

ANNUAL REPORT

2012

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

1/29/13

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A: Warning of the 2012 Annual Meeting of the Norwich Congregational Church, UCC

Notice is hereby given of the 2012 Annual Meeting of the Norwich Congregational Church, UCC to be held after worship on Sunday, February 10, 2013 to transact the following business:

- to hold opening Prayer;
- to elect a Moderator and an Assistant Moderator;
- to approve the Minutes of the 2011 Annual Meeting;*
- to discuss and adopt the following revisions to the by-laws as recommended by the Church Council;
 - On page 10, #7: Collector
The Collector and Assistant Collector shall collect all offerings taken during services of worship and follow procedures determined by the Board of Trustees for accounting and depositing these funds.
 - On page 11, #8: Auditor
The Auditor shall verify the accounts of the church according to procedures determined by the Board of Trustees.
 - On page 20, # 6: Stewardship
The Stewardship Committee shall usually consist of three (3) members, plus a representative from the Board of Trustees...
- to discuss and adopt a budget for 2013;
- to hear and act on the reports of the officers and committees; to elect officers, boards, and committees for 2013;
- 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 7:30pm on Tuesday February 12, 2013.

** Minutes are printed in the Annual Report.*

B: Draft Minutes of the 2011 Annual Meeting Sunday, February 5, 2012

Brooke Mohr called the meeting to order at 12:02 PM. In attendance were 42 people, as counted by the Clerk.

Mary Brownlow gave the opening prayer.

Gretchen Maynard moved to elect John Severinghaus as Moderator; Laura Beliveau seconded. John was elected by a unanimous vote.

Brooke Mohr moved to approve the Minutes of the 2010 Annual Meeting as presented; Marty James seconded. The minutes were approved by a unanimous vote.

Doug James made a motion to accept reports C thru L of the officers, boards and committees and the Music Committee Report as submitted; Susan White seconded.

Discussion of Reports:

Music Committee:

- Barbara Duncan expressed thanks to Sarah Reeves for her work putting together the multi-faith celebration and concert on January 29, 2012.

Clerk's Report:

- It was noted that Steve Voigt and Evelyn Ellis were misspelled.

Hospitality Committee:

- Mary Brownlow asked that we give extra thanks to the Hospitality Committee for all of their hard work during the past year.

Flower Committee:

- Appreciation was expressed for the behind-the-scenes work of the Flower Committee.

Women's Fellowship:

- Brooke Mohr asked that we recognize the hard work of Women's Fellowship putting together the Rummage Sale and Bazaar. These events make a significant contribution to our bottom line and require a lot of work.

Board of Christian Education:

- Appreciation for Danielle Taylor's presence and work as Sunday School Coordinator was expressed.

The reports were accepted as discussed by a unanimous vote.

Gary Brooks moved to elect new and confirm existing officers, boards and committees as recommended by the Nominating Committee; Rita Severinghaus seconded.

Discussion of motion to elect:

- It was noted that Jeff Nielson and Katy Gerke were misspelled and that Sarah Reeves should not have been listed under the Music Committee.
- Barbara Duncan encouraged anyone interested in filling empty slots to speak to her, Katy Gerke or Ann Waterfall. Both the Music and Stewardship Committees only have one person and they would like to have a complete slate.

Brooke Mohr moved to amend the motion by adding Don Helms to the Music Committee and Carolyn Mertz as the Assistant Moderator; Susan White seconded. The motion to amend the slate of candidates was passed by a unanimous vote.

The motion to elect and confirm the slate of candidates as discussed and amended was passed by a unanimous vote.

Brooke Mohr made a motion to accept reports N thru Q of the officers, boards and committees as submitted; Barbara Duncan seconded.

Discussion of Reports:

Board of Trustees:

- Carolyn Mertz reported that the numbers in the Trustees Report had changed since it was submitted. Instead of a loss of \$211, the Church ended the year with a \$5,600 surplus.

Stewardship Committee:

- Gretchen Maynard reported that the number of pledges had increased since the Stewardship Committee Report had been submitted. There are now 100 pledges in hand totaling and meeting the goal of \$222,000. Included in the numbers, were 14 new pledges.
- Gretchen thanked the Hospitality Committee for their help with the stewardship brunch.
- Appreciation for the work of the Stewardship Committee was expressed.

Woodworth Fund:

- Sarah Reeves asked for clarification on the income versus balance figures presented. It was explained that the income figures were distributions from the Woodworth Trust. The balance figures were NOT the balance of the Trust but rather the balance of the money available to the Church from the Trust. It was suggested that we rename "income" to "distributions" for future reports.
- Doug James encouraged the Congregation to make use of the \$43,649.16 balance in the Woodworth Fund and to bring forth ideas and new projects for consideration.
- Mary Brownlow noted that the date of the musical event should be January 2012.

Investment Committee:

- Peter Mertz reported that the increased value of investment accounts was a result of the parsonage sale. The Church continues to receive payments of \$2,200 per month on the 6-year loan associated with the parsonage sale. In 2011, none of the interest received from the loan was used to augment the operating budget.
- It was noted that the date at the bottom of page 2 of the report should be 12/31/2011.

The reports were accepted as discussed by a unanimous vote.

Brooke Mohr moved to consider and adopt the 2012 Budget as presented; Chuck Egner seconded.

Discussion regarding 2012 Budget:

- Carolyn Mertz reported that the 2011 actual income did not include the \$7,300 of interest income from the parsonage sale that was originally budgeted. Hence, the bottom line surplus of \$5,600 reflects even more positively on the financial results of 2011.
- Carolyn highlighted some of the 2012 budget expenses including a 2% salary increase and fully funding the maintenance and sabbatical reserves. Some of the building issues that need to be addressed going forward include steeple and clock work.
- Deb Berryman asked for clarification of the \$220 income from Mitten Fund. The Mitten Fund is a restricted purpose fund intended to keep children's hands warm in

- the winter. The Trustees makes every attempt to allocate restricted purpose funds in the spirit of their original intent. We should encourage future bequests to be general.
- It was noted that the \$15,000 budgeted income for Long-Term Use of Facility was a result of the Norwich After School Program (NASP) needing additional space. NASP is currently leasing the downstairs classrooms. Overall, the building is being well utilized and this contributes to our overall healthy financial position.
 - The Christian Ed budget includes \$1,600 for nursery staffing. A young woman was recently hired for the position.
 - The new Office Manager, Jenny Gelfan, will also be taking over financial management responsibilities.
 - Barbara Duncan expressed concern about the need for an external audit.
 - There is currently nothing in the budget to fund outside accounting services. And, no one has stepped forward to fill the Auditor position.
 - Based on experience with another church, Heidi Webster shared her concern about the need for professional advice and training on procedures.
 - Mary Brownlow pointed out that any changes to responsibilities and/or procedures may also require changes to the by-laws.

Brooke Mohr moved that the Trustees plan and execute an external audit of the Church including training and procedures and that it be presented at a special meeting of the Congregation along with any required by-law changes. Chuck Egner seconded. The motion to plan and execute an external audit was passed by a unanimous vote. The 2012 Budget was unanimously approved.

Other Business:

- Tacy Colaiacomo asked that we recognize the incredible job that Danielle Taylor is doing as Sunday School Coordinator. Tacy reported that she hears kids talking about Sunday School and they actually want to come.
- Priscilla Vincent expressed her thanks to Brooke Mohr for her many contributions to the Church and to the community.

Carolyn Mertz moved to adjourn the meeting; Susan White seconded. The meeting was adjourned by a unanimous vote at 1:09 PM.

Respectfully submitted by Joanne Egner, Clerk

C: Pastor's Annual Report 2012

As I write this, our Christmas celebrations are past, 2012 has come to an end and we are about to begin the season of Epiphany. We have lit our Advent wreaths, Christmas Eve candles have shone into the cold night, and we begin to reflect on the ways we reflect God's light into our world. Busy as always, we pause a moment to reflect on the year just past.

First, I think of transitions in membership and attendance. We have welcomed new members through confirmation of 8th graders and affirmation of faith by adults. We

have welcomed infants into the life of our church through baptism. We have said goodbye to people who have moved or chosen to worship in other church settings. We have said more poignant goodbyes in memorial services, celebrating life and mourning the deaths of dear friends. To some, the changing faces in the pews are bewildering. But I feel that ebb and flow is a sign of life, as the church is breathing in and breathing out, changing, adapting, and growing. We remain a place where many come to worship who are not members, but choose to refresh themselves from time to time at a common spiritual source.

This is a challenge as we seek to be a vibrant, closely-knit and yet open family of God's people. It takes work and creativity to both cultivate close relationships, and expand to welcome outsiders into our space. I am constantly impressed at the efforts made by our congregation to keep these things in balance.

A few occasions stand out as beacons of hospitality and grace: "One Light, Many Candles," a Multi Faith Celebration led by Betty and Noel Paul Stookey; the fundraising supper for the annual youth work trip, hosted by our teens; the Union Worship Service in July, held jointly with the congregations of St. Barnabas and the Unitarian Universalist community; a West African Drumming Workshop, held in our Parish Hall; the Interfaith Thanksgiving Eve service, and finally, a New Year's Eve wedding for a bride who had grown up in Norwich.

Behind the scenes, so to speak, are the mechanics that make all this possible: committee and board meetings, kitchen workers, flower tenders, musicians, and the planning and discernment of Church Council. Because our church structure allows for good communication and shared work, we have been able to respond to local needs – like continued assistance to those impacted by Hurricane Irene – and to care of members – like ongoing friendly visits by the Called to Care team. We are also especially rich in retired pastors and theological educators: a huge support for me both for our adult education program and as preachers during my Sundays away.

We have been particularly blessed with a supportive staff. Jenny, in the church office, has taken on new duties in bookkeeping and managing finances. She has a knack for anticipating our needs and proactively sorting them out. Danielle continues to work wonders of flexibility and creativity with our Sunday School program. This year, we hired a nursery care provider, so that there is dependable and consistent care for infants and toddlers. First Faraday, and now Cathleen are wonderful additions to the nursery room on Sunday mornings. Kathy wears the three hats (or is it four?) of directing the Junior, Youth, and Senior Choirs, with an occasional Handbell Choir thrown in for good measure, and she does so with energy and patience. Tacy continues to develop her repertoire on organ and piano. Dan Goulet keeps an eye on the building, addressing mundane and emergency issues as they arise. And the rarely-seen Al comes in the night to clean so that our space is welcoming and neat – or as much as is possible with so many people tramping through in a week.

In the fall, we began to post calendars for the use of our space, and I became aware of the number of groups and individuals who use various rooms. In any given day, we are likely to have violin lessons, a driver's education class, an AA meeting, the Norwich After School Program, dance lessons, and church committee meetings coming and going. This feels wonderful. But it also makes me aware that occasionally our building may need a "Sabbath" from outside use. We try to reserve Sundays for worship, education, and fellowship activities sponsored by the church. In order to encourage thinking creatively about this, we are beginning to plan regular "Sundays @4": programs

offering music, learning and/or conversation and food, perhaps twice a month, and inviting the wider community to join us.

The ongoing Youth Church Rebuilding Spring Work Trips, an annual venture that began in 1999, continues to engage the teenagers of our church and of the surrounding community. It is hard for me to overstate the challenges and rewards of this particular ministry. Logistics are always mind-numbing, the adult workers continue to amaze me, and the young people are so hardworking and energetic.

In the midst of all this planning and activity, I continue to treasure the moments of spiritual serendipity: conversations at Bible Study or on the Youth Work trip; visits with our elders; a moment of insight listening to one of our many theologians; the voices of our choirs carrying me to reverent awe.

Blessings on all of you for being part of our worship and mission.

Mary

D: Church Council Annual Report

The Church Council had an enormously productive 2012-2013, and I wish to begin this report with an expression of gratitude to the members of the Council who, in addition to their commitment to their own Boards and Committees, gave so enthusiastically and energetically of their time and talent to our collaborative work. It was a truly remarkable group to work with, and I thank each and every one their effort, their insights, and their care for the Church.

We began the year taking stock of the journey that the Church has taken in the recent past, and acknowledging that many of the things that had been of real concern to us – our Church finances, the settling in of a new pastor, and the adjustment to a single-pastor model of ministerial leadership, for example – had resolved themselves in very positive and constructive ways over the previous 18 months. And admittedly, there was a strong temptation simply to breathe a sigh of relief, and to dedicate our efforts merely to keeping the show nicely on the road it seemed to be taking.

But many of our number thought that this should rather be the time to look to the future, and to begin to consider the directions, commitments, and programs into which we might wish to put our energy as a faith community in the years to come. We recognized that with all the recent changes and challenges, much of our work as lay leaders in the Church had been taken up with addressing the particular tasks that had been thrown up before us, without having much leisure to sit back and think about our work in a broader context. To put it another way, we had all become very good at pruning the trees; not so good at walking around and mapping the forest.

To that end, we decided that members would each see to it that their respective Boards and Committees kept before themselves this year the larger questions: Why do we do the work we do in this Church? What does it mean, for example, to be a servant (diaconal) Church? an hospitable Church? a Church that is a good steward of its many gifts? a teaching Church? a singing Church? a mission-ing Church? a Church that holds things as trustee for generations to come? It was hoped that for the Deacons, the Stewardship Committee, the Music Committee, the Hospitality Committee, the Mission and Christian Education Boards, and the Trustees, these might be the questions that anchored their

work during the year and that helped them to begin to contribute to an ongoing discussion about our core values as a Church. To what extent that proved successful, others must judge. But I was struck over and over again with the depth of the conversations that we had about these issues, and the ways in which these questions enriched our conversations about more practical matters.

And of course, the Council did have many practical matters to address during the past year. Discussions about our facilities should be used for our common good, and for the good of the community of which we are a part, took up a substantial amount of time during the summer months. Proposals made by the Trustees for changes in the auditing and collecting procedures in order that they conform to best practice were given sustained attention in the Council as well. The Mission Board brought to us its ongoing concerns over the ministry to those continuing to suffer the aftereffects of Tropical Storm Irene. And we are particularly grateful to the members of the Stewardship Committee, who gave us all much to think about this year. Although they are not normally members of the Council, they were willing to attend each of our meetings to report on their current work and to seek comment. Spearheaded by Vice-Chair Bob Miller and the Board Christian Education, we also considered how we might best be good stewards of both our space and our time, and plans for an ongoing offering called "Sundays at 4" were well underway at this writing. Toward the end of this year, among ourselves and with other interested people from the Upper Valley, we discussed the desirability of a Parish Nursing program, and how we might contribute to its development.

Much of this work is still on the agenda as the Council year closes, and it is with real confidence that I hand the chair over to Bob Miller, and with gratitude for all his help and support during the past 12 months. And I end with this report another bouquet of thanks to our Clerk, Joanne Egner, for her unfailing generosity of spirit, for transforming the sometimes-disorderly Council deliberations into meticulously well-ordered Minutes, and for keeping us all (especially me!) on track.

Respectfully submitted by Susan J. White, Chair of Church Council

2012 Church Council Members: Susan White, chair; Bob Miller, vice-chair; Joanne Egner, clerk; Chuck Egner, at-large member; Paul Gerke and Sharon Corrigan, Deacons; Doug James and Stan Williams; -Trustees; Laura Beliveau, Christian Ed;-and Jeff Nielsen, Mission.

E: Board of Deacons Annual Report 2012

Members: Christopher Ashley, Dick Broussard, Sharon Corrigan, Paul Gerke, Rita Severinghaus, and Hillary White

During the past year, the Board of Deacons has had the luxury of being able to operate during a stable time in the life of our church. We have used this opportunity to reflect more on general topics and to, hopefully, become more closely involved with members of the church.

The Board traditionally has a retreat in March when we participate in an activity that both broadens our faith horizons and helps us to understand our individual perspectives. The retreat plan for this year had been for each deacon to present a topic from the UCC Leader's Box. But, since so much time was spent in getting to know one another, that was pushed forward into individual monthly meetings.

Having these topics to discuss seemed to make our meetings more meaningful (but not longer) and kept them from being only task oriented. Each member led a discussion of one of the following:

- Mission of Our Church and UCC Polity
- New Member Assimilation
- Communicating Within the Church
- Visiting in the Home and Hospital
- Celebrating Ministries
- Organization and Structure of Our Church

The results of some of these discussions have been published in the Lifeline and we have made adjustments to how the board functions and what areas we want to emphasize. For example, as a result of "New Member Assimilation" we had several dinners and breakfasts for new members and those who were not able to participate in the Cottage Dinners. The Board of Deacons continues to reflect on how we and the church in general may more effectively serve the congregation.

A new notebook of member profiles is now available in the back of the sanctuary, and we are occasionally writing a Deacons' Corner in Lifeline about our work and plans.

We continue to be concerned about providing rides to members and friends who would like to attend Sunday services and are not able to drive. We hope to find a way to organize this more efficiently.

Of course, we continued to
plan and serve communion,
greet attendees to our Sunday services,
serve as worship leaders on Communion Sundays,
arrange for worship leaders on non-communion Sundays,
arrange for and assist substitute preachers during Mary's absence,
organize, conduct, and analyze the membership list,
organize, conduct, and analyze the pastor's appraisal,
represent the Board of Deacons at Church Council, and
be on call when Mary is on the Youth Work Trip or on vacation.

We would like to thank the congregation for their encouragement and help. We are fortunate to have so many who willingly accepted our requests to preach and conduct the worship service when Mary was absent. When members needed meals served or rides to the hospital, many stepped forward. In so many ways, the members serve as deacons even if they are not on the Board.

Personally, serving on the Board of Deacons has been a most rewarding experience and we hope that many will be able and willing to answer the call to serve as a Deacon.

Sincerely, Senior Deacons, Sharon H. Corrigan and Paul Gerke

F: Clerk's Report 2012

Membership: 265 Members; 8 Associate Members

Baptisms: Peter Fish Huizenga 5/13/2012
Margaret Kate Hourdequin 9/30/2012

Confirmations: Erik Bidstrup 5/13/2012
Peter Huizenga 5/13/2012
Garrett LaRock 5/13/2012
Marion Miller 5/13/2012
Ella Williams 5/13/2012

Deaths: Wallace Farr 1/14/2012
Barbara Farr 3/25/2012
Christopher Thomae 3/28/2012
Kay Catherwood 5/12/2012
Marion Grassi 6/9/2012
Betty Van Horn 10/9/2012
Vera Ladeau 10/12/2012
Melville Dickenson 10/14/2012
Robert Nye 10/25/2012

Transfers Out: Carmen Allen
Gregory Day
Jessica Day
Edward Catherwood
Ryan Catherwood
Gretchen Demian
Max Demian
Karen Evans
Thomas Evans
Scott Muirhead
Susan Muirhead
Katherine Robbie
Matthew Robbie
Nicolas Vyhovsky
Bill Wood

New Members: Dawn Thomas 6/10/2012
George Thomas 6/10/2012

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

Respectfully submitted by Joanne C. Egner, Clerk

G: Hospitality Committee Report 2012

The committee is grateful to the many volunteers who have helped so generously by hosting coffee hours following our Sunday worship services

In 2012 Hospitality Committee hosted seven receptions following the funerals held at our church. The committee also coordinated one pot luck supper, one pot luck lunch and the church picnic. All of these activities enable us to reach out with care and comfort to church members and the community at large. It is heartwarming to have the support of the people of our congregation who come forward with food donations, and assistance with the set up and clean up chores involved with these events.

We have attempted to keep the kitchen organized and supplied with items needed for church events. Our largest expense is the Fair Exchange coffee, ordered by the case, (\$176). In addition, we occasionally need to purchase juice, kitchen cleaning supplies, paper goods (minimal) or a coffee pot or tea pot. We have come in under budget again this year, largely due to donations by the congregation and by the "Noon Neighbors".

Respectfully submitted,

Joan Wanner, Anne Egner, Evelyn Gick, Susan McGrew and Stephanie Smith

H: Flower Committee Annual Report 2012

The chief responsibility of the Flower Committee is to schedule the donation of altar flowers. If the generous flower givers from our congregation wish to donate their bouquets, we also often deliver the flowers after the service to a person or place where they will be appreciated, often the Norwich Senior Housing Center and the Valley Terrace, to name a couple.

Holiday flowers for Christmas and Easter are a joint effort between the church office, the Flower Committee and many wonderful volunteers.

At Advent and Christmas time there are special donations, such the Altar wreath given in loving memory of Betty and Woody Woodworth, who, when they were alive, always donated this particular wreath. Our front doors have wreaths donated by Cleta Wheeler; Gretchen Maynard and her family give the sanctuary wreaths, and all the lovely decorations were beautifully hung around by the Junior Youth Group. Marty and Doug James donated the beautiful sanctuary and Parish Hall trees. We remember our loved member Kay Cathewood with the lovely hurricane lamps for the window sills. The youth and various "young at hearters" decorate the sanctuary, eat, and

sing carols on the first Sunday of Advent. We wish to thank all of those who helped out this year.

On Palm Sunday, the Flower Committee provides a “greens” arrangement, as well as the palms for the Palm Sunday service.

On Easter and Christmas Eve, those who wish, may donate Easter lilies or poinsettias to add to the floral decorations. This year we had many poinsettias, which added enormous beauty on Christmas Eve and the weeks following. Many thanks from your grateful flower committee and general congregation to those who donated poinsettias at Christmas and to those who donated lilies at Easter time.

Thank you to Marty James, for assisting with the geraniums on the window sills in the sanctuary and various other large pots of geraniums found within now maintained beautifully by Ryan Adams. Marty helps by pruning them, and occasionally watering them. We also wish to thank her and her ad-hoc “out- side” garden committed helpers who maintain the church gardens.

Deb and Tilda extend sincere thanks to the congregation for its generous and thoughtful support in providing the many different kinds of floral arrangements that add such beauty to our Church and to the worship services.

Respectfully submitted by Ryan Adams, Tilda White, Deb van Arman

I: Women's Fellowship Annual Report 2012

The Women’s Fellowship does not meet regularly anymore, however several ongoing activities continue. Many helped to sort and prepare rummage for sale. The five churches involved divided the proceeds and our church received \$2940.37. We hosted women from Our Savior Lutheran Church twice and helped make disaster relief quilts. Various women meet weekly to quilt and work on projects for Christmas Bazaar. This year the five church bazaar was held in November at our church. Avery Post won the quilt raffle and proceeds from ticket sales went to The Haven food shelf. A book club meets monthly in homes on the third Thursday of the month. All are welcome to join. This year we donated the following; \$2500 to The Haven, \$300 to The Good Neighbor Health Clinic and \$100 to Brookside Nursing Home activity fund in memory of Vera Ladeau, and \$50 to PINS for stocking stuffers.

Submitted by Deb Berryman and Anne Broussard

J: Board of Christian Education Annual Report 2012

In 2012, our Christian Education Program has continued to build on its strengths and create a variety of strong learning opportunities to appeal to many in our congregation.

Our youngest members, and their parents, have enjoyed having a consistent staff member in the nursery. Faraday began last winter and was a cheerful presence in the nursery,

where parents felt comfortable leaving their very small children, and were able to have a little time to themselves to enjoy at least a portion of the worship service. Faraday stayed with us until she departed for college in August. Cathleen has been staffing the nursery ever since and has created a welcoming, fun experience for the babies and toddlers in her care.

The preschoolers have transitioned from a basic play time to a slightly more structured Sunday School program this fall. They have a brief circle time with a short prayer, a song, and a bible story. They then have an optional art activity related to the lesson of the week and then finish their morning with free play time. This small change will help the preschoolers adapt to the expectations of the Sunday School program when they reach school age.

In the Sunday School, Danielle Taylor continues to use the Godly Play approach to stories, but now uses her own selection of Bible stories, chosen to promote a basic familiarity with key stories and themes of the Bible. Typically the children gather all together for circle time and the lesson. After the lesson, the children can choose between two different craft projects to reinforce or reinterpret the lesson of the day.

Approximately 22 children have attended classes or the nursery over the past year.

In addition to the regular curriculum, the Sunday School has offered children opportunities to learn about needs locally and internationally. In the past, we have collected food for the Haven. About once a month, the children have been learning about Nalamdana from Sharon Corrigan. Nalamdana supports people in rural India with health care and education through street plays, music and radio. Our children have watched videos, seen Indian clothing and food, and will soon learn how to prepare some Indian cuisine. The students have also collected clothing for children in the Dominican Republic for Rita Severinghaus to donate during her trips.

Over the summer, volunteer teachers led the Sunday School with readings and crafts prepared in advance by Danielle. This approach gave a continuity to the program and made easy work of volunteering. Vacation Bible School did not take place this year because of low enrollment. Although the cancellation was disappointing, the Christian Education Board is using it as an opportunity to gather feedback from our members about what kind of summer program would best suit their needs. Danielle is preparing a survey via Survey Monkey, with input from the Board, to learn what our families would prefer.

The Youth Work trip in April was a great success. The group traveled to Greenville, Alabama, with 23 teenagers and 6 adult volunteers, under Mary's experienced leadership. Many of us back at home watched their progress on the work trip's website, which can be accessed through the church's homepage. The Youth Group's fundraisers, including bake sales and the pasta dinner, created an opportunity for teamwork within the group and provided some welcoming opportunities for the church and community to gather together to support this endeavor.

Five eighth graders were confirmed in May. We do not have a Confirmation class organized for this academic year, but will either have a tutorial for the eighth graders this spring or will have a combined eight and ninth grade confirmation class next year.

Adult Education programs were offered throughout the year. "Abide with Me" was a series orchestrated by Ann Beams. Related to this, we held two sessions on Parish Nursing with Dennis McCullogh, one in the spring and one in the late fall. In the spring we ran a series based on the public radio program "Speaking of Faith." We also co-sponsored with the Norwich Women's Club a series by the organization Second Growth on Adolescent Risk Behaviors.

Mary Brownlow continued the Wednesday Morning Bible Study. They discussed the Book of Acts and then moved on to lectionary readings.

Mary held the annual Women's Retreat at her house in November. The program, although shorter than usual, was a positive opportunity for women to gather, pray, and reflect.

The church as a whole has begun an initiative to provide consistent programming on Sundays at 4:00. This past year, there was an African drumming session, which brought together parishioners and community members from several generations. Many different groups within the church have great ideas for how to use such a platform and it will be exciting to see this concept evolve.

Thank you to all of you who participated in our Christian Education programs this year. In particular, thank you to the Summer Sunday School teachers, the Sunday School assistants, and the insightful members who have led programs and who have participated meaningfully in them. We look forward to your continued involvement in 2013.

Respectfully submitted by The Board of Christian Education
Laura Beliveau, Harry Higgs, Beth Bidstrup, Mary Sachsse, and Ann Beams

K: Board of Mission Annual Report 2012

The Board of Mission is charged with promoting the mission of the United Church of Christ and encouraging Congregational response to mission support through service, monthly mission giving and special offerings.

The Board would like express our sincere thanks to Mary Brownlow for her assistance, wisdom, guidance and institutional memory, and to office manager Jenny Gelfan for managing the budget, distributions and other tasks as needed.

Information

The Board's goal is to keep the Congregation informed regarding our activities and donations on a regular basis through the Lifeline, Sunday Service program and the weekly Church email notices. We also act as a clearinghouse for information received regarding programs of other faith based organizations and like minded charities.

Donations

The Board chose to assist in local relief for families still suffering from the after effects of Tropical Storm Irene as one of our focal points for 2012. Through COVER, we were able to assist a West Hartford family with a timely grant for funds to rough wire their home just ahead of a group of volunteers who arrived to do drywall work on the project. We also worked through AIM, (After Irene Ministry) to assist in their efforts to aid individual families. And through the July / August Mission Collection, we provided heating assistance to ten families who had been financially impacted by Irene. The Board also made donations, both in-kind and financial to other organizations and projects as shown below.

| 2012 Budget Allocation | Local Mission | \$6,000.00 |
|--|----------------------|-------------------|
| <u>Donations were made to the following organizations</u> | | |
| Cover Home Repair (Irene damage repair project) | | \$3,000.00 |
| After Irene Ministry (AIM) (phone & home visits) | | \$ 244.18 |
| The Haven (Holiday food) | | \$1,000.00 |
| Hartford Dismas House ¹ (Seed Money) | | \$ 250.00 |
| Dominican Republic ² (House Construction Project) | | \$1,500.00 |
| Total Distributed | | \$5,994.18 |

| 2012 Additional Budget Items | \$ 615.00 |
|---|------------------|
| Clevie White Fund (HRCS) ³ | \$ 128.00 |
| Ellison Fund (HRCS) | \$ 190.00 |
| Sargent Fund (The Haven - After School Program) | \$ 220.00 |
| Hazen Fund (The Haven - After School Program) | \$ 77.00 |
| Total Additional Budget Distributed | \$ 615.00 |

Budget Notes

1. The donation to the Dominican Republic Home Building Project benefits a family in the village of Las Auyamas in the province of Cotui, Sanchez Ramirez. The recipient family lives from subsistence farming and the breadwinner does menial jobs and is a crossing guard for a school. His earnings of \$60/month go directly from his employer to repay a bank loan taken out to get the project started. The family has 5 children, one of them has a physical disability, but family cannot afford treatment. This project was presented to the Mission Board by Rita Severinghaus, who is coordinating a work trip to the village scheduled for February 2013, to help on the project. Rita was introduced to this family in 2008 by a religious order of nuns who provide service to this community. The project also has support from local (Dominican Republic) businesses, the Cotui Lions Club and Cotui Rotary Club, and several Upper Valley families.
2. Dismas House Dismas House’s mission is to “work locally to serve former prisoners in their difficult transition from prison to the community, assuring harmony in their lives and greater public safety”. The much anticipated Hartford, Vermont location is now close to opening. We made a “seed money” donation and anticipate working with them in the future.

- The NCC Clevie White Fund donation is to the Clevie White Independent Living Fund within Health Care and Rehabilitation Services (HCRS) Vermont. This grant supports the HCRS staff that helps clients move from community care to their own apartments. The Clevie White Fund was established at our church in 1996, in memory of Clevie White, son of Tilda and Stuart White, brother to Laura Bradley White. Clevie died in his late 20's after a long battle with ALS and a bout of cancer. An additional gift this year was made from the Ellison Fund to the Clevie White Independent Living Fund within HCRS VT.

In-Kind Contributions - Upper Valley Focus

Good Neighbor Health Clinic Dinners: Heidi Webster coordinated volunteers to prepare monthly dinners for physicians 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. The board would like to thank the following people who supplied meals: Deb Berryman, Mary Brown, Sharon Corrigan, Kathy Grant, Rose Swift, Elaine Waterman, Deb Van Arman and Heidi Webster.

Listen Community Dinners: 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. Thank you to our steady and constant Listen Dinner Volunteers who help make copious amounts of food and are always willing to cook or serve or clean up: Elisabeth Gordon, Stan Williams and family, Teri, Garrett and Harris Larock; Beth, Devon and Eric Bidstrup; The Huizenga boys, when available, Deb Berryman & Heidi Webster.

PINS Programs: Kathy Grant coordinated the two programs which the Board and NCC members support each year. Back to School Supplies in the fall, which provides school supplies to needy students. And Holiday Basket Helpers, providing gifts to families which are not able to afford presents at Christmas.

2012 Monthly Mission Collections

| | | |
|--------------------------|---------------------------------------|-------------------|
| January – February | LISTEN Fuel Assistance | \$ 960 |
| March – April | One Great Hour of Sharing – UCC | \$1,289 |
| May – June | Windsor County Partners | \$ 697 |
| July – August | Irene Victims Heating Fuel Assistance | \$2,000 |
| Sept – October | Neighbors in Need – UCC | \$ 841 |
| Nov – December | The Christmas Fund – UCC | \$ 682.60 |
| Christmas Eve 2012 | Pastor's Discretionary Fund | \$ 4404.47 |
| Total Collections | | \$10874.07 |

* Descriptions of each recipient appeared in the Lifeline and are available from the Mission Board

Respectfully Submitted by The Board of Mission
 Deb Berryman, Doug Britton, Vicky Fish, Kathy Grant, Jeff Nielsen and Heidi Webster

L: Dominican Republic Project

DR Projects had a very busy year. 2012 began with preparations for a medical team trip to Cotui, Dominican Republic that included medical professionals from our church as well as from Dartmouth-Hitchcock Medical Center. See drprojects.org for details of our efforts. Final editing of professional filming done by DHMC videographer is now in process and will be used for fundraising purposes.

During our 10 day stay in March 2012 we held 6 mobile clinics, saw approximately 400 patients (some had to be hospitalized, others had emergency care while others were referred to local MDs for follow-up), provided dental hygiene supplies, held infection control workshops on hand hygiene, and distributed much needed medical supplies to a local public health clinic; we also held distribution of used clothing to village children—several at times seen walking around without clothing. The visit provided an opportunity for team members to meet with local authorities, visit schools and local hospitals including the only trauma hospital in the region.

History of DR Projects:

Since 1998 Rita Severinghaus has spearheaded several initiatives many of these with support from the Board of Missions:

- **La Colonia Community Center**
- **Bake Oven initiative (professional baking support from King Arthur Flour)**
- **Women's Cooperative**
- **Child Sponsor program**
- **Peace Corps volunteer placements in Cotui villages**
- **Rural Health Clinic construction (now staffed by Public Health Ministry)**
- **Funding/equipment donation to: Lions Club Nursing Home and Ophthalmology Diabetes Health Center for the Indigent**
- **Free Wheelchair Mission** (collaboration with Lions Club in Cotui and Santo Domingo; this program is pending).

Formal proceedings were completed in 2012 for an NGO under Dominican Republic law. "**Uniendo Manos Dominicanas**" has paved the way for expanded representation and support; we hope this will open up opportunities for financial support of local initiatives. Efforts by DR Projects have continued to date under the auspices of our church; the options explored in 2012 did not yield a feasible operational structure, more time has been necessary for further investigation.

In October DRP donated crochet bags to Power of the Purse, a fundraising event held by the Women's Leadership Council of Granite United Way. Additionally, in the Dominican Republic the Women's Co-op has been recognized by the Dominican Ministry of Culture and has been included in the national register of craftspeople. The women's bags were also selected to participate in the International Folk Art Festival to take place in July in Santa Fe, NM, and attended by more than 20,000 people and 200+ artisans from around the world. Both recognitions have been under the auspices of our Dominican NGO. Finally, during February 2013 a team made up of several church members will join Rita for 10 days to help support the construction of a new home for a struggling village

family. This will represent another collaborative effort bringing together our church community, Cotui village residents and other Cotui organizations. During the month of January we will be fundraising to help defray the cost of materials and labor estimated at \$8,000), and are very grateful for a generous donation received from the Board of Missions.

Current estimated financial status is as follows:

Total assets: \$12,128.08

General Fund: \$3,760.78

Building Fund: \$1,500 (donation from BOM)

Targeted programs: \$6,867.30 (designated to women's co-op, child sponsor program, clinic funds and educational fund)

Respectfully submitted by Margarita Ruiz Severinghaus
Founder, Dominican Republic Projects

M: Nominating Committee Report 2012 Proposed Slate of Officers for Annual Meeting

The Nominating Committee appreciates all that Officers, Board and Committee Members do for the church. Please note that there are some vacancies. Please contact Nominating Committee members Ann Waterfall at 649-2259 or Barbara Duncan at 643-0328 for more information about how you can serve the church. Descriptions of all volunteer positions are on the Church's website and are available on a handout in the back of the sanctuary.

Officers

| | |
|-----------------------|---------------------|
| Church Council Chair: | Bob Miller |
| Vice Chair: | Chuck Egner |
| Clerk: | Joanne Egner |
| Asst. Clerk: | Need to fill |
| Treasurer: | Need to fill |
| Asst. Treasurer: | Jim Hourdequin |
| Moderator: | John Severinghaus |
| Asst. Moderator: | Carolyn Mertz |
| Collector: | Martin Witschi |
| Asst. Collector: | Need to fill |
| Auditor: | Need to fill |

Other Leadership Positions:

| | |
|---------------------------|--------------------------------|
| At Large, Church Council: | Need to fill |
| Head usher: | Peter Mertz |
| Historian: | Need to fill |
| Delegates | Avery Post & Kenneth Cracknell |
| Alt. Delegate | Katherine Broussard |

Board of Deacons

| | |
|---------------------|------|
| Christopher Ashley | 2014 |
| Rita Severinghaus | 2014 |
| Richard Broussard | 2015 |
| Hillary White | 2015 |
| Need To Fill | 2016 |
| Need To Fill | 2016 |

Board of Trustees

| | |
|---------------------|-------------|
| Doug James | 2014 |
| Stan Williams | 2014 |
| Dan Van Dorn | 2014 |
| Avery Post | 2015 |
| Gary Brooks | 2016 |
| Need To Fill | 2016 |

Board of Christian Ed

| | |
|---------------------|------|
| Ann Beams | 2014 |
| Beth Bidstrup | 2014 |
| Harry Higgs | 2014 |
| Mary Sachsse | 2014 |
| Laura Beliveau | 2015 |
| Need to Fill | 2015 |

Board of Mission

| | |
|---------------|------|
| Doug Britton | 2014 |
| Kathy Grant | 2014 |
| Vicky Fish | 2015 |
| Heidi Webster | 2015 |
| Deb Berryman | 2016 |
| Jeff Nelsen | 2016 |

Flower Committee

| | |
|---------------|------|
| Tilda White | 2016 |
| Ryan Adams | 2014 |
| Deb Van Arman | 2014 |

Hospitality Committee

| | |
|---------------------|-------------|
| Anne Egner | 2014 |
| Susan McGrew | 2014 |
| Stephanie Smith | 2014 |
| Evelyn Glick | 2015 |
| Cynthia Blake | 2016 |
| Need to fill | 2016 |

Investment Committee

| | |
|---------------|------|
| Mark Beliveau | 2014 |
| Carolyn Mertz | 2016 |

Music Committee

| | |
|--------------|------|
| Don Helms | 2015 |
| Evelyn Ellis | 2016 |
| Marty James | 2016 |

Nominating Committee

| | |
|---------------------|-------------|
| Ann Waterfall | 2014 |
| Shirley Parker | 2016 |
| Need to fill | 2015 |

Stewardship Committee

| | |
|----------------|------|
| Jane Helms | 2015 |
| Ann Beams | 2016 |
| Barbara Duncan | 2016 |

Woodworth Committee

| | |
|-------------------|------|
| Mimi Simpson | 2014 |
| Doug James | 2014 |
| Jenny Williams | 2015 |
| Marianne Spalding | 2015 |
| Willemein Miller | 2016 |

N: Board of Trustees Annual Report 2012

The 2012 Board of Trustees was ably chaired by Doug James. Carolyn Mertz, Stan Williams, Dan Van Dorn, and Avery Post comprised the remainder of the Trustees.

2012 Financial Results

The trustees are glad to report that in 2012 the church's finances remained relatively strong. We ended the year with a breakeven result, and were able to put over \$19,000 in the maintenance capital reserve fund (to be used for steeple repair) - this despite using none of the parsonage sale interest income, which was returned to the endowment. Revenue was slightly under budget, but this was more than balanced by lower levels of spending in nearly all categories.

In 2012, we budgeted net income of \$3,067 and total revenue of \$278,872 with expenses of \$275,805. Actual figures were \$0, \$277,868, and \$277,868, respectively.

NCC also received a prepayment of \$50,000 on the parsonage mortgage from Cheryl Hermann in December.

Endowment results can be found in the Investment Committee Report.

2013 Budget

Revenue is projected at only \$267,059 which is approximately \$10,000 less than the 2012 actual figure due to unusually weak pledges. As of December 31, we had received pledges of over \$204,780 vs. \$221,495 pledged 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 2013 as well.

Expenses are projected at \$267,058, a decrease of over \$10,000 from 2012 (which is a substantial decrease of \$27,000 if the maintenance capital reserve increase from last year is removed.) Net income is projected at breakeven with partial use of \$2,100 of parsonage sale interest income.

NCC's infrastructure continues to require attention – next year's major challenge will be the repair of the steeple and the financing thereof. We are off to a good start thanks to the efforts of Doug James in securing a grant of \$20,000 from the Vermont Agency of Commerce and Community Development Division of Historic Preservation for steeple repair. We expect to fund the rest of the expense with a grant of \$35,000 from the Woodworth Fund and approximately \$20,000 from various reserves and gifts.

Summary

We are concerned that pledge levels have decreased substantially and are hopeful that pledge levels will return to historical levels next year.

Although interest income from the parsonage sale gives us a predictable stream of revenue which can be used at the discretion of the trustees to support current pastoral ministry and housing expenses, we hope to continue to be able to add all or most of these funds to the endowment over the coming years.

Though most controllable expenses have been flat or declining for several years, other significant expenses continue to rise and will continue to do so in the future. The physical infrastructure of the church will continue to require attention in the future. We continue to struggle with the institution of a more formal planned giving program and are hopeful that such a program will someday provide more of the resources required to address major capital projects. One simple way members can participate in this planned giving program would be to include the church in their estate plans.

Financial Review

In response to concerns raised at the annual meeting, the Trustees engaged the accounting firm of Gallagher, Flynn to review the internal financial procedures (specifically collections, invoicing, payroll, and internal audit) and recommend changes. NCC is on its way to instituting many of the recommendations, including the use of an external payroll processing firm and a detailed job description for our internal audit function. Any financial sleuths are welcome to approach the Nominating Committee to volunteer for the newly enhanced Internal Auditor position.

In closing, the trustees again thank the church community and every church employee for their participation and contributions to the church.

Respectfully submitted,

NCC Board of Trustees: Carolyn Mertz, Stan Williams, Dan Van Dorn, Avery Post,
Doug James - Chair

O: Stewardship Committee Report 2012

The stewardship year started with the idea that stewardship is a much greater concept than a pledge drive – important as the pledge drive is for the continued functioning of our church. We held numerous discussions among ourselves and with the church council about stewardship underlying and embracing everything we do as a community of faith.

We shared our thinking in a series of Lifeline articles, beginning in June and following up with articles in July and September. Because we were exploring this topic with such enthusiasm, we decided that the theme for our pledge drive would be ... stewardship!

We kicked off the stewardship season with a duet of “Getting to Know You” from The King and I, which probably surprised the congregation as much as it surprised us. The Trustees put together a Second Hour review of church finances which was succinct, clear, and thorough. We followed this with a Sunday frankly asking for money (boring topic!); another Sunday with a sing-along of Getting to Know You; and our fourth and final stewardship Sunday with the song, “We’re In the Money”. Then we served brunch.

We have learned that pledging is an old fashioned concept: some of our members do not understand what it is or how it works. We suggest that next year’s committee try to address the pledging concept with second hour presentations or Lifeline articles or other forms of adult education. We have also been touched by pledges that have come in from people who moved away from town years ago, from people who are not able to attend church often, and from people who clearly regard this as their church and a valued community asset. And of course, we are so grateful to those members who are willing and able to pledge as well.

We recommend that the by-laws be changed so that stewardship is changed from a two person, two year term committee to a three person, three year term committee. This will ensure better institutional memory, more experience, and flexibility in the event that one member of the committee has unanticipated but pressing needs during the year.

By the end of our stewardship campaign (officially December 31, 2012) we have received 99 pledges totaling \$204,780. Of course, anyone who has not yet remembered to pledge may still do so!

We feel blessed to be part of this community of faith. It has been a joy and a privilege to serve.

Priscilla Vincent and Jane Helms

P: Walter and Elizabeth Woodworth Fund Annual Report 2012

The balance of the Woodworth account on January 1, 2012 was \$43,649.16
Funds distributed from the Fund to the Woodworth Fund totaled \$20,199.14.
This year \$66 in interest was paid.
The balance in Woodworth accounts on December 31, 2012 was \$58,868.88

Grants approved and distributed in 2012

- | | |
|----------------------------|-------------------------------------|
| a. Senior Youth Trip | \$3600 |
| b. Music Program/John Bell | \$2000 (distributed only \$1445.42) |

Over the past 2 years the number of requests for grants has markedly decreased from 10 years average of grants averaging \$24,000 to \$5000 to \$5600 for past 2 years respectively. There is no clear reason identified for this drop-off. This year there were only 2 grants approved. It is not clear if this trend will continue or grant requests will go back to 2000 to 2009 levels.

Respectfully submitted by Judith Hobbs, Committee Chair

Q: Investment Committee Annual Report for 2012

The Investment Committee oversees church funds that have been given in the past for general use or for specific purposes. As of year-end 2012, the Trust Funds balance totaled \$491,206 up \$124,763 or 34% over the year-end 2011 value of \$366,443. The primary drivers of this change in value were: a partial pre-payment of the mortgage in connection with the sale of the Parsonage in 2011; investment performance; and monthly payments from the mortgage (see Table 1).

These monies are primarily invested in two of the United Church Foundation's family of socially responsible funds, around 7% in an equity fund, which invests primarily in US stocks (approx. 75% US stocks and 25% international stocks) and 63% in a moderate balanced fund – a 65/35 mix of stocks and bonds. 30% is held in a Vanguard fund which invests in Intermediate Term US Treasury obligations (see Table 2).

The investment mix at year-end was 48% equity and 52% fixed income. Subsequent to year-end, assets will be re-allocated to bring the portfolio back to a 65/35 mix of stocks and bonds.

Each year the church uses 4.5% of its "non-restricted" endowment (about 37% of the total) to fund annual operating expenses. This conservative spending formula is consistent with the practice of other endowments. Disbursements of as much as \$6,965 were budgeted for use in 2012. However, no funds were called from the investment accounts during the past year. For 2013, the Investment Committee recommended a transfer of up to \$6,889 from the unrestricted funds as needed to fund operating expenses, subject to Congregational 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 and Mark Beliveau

Table 1: Changes in Value of Investment Accounts during 2012

| | |
|--|------------------|
| Balance as of 12/31/2011 | \$366,443 |
| Transfers out for 2012 expenditures | 0 |
| Transfers in: | |
| From mortgage payments | 26,680 |
| From partial prepayment of mortgage | 50,000 |
| Net change in investment value | 48,083 |
| Ending Balance as of 12/31/2012 | \$491,206 |

Table 2: Trust Fund Holdings as of December 31, 2012

| | |
|--|------------------|
| United Church Foundation Moderate Balanced Fund | |
| \$309,658 | |
| (65% equities; 35% bonds) | |
| United Church Foundation Equity Fund | |
| 33,090 | |
| (55% domestic core equity; 20% small cap equity; 25% international equity) | |
| <u>Vanguard Intermediate term Treasury Fund (US Treasury Bonds)</u> | |
| 148,458 | |
| Total Investment Funds | \$491,206 |

Table 3: Ten Year Historical 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 | \$264,455 |
| Balance as of 12/31/2009 | \$284,409 |
| Balance as of 12/31/2010 | \$308,859 |
| Balance as of 12/31/2011 | \$366,443 |
| Balance as of 12/31/2012 | \$491,206 |

R: 2012 Budget VS. Actual and 2013 Budget

| Acct. ID | Description | 2012 Total Budget | 2012 Year to Date Actual | Proposed 2013 Budget |
|-------------------------|---------------------------------|-------------------|--------------------------|----------------------|
| Operating Income | | | | |
| <u>Trust Funds</u> | | | | |
| 4001 | Unrestricted t Funds | 5,226.00 | 5,226.00 | 5,601.78 |
| 4015 | Flower Fund | 742.00 | 742.00 | 795.43 |
| 4016 | Clevie White Fund - Music | 128.00 | 128.00 | 297.70 |
| 4020 | Sargent (Mitten) Fund | 220.00 | 220.00 | 512.88 |
| 4022 | Clevie White Fund - Mission | 128.00 | 128.00 | 297.70 |
| 4025 | Hazen (Help for Needy) Fund | 77.00 | 77.00 | 83.09 |
| 4030 | Ellison(Music) Fund | 190.00 | 190.00 | 204.35 |
| 4035 | Ellison (Mission) Fund | 190.00 | 190.00 | 204.35 |
| 4038 | Parsonage Sales Interest Income | 0.00 | 0.00 | 2,100.96 |
| 4040 | Merrill (Bible) Fund | 64.00 | 64.00 | 150.52 |
| | Total Trust Funds | 6,965.00 | 6,965.00 | 10,248.76 |
| <u>Collections</u> | | | | |
| 4105 | Pledges | 221,495.00 | 219,584.05 | 204,780.00 |
| 4106 | Pledge paid for previous years | 1,500.00 | 4,282.00 | 6,000.00 |
| 4110 | Weekly Anonymous Cash | 5,000.00 | 3,277.90 | 3,500.00 |
| 4113 | Non-Pledge Gifts | 9,000.00 | 17,151.26 | 12,000.00 |
| 4199 | Bequests,Memorials & Misc INC | 2,500.00 | 2,755.00 | 2,500.00 |
| 4200 | Pledges in same year | 10,000.00 | -225.00 | 5,000.00 |
| | Total Collections | 249,495.00 | 246,825.21 | 233,780.00 |
| <u>Misc Revenue</u> | | | | |
| 4205 | Special Designated Projects | 0.00 | 250.00 | 0.00 |
| 4210 | Rummage Sale | 2,300.00 | 2,940.37 | 3,000.00 |
| | Total Misc Revenue | 2,300.00 | 3,190.37 | 3,000.00 |
| <u>Rental Income</u> | | | | |
| 4805 | Use of Facility | 5,000.00 | 18,231.00 | 17,000.00 |
| 4807 | Long Term Use of Facility | 15,100.00 | 2,640.00 | 3,000.00 |
| | Total Rental Income | 20,100.00 | 20,871.00 | 20,000.00 |
| <u>Interest Income</u> | | | | |
| 4910 | Interest - Money Mkt | 12.00 | 16.87 | 30.00 |
| | Total Interest Income | 12.00 | 16.87 | 30.00 |

| | | | |
|-----------------------|-------------------|-------------------|-------------------|
| Total Revenues | 278,872.00 | 277,868.45 | 267,058.76 |
|-----------------------|-------------------|-------------------|-------------------|

Operating Expenses

Pastoral

| | | | | |
|----------------|----------------------------|-----------|-----------|-----------|
| 6005 | Senior Pastor-Salary | 43,860.00 | 43,862.00 | 44,737.20 |
| 6010 | Car/Pastor | 612.00 | 476.50 | 634.24 |
| 6015 | House-Pastor | 17,544.00 | 17,550.00 | 17,894.88 |
| 6020 | Payroll Taxes-Pastor | 4,363.00 | 4,411.61 | 4,450.26 |
| 6025 | Health Insurance - Pastor | 13,176.00 | 13,219.50 | 6,675.00 |
| 6027 | Dental Ins-Pastor | 942.00 | 948.75 | 489.00 |
| 6035 | Continuing Ed/Pastor | 2,100.00 | 1,083.38 | 1,500.00 |
| 6043 | Book Allowance-Pastor | 300.00 | 89.15 | 300.00 |
| 6045 | Sabbatical | 3,500.00 | 3,500.00 | 3,500.00 |
| 6050 | Life/Disability Ins/Pastor | 856.00 | 1,151.35 | 920.00 |
| 6055 | Annuity/Pastor | 7,985.00 | 10,745.70 | 8,596.56 |
| Total Pastoral | | 95,238.00 | 97,037.94 | 89,697.14 |

UCC Denominational Ministries

| | | | | |
|-------------------------------------|------------------------|-----------|-----------|-----------|
| 6081 | Conf Allowance-Assoc | 150.00 | 0.00 | 0.00 |
| 6082 | VT Conf UCC Per Capita | 3,497.00 | 3,862.32 | 3,500.64 |
| 6083 | OCWM Basic Support | 17,000.00 | 17,000.00 | 17,000.00 |
| 6084 | Delegate | 100.00 | 270.00 | 300.00 |
| Total UCC Denominational Ministries | | 20,747.00 | 21,132.32 | 20,800.64 |

Worship

| | | | | |
|---------------|--------------------|----------|----------|----------|
| 6105 | Supplies - Worship | 500.00 | 569.19 | 600.00 |
| 6110 | Guest Preacher | 1,000.00 | 450.00 | 1,200.00 |
| 6115 | Advertisement | 1,500.00 | 1,830.05 | 1,800.00 |
| Total Worship | | 3,000.00 | 2,849.24 | 3,600.00 |

Christian Ed

| | | | | |
|------|---------------------------|----------|----------|----------|
| 6215 | Supplies - Christian Ed. | 700.00 | 834.92 | 1,575.00 |
| 6216 | Sunday School Coordinator | 6,574.00 | 6,577.10 | 6,705.48 |
| 6217 | Payroll Taxes Coordinator | 503.00 | 569.84 | 635.37 |
| 6218 | Nursery Attenfant | 1,600.00 | 1,440.00 | 1,600.00 |
| 6225 | Bibles | 150.00 | 60.41 | 100.00 |
| 6230 | Curriculum | 500.00 | 0.00 | 0.00 |
| 6235 | Adult Ed | 250.00 | 100.00 | 250.00 |
| 6236 | Adult Retreats | 100.00 | 0.00 | 100.00 |
| 6240 | Youth Ed | 600.00 | 40.15 | 200.00 |
| 6241 | Summer Programs | 750.00 | 628.92 | 200.00 |
| 6255 | Equipment | 100.00 | 0.00 | 100.00 |
| 6259 | Youth Work Trip | 3,750.00 | 0.00 | 4,650.00 |
| 6260 | Children's Sunday | 100.00 | 375.00 | 0.00 |

| | | | | |
|-------------------------|------------------------------|-----------|-----------|-----------|
| | Total Christian Ed | 15,677.00 | 10,626.34 | 16,115.85 |
| <u>Board of Mission</u> | | | | |
| 6315 | Local Mission | 6,000.00 | 5,994.18 | 6,000.00 |
| 6325 | Clevie White | 128.00 | 128.00 | 297.70 |
| 6335 | Sargent Fund (Mitten) | 220.00 | 220.00 | 512.88 |
| 6345 | Hazen Fund | 77.00 | 77.00 | 83.09 |
| 6355 | Ellison Fund | 190.00 | 190.00 | 204.35 |
| | Total Board of Mission | 6,615.00 | 6,609.18 | 7,098.02 |
| <u>Music</u> | | | | |
| 6405 | Senior Choir Dir | 8,997.00 | 8,996.24 | 9,176.94 |
| 6406 | Junior Choir Dir | 6,957.00 | 6,967.76 | 7,096.14 |
| 6407 | Payroll Tax-Music | 2,723.00 | 2,724.85 | 2,772.13 |
| 6408 | Organist | 16,294.00 | 16,302.00 | 16,619.88 |
| 6420 | Musicians | 475.00 | 650.00 | 475.00 |
| 6425 | Vac Organ | 1,500.00 | 525.00 | 1,000.00 |
| 6430 | Music-Sr. Choir | 300.00 | 354.97 | 300.00 |
| 6435 | Maint | 1,600.00 | 330.00 | 1,600.00 |
| 6445 | Music Jr | 400.00 | 259.25 | 400.00 |
| 6447 | Jr/Yth Choir Accom | 3,344.00 | 3,354.00 | 3,344.00 |
| 6455 | Continuing Ed | 100.00 | 0.00 | 100.00 |
| 6460 | Guild | 250.00 | 0.00 | 250.00 |
| 6465 | Equipment | 100.00 | 0.00 | 100.00 |
| 6475 | C. White Trust Fund | 128.00 | 128.00 | 297.70 |
| 6485 | Ellison Fund | 190.00 | 172.00 | 204.35 |
| | Total Music | 43,358.00 | 40,764.07 | 43,736.14 |
| <u>Office</u> | | | | |
| 6505 | Office Manager | 17,671.00 | 11,239.45 | 20,155.00 |
| 6506 | Payroll Tax-Office | 1,352.00 | 1,215.87 | 1,541.86 |
| 6508 | Bookkeeping Services | 7,654.00 | 6,700.41 | 500.00 |
| 6509 | Payroll Tax-Bookkeeping | 586.00 | 156.46 | 0.00 |
| 6510 | Accounting Services | 0.00 | 3,513.25 | 1,400.00 |
| 6512 | Copier | 4,700.00 | 5,047.08 | 5,000.00 |
| 6515 | Supplies - Office | 1,750.00 | 1,053.54 | 1,200.00 |
| 6520 | Telephone & Internet Service | 3,600.00 | 3,503.69 | 3,800.00 |
| 6525 | Postage | 1,000.00 | 900.90 | 1,000.00 |
| 6535 | PO Box Fee | 70.00 | 70.00 | 70.00 |
| 6540 | Lifeline | 1,860.00 | 1,650.00 | 1,650.00 |
| 6550 | Continuing Ed-Office Mgr | 200.00 | 0.00 | 200.00 |
| 6555 | Computer Expenses | 300.00 | 899.50 | 700.00 |
| | Total Office | 40,743.00 | 35,950.15 | 37,216.86 |

Building

| | | | | |
|-------------|-----------------------------|---------------------|---------------------|---------------------|
| 6605 | Sexton | 5,823.00 | 5,939.44 | 5,939.46 |
| 6607 | Payroll Taxes-Sexton | 445.00 | 454.43 | 454.37 |
| 6610 | Cleaning | 10,608.00 | 10,780.00 | 10,820.16 |
| 6615 | Payroll Taxes - Cleaning | 812.00 | 811.60 | 827.74 |
| 6620 | Supplies - Building | 749.52 | 1,028.77 | 1,000.00 |
| 6625 | Rubbish | 360.00 | 180.00 | 300.00 |
| 6635 | Insurance | 6,104.00 | 6,252.14 | 6,692.38 |
| 6639 | Elevator Maintneance | 1,050.00 | 1,123.03 | 1,200.00 |
| 6640 | Fuel Oil | 8,400.00 | 5,972.50 | 7,200.00 |
| 6642 | Furnace/Water Htr Service | 450.00 | 175.00 | 500.00 |
| 6645 | Electric | 2,700.00 | 2,944.74 | 3,000.00 |
| 6650 | Water Usage | 500.00 | 549.36 | 500.00 |
| 6655 | Propane | 600.00 | 543.40 | 600.00 |
| 6660 | Maj Main | 3,000.00 | 675.00 | 1,000.00 |
| 6661 | Maintenance Capital Reserve | 2,500.00 | 19,705.56 | 2,500.00 |
| 6662 | Equipment | 500.00 | 359.99 | 500.00 |
| 6665 | Snow/Lawn Care | 600.00 | 792.00 | 800.00 |
| 6673 | Special Designated Projects | 0.00 | 575.00 | 0.00 |
| 6675 | Fire/Security Alarm | 1,955.00 | 1,222.73 | 1,300.00 |
| | Total Building | 47,156.52 | 60,084.69 | 45,134.11 |
| <u>Misc</u> | | | | |
| 6700 | Miscellaneous - Other | 250.00 | 101.88 | 250.00 |
| 6705 | Hosp Com | 450.00 | 276.09 | 450.00 |
| 6720 | Flower | 250.00 | 232.50 | 250.00 |
| 6730 | Stewardship Committee | 675.00 | 530.40 | 675.00 |
| 6740 | Worker's Compensation | 1,445.00 | 1,611.90 | 1,835.00 |
| 6780 | Brokerage/ Electronic Fees | 200.00 | 81.75 | 200.00 |
| 6800 | Unresolved Exp | 0.00 | -20.00 | 0.00 |
| | Total Misc | 3,270.00 | 2,814.52 | 3,660.00 |
| | Total Expenses | \$275,804.52 | \$277,868.45 | \$267,058.76 |
| | Net Income | \$3,067.48 | \$0.00 | \$0.00 |

S: BALANCE SHEET - DECEMBER 2012

ASSETS

Current Assets

| | |
|--------------------------------|-----------|
| | \$ |
| Ledyard Checking Acct. #528935 | 42,934.85 |
| Ledyard Money Market #2027746 | 15,217.44 |
| Ledyard Woodworth MM #2027753 | 58,864.52 |
| Accounts Receivable | 720.00 |

Total Current Assets

117,736.81

| | | |
|-----------------------------|------------|------------|
| Property and Equipment | | |
| Parsonage Sale Agreement | 333,432.29 | |
| | | 333,432.29 |
| | | |
| Other Assets | | |
| Vanguard Investment Account | 7,935.85 | |
| UCF Investment Account | 342,747.79 | |
| Vanguard - Parsonage | 140,522.45 | |
| | | 491,206.09 |
| Total Other Assets | | 491,206.09 |
| | | 942,375.19 |
| Total Assets | \$ | 942,375.19 |

LIABILITIES AND CAPITAL

| | | |
|-------------------------------------|------------|-----------|
| Current Liabilities | | |
| | \$ | |
| Federal Payroll Taxes W/H | 165.11 | |
| VT W/H Taxes | 239.83 | |
| Next Year's Pledges | 5,365.00 | |
| Woodworth for Organ | 845.98 | |
| Woodworth Pass Throughs | (70.49) | |
| November Mission | 212.00 | |
| December Mission | 470.60 | |
| Memorial Pass Thrus | 2,500.00 | |
| Hospitality Donations | 280.00 | |
| Mission Pass-Throughs | 325.23 | |
| Sabbatical Fund not Transferred yet | 3,500.00 | |
| Youth Trip | 543.03 | |
| Future Youth Trips | 615.00 | |
| Sunday School | 10.00 | |
| Easter Lilies | (10.00) | |
| Poinsettias | 326.00 | |
| Equipment Pass Thru | (561.42) | |
| Other Pass Throughs | (26.26) | |
| Women's Retreat | 130.00 | |
| Trust Funds - not funded yet | (6,965.00) | |
| Reserve Funds not Transferred | 19,705.56 | |
| | | 27,600.17 |
| Total Current Liabilities | | 27,600.17 |
| | | |
| Reserved Funds | | |
| Grand Piano Reserve | 1,028.42 | |
| Reserved Capital Maintenance | 6,000.00 | |
| Woodworth Fund Balance | 58,837.23 | |
| | | 65,865.65 |
| Total Reserved Funds | | 65,865.65 |

| | | |
|------------------------------------|------------|---------------|
| Total Liabilities & Reserved Funds | | 93,465.82 |
| Capital | | |
| Retained Earnings | 20,770.99 | |
| Restricted Equity -Sabbatical | 3,500.00 | |
| Parsonage Capital | 333,432.29 | |
| Vanguard Trust Balance | 7,935.85 | |
| UCF Trust Balance | 342,747.79 | |
| Vanguard- Parsonage Fund | 140,522.45 | |
| Net Income | 0.00 | |
| Total Capital | | 848,909.37 |
| Total Liabilities & Capital | | \$ 942,375.19 |

T: Collector's Annual Report 2012

This information reflects contributions received in the Sunday offering plates, by mail, electronically, and hand delivery to the office from Jan. 1st through Dec. 31st, 2012. The collector(s) are responsible for the Sunday offerings only. The donations received for Mission are reported separately in their section of this report.

Total Pledges received in 2012: \$219,609.05, representing 99% of the amount pledged.

Pledges for previous years: \$4,282.

Pledges for 2013: \$3,415.

Non-pledged gifts: \$17,801.26.

Weekly anonymous cash: \$3,277.90.

Respectfully submitted for Judy Pond, Collector
by Jenny Gelfan, Office Manager.

U: Music Committee Report 2012

The foundation of the musical program of our church is the many dedicated and talented volunteer singers of our three choral ensembles and our organist Tacy Colaiacomo. We are forever grateful to Tacy and the many wonderful folks who make up our Senior Choir, Youth Choir and Junior Choir who offer their time, talent and substance week after week so that our worship services may be enhanced and uplifted by their beautiful music. It is my great privilege to work with each and every one of these people.

Choral highlights this year included:

-A varied and wonderful year of choral music from the Senior Choir which among other things included traditional spirituals, shape note hymns, familiar folk tunes, Mendelssohn, Mozart, Viadana, Faure, Praetorius, Rutter as well as contemporary choral composers such as Chilcott, Walker, Wilberg, Hogan and

the music of Peter and Mary Alice Amidon. They were especially hard at work during the Advent/Christmas and Lenten/Holy Week/ Easter season.

- Wonderful combined Sr. Choir/Yth. Choir efforts such as the Amidon arrangement of “Christ Was Born in Bethlehem” on Easter morning and Gwyneth Walker’s “How Can I Keep from Singing” for Stewardship Sunday. The Youth and Junior Choirs combined for anthems on Christmas Eve, Palm Sunday and Children’s Sunday.
- This year’s annual Jr. Choir Advent Musical called “Twas the Year Before Christmas.”
- For the fifth year members of our Youth Choir represented NCC at the American Choral Director’s Association Conference. Meg McCormack and B Sachsse sang in the High School Honor Choir at the 2012 Eastern Divisional ACDA Conference in Providence, RI. In October Eleanor Green and B Sachsse were informed that they were accepted for the Women’s High School Honor Choir at the 2013 National ACDA Conference in Dallas.

In addition to our choral program, there are several members of our congregation who have also shared their musical talents in worship services and special events. We appreciate the compositional efforts of Bob Miller and his work on guitar and harmonica, Evelyn Ellis on clarinet and Katherine Broussard and Linda Himadi on flute. We also appreciate the many ways that Jane Helms continues to bless us with her talents on the piano and organ. We were also happy to host special guests The Ompompamusics who sang for us one Sunday in October.

This summer we were again treated to several weeks of offerings from Tacy and the Young Artists from the Opera North Program. Let’s not forget the Senior Choir Artists who also provided summer worship service music. Among them are Don Helms, Jane Helms, Linda Himadi, Priscilla Vincent, Mark Beams, Dick McGaw, John Severinghaus, Judy Pond, Anne Broussard, Katherine Broussard, Harry Higgs and Kathy Sherlock-Green.

In an effort to provide the congregation with additional musical opportunities outside of the worship service there were two programs of special note this year. On Sunday November 18 there was a West African Drumming Community Workshop with Sayon Camara held in our Parish Hall. The event was such a success that we are currently planning another. Another exciting event will be two evenings with John Bell of the Iona Community on January 30 and 31. His programs are called “Singing with the Global Church” and they are open to our congregation and the wider community. We were so lucky to be able to bring Mr. Bell to Norwich as he is in great demand all around the world. Mary Brownlow led the effort to bring him to NCC. We would also like to thank the Woodworth Committee for the generous grant which will sponsor his visit.

Lastly I would just like to sing the praises of one group in particular and that is our NCC Youth Choir and their accompanist Tacy Colaiacomo. This is an exceptionally amazing group of young people. They are, without a doubt, the most loyal and talented group of

singers I have had in this age group since we began our Youth Choir Program in 1995. The group is made up entirely of High School Students many of whom have been singing together in our church since first or second grade. Among them are honor roll students, athletes (tennis, skiing, gymnastics, soccer, field hockey, softball and probably more I forgot to name), artists, thespians, ballet dancers, NCC work trippers, ACDA Honor Choir audition winners, All-State Choral singers, featured soloists in their High School ensembles, a cappella choir arrangers and singers, Dan and Whit's cashiers, Kendal employees, gift store clerks, babysitters and Church School helpers. All of this and they still find time to attend weekly Youth Choir rehearsals and sing in worship. What a pleasure and joy it is to work with them.

Respectfully Submitted by Kathy Sherlock-Green for the Music Committee.

V: Ad Hoc Clock Committee Report 2012

For 2 plus decades Mel Biggs and Chipper Ashley have done the winding, setting, maintenance and trouble shooting for our tower clock. Their availability and schedules have changed and they are looking to hand over the responsibly for the clock. Duties include weekly winding and setting, occasional lubrication, and rare consultation with the clock repair technician. This responsibility is an ideal task to be shared between 2 or 3 people. If you are interested please contact the Jenny in the church office.

Respectfully Submitted by Christopher Ashley

W: Communities Against Assault Weapons

As part of the local response to the tragedy of the Sandy Hook School shootings in Newtown, Connecticut a group of volunteers, of which I am a member, has been meeting weekly on Wednesday evenings at the Norwich Congregational Church to support efforts to reduce gun violence. The group is called Communities Against Assault Weapons or "CAAWS". The group drafted a petition for 2013 Vermont town meetings calling for our state and federal legislators to:

1. Ban assault weapons and high-capacity ammunition magazines
2. Require a criminal background check for every gun sold in America
3. Make gun trafficking a federal crime, with real penalties for "straw purchasers" (those who arm criminals.) "

CAAWS has secured sufficient signatures for the petition to be considered for inclusion on the ballot in Norwich, Thetford, Strafford, Woodstock, and hopefully other area towns. I am planning to submit the petition to the Annual Meeting of the Vermont Conference of the UCC in June. In line with this effort, I hope to ask our Congregation to discuss this petition and perhaps vote on it under the other business section of the 2012 Annual meeting.

New volunteers are always welcome to join CAAWS.

Respectfully Submitted by Christopher Ashley