

## **BOARD OF TRUSTEES ANNUAL REPORT FOR 2019**

### **First Congregational Church of Hartland VT, UCC**

#### **TRUSTEES REPORT—ANNUAL MEETING 2020**

The Trustees have had a busy year with many items to discuss and make decisions about. In no particular order:

**Ramp:** This would be a ramp constructed to make wheelchairs able to leave the sanctuary for the bathrooms and/or the elevators to go downstairs. Possible locations have ranged from the left-hand side of the sanctuary in front of the pulpit to an exterior ramp addition on the east side to a door replacing a window in the church office. Also under consideration was the idea of putting in a bathroom in the old outhouse. At present, we are waiting for a design from Savelberg for the inside sanctuary idea. Arnie has been doing a lot of work on this. As of yet, the Trustees do not have a recommendation, however, the Board is still working on this project.

**Electrical:** Three hard-wired smoke and CO detectors have been placed in the narthex and up and downstairs in the addition by Morgan. Not done is moving the basement furnace switch from inside the cellar door to the closet area and assorted rewiring jobs. Along those lines, we have had multiple discussions about redoing the kitchen, which would also require some rewiring. This is a huge matter and has not been resolved.

**Banking:** We voted to issue a debit or credit card through Mascoma Bank with Susan Motschman and Linda as signers. This would be to accept online donations and provide an easier way for Mary, Lucia and Linda to order supplies or pay for travel expenses.

**PayPal:** Susanne met with Mary Sutton-Smith to set up a PayPal account for donations. The money would go into a separate account—mostly for special collections as in “Giving Tuesday”—or for a ramp or kitchen drive. There is a 3% fee.

**Sign and Post:** The sign was built and installed by Steve Harkins and Boy Scout Matt Alibozek for his Eagle project. Jerry Burns made the sign itself at no charge, and it too has been installed.

**Organ:** Martin Dole has taken away the old organ case after unsuccessful attempts to give all or any of it away.

**New minister search:** Lucia, the Deacons, and the Trustees met with Associate Conference Minister, Paul Sangree, on June 4 to discuss the steps that are necessary to find a pastoral successor to Lucia.

**Septic:** The tank on the east side was pumped in June and the leach field replaced in October. The south side septic is newer, and nothing was needed to be done at this time.

**Fire Extinguishers** have all been updated

**Recycling:** We are working on establishing an awareness of recycling in the dining room. Much work needed.

**Active shooter:** No conclusion as to steps that we might take to protect us from this awful possibility. Much discussion.

**Cleaning:** Diane Williams submitted her resignation and was replaced with Chris Mangan. Very happy with both of them. Yard: Bradley Bowers mowed the lawns all summer and donated his time. We were very pleased with his work and thanked him with a gift. We also contracted with him to keep steps at entrances and stairs from lower parking lot clean and salted for the winter season for \$250. This includes for the suppers.

**Budget:** After considering raises for paid staff, we postponed this until June 2020 when we might have a better idea of this uncertain year. This will be voted on at the Annual Meeting. Much is unknown in this time of change. Another issue concerns our mission giving as we are

donating so much to projects like New Haven and Puerto Rico. It was decided to not increase our local giving at this time.

**Furnace:** The furnace has been cleaned.

**Church World Service:** We are considering asking the congregation for \$2 donations to offset the postage for mailing the C.W.S. kits.

**Refrigerator:** Accepted donation of a refrigerator with a freezer from Jessica and Stuart Farnham.

*Respectfully Submitted, Carol Mowry, Secretary, for the **Board of Trustees:** Pat Richardson, Chair, Lucia Jackson, Pastor, Linda Genovese, Treasurer, Dexter Cooper, Martin Dole, Susanne Inglis, Jon Cone, Arnie Powell*

## **2019 Board of Deacons Annual Report**

**Members:** Nancy Cone (Treasurer), Larissa Dreyer, Cindy Hale (Chair), Linda Johnston, Caroline Lee (Secretary), Betty Powell, Martha McGlenn (joined part way through the year)

### **Usual Board Activities:**

- Monthly meetings (met 11 times)
- Served communion each month
- Recruited ushers
- Assisted in baptisms
- Assisted in the reception of new members
- Reviewed membership list
- Arranged for pastoral coverage during absences
- Provided feedback to pastor regarding past and future services and activities
- Delivered poinsettias to homebound

### **Worship:**

- The Deacons led two worship services this year when Lucia was away. On March 3, our theme was “Light”. And on June 9 we led the service at the church picnic, in celebration of Pentecost. We were fortunate to have help from FCCH members Connie Moser, Daun Smith and Brian Porto as well as from Laura Cadmus, Mt. Ascutney Hospital chaplain, who each led worship on other dates that Lucia was away.
- During Lent, the Deacons hosted a soup supper following the Ash Wednesday service and assisted with readings and communion for the Maundy Thursday service.

