

Richfield United Church of Christ  
**2020 Annual Report**

## **RUCC Annual Meeting**

**JANUARY 26, 2020**

11:00 AM Meeting called by Newt Heston Moderator Newt Heston

Type of meeting Annual Congregational Meeting

Pastor Rev. John King

Attendees RUCC Members

Prayer Rev. John King

Approval of minutes from previous meeting: Motion to approve made by Alice Klagge. Second by Jim Schilling. Motion passes

### **Financial Report Full Report Enclosed**

Notes: Gary presents the 2020 budget in detail to the congregation.

Questions were answered by Gary, Newt and Rev. King. Newt thanked Gary for his dedication and expertise with our finances. A motion was made by Jim Schilling to approve the 2020 budget. Second by Rosemarie Sprague. The 2020 Budget passes with a majority voting to approve the 2020 budget

**Pastor's Report:** Full Report enclosed

Notes: Rev. King thanked everyone for their many and varied contributions.

**Moderator's Report:** Full Annual Report enclosed

Notes: Informed the congregation that the Retirement Village is in need of major infrastructure repairs, at a cost of \$180,000.00. Our council has approved a three-step approach to fund this project.

**Board Reports:** Full Annual Reports enclosed Christian Education/Youth Notes WPM Notes S&A Notes

**Personnel Notes:** Becky Monegan presented the 2020 slate. The members voted to approve the 2020 slate. The past and incoming board and council members were thanked for their work.

**New Business:** Notes: Adjourn Time: 11:55 AM      Next Meeting: January 2021

## Pastor's Report

Rev. John D. King

Annual Reports are a snapshot of our church history. Let the record show that 2020 was a year unlike any of us ever experienced or expected. The COVID-19 pandemic changed so much. But it could not change who we are as a church. We did not thrive in 2020. Rather, as a congregation, we have weathered this storm.

As I write this, 400,000 people have died of COVID-19 in the U.S. Three of our parishioners have died shortly after a COVID-19 diagnosis. We are hurting, and that pain is real.

Part of the pain that we shared in 2020 came from the inability to gather in person. Gatherings of congregations are a known risk, sometimes becoming "super spreader events." Part of our call to "love one another" is to keep one another safe from harm. That includes untold others in the community beyond our sanctuary. Until it is safe, Council has decided that we gather online.

Livestreams are not the same. We want to gather in person. I hear that. Some have refused to gather online, even when they have the ability to do so. They want to be back together in person. Of course, we all do. It is no picnic for me either, preaching to a camera. But part of discipleship means adapting to new realities. Refusing to adjust is not only stubborn it is harmful to spiritual growth. We will be together again, just as soon as it is safe to do so. In the meantime, I encourage all to take advantage of the opportunities that we do have to gather in prayer without causing harm.

I tend to be an optimist. I look for reasons to be grateful, even in difficult times. We have seen unexpected blessings by gathering online. Friends who had moved far away were able to participate in Richfield UCC again. Others have joined, attending weekly and donating even though they have never physically been in the sanctuary. Still others, whose physical impairments had made it difficult to attend, are now able to join again. So, our investment in livestreaming will continue beyond COVID-19. It extends our mission be inclusive and accessible, to cast the net widely as we share the Good News.

But the sobering reality is, some important numbers are down. We have traditionally tracked attendance by counting people in the pews; now the pews are vacant. Not surprisingly, collections are down this year, and so is new member enrollment. Your financial support is needed more than ever.

In such an odd year, it is important to remember trends beyond COVID-19 and 2020. Since RUCC called me as pastor in 2014, new member enrollment has increased significantly. Specifically, 67 adults and 17 children have joined. Nine became voting members by virtue of confirmation. To put that in perspective, before 2014, the five-year average of annual new adult membership was 4.2 members. After 2014, it was 11.8 new members. In other words, new adult enrollment nearly tripled since I came. This increase of new membership has breathed new life into our community, with many of those new members serving on boards.

Sadly, since I became pastor, 54 active members have died. We grieve that they are no longer with us. As much as I would love to keep those parishioners with us, I pray for "the serenity to accept the things I cannot change," while I work and pray for "the courage to change the things I can." So, I minister to the best of my ability and work to bring new members.

