



# South Newbury

## UNION CHURCH

Reports for 2020-2021

Annual Meeting: June 27, 2021

***Our Mission:***

***In the spirit of Christ, we serve our community, we gather for worship and fellowship,  
we offer encouragement, compassion and respect to all to the glory of God.***

South Newbury Union Church  
2020 Annual Meeting  
Annual Report

Table of Contents

<b>Annual Meeting Agenda</b> .....	3
<b>Annual Meeting Minutes: June 28, 2020</b> .....	4
<b>2020 Report of Membership (Clerk’s Report)</b> .....	6
Church membership .....	6
Membership Changes:.....	6
<b>Report of the Executive Board</b> .....	7
<b>Report of the Finance Committee</b> .....	8
<b>Treasurer’s Report of Bank Account and Investment Balances</b> .....	8
Balances December 31, 2020.....	8
Current Balances .....	9
Funds Invested in United Church Funds .....	9
<b>2020 Income and Expense Statement: General Fund</b> .....	9
<b>General Fund Balance Sheet: December, 2020</b> .....	12
<b>Deaconate Fund Balance Sheet: December, 2020</b> .....	12
<b>Capital Fund Balance Sheet: December, 2020</b> .....	13
<b>Report for Financial Review 2021</b> .....	13
<b>Report for Deaconate Board</b> .....	14
<b>Pastor’s Report 2020 – 2021</b> .....	15
<b>Report for the Nominating Committee</b> .....	17
Executive Board.....	17
Deaconate Board.....	17
Delegates to Association and Conference meetings .....	18
Pastoral Relations.....	18
<b>Proposed 2022 Budget</b> .....	18
<b>Open and Affirming Covenant</b> .....	19

# South Newbury Union Church

2020 Annual Meeting

Annual Report

## Annual Meeting Agenda

**JUNE 27, 2021**

Opening prayer

Establishing that a quorum is present

Reports

Nominating report and elections

2022 Budget

Bylaw amendments

Open and Affirming Covenant Consideration

Awards

South Newbury Union Church  
2020 Annual Meeting  
Annual Report  
Annual Meeting Minutes: June 28, 2020

The 2020 Annual SNUC meeting was called to order at 10:45 am after a quorum was declared in attendance by Chairman Mary Smith. Pastor David Keller offered an opening prayer and then presented greetings from the pastor of our sister church in Zimbabwe

A motion to accept the agenda was made by Jim Schultz, seconded by Keira Rand, approved by the assembly.

Jim Schultz moved to accept the minutes of 2019 Annual meeting and the Clerk's report, seconded by Roberta Daw and approved by the assembly.

After a very quick review of the reports by the Executive board, Finance Committee, Financial Review, Stewardship Committee, the Diaconate and Pastor, and Income and Expense Reports, Roberta Daw moved for their acceptance, seconded by Christine Hill. The motion was approved by the assembly. A brief, if confused explanation, of the Balanced Sheets for the General, Diaconate and Capital funds was offered by Pastor David. Nancy Nichols reported that after "clarifications" in Power Church, the Income/expense statement recorded a surplus of \$2114.96 in the General Fund, astounding everyone.

An amended budget proposed for 2021 was passed. A new line item of \$180 /year (\$15/ month) was added to the expense side for Video Conferencing. \$1000 was subtracted under Fair Income because the pandemic made the \$2000 number doubtful. This changed the expected income to \$40,836 with the expense side changed to \$49,569. This left the budget deficit at \$8733. Acceptance was moved by Jim Schultz and seconded by Roberta Daw with unanimous approval of the assembly.

The nominating committee asked for volunteers for Financial Secretary, and no one responded. Nominations of Marj Schultz to Executive board and Gail Bostic, Chris Hill and Roberta Daw to the Diaconate Board were presented. Nancy Nichols moved for acceptance and seconded by Roberta Daw. Nominees were accepted and elected by the assembly.

Amendments as a whole package were presented. After much discussion that failed to pass. Three amendments 1) to allow nomination of Financial Secretary by the Executive Board 2) to allow electronic voting when necessary and 3) to allow special meetings for making amendments were passed. They are as follows:

Article V

Sec 1d: Officers may serve no more than two (2) consecutive terms in a particular position except conditions under Section 3.

# South Newbury Union Church

## 2020 Annual Meeting

### Annual Report

Sec. 2: There shall be two (2) Members at Large. One shall be elected by majority vote of members at the Annual Meeting for the term of two (2) years.

Sec. 3: If no one is nominated at the Annual Meeting for an officer or Member at Large of the Executive Board, or a member of the Board of Deacons, or if a vacancy occurs between Annual Meetings, the Executive Board may appoint a person to fill the vacancy, including person occupying that position prior to the Annual Meeting.

So moved by Roberta Daw, Seconded by Nancy Nichols, approved by voice vote of the assembly.