### **Projects:**

In our busy year of 2019, the Board of Deacons...

- reinstated Welcome Baskets, which are delivered to newcomers to the church.
- continued our presence on the Hartland Listserv with a weekly invitation and announcement about church happenings.
- created a “People in Need” spreadsheet as a way to assure that we reach out to those who are ill or grieving. The Deacons, with the help of Janie White and Jan Hewes, provide lay visitation, meals or rides to those in need.
- appointed a Search Committee to call our next pastor. We created an application to be completed by those interested in serving on the Search Committee, and formed a group which represented the demographics of the church.

- created revisions of the sections on Membership in the church's Constitution and By-Laws, to be proposed at the 1/26/2020 Annual meeting (Please see separate Membership document.)

It has been a great pleasure to serve alongside Lucia and the other Deacons in my final year on the Board!

*Respectfully submitted, Cindy Hale, Chair*

## **Annual Report from the Treasurer**

December 31, 2019

This year has been relatively easy mostly due to a full year with our administrative assistant Mary Sutton-Smith. Mary has brought such organization to our office as well as a wealth of computer knowledge for bringing our operation to the reality of social media. Committees have enjoyed a willing and knowledgeable working addition to their projects. Working on projects has become more enjoyable as things get accomplished. Thank you Mary for all you contribute to our church administration.

In 2019 we set a pledge goal of \$80,000 and received \$73,253 towards that goal. In addition, the Men's Fellowship pledged \$9,000 and the Lady B's increased their pledge to \$2,500. We thank all who made this possible with your continued support of our church and it's missions. Also our church has raised just under \$27,000 for mission and outreach work through projects such as the Youth Mission Trip, Our Church's Wider Mission, Neighbors in Need, Hartland Christmas Project, Church World Service School Bags, Habitat for Humanity, the Heifer Project, Giving Tuesday and the Puerto Rican Mission Trip. Fundraising events by the Men's Fellowship and the Lady "B's" have been so helpful to our budget. The legacy of our church continues through memorial contributions of over \$1,000 for long time members and friends who died in 2019. Our building is well cared for and well used by our membership and the community. Our church continues to be a valuable resource for our town.

We set a budget at the 2019 annual meeting of \$121,500. However, we only had income of \$115,027 so we managed to keep our expenses to just over \$115,000. Many of you contributed in numerous ways other than financially and that's what keeps our little church humming. We had 2 trustees retire this year and their service as trustees will be truly missed. Jon Cone and Arnie Powell have served 6 years on this board and their dedication, knowledge and expertise have been so valuable for our church. We can't thank you both enough for your dedicated service. So that means we need YOU! Please consider serving on the board of trustees, no skills required, just a willingness to help our church continue to prosper.

Our church is busy. It's exciting and rewarding to see the numbers set into action to accomplish the task of searching and selecting our new pastor. It's quite a journey that some of us have taken before and been blessed with a wonderful pastor in Lucia. With God's help, Hartland will be the choice for someone to lead us on because who wouldn't want to live in this beautiful place called Hartland and join our church family.

2020 will be a year of change. The trustees have prepared a budget for 2020 of \$131,566. We don't know what expenses will be involved concerning the new pastor position. We may have to revisit this budget as the year progresses. I encourage you to attend the annual meeting on January 26 following Sunday worship to be a part of any discussions and decisions.

*Respectfully submitted, Linda Genovese, Treasurer*

## Stewardship Committee 2019

The **Annual Pledge Drive** went off successfully despite the reduced numbers on our team. Mary Sutton-Smith was a huge help with the brochure and the entire project, and we were able to send out 142 letters asking for help meeting our 2020 goal of \$85,000. Your stewardship team would like to express our appreciation for all who responded so generously to our annual pledge campaign. Here is a snapshot of how this campaign has performed over the last few years:

**2017** 120 letters sent  
59 returned  
\$73,752 pledged toward \$80,000 goal (for 2018)  
**\$75,573 received for 2018 budget**

**2018** 140 letters sent  
57 returned  
\$77,023 pledged toward \$85,000 goal (for 2019)  
**\$73,253 received for 2019 budget**

**2019** 142 letters sent  
67 returned  
\$75,178 pledged toward \$85,000 goal (for 2020)

In addition to the Annual Pledge Drive, this year we joined the international day of giving campaign, **Giving Tuesday**. Sparked by a generous matching gift, the **campaign was a resounding success!** Some gave On-Line, some wrote paper checks, but together we raised just over \$3,700 for our Mission and Outreach work.