Across denominations, religious affiliation has declined significantly over the last 15 years; that is not unique to Richfield or the UCC. Like most churches, our congregation tends to be up in years. It is more important than ever to invest in evangelization. So, looking to the future, let us increase our focus and our finances on evangelization. We can all share the invitation; we can all share Good News. I will redouble my efforts and ask that we dedicate more funding to evangelization and outreach. I believe that good things are coming in 2021.

-Rev. John D. King

## Moderator's Report

Whew...what a year 2020 was! As we all know, only too well, it was a year of disappointments, fear, conflict, loneliness, illness, and loss.

However, as moderator I was blessed beyond belief to witness various and abundant acts of love. I continually saw Jesus through our church members the entire year, even though I really didn't "see" our church members the way in which I had my whole life. Those that could, hesitantly moved from their comfort zone into the world of digital technology. We did it because we are the RUCC church family that faced a challenge together. We needed to find new ways to be together to serve Jesus and we did.

*"Each one should use whatever gift he has received to serve others, faithfully administering God's grace in its various forms." 1 Peter 4:10*

We were creative, loving, and cooperative. We wrote notes, called, sent cards, sent emails, filled and delivered to go bags, led our youth, studied the Bible, taught, prepared lunches, performed beautiful music, kept RUCC organized, cleaned, created new committees, analyzed our financial status, restored buildings, answered many questions, shopped, prepared powerful sermons, gardened, texted and Zoomed more than we ever could have imagined. We collaborated and shared ideas to create new ways of showing our deep and eternal love for Jesus. Leo Buscaglia wrote, *"Your talent is God's gift to you. What you do with it is your gift back to God."*

I know in my heart that our members will continue to give pure joy to others. We will continue our lifelong journey together to love each other. It will happen at RUCC in 2021. We were forced to grow this year due to our circumstances.

*"Faith, it does not make things easy, it makes them possible." Luke 1:37*

We have learned that there is always a solution. We made it and we are strong in our faith.

We will enter 2021 with a fervent zest to serve God through our beloved Richfield United Church of Christ. We are confident that we will continue to grow spiritually utilizing our many varied talents and gifts.

With love,

Dawn Schilling, RUCC Moderator

# Welcome to the 2020 annual report

It is different this year, heck, why not since it is 2020 and everything else is different. As I reflected on what and how the year should be communicated in an annual report, I did some research and talked with other nonprofit leaders. I listened to their stories and how they talked about their mission. They did not talk about the electric bill. Instead, I heard about how lives were impacted with the donations they received. Their stories made the mission personal and brought the mission alive and giving it breath. This thought process made me stop and wonder why we are not telling our story. The annual report now tells the story of 2020 and what the future holds for us.

I want to start with a very big thank you to Gary Obenauer for his dedication as the church treasurer for the past 14 years. Gary decided to retire this year and left some big shoes to fill. In case you have not heard, I am the new church Treasurer. Even in his retirement, Gary has continued to offer me support in the transition and answer many questions.

Financially, this year was challenging for the church. As we moved to online worship, there was no longer a collection plate being passed. Vanco became a virtual collection plate. In the Spring, we saw a giving increase. We even experienced members who had moved away still donating. Then the Summer months arrived, people were tired of Covid, and giving slowed down. Some months became lower than we had experienced over the past 5 years. Unfortunately, the majority of the bills are Covid proof and do not decrease, even though the building was not being used to its usual capacity. At the end of the year, we have a \$23,000 deficit. There is good news in all of this. This church is still a generous church. In December many heard the plea for help. Thank you to the members that gave a little bit extra, members that caught up on their pledge, and members who gave for the first time this year. We had visitors that also contributed; hearing the word of God led them to donating.

As we moved into 2021, I do have one challenge for you. In the past, we all had the opportunity to support the boards in purchasing items during their fundraisers. My family always looked forward to the subs sold by the Youth Group and the chocolate covered Oreos were always a hit with my staff. We will not be able to try new soups from the WPM board. These fundraisers allow Council to not have to make the tough choice of electric bill or outreach. Remember to give directly to the boards to help offset some of their cost to take care of the members and the community. We have added this ability to the online donations. There is now a drop-down menu, please considered donating even if you will not have a chocolate to enjoy.

The boards, with assistance from council, were asked to reflect on their needs for 2021 and tell the story about the good works they accomplished in 2020. They focused on the three main ministries of the church: Worship, Membership and Outreach. This is their story.

Respectfully submitted,

Amy Shepker, Treasurer

# Inspired to Give

The Good News of Jesus Christ changes lives. It changes our community; it changes the world. The light of Christ has been passed on to us that we would keep it shining brightly.

We gather in friendship. We gather in prayer. We gather to grieve at funerals, and to celebrate at weddings. We gather in youth groups and confirmation classes. We gather in the Retirement Village and Hobbitts, Advent Workshops and Vacation Bible School. We are the only church in Richfield where our LGBT sisters and brothers are welcomed with equality. We have gathered the Richfield Interfaith Coalition, fostering understanding and friendship among our neighbors. As we gather, we have shined a light – the light of Christ.

We have shared food with the hungry and provided clothing and shelter for people in need. And we have shared incalculable resources by welcoming Alcoholics Anonymous, Red Cross blood drives, the Board of Elections, Book Club and more. Add up those resources and we provide many thousands of dollars' worth of community service every year. Through multiple programs, we have shared thousands of meals with the hungry. We have provided clothing and shelter and comfort to people in need.

We shined the light of Jesus' good news to a dozen scrappy pioneers in 1818. They gave to hear the Word from an itinerant circuit-rider preacher. In the 1850's we shined that light by risking our own freedom to welcome weary fugitive slaves. They gave, that the message would be preached and lived boldly. We continue to shine that light today in so many ways. And so, we give. We are proud to be a part of this great endeavor called Richfield UCC and are honored to eagerly give all we can to support it.

When COVID-19 first caused us to shut our doors, many were terrified. How could we gather? How could we worship? How could we survive? Is this how a 200-year flame of hope would be extinguished? No, it would not be. That flame flickered, but it has not gone out. It still shines brightly, even after civil war and world wars, even though disastrous fire, economic depression, and pandemic, we continue to shine.

And we will continue to be that shining light on a hill, so long as those who love that light will continue to care for it, nurture it, proclaim it, and live in the light.

Rev John King

## Worship Ministry

*Sing praises to the Lord, for he has done gloriously; let this be made known in all the earth.*

*Isaiah 12:5*

We began the year gathering on Sunday mornings. In March, we had to close the doors and figure out a new way. We chose Facebook Live, purchased new equipment, and Reverend King, Cindy and Greg showed up on Sunday to bring worship into our homes. Soloists came to add a joyful noise to the worship service and we were reminded us that God loves us and is with us through scripture, hymns, and sermons, even when we feel alone.

With this change, we reached current, past and new members, bringing us back together. Members that had moved away could now be with us on Sunday morning and even our shut ins could join us. For some of us, we were finally able to sit in our PJs with breakfast and a cup of coffee instead of the Sunday morning rush of getting out of the house on time.

During the summer, the WPM board started to ask how we could come back together. Committees met, argued (yes there were some disagreements), and worked through the different scenarios what would allow us to worship together and still keep each other safe. Compromises were made and a plan was put into place. During the fall, we were able to welcome some back to the building on Sunday morning until it just became unsafe to continue. Then, we returned to online worship.

The holidays arrived and again there was a discussion on how we can come together to help the season feel normal. Some of us braved the cold and snow to be together on Christmas Eve in the parking lot. The candles were lit, and we heard the good news that the savior was born and lying in the manger. At the online service, many provided a candle video to be shared while Silent Night was played. We came together to celebrate the birth of Jesus and the promise of things to come.

As we begin to look towards the future, we will continue to look for ways to gather together in God's name.

Richfield United Church of Christ  
Narrative Budget  
For the year 2021

<b>Worship Ministry</b>	<u>2020 Actual</u>	<u>2021 Budget</u>
Salaries and Benefits	105,407.67	104,022.90
WPM		
Worship	1,825.29	2,500.00
Guests	1,116.86	2,000.00
S&A		
Utilities	9,081.44	8,983.44
Property Maint and Insurance	21,021.76	24,276.68
Office Services	1,704.85	1,370.16
<b>Total Worship Ministry</b>	<b><u>140,157.87</u></b>	<b><u>143,153.19</u></b>

## Member Ministry

*A new commandment I give to you, that you love one another: just as I have loved you, you also are to love one another. By this all people will know that you are my disciples, if you have love for one another. John 13:34-35*

Taking care of our members has always been a key ministry at Richfield United Church of Christ. Whether it is celebrating the highs in life or being the support during the low times, the church has been there for us all.