### Article VII

Sec 2: If circumstances should occur when in-person meetings are inadvisable or cannot be held in a timely manner, church committees, boards and/or Congregational Meetings may employ electronic voting measures as long as the following conditions are met:

- A meeting utilizing telephonic or video conferencing capabilities is called according to the requirements for calling a meeting outlined in these by-laws.
- All decision-making members attending the meeting have the ability to communicate with one another.
- The vote can be taken and results announced in a live manner.
- \*Voting in such a manner is not in conflict with any other requirements of these by-laws.

Sec.3 Annual Meeting: The Annual Meeting shall be held on the 4<sup>th</sup> Sunday of June, following the worship service. Notice of the meeting shall be circulated by appropriate means at least two (2) weeks prior to the Meeting. Notice shall contain time, place and purpose of the Meeting including approval of the Annual Budget for the Fiscal Year (January 1 to December 31), review of the Annual Report, election of officers for the ensuing church year and any special matters to be considered for vote at such meeting. A quorum shall consist of at least twenty-five percent of members with voting privileges.

Sec.4: Special meetings may be called at any time by the Pastor or Executive Board. Notice of such meeting and the matters for which it is called shall be circulated by appropriate mean at least two weeks prior to such meeting. A quorum shall consist of at least twenty-five percent of voting members.

So moved by Nancy Nichols, seconded by Chris Hill. Approved by the assembly.

### Article XIII (Formerly IXX) Amendment of By Laws

# South Newbury Union Church

## 2020 Annual Meeting

### Annual Report

These By-laws may be amended at the Annual Meeting or at a specially called meeting of the church by a two-thirds vote of members present, provided the amendment has been submitted in writing at any previous Executive Board Meeting. Proposed amendments will be printed and available at least two weeks prior to Annual or special meeting and available in the church and Friendship House.

So moved by Jim Schultz, seconded by Pat Oakes. Approved with one objection by the assembly.

Roberta Daw with Keira Rand presented the opening salvo for on- going discussion for every member about SNUC becoming an “Open and Affirming” church. This means the church could become more proactive in inviting and welcoming LGBTQ people among others into the SNUC family.

Dependable Servant Awards were presented to Scott Wallace and to Mary Smith for their extraordinary work in the past year.

Mary Smith announced a joint meeting of the Executive Board and the Diaconate coming up in August to discuss leadership, needs and best practice for running the church among other issues.

David Keller thanked everyone for their work this day. He also reminded the assembly about the need for video equipment. He then led us with closing with the Lord’s Prayer.

Meeting adjourned at 12:11.

## 2020 Report of Membership (Clerk’s Report)

### Church membership

Church membership December 31, 2019: 46 active 8 inactive

Membership December 31, 2020: 43 active 8 inactive

Total church membership December 31, 2020: 51

Church Society membership December 31, 2020: 10

### Membership Changes:

Loss by death 3

- Pat Chambers May 27, 2020
- Helga Thomas September 20, 2020
- Ona Ruchti December 10, 2020

No new members

# South Newbury Union Church

## 2020 Annual Meeting

### Annual Report

## Report of the Executive Board

The past year has been a busy and amazing year for South Newbury Union Church. It began with our Annual Meeting in June 2020, where new officers for the forthcoming year were chosen.

At the Annual Meeting, it was voted to allow online voting during meetings, whether it is a regular or a special meeting. Three bylaws were passed to allow such to happen. We also passed a bylaw allowing a vacancy to be filled by Executive Board if no one is able to fill the open position.

The board approved monthly payments to pay down line of credit since September of last year. With a generous legacy gift, the line of credit was paid off at the beginning of March. With the remaining funds, the Executive Board voted on members for a build committee to move ahead with the Friendship House Capital Campaign.

The Capital Campaign Committee was reconstituted in late winter 2021, for purposes of fundraising for the renovation and expansion of the Friendship House so it can accommodate our vision of being a center for community life. As the pandemic changed just about everything, the Campaign Committee paused its work. In the fall of 2020, it began meeting again. The initial committee was comprised of Gail Bostic, Mary Smith, Heather Weir, and Maralyn Doyle. Maralyn stepped away from the committee in 2021. The committee has been preparing promotional materials, gathering information, and connecting with a variety of community leaders. We will officially 'launch' the fundraising effort when we have clear goals for fundraising and for construction.

With much appreciation to Heather Weir, church had a well-planned out Stewardship Campaign in the fall. Although with members pledging, we fell short of our financial goal. This spring, Heather and the financial committee held another campaign to increase pledges or pay forward with tithing to assist with our financial situation. It is concerning to me that the funds may not be there as we progress toward the later part of the year.

The church also continued to hold several fundraisers which were creative and successful. New this year were Valentine Baskets and several takeout dinners.

This winter brought forth some challenging times, as we moved through pandemic. Great effort was made to hold our Children's Christmas Pageant and Christmas Eve Service but due to technical difficulties, the events were cancelled. We continued to venture through uncharted territory using virtual means for church services again. The congregation enjoyed the Easter Service, including Maundy Thursday via Facebook live. With the vaccine for Covid 19, many members of our congregation participated, enabling us to reopen for in person services on Mother's Day with CDC guidelines in place. Many changes continue to occur to allow our church to continue to "Be the Church."