***In conclusion, thank you for your generosity!***

***-The 2019 Stewardship Committee Tom Ramsey (chair) & Susanne Inglis  
Assisted by Mary Sutton-Smith (Church Admin), Linda Genovese (Treasurer),  
Lucia Jackson (Pastor)***

## Search Committee Report for the Annual Meeting

Since the fall, the search committee has been holding discussion groups and meeting with the various boards and committees within the church, as well as getting input from leaders in the greater community in order to compile our church profile. We expect the profile to be complete by the end of January and ready to represent our church to individuals interested in applying for the position of Pastor. The next stage of the journey will be interviewing potential candidates and before fall, selecting the person who will lead us in to the future. We appreciate the input we have received from the Hartland community, but are especially grateful for the support and guidance we have received from all of you in our church community. . *We are the church* and together we will make this a shining success.

*Sincerely, Dexter Cooper, Chair, Pastoral Search Committee*

## Music Committee Report 2019

We are so lucky to have so much support for music in our church. Ginny Dow continues to amaze us and Becky Wood's leadership as choir director just gets better and better. She makes the choir shine and does it with such good humor and enthusiasm. We're looking forward to another great year! *Molly Delaney*

## **Christian Education Report 2019**

Our year has been filled with Bible lessons, outreach, skits, along with arts and crafts. The children have role played the Wise Men looking for Baby Jesus, made get well cards, participated in our first annual Martin Luther King Peace March, and made 'starbiles' with Sue Reilly. We made 'You Are Loved' bookmarks for choir members, deacons, treasurers, etc. The lessons we learned during our Heifer Project season were amazing!

In May we celebrated our dedicated volunteers; Thank you to Sue Reilly, who has offered to run Sunday School one morning a month to give me an opportunity to stay in worship. I also want to thank Silvia Hale. Madison Bowers, Donna Bowers, Ayla Price, Bonnie Reynolds, Emma Alegretti, Sara White, Lily Kleber, Sharon Offensend, and Carol Mowry, . I couldn't run a successful Sunday School program without these dedicated volunteers.

***That being said, there is always room for more volunteers! The more help we have, the smaller the burden on each person. Please prayerfully consider joining us in this important mission.***

We also experimented with offering nursery care this summer. We paid 2 teens each Sunday. There were only 2 Sundays that care was not needed. We felt it was a success and have continued to pay 1 teen per Sunday during the Church School year.

This fall we engaged church members with a Creation skit and an Advent Pageant. I have also tried teaching simple lessons to our 3-5 yr. olds during their time in the nursery. It has been pretty sporadic due to attendance and interest from the kids. We will wait until spring to decide if we should continue this.

At this time, we are in need of one or two more board members, to provide oversight and input as our program grows. Please let me know if you can spare an hour or two each month to join us. All in all, it has been a great year, and I am looking forward to another one!

*Mary Jo Ramsey, CE Director*

## **Ladies Benevolent Society (Lady B's) 2019 Report**

Officers for 2019-2020:

Carol Williams, President, Janie White, Vice President

Janet Hewes, Secretary, Patricia Richardson, Treasurer

Rachael Keyser donated a set of china to LBS. It turned-out not to be a full set, which we packed away in a closet. We will use some of the pieces if/as needed. Members agreed to budget \$2,000 for 2020 church pledge and to maintain current donations for the time being.

We had a fun outing to "Magic Wings" and the Eric Carl Museum in Massachusetts, watched "Calendar Girls" at church. Other proposed 2020 trips: Canterbury Village, VINS, museums, area high school musicals/concerts, etc., movie and whist card game days.

LBS completed another quilt which we raffled during the Roast Beef Suppers. Voted to take a break from making a quilt until 2020. One will be made to raffle-off at Old Home Day. The last quilt LBS made/raffled at Old Home Day netted over \$1,100.00. Carol Mowry will once again chair the Silent Auction during the Roast Beef suppers. Low attendance at the LBS "Tea" and Christmas Luncheon/Yankee Swap this year. Jeannie Frazer headed the Cookie Walk, and members also made cookies for the event. LBS helped with the Christmas Project, again headed by Jeannie Frazer, and LBS continues to serve refreshments at funeral receptions if asked to do so. *Respectfully submitted, Janet L. Hewes, Secretary*

## **Board of Mission and Outreach Report 2019**

The generosity of this congregation allowed for support (time and financial) to the following organizations.

\*Hartland Christmas Project \$825

\*Hixon House (4 dinners served)

\*Cover Home Repair \$400

\*The Haven \$400

\*Habitat for Humanity \$400

\*Church World Service \$150

\*Hartland Food Shelf

\*Youth Mission trip to New Haven CT: Habitat for Humanity, New Reach (shelter and transitional housing), Downtown Evening Soup Kitchen; donations were made to each organization

\*Puerto Rico Mission Trip (24 participants) partnering with the UCC Disaster Relief and Recovery ministry and the IEUPR. We received generous community support including a fundraising dinner at the Skunk Hollow Tavern and a large donation from the Jack and Dorothy Byrne Foundation allowing for substantial donations to our partners at the IEUPR and to Habitat for Humanity of Puerto Rico.

\*We donated 28 new backpacks and 12 full bags of school supplies to DCF and HES and 48 Church World Service kits for children in need internationally. The CWS bags were made by a variety of people in beautiful colors. Our back to school donations support children locally, regionally and internationally.

*Joyfully submitted, Karen Lewis, Maggie Moore, Carol Withington, Edith White, Sharon Offensend*

## **Clerk's Statistical Report for 2019**

### **Baptisms:**

~June 16, 2019

Noah Aurelio Torres, Born: November 29, 2018

~November 17, 2019

Coleman Nicholas Waters, Born November 29, 2012

Maya Claire Waters, Born June 14, 2010

### **Funerals:**

~Sherry Jo (Byron) Calkins December 22, 1946 - January 28, 2019, Service on Feb 1, 2019

~Dennis John Russell September 30, 1959 - April 23, 2019, Graveside service on May 7, 2019

~Alice B. Schou January 7, 1928 - February 16, 2019, Service on May 18, 2019

~Evelyn Blaise Harlow July 22, 1936 – Dec 3, 2018, Graveside Service June 1, 2019

~James Bowers January 01, 1919 - March 18, 2019, Graveside service on June 1, 2019

~Avery Lull Howe June 29, 1929 – April 20, 2019, Service on June 6, 2019

~Dorothy Elizabeth Nutting Ambrose August 8, 1921 - May 31, 2019,  
Prosper Cemetery on August 4, 2019

~Jean Anthony Gawalt November 11, 1941-May 24, 2019, Service on August 5, 2019

~Florence Louise Cushing Strout August 3rd, 1929 – October 19th, 2019, Service on Dec 2, 2019

### **No Weddings**

**First Congregational Church of Hartland, VT  
Church Officers, Boards and Committees 2020**

**Officers**

Clerk	Joe Reilly	436-2564
Assistant Clerk	Cindy Hale	436-1434
Treasurer	Linda Genovese	436-2137
Assistant Treasurer	Susan Motschman	436-2561
Moderator	Tom Ramsey	436-3094
Office Administrator	Mary Sutton-Smith	

**Board of Deacons**

Caroline Lee	2018-2021	
Larissa Dreyer	2018-2021	
Nancy Cone	2018-2021	436-2117
Betty Powell	2019-2022	457-4096
Linda Johnston	2019-2022	359-2370
Harriet Dumas	2020-2023	436-2880
Martha McGlinn	2020-2023	436-2159

**Board of Trustees**

Linda Genovese	(Treasurer ex-officio)	436-2137
Pat Richardson	2016-2019, 2019-2022	436-2362
Dexter Cooper	2017-2020	436-2640
Susanne Inglis	2018-2021	457-1202
Martin Dole	2019-2022	436-3653
Larry Frazer	2020-2023	436-2792
Patty O'Neill	2020-2023	674-9210
Darryl Calkins	2020-2023	436-2031

**Board of Christian Education**

Mary Jo Ramsey, Director		436-3094
Sue Reilly		436-2564

**Board of Outreach and Missions**

Karen Lewis	2014-2017, 2018-2021	457-4521
Edith White	2016-2019, 2019-2022	436-2384
Carol Withington	2016-2019, 2019-2022	295-9561
Sharon Offensend	2019-2022	
Sherrie Greeley	2020-2023	674-9505

**Nominating Committee**

Members-at-large	Martha McGlinn	436-2159
	Patty O'Neill	674-9210

**Music Committee**

Virginia Dow, organist	436-2417
Rebecca Wood, Choir Director	436-2847
Martha McGlinn	436-2159
Molly Delaney	436-2640
Harriet Dumas	436-2880
Nancy Smith	436-2616

**Altar Committee**

Linda Genovese	436-2137
Martha McGlinn	436-2159
Emily Silver	436-2681

**Pastoral Relations Committee – to be convened by Deacons****Stewardship Committee**

Susanne Inglis	457-1202
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**Investment and Endowment Committee****Auditor**

Martin Dole	436-3653
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**Delegates to Windsor-Orange Association**

Carmen Summarsell	436-2300
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**Delegates to Vermont Conference Annual Meeting**

Daun Smith	295-7982
Cindy Hale	436-1434

**Custodian**

Chris Mangan