The Christian Education Board rose the challenge this year when Sunday School could not continue. In order to continue to reach our youth, To-Go Bags were created with activities for children to learn about God's love. Jim Schilling moved his Sunday morning class to Zoom so our adults could continue their learning and understanding of what faith means. Vacation Bible School was planned with the theme Great Big Beautiful World and take-home packets were created with crafts, activities, games, snack ideas, Bible stories, and nature activities.

Many of you donated to Boxes of Love to reach out to congregation members that are continuing their education or serving in the military. Those boxes are always a welcome sight during the cold months of winter.

Prior to closing the building, the Youth Group hosted a Valentines Dance and allowed the chefs of the congregation to shine with the first and hopefully not the last Chili Cook Off. At the beginning of the summer, we said goodbye to Marilyn Freedman as our Youth Director. Marilyn worked effortlessly with our middle and high school members to help create a faith foundation that will stay with them as they become adults. Scott Luther heard the call to step into the role and continue the Youth Group tradition that he was a part of as a teenager. The Youth Group hosted the pledge drive with a 1950s theme featuring a drive in. The Youth Group has continued to find creative ways to be involved in the congregation. They will be hosting a Virtual Talent Show for all members to show off a bit and have some fun. Send in your videos for the big show in February.

The Just Peace committee was established to support our members through action. The first project was to provide information and assistance for the election in November. The committee will continue working with other boards on social initiatives. They teamed up with Christian Ed to provide milkweed

seeds in the Sunday school packets. Bat houses were installed on the church property to provide a way to control insects. The committee will continue to bring initiatives to our attention and afford opportunities to help.

There are numerous stories of cards, texts and phone calls made to members to just check in. The excitement of getting a colorful card or a phone call to let people know someone is thinking about them is priceless to the person on the receiving end. Such a simple gesture that can have a big impact. This is how we show love.

## **Clerk's Annual Report                      December 31, 2020**

### **Baptisms**

September 20, 2020, Liam Piccolomini

### **Marriage**

September 4, Kayla Soldat and Matthew Sinopoli (off site and non-members)

September 13, Gina Peterson and Jonathan Kostandaras (off site and non-members)

### **New Members**

August 4, 2020, M. Elaine and Jerry Molis

September, 2020, Michael & Erika Piccolomini and son, Liam

### **Confirmation**

The class has completed their studies but has decided to wait until they can safely have their confirmation service with family and the congregation due to Covid-19. Ian King, Andrew Sorensen, Rebecca Sorensen, Roland Petek, Jack Miller and Anwyn Petek.

### **We Loving Remember Those Who Have Died**

March 25, 2020, Jenny Caroline Neillie

May 9, 2020, Helen Haitt

June 15, 2020, Joan Mortimer (former member)

June 27, 2020, Virginia L. Smith

June 30, 2020, Walter, "Bud" Wisnieski

July 13, 2020, Betty Kylin

August 8, 2020, Dale Mortimer, (former member)

November 11, 2020, Sally M. Buesch

# 2020 Memorial Giving

Gift given by Lenore Smith, in memory of all our friends.

**Given in memory of Jenny Caroline Neillie (Moses),** March 25, 2020

Becky & Lew Monegan Jane Scharff Chris & Kathy Hayes Dave & Kathy Hakos

**Given in memory of Helen B. Hiatt,** January 25, 1923 – May 9, 2020

Becky & Lew Monegan

**Given in memory of Joan Mortimer,** June 15, 2020 **Dale Mortimer,** August 8, 2020

Becky & Lew Monegan

**Given in memory of Virginia Smith,** December 31, 1920--June 27, 2020

*Family request that the donations go to the Retirement Village upkeep.*

Becky & Lew Monegan Tom & Sherri Barker Nancy Hartman Jane Ellis Scharff

Chris & Kathy Hayes Dave & Kathy Hakos Pieter and Betty van der Meer

Terry & Ceec Bard Dorothy Hooper

**Given in memory of Walter "Bud" Wisnieski,** April 24, 1920--June 30, 2020

Tom & Sherri Barker Nancy Hartman Jane Ellis Scharff Becky & Lew Monegan

John & JoAnn Mountain Norelle Gress Kathy & Chris Hayes Janet Biggs

Dave & Kathy Hakos Stewart & Dorothy Bailey Janet Lazecko and Mike Parafin

Joan Schoenheit Terry & Ceec Bard Polly Wheeler, given by Doug Wisnieski in Polly's name for her music gift at Bud's service.

Jill K. Schumacher, The Nathan Wisneski Fund of The Cleveland Foundation, to be used to feed the hungry and help the homeless.

**Given in memory of Betty Kylin,** July 23, 1933--July 13, 2020

Chris & Kathy Hayes Becky & Lew Monegan

**Given in memory of Lois Eckart,** August 21, 2019

Gift from the Estate of Lois L. Eckart Trust

**Given in memory of Sally M Buesch,** September 25, 1932 – Nov 11, 2020

Terry & Ceec Bard Becky & Lew Monegan

Margie Smith, gift to the Barb Simmons Scholarship Fund in memory of Sally Buesch

Richfield United Church of Christ  
Narrative Budget  
For the year 2021

<b>Member Ministries</b>	<u>2020 Actual</u>	<u>2021 Budget</u>
Salaries and Benefits	53,411.37	51,635.54
WPM		
Christian Education	375.33	3,062.50
Evangelism and Conferences	387.48	1,000.00
S&A		
Utilities	4,540.72	4,491.72
Property Maint and Insurance	10,510.88	12,138.34
Office Services	2,445.12	2,311.68
<b>Total Member Ministry</b>	<u><b>71,670.90</b></u>	<u><b>74,639.79</b></u>

## Outreach Ministry

*For I was hungry, and you fed me. I was thirsty, and you gave me a drink. I was a stranger, and you invited me into your home. I was naked, and you gave me clothing. I was sick, and you cared for me. I was in prison, and you visited me.’ “Then these righteous ones will reply, ‘Lord, when did we ever see you hungry and feed you? Or thirsty and give you something to drink? Or a stranger and show you hospitality? Or naked and give you clothing? When did we ever see you sick or in prison and visit you?’ “And the King will say, ‘I tell you the truth, when you did it to one of the least of these my brothers and sisters, you were doing it to me!’ Matthew 25:35*

In a year where things were anything but normal, the generosity of our church did not falter. The world needed love and Richfield United Church of Christ continued the mission that has always been a part of our DNA. All of the boards and groups looked for different ways to take care of the larger community.

The Worship and Parish Ministry Board (WPM) created a free lunch program, and with the support of the congregation through monetary and time donations, they were able to supply approximately 1,400 lunches on Thursdays between July and December. This program reached many members of the community.

The congregation sponsored 25 children from Open M in their Love of Children program. The outreach continued when members donated an additional \$600. That allowed us to donate \$250 of it to the Christmas basket program instead of having a canned good food drive, and the remainder sponsored 7 more children, bringing our total to 32. Our bakers could not use their own kitchens to make and package items for Feed My Sheep. That did not stop the giving; we were still able to deliver 60 packages of bakery goods and candy for the families in the organization. Our goal was 50, and once again when called upon, we exceeded expectations as a congregation.

Our Mission Group was not able to travel this year. They still found opportunities to reach out and help, mostly in financial donations. Looking to the future, the group is ready to get back out there, be together, and make a difference in lives that have been affected by disaster.

The Retirement Village is an ongoing outreach since 1972. As with any home, repairs do not stop for a virus. The board was able to renovate 2 units, replace patios and sidewalk to ease trip hazards, waterproof very wet crawl

spaces. Additional projects are planned for 2021, such as siding. The Youth Group helped out with rakes and cleaned up the leaves around the units. There are countless hours annually that are donated by members to help defray costs of maintenance and repair. While the Retirement Village is self-supporting through the rents collected from the residents, support from the congregation is often needed for major repairs.

Our gardeners emerged in the spring and throughout the summer to plant, water, weed and harvest. That harvest included lettuce, basil, beans, garlic and a selection of dried herbs, among other fresh goodies. All proceeds are used for our Children International sponsorship of Carolina, a teenage girl in Colombia.

Hobbits continues to provide a loving and nurturing environment to the young ones of our community. They currently have 80 children enrolled from ages 3-5. Class offerings range from Parent/Toddler classes to Pre Kindergarten. There is also a Mini Matisse Art class and The Learning Grove Music and Movement as enrichment. There was a slight decrease in enrollment due to Covid this fall. The tradition of Hobbits continues to be an important part of Richfield and we are proud to house this program in our building.

We are very fortunate to have the Endowment Funds to support outreach contributions. This year there was \$28,252 available for disbursements. Funds were sent to Shelter Box, UCC One Great Hour of Sharing, OCWM, Feed My Sheep, Haven of Rest, Akron Food Bank, and the Cleveland Food Bank. The Endowment Fund also covered the loan payments for the recent Retirement Village loan. Each year the committee designates the amount of funds to be used for outreach.

Richfield United Church of Christ  
Narrative Budget  
For the year 2021

<b>Outreach Ministry</b>	<u>2020 Actual</u>	<u>2021 Budget</u>
Salaries and Benefits	18,494.78	19,139.26
WPM		
Christian Education	33.07	247.50
S&A		
Utilities	1,513.57	1,497.24
Property Maint and Insurance	3,503.63	4,046.11
Office Services	1,704.85	1,370.16
Local/City Outreach	9,660.01	6,500.00
The Larger Church	12,000.00	12,000.00
<b>Total Outreach Ministry</b>	<b>46,909.90</b>	<b>44,800.27</b>

## Summary of Proposed Budget

<b>Worship Ministry</b>	2020 Actual	2021 Budget
Salaries and Benefits	105,407.67	104,022.90
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Worship	1,825.29	2,500.00
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Christian Education	375.33	3,062.50
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S&A		
Utilities	4,540.72	4,491.72
Property Maint and Insurance	10,510.88	12,138.34
Office Services	2,445.12	2,311.68
<b>Total Member Ministry</b>	<b>71,670.90</b>	<b>74,639.79</b>
<b>Outreach Ministry</b>	2020 Actual	2021 Budget
Salaries and Benefits	18,494.78	19,139.26
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Office Services	1,704.85	1,370.16
Local/City Outreach	9,660.01	6,500.00
The Larger Church	12,000.00	12,000.00
<b>Total Outreach Ministry</b>	<b>46,909.90</b>	<b>44,800.27</b>
<b>Total Budget</b>	258,738.68	262,593.24

# Those Serving United Church of Christ in 2020

## Staff

Minister	The Rev. John King
Secretary	Rebecca Monegan
Director of Music & Organist	Cynthia Braun
Bell Choir Director	Sharon Muhlheim
Youth Group	Scott Luther
Retirement Village Manager	Pieter van der Meer
Hobbitts Director	Christine Haynes
Custodian	Abbey Sobieraj

## Church Council

Moderator	Dawn Schilling
Vice Moderator	Jim Schilling (S&A Board)
Clerk	Kat Miller
Treasurer	Amy Shepker
Scott Luther (S&A Board)	Jean Krankowski (WPM Board)
Alice Klagge (Christian Ed)	Diana Julien (WPM Board)
Becky Monegan (Personnel)	Karen Butera (Christian Ed)

## Stewardship and Administration Board

Chair	Scott Luther
Jim Schilling	Susan Sheffer
Pat Worton	Polly Wheeler
Keith Grabo	
Ex officio – Rev King	Ex officio – Amy Shepker

## Christian Education Board

Chair	Marilyn Scarbrough
Karen Butera	
Alice Klagge	Marianne Gndt
Karen Kiska	Becky Monegan
Scott Luther	Marilyn Freeman

# Those Serving United Church of Christ in 2020

## Worship and Parish Ministry Board

Chair	Jean Krankowski
Diana Julien	Joanne Cowden
Mary Ryan	Donna Nelson
Bonnie Obenauer	Barb Hayes
Dave Hayes	

## Retirement Village Board

Chair	Tom Kiska
Paul Swan	Pete Shepker
Dorothy Hooper	Jane Ellis Scharff
Bud Snow	Resident Rep - Rich Nason
Ex officio – Pieter van der Meer	

## Personnel