Peace,

Mary Smith

Executive Board Chair

**South Newbury Union Church**  
**2020 Annual Meeting**  
**Annual Report**  
**Report of the Finance Committee**

In the ongoing effort to sort out the bookkeeping, changes have been made. Last year (2020) Jim Schultz did a review of accounting practices and balancing of accounts for the year 2019. You might remember that he found a number of errors in all three accounts. With his help, many, but not all, of the errors were corrected. In the 2020 year, David and Nancy started using a computerized “reconciliation” application in Power Church. They employed a technician from Power Church to learn how to use this. They were finally able to “balance the checkbook”, that is inputted numbers matched the bank statements. In Jim’s review of 2020 accounts (see Fiscal Review Report) Jim found significantly fewer errors and was able to facilitate the corrections and still keep the checkbook balanced.

There were also changes in the actual counting practices. Four counters were added to the roster. Also new forms to record the raw data income for bank deposits and the Financial Secretary’s records were part of a more consistent process. A minor but significant practice of putting Deaconate and General Funds in separate deposit bags helped keep money from going accidentally into wrong accounts.

Financial Secretary Heater Weir, Treasurer Nancy Nichols, Pastor David Keller, and Reviewer Jim Schultz have spent countless hours trying to balance the church’s checkbook and record income and expenses in a timely and accurate manner. One can see great improvements in the last two years. Looking forward in this challenging job, we reluctantly see Nancy Nichols stepping down as Treasurer due to term limits.

Also we have had to accept Doris Newell’s retirement from the counting Roster. Their work showed an honest and diligent effort in an onerous task. Thank you and you will be missed in these roles.

SNUC was blessed this 2021 with a Legacy Gift to the Capital Campaign. Because of this generosity, SNUC was able to pay off the entire Letter of Credit Debt. The Executive Board and Finance Committee are currently working with United Church Funds to determine the best investment of remaining monies. Thank you to the person who so generously gave to the ongoing Campaign.

In the year 2020 a deficit budget was approved for 2021. For the second year in a row we were forced to ask for additional funds from the congregation to pay bills. Thanks go out to all who were willing and able to help. Workers on fund raisers have already done an outstanding job to improve our financial standing in 2021. Their creativity during the pandemic time was impressive. At this year’s Annual Meeting however, we are presenting a “balanced Budget” for 2022 by adding \$5000 to hoped-for income. “Aim High” is the goal. Please remember us during the Stewardship Campaign.

Respectfully Submitted,

Marj Schultz

**Treasurer’s Report of Bank Account and Investment Balances**

**Balances December 31, 2020**

General Fund	\$1,228.65
Deacon Fund	\$13,482.07
Capital Fund	\$19,022.17



South Newbury Union Church  
2020 Annual Meeting  
Annual Report

Current Balances

Balances as of June 17, 2021

General Fund	\$3,822.71
Savings Acct	\$285.13
Deacon Fund	\$9,676.73
Capital Fund	\$63,450.23

Funds Invested in United Church Funds

General Fund "Contingency"	\$1,495.40
Capital Fund	\$5,308.75

2020 Income and Expense Statement: General Fund

General Fund 01: January, 2020 – December, 2020

\*\*Unposted Transactions have been included in this report\*\*

Category	Account Nbr	2020 Actual	2020 Budget	Budget Difference
INCOME	4000			
CONTRIBUTION INCOME	4010			
Pledges	4030	\$26,786.50	\$28,736.00	-\$1,949.50
Offerings	4040	7,983.10	7,000.00	983.10
Subtotal Contribution Income	4010	34,769.60	35,736.00	-966.40
MISCELLANEOUS INCOME	4600			
Building Use Income	4610	475.00	50.00	425.00
Miscellaneous Income	4620	79.43	0.00	79.43
Ida Redington Funds	4630	70.40	40.00	30.40
Subtotal Miscellaneous Income	4600	624.83	90.00	534.83
FUNDRAISING INCOME	4700			
Dinners	4710	6,101.00	5,500.00	601.00
Fair	4720	971.00	2,000.00	-1,029.00
Subtotal Fundraising Income	4700	7,072.00	7,500.00	-428.00
TOTAL INCOME		42,466.43	43,326.00	-859.57
EXPENSES	5000			
PASTORAL STAFF	5050			
PASTORAL SALARIES	5055			
SENIOR PASTOR	5060			
SP Salary	5061-001	\$1,372.00	\$2,350.00	\$978.00
SP Housing	5062-002	19,998.00	20,000.00	2.00
SP Retirement	5063-003	2,516.61	3,381.00	864.39
Life and Disability	5065-006	353.51	363.00	9.49

South Newbury Union Church  
2020 Annual Meeting  
Annual Report

Catgeory	Account Nbr	2020 Actual	2020 Budget	Budget Difference
Continuing Education	5065-008	0.00	350.00	350.00
Subtotal Senior Pastor	5060	24,240.12	26,444.00	2,203.88
MUSIC STAFF	5080			
Musician's Salary	5081-001	2,240.00	2,880.00	640.00
Pianist Salary	5081-002	1,600.00	900.00	-700.00
Subtotal Music Staff	5080	3,840.00	3,780.00	-60.00
Subtotal Pastoral Staff	5050	28,080.12	30,224.00	2,143.88
ADMINISTRATIVE EXPENSE	5400			
ADVERTISING	5410			
Advertising	5414	819.90	600.00	-219.90
Bank Charges	5420	20.00	50.00	30.00
Electronic giving charge	5425	199.37	0.00	-199.37
Subtotal Bank Charges	5420	219.37	50.00	-169.37
Office Supplies	5430	19.99	250.00	230.01
Postage	5440	503.50	400.00	-103.50
Printing	5450	261.71	300.00	38.29
Property & Liability Ins	5460	2,512.00	2,512.00	0.00
Mileage Reimbursements	5470	103.00	1,100.00	997.00
Copier Maintenance	5490	377.65	500.00	122.35
PHONES	5515			
Church Phone	5517	842.30	980.00	137.70
INTERNET	5550			
Internet (with phone)	5551	0.00	720.00	720.00
Website	5555	63.95	40.00	-23.95
Internet Access	5560	530.05	0.00	-530.05
Constant Contact Contract	5565	154.00	170.00	16.00
video conferencing (zoom)	5566	119.92	0.00	-119.92
Subtotal Internet	5550	867.92	930.00	62.08
COMPUTER EXPENSES	5570			
Computer Software	5574	149.00	0.00	-149.00
Tech support	5575	35.00	0.00	-35.00
Support Contracts	5576	163.99	0.00	-163.99
Subtotal Computer Expenses	5570	347.99	0.00	-347.99
Subtotal Administrative Expense	5400	6,875.33	7,622.00	746.67
BUILDING & GROUNDS	5600			
UTILITIES	5630			
Electricity - Church	5635	416.18	500.00	83.82
Electricity – Friendship	5636	1,705.74	1,400.00	-305.74

South Newbury Union Church  
2020 Annual Meeting  
Annual Report

Catgeory	Account Nbr	2020 Actual	2020 Budget	Budget Difference
Heating Fuel (Clough)	5637	2,369.02	1,400.00	-969.02
Propane (Ayer & Goss)	5638	1,421.22	2,000.00	578.78
DRINKING WATER	5645	136.95	0.00	-136.95
Subtotal Utilities	5630	6,049.11	5,300.00	-749.11
BUILDING MAINTENANCE	5700			
Furnace Maintenance	5740	0.00	500.00	500.00
Repair/Maintenance	5750	271.87	700.00	428.13
Subtotal Building Maintenance	5700	271.87	1,200.00	928.13
Subtotal Building & Grounds	5600	6,320.98	6,500.00	179.02
DEPARTMENTS/COMMITTEES	6000			
MISSIONS	6010			
OCWM	6015	0.00	600.00	600.00
Association Dues	6020	651.90	600.00	-51.90
Subtotal Missions	6010	651.90	1,200.00	548.10
CHRISTIAN EDUCATION	6200		300.00	300.00
Children Sunday School	6205	17.97	0.00	-17.97
Subtotal Christian Education	6200	17.97	300.00	282.03
MUSIC	6275			
Copyright Licensing	6287	341.39	75.00	-266.39
MINISTRY EXPENSE	6450			
Fundraising expenses	6455	2,311.87	2,000.00	-311.87
Kitchen Supplies	6460	27.00	0.00	-27.00
Church Supplies	6480	17.97	50.00	32.03
Subtotal Ministry Expense	6450	2,356.84	2,050.00	-306.84
Subtotal Departments/committees	6000	3,368.10	3,625.00	256.90
OTHER EXPENSES	6550			
CONVENTIONS & SEMINARS	6560			
NH Conference Delegates	6570	100.00	400.00	300.00
Miscellaneous Expense	6600	59.31	0.00	-59.31
Subtotal Other Expenses	6550	159.31	400.00	240.69
TOTAL EXPENSES		44,803.84	48,371.00	3,567.16
TRANSFER ACCOUNTS	9000			
TRANSFER TO OTHER FUNDS	9001			
Transfer to other funds	9010	-\$342.00	\$0.00	\$342.00
TRANSFER FROM OTHER FUNDS	9500			

South Newbury Union Church  
2020 Annual Meeting  
Annual Report

Category	Account Nbr	2020 Actual	2020 Budget	Budget Difference
Transfer from other funds	9510	767.00	0.00	-767.00
TOTAL TRANSFERS		425.00	0.00	-425.00
EXCESS INCOME\EXPENSES		-\$1,912.41	-\$5,045.00	\$3,132.59

General Fund Balance Sheet: December, 2020

Category	Sub-Category	Acct Nbr	Total
ASSETS		1000	
BANK ACCOUNTS		1050	
CHECKING ACCOUNTS		1100	
	Bar Harbor Bank	1110	\$1,601.87
TOTAL ASSETS			\$1,601.87
NET ASSETS		3000	
UNRESTRICTED		3100	
	Unrestricted Net Assets	3110	\$589.56
DONOR RESTRICTED		3200	
TEMPORARILY RESTRICTED		3201	
	Organ Fund	3202	448.00
	Roof Fund	3203	172.00
	Heating Fund	3204	19.09
Subtotal Temporarily Restricted		3201	639.09
Subtotal Donor Restricted		3200	639.09
TOTAL EQUITY			\$1,228.65
TOTAL LIABILITIES AND EQUITY			\$1,228.65

Deaconate Fund Balance Sheet: December, 2020

Category	Acct Nbr	Total
ASSETS	1000	\$0.00
BANK ACCOUNTS	1050	\$0.00
CHECKING ACCOUNTS	1100	\$0.00
Bar Harbor Bank	1110	\$200.00
Bar Harbor Deacons	1120	\$10,998.48
Subtotal Checking Accounts	1100	\$11,198.48
Subtotal Bank Accounts	1050	\$11,198.48
TOTAL ASSETS		\$11,198.48
NET ASSETS	3000	\$0.00
UNRESTRICTED	3100	\$0.00
Unrestricted Net Assets	3110	\$5,785.91
DONOR RESTRICTED	3200	\$0.00
TEMPORARILY RESTRICTED	3201	\$0.00
Food Pantry Fund	3205	\$5,513.38

## South Newbury Union Church

### 2020 Annual Meeting

### Annual Report

Category	Acct Nbr	Total
Memorial Contributions	3206	\$1,481.62
Ukama Support	3215	\$371.50
Youth Ministry	3220	\$329.66
Subtotal Temporarily Restricted	3201	\$7,696.16
Subtotal Donor Restricted	3200	\$7,696.16
TOTAL EQUITY		\$13,482.07
TOTAL LIABILITIES AND EQUITY		\$13,482.07

### Capital Fund Balance Sheet: December, 2020

Category	Acct Nbr	Total
ASSETS	1000	
BANK ACCOUNTS	1050	
CHECKING ACCOUNTS	1100	
Bar Harbor Capital	1130	\$13,529.74
INVESTMENTS	1300	
UCF CAPITAL	1310	-\$55.19
UCF CAPITAL INVESTMENTS	1315	\$5,538.18
UCF capital gain/loss	1315-001	-\$363.67
Subtotal Investments	1300	\$5,119.32
TOTAL ASSETS		\$18,649.06
LIABILITIES	2000	
LONG-TERM LIABILITIES	2600	
MORTGAGES & LOANS	2610	
Cornerstone loan	2620	\$54,827.77
TOTAL LIABILITIES		\$54,827.77
NET ASSETS	3000	
UNRESTRICTED	3100	
Unrestricted Net Assets	3110	-\$36,200.60
DONOR RESTRICTED	3200	
TEMPORARILY RESTRICTED	3201	
debt reduction	3207	\$395.00
TOTAL EQUITY		-\$35,805.60
TOTAL LIABILITIES AND EQUITY		\$19,022.17

### Report for Financial Review 2021

The objectives of the 2021 SNUC Financial Review were as briefly described below.

- To reconcile entries made in PowerChurch (“PC”) for each of the three (3) primary SNUC bank accounts / funds with those reflected in the Bar Harbor bank statements covering the January 1, 2020 – December 31, 2020 period.
- To determine the origin of errors / discrepancies where differences between the PC entries and the bank statements exist and to identify corrective actions needed. This would include instances where the PC entries were deemed to have been “reconciled”.
- To identify other transactions which did not necessarily result in out-of-balance conditions, but still represented some type of recordkeeping error.
- To recommend, where applicable, improved procedures.

As a follow-up action to the 2020 Financial Review of the 2019 records, SNUC began utilizing the Bank Account Reconciliation functionality incorporated into the PowerChurch software. Use of that process

# South Newbury Union Church

## 2020 Annual Meeting

### Annual Report

essentially forces the user to balance the PC entries with the period-end balance reported on a bank statement. Based on that, I found that where PC entries did not initially balance to the statements, those PC entries were simply reversed or 1-time “Balance Adjustments” were input to PC without having significant research being performed. While this procedure leads to undocumented entries which would cause a real audit to fail, it did allow all three bank accounts to be termed “in balance” for end-of-year 2020.

The Financial Review completed in mid-April. A set of corrective actions aimed at eliminating the “Balance Adjustment” entries in the General Fund while keeping the GF account in a balanced, reconciled status was sent to the Finance Committee (Marj, Heather, Nancy & Gail), Mary, and Dave on April 16<sup>th</sup>. Those General Fund corrections were applied to the Production copy of the PC system by Nancy and myself on June 1, 2021.

In summary, the tasks below should still be accomplished at the earliest time possible.

1. Transfer the \$242.00 identified in my initial report as currently “residing” in the General Fund bank account, but which actually belong in the Diaconate Fund account.
2. Even with a 12/31/2019 Capital Fund Balance Adjustment in place, a Contribution record showing \$812 dated 12/24/2019 remains unreconciled. That is, unless someone can find where this amount is “buried” in the adjustment, it seems to simply be missing since no corresponding deposit appeared on any subsequent bank statement.

A final note: A review of the security permissions currently in effect in PC should be conducted at the earliest convenient time. Numerous security set-ups are far from what would be considered “best practices”. Additionally, if Dave is wanting / needing to extricate himself from being responsible for most PC data, reassigning permissions is both necessary and *very* strongly recommended.

Respectfully Submitted,

Jim Schultz

## Report for Deaconate Board

The Diaconate had the special job of keeping worship going through the pandemic. We had a lot of changes but were flexible enough to go with the flow. We may have to remember what “normal” is like when we finally get through it. Our biggest change was with technology; a huge learning curve for so many of us. We did manage to keep some things from being cancelled.

We opened the food pantry to 5 days a week and offered free lunches. We also delivered food to those who could not get out.

The holiday baskets were a gift card in lieu of a box of food. Our final decision for this was based on a shortage of turkeys.

We moved meetings to Zoom (virtual).

We had palms to pick up or deliver.

# South Newbury Union Church

## 2020 Annual Meeting

### Annual Report

We cancelled the Easter egg hunt, but kept the rabies clinic.

We kept the flu clinic and moved to Facebook Live for service.

We started using the TV to display the service and hymn verses, and moved to the projector (donated) on the wall. During the time of service in the Friendship House, we used the TV.

We continued our quarterly fundraising (i.e. One Great Hour of Sharing) by including the envelopes in the Shalom mail out.

We bought a nice camera and meeting microphone which improved virtual worship. Part of our ordered technology is still on back order.

As you can see, flexibility was the key to keeping the church going.

Respectfully,

Pat Oakes,

President, Diaconate Board

## Pastor's Report 2020 – 2021

“It is appropriate for you who began last year not only to do something but even to desire to do something— now finish it, so that your eagerness may be matched by completing it according to your means.” (2 Corinthians 8:10-11) Paul wrote this encouragement to the Christians in Corinth, who had started to participate in his appeal to financially support the struggling “mother” church in Jerusalem but then suspended the offering. I offer it as our text for these strange times, and especially for our realizing our vision of increasing our ability to be a resource supporting community life in and around Newbury. Our “Shining the Light” campaign was suspended in 2019, and was about to restart in February 2020 when the pandemic changed everything. However, now, we really are restarting the campaign! It’s not easy in the midst of a global pandemic, but thanks to God, and some incredibly committed lay leaders, we’re moving along.

My report reviews our ministry together from July 2020 through May 2021. That period of time has been defined by the pandemic. First of all, we all have good reason to be grateful for our elected lay leadership – the Executive Board, led by Mary Smith, and the Deacon Board, led by Pat Oakes. Under extraordinary circumstances, and more often than not, by way of video conferencing, these boards led our church with steady hands and strong faith.

My most important role in our church is leading worship. Our worship has been livestreamed since March 2020. Between July and October of 2020, and again, starting in May 2021, we also have offered worship in person. Our boards thoughtfully developed good policies for in person events, and all of us cooperated. Thanks to everyone for that. I am grateful beyond words for the privilege of being part of our worship team. Pat Oakes, Roberta Daw, and Connie Beal came to our building Sunday after Sunday. Others, including Gail Bostic, Keira Rand, and Doris Newell, provided occasional support. We still don’t have our technology dependably working for us, but we keep working to get it right. And we’ve made a

# South Newbury Union Church

## 2020 Annual Meeting

### Annual Report

commitment to continue livestream worship even after the “all clear” bell has rung on the Pandemic. I also commend our team of lay preachers – Pat Oakes, Christine Hill, Heather Weir, Deborah Clement, and Roberta Daw, the longest serving lay preacher, who retired from this ministry, but continues to be involved in worship leadership.

Second only to worship is the ministry of pastoral care. The pandemic impacted how I provide spiritual care and support. In 2020, my records show 72 pastoral care ‘visits,’ with more than half by telephone, and none in a hospital. Often the visits took place outdoors at a picnic table. I continue to be grateful for the privilege of offering support and encouragement to people facing any kind of challenge.

A small but thoughtful group of adults have studied scripture with me throughout the year. We studied selected Psalms in the summer of 2021. We studied the Book of Acts starting in September 2020 and continuing through April of 2021. We are currently studying the book of the prophet Amos. Even on Zoom, these conversations are stimulating and thoughtful. I thank the students for ‘hanging in there’ under often challenging circumstances.

I continue to have a variety of administrative and communication responsibilities. I maintain our web site, produce the E-Pistle, and gather information for bulletin and spoken announcements. I continue to serve as system administrator of our database (Powerchurch) which keeps track of people associated with our congregation as well as our income and expenses. Slowly, lay people are learning how to do what I’ve been doing. We have a ways to go in that regard, but I do appreciate the willingness of various people to learn how to do some of these tasks.

I have participated in the re-start of our “Shining the Light” Capital Campaign. This current effort focuses on renovating the Friendship House. We’ve put together two committees comprised of some dedicated and resourceful people – the Campaign Committee, led by Gail Bostic, and the Building Committee, led by Scott Wallace. Having two committees with two different but interlocking areas of concern has worked very well for us. We are committed to making the appeal for community support only when we’re really ready. We all should be grateful to the people on these committees for their persistence and thoughtfulness as they continue this effort on behalf of our congregation and our community.

I also participated in our process of discerning whether to be an official “Open and Affirming” congregation of the United Church of Christ. Gail Bostic, Roberta Daw, and Keira Rand led this effort. It is not surprising in our church that we are enjoying consistent support from our members to embrace the Open and Affirming way of being community. At our Annual Meeting, we will vote whether or not to adopt our Open and Affirming covenant. Should the vote be in the affirmative, our efforts to embody this identity will be just beginning. I hope many of you will share stories, ideas, and concerns as we move forward with this.

My covenant with the South Newbury Union Church expects me to be active in the wider church. I serve as the chairperson of the New Hampshire Conference’s Ukama Mission Group, the committee which supports the conference’s partnership with the United Church of Christ in Zimbabwe. I am proud to let you know that churches and people in the conference raised over \$16,000 for the purpose of alleviating hunger among people associated with UCCZ churches. Communication with our partners in Zimbabwe



# South Newbury Union Church

## 2020 Annual Meeting

### Annual Report

has become much more dependable. I tend to be the person with whom our partners regularly connect, most often by WhatsApp, an internet app for texting and talking and sending photos.

Along with a number of our lay members, I have attended the Annual Meeting of the New Hampshire Conference, the Spring and Fall meetings of the Merrimack Association, and a number of Ecclesiastical Council— that’s the process that the United Church of Christ uses to authorize a person for ordination. We are rightly thankful to God for calling the remarkable people to ministry whom we met in these councils this past year.

As we move, carefully and thoughtfully, into a post-pandemic world, it is incumbent upon us to discern together the characteristics of church and ministry in this very new, very unfamiliar world. What comes along us into this new reality is our faith, our resiliency, our openness to new ways of doing things, and our commitment to mission in and with people in our neighborhood. We will do well to think ‘evangelically’ as we find our way into this new future – meaning, we should be ready to invite people to sharing the life of Christ and participating in our life and ministry. We have good news to share. We have a welcoming community. We have the spirit of serving as Jesus served. May we make good use of the gifts we have received.

## Report for the Nominating Committee

### Executive Board

Scott Wallace (Chairperson)	2021 – 2025*
Joyce Laporte (Vice-Chairperson)	2021- 2023
Maralyn Doyle (Clerk)	2021 - 2023
Pat Oakes (Treasurer)	2021- 2025*
Heather Weir (Financial Secretary)	2020 - 2022
Marj Schultz	2020- 2022
Vacant – at-large	

### Deaconate Board

Deb Graham	2021 – 2025*
Keira Rand	2021– 2023
Elyce Reny	2021 – 2023
Christine Hill	2020 - 2022
Gail Bostic	2020 - 2022
Roberta Daw	2020 - 2022

# South Newbury Union Church

## 2020 Annual Meeting

### Annual Report

#### Delegates to Association and Conference meetings

Joyce LaPorte 2021-2022\*

Keira Rand 2021-2022\*

#### Pastoral Relations

Nancy Nichols 2019-2022\*

Deb Graham 2021-2024\* - term one

Mary Smith. 2021-2024\* - term one

(\*) - Electing at Annual Meeting

## Proposed 2022 Budget

### Year-to-Year Budget Comparison

Category	Account Nbr	Year End 12/31/2022	Year End 12/31/2021	Year End 12/31/2020
INCOME	4000			
CONTRIBUTION INCOME	4010			
Pledges	4030	\$33,683.00	\$28,736.00	\$28,736.00
Offerings	4040	\$8,000.00	\$7,000.00	\$7,000.00
Subtotal Contribution Income	4010	\$41,683.00	\$35,736.00	\$35,736.00
MISCELLANEOUS INCOME	4600			
Building Use Income	4610	\$1,000.00	\$600.00	\$50.00
Ida Redington Funds	4630			\$40.00
Subtotal Miscellaneous Income	4600	\$1,000.00	\$600.00	\$90.00
FUNDRAISING INCOME	4700			
Dinners	4710	\$4,500.00	\$3,996.00	\$5,500.00
Fair	4720	\$1,500.00	\$2,000.00	\$2,000.00
Other Fund Raising	4730	\$800.00		
Subtotal Fundraising Income	4700	\$6,800.00	\$5,996.00	\$7,500.00
TOTAL INCOME		\$49,483.00	\$42,332.00	\$43,326.00
EXPENSES	5000			
PASTORAL STAFF	5050			
PASTORAL SALARIES	5055			
SENIOR PASTOR	5060			
SP Salary	5061-001	\$2,350.00	\$2,350.00	\$2,350.00
SP Housing	5062-002	\$20,000.00	\$20,000.00	\$20,000.00
SP Retirement	5063-003	\$3,381.00	\$3,381.00	\$3,381.00
Life and Disability	5065-006	\$363.00	\$363.00	\$363.00
Continuing Education	5065-008	\$350.00	\$350.00	\$350.00
Subtotal Senior Pastor	5060	\$26,444.00	\$26,444.00	\$26,444.00
MUSIC STAFF	5080			
Musician's Salary	5081-001	\$3,200.00	\$3,200.00	\$2,880.00
Pianist Salary	5081-002	\$960.00	\$960.00	\$900.00
Subtotal Music Staff	5080	\$4,160.00	\$4,160.00	\$3,780.00
Subtotal Pastoral Staff	5050	\$30,604.00	\$30,604.00	\$30,224.00
ADMINISTRATIVE EXPENSE	5400			
ADVERTISING	5410			
Advertising	5414	\$800.00	\$600.00	\$600.00

South Newbury Union Church  
2020 Annual Meeting  
Annual Report

Catgeory	Account Nbr	Year End 12/31/2022l	Year End 12/31/2021	Year End 12/31/2020
Bank Charges	5420	\$50.00	\$50.00	\$50.00
Office Supplies	5430	\$250.00	\$300.00	\$250.00
Postage	5440	\$400.00	\$400.00	\$400.00
Printing	5450	\$50.00	\$50.00	\$300.00
Property & Liability Ins	5460	\$2,760.00	\$2,760.00	\$2,512.00
Mileage Reimbursements	5470	\$1,100.00	\$1,100.00	\$1,100.00
Copier Maintenance	5490	\$500.00	\$500.00	\$500.00
PHONES	5515			
Church Phone	5517	\$600.00	\$600.00	\$980.00
INTERNET	5550			
Internet (with phone)	5551	\$500.00	\$720.00	\$720.00
Website	5555	\$50.00	\$50.00	\$40.00
Constant Contact Contract	5565	\$154.00	\$154.00	\$170.00
video conferencing (zoom)	5566	\$180.00	\$180.00	
Subtotal Internet	5550	\$884.00	\$1,104.00	\$930.00
COMPUTER EXPENSES	5570			
Tech support	5575	\$150.00	\$150.00	
Subtotal Administrative Expense	5400	\$7,544.00	\$7,614.00	\$7,622.00
BUILDING & GROUNDS	5600			
UTILITIES	5630			
Electricity - Church	5635	\$800.00	\$800.00	\$500.00
Electricity - Friendship	5636	\$2,000.00	\$2,000.00	\$1,400.00
Heating Fuel (Clough)	5637	\$2,000.00	\$2,000.00	\$1,400.00
Propane (Ayer & Goss)	5638	\$2,000.00	\$2,000.00	\$2,000.00
Subtotal Utilities	5630	\$6,800.00	\$6,800.00	\$5,300.00
BUILDING MAINTENANCE	5700			
Furnace Maintenance	5740	\$500.00	\$500.00	\$500.00
Repair/Maintenance	5750	\$200.00	\$200.00	\$700.00
Subtotal Building Maintenance	5700	\$700.00	\$700.00	\$1,200.00
Subtotal Building & Grounds	5600	\$7,500.00	\$7,500.00	\$6,500.00
DEPARTMENTS/COMMITTEES	6000			
MISSIONS	6010			
OCWM	6015	\$600.00	\$600.00	\$600.00
Association Dues	6020	\$600.00	\$600.00	\$600.00
Subtotal Missions	6010	\$1,200.00	\$1,200.00	\$1,200.00
CHRISTIAN EDUCATION	6200			\$300.00
MUSIC	6275			
Copyright Licensing	6287	\$185.00	\$185.00	\$75.00
MINISTRY EXPENSE	6450			
Fundraising expenses	6455	\$2,000.00	\$2,000.00	\$2,000.00
Church Supplies	6480	\$50.00	\$50.00	\$50.00
Subtotal Ministry Expense	6450	\$2,050.00	\$2,050.00	\$2,050.00
Subtotal Departments/committees	6000	\$3,435.00	\$3,435.00	\$3,625.00
OTHER EXPENSES	6550			
CONVENTIONS & SEMINARS	6560			
NH Conference Delegates	6570	\$400.00	\$400.00	\$400.00
TOTAL EXPENSES		\$49,483.00	\$49,553.00	\$48,371.00
TOTAL BUDGETED INCOME/EXPENSE	-	\$0.00	-\$7,221.00	-\$5,045.00

## Open and Affirming Covenant

The faith community of the South Newbury Union Church, Newbury New Hampshire, reaffirms our shared covenant and beliefs that the Gospel of Jesus Christ calls us to love one another and to extend welcome to all people. We affirm that each individual is a child of God and that all are worthy of God's love and grace.

# South Newbury Union Church

## 2020 Annual Meeting

### Annual Report

As witness to these beliefs and as covenant members of Christ's church we proclaim and celebrate God's love for people of all ages, all races and ethnic backgrounds, all mental and physical abilities, all socioeconomic backgrounds, all sexual orientations, all gender identities and gender expressions, and all other diverse attributes that are woven into the fabric of humankind.

We are called to be as one body, seeking to walk together in the complete life and ministry of our church. With God's grace we resolve to be an open, inclusive, affirming and accessible community of faith. We invite all to participate and share in the life and leadership, ministry and fellowship, worship and sacraments, responsibilities and blessings of our Christian community.