250.00
6236	Adult Retreats	100.00	0.00	100.00
6240	Youth Ed	600.00	358.97	600.00
6255	Equipment	100.00	0.00	100.00

6260	Children's Sunday	60.00	20.44	100.00
NEW	Coordinator	0.00	0.00	2,992.00
	<b>Total Christian Ed</b>	<b>1,730.00</b>	<b>894.94</b>	<b>4,962.00</b>

Acct #	Account Name	2009 Budget	2009 Actual	2010 Budget
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**Board of Missions**

6315	Local Mission	3,785.71	3,785.71	4,177.40
6325	Clevie White	190.97	190.97	203.49
6335	Sargent Fund (Mitten)	645.84	645.84	292.90
6345	Hazen Fund	109.11	109.11	94.29
6355	Ellison Fund	268.37	268.37	231.92

	<b>Total Board of Mission</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>5,000.00</b>
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**Music**

6405	Senior Choir Dir	8,563.84	8,564.25	8,563.84
6406	Junior Choir Dir	6,622.70	6,622.77	6,622.70
6407	Payroll Tax-Music	2,591.71	2,592.06	2,591.71
6408	Organist	15,509.60	15,509.70	15,509.60
6420	Musicians	225.00	225.00	225.00
6425	Vac Organ	750.00	750.00	900.00
6430	Music-Sr. Choir	400.00	0.00	400.00
6435	Maint	500.00	595.66	500.00
6436	Grand Piano Reserve Fund	0.00	0.00	0.00
6440	Messiah Sing	20.00	0.00	0.00
6445	Music Jr	400.00	21.79	400.00
6447	Jr/Yth Choir Accom	3,182.40	3,186.40	3,182.40
6450	Hymnals/Metcalf Music	0.00	0.00	0.00
6455	Continuing Ed	100.00	0.00	100.00
6460	Guild	100.00	0.00	250.00
6465	Equipment	300.00	5.00	100.00
6475	C. White Trust Fund	190.97	190.97	203.49
6485	Ellison Fund	268.37	268.37	231.92

	<b>Total Music</b>	<b>39,724.59</b>	<b>38,531.97</b>	<b>39,780.66</b>
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**Office**

6505	Office Manager	15,752.88	14,065.70	15,752.88
6506	Payroll Tax-Office	1,205.10	1,076.04	1,205.10

6508	Bookkeeping Services	6,952.32	5,641.34	6,952.32
6509	Payroll Tax-Bookkeeping	531.85	431.55	531.85
6510	Accounting Services	300.00	275.55	500.00
6512	Copier	4,500.00	6,467.27	5,900.00
6515	Supplies - Office	1,750.00	773.36	1,750.00

<b>Acct #</b>	<b>Account Name</b>	<b>2009 Budget</b>	<b>2009 Actual</b>	<b>2010 Budget</b>
6520	Telephone & Internet Service	3,200.00	3,028.14	3,700.00
6525	Postage	2,000.00	1,829.33	2,000.00
6535	PO Box Fee	75.00	70.00	75.00
6540	Lifeline	1,700.00	1,800.00	1,800.00
6550	Continuing Ed-Office Mgr	0.00	0.00	0.00
6555	Computer Expenses	350.00	654.00	675.00
	<b>Total Office</b>	<b>38,317.15</b>	<b>36,112.28</b>	<b>40,842.15</b>

**Building**

6605	Sexton	5,542.68	5,542.77	5,542.68
6607	Payroll Taxes-Sexton	424.02	424.06	424.02
6610	Cleaning	10,400.06	10,600.00	10,600.00
6615	Payroll Taxes - Cleaning	795.60	810.90	810.90
6620	Supplies - Building	1,000.00	815.98	750.00
6625	Rubbish	500.00	60.00	200.00
6635	Insurance	6,875.00	5,998.31	6,875.00
6640	Elevator Maintenance	0.00	0.00	3,300.00
6642	Fuel Oil	8,000.00	8,297.52	7,000.00
6645	Furnace/Water Htr Service	550.00	0.00	750.00
6650	Electric	2,200.00	2,553.19	2,200.00
6655	Water Usage	400.00	301.02	400.00
6660	Propane	450.00	568.47	400.00
6661	Maj Main	1,500.00	3,294.40	1,000.00
6662	Maintenance Capital Reserve	0.00	0.00	1,000.00
6665	Equipment	250.00	0.00	200.00
6667	Snow/Lawn	100.00	2,675.00	3,000.00
6668	Parsonage Repair	5,000.00	3,834.91	0.00
6672	Parsonage Furnace Service	225.00	0.00	0.00
6674	Parsonage Fire Tax	397.76	0.00	400.00
6675	Telephone System	0.00	0.00	0.00
6690	Fire/Security Alarm	850.00	965.22	850.00
6691	Parsonage Utilites/Upgrade	5,000.00	5,224.91	0.00

6692	Parsonage Property Tax	7,366.92	7,366.92	0.00
	<b>Total Building</b>	<b>57827.04</b>	<b>59333.58</b>	<b>45702.60</b>

Acct #	Account Name	2009 Budget	2009 Actual	2010 Budget
	<b>Misc.</b>			
6700	Miscellaneous - Other	300.00	20.00	300.00
6705	Hosp Com	250.00	325.13	250.00
6720	Flower	500.00	41.65	500.00
6730	Stewardship Committee	600.00	137.41	600.00
6740	Worker's Compensation Brokerage Fees/Market	1,348.00	1,460.92	1,500.00
6780	Action	400.00	78.51	200.00
6800	Unresolved Exp	0.00	37.97	0.00
	<b>Total Misc.</b>	<b>3,398.00</b>	<b>2,101.59</b>	<b>3,350.00</b>
	<b>Total Expenses</b>	<b>307,277.60</b>	<b>299,843.89</b>	<b>278,268.95</b>
	<b>Net Income</b>	<b>(\$1,924.32)</b>	<b>\$4,581.54</b>	<b>(\$3,405.76)</b>

## R: Consolidated Balance Sheet, December 31, 2009

### ASSETS

#### Current Assets

Vanguard MM	1,118.05
Ledyard Checking Acct. #528935	36,585.60
Ledyard Money Market #2027746	313.45
Ledyard Woodworth MM #2027753	26,332.51

Total Current Assets 64,349.61

0.00

Property and Equipment

Total Property and Equipment 0.00

#### Other Assets

Vanguard Investment Account	1,970.96
UCF Investment Account	282,437.83

Total Other Assets 284,408.79

Total Assets \$ 348,758.40

### LIABILITIES, RESERVES AND CAPITAL

#### Current Liabilities

Next Year's Pledges	17,816.67
Woodworth for Organ	1,472.10
Woodworth for Young Artists	135.00
Woodworth Pass Throughs	118.51
Mission Pass-Throughs	131.50
Youth Trip	1,295.78
Dominican Republic Relief Fund	200.00
Equipment Pass Thru	(647.64)
Other Pass Throughs	(29.24)
Women's Retreat	130.00

Total Current Liabilities 20,622.68

Reserved Funds

Grand Piano Reserve	1,946.20
Reserved Capital Maintenance	2,500.00
Energy Conservation Fund	3,287.00
Woodworth Fund Balance	<u>26,332.51</u>

Total Reserved Funds 34,065.71

Total Liabilities & Reserved Funds 60,688.39

Capital

Retained Earnings	5,059.82
Vanguard Trust Balance	1,990.82
UCF Trust Balance	282,437.83
Net Income	<u>4,581.54</u>

Total Capital 294,070.01

Total Liabilities & Capital \$ 348,758.40

## S: Collector's Annual Report 2009

	<u>2008</u>	<u>2009</u>	<u>2009 Supplemental</u>
Total of all Pledges collected	\$207,835**	\$206,590.40*	\$23,816.67
Total # of Pledges	129	123	
Average pledge collected	\$1573	\$1631	
% of Pledges Collected by year-end	101%	95%	

\* Represents contributions toward Year 2009 pledges that were received in 2008 and 2009, and pledges that were made for prior years. Does not include contributions toward Year 2009 pledges that were received in 2010.

\*\* Represents contributions toward Year 2008 pledges that were received in 2007 and pledges that were made for prior years. Does not include contributions toward 2008 pledges received after 12/31/08.

Respectfully submitted for,

Judy Pond  
Collector

By Joni Latuch-Lyman  
Financial Manager

Norwich Congregational Church  
P.O. Box 236  
Norwich, VT 05055

Non-profit  
Organization  
US Postage  
PAID  
Norwich, VT  
Permit No. 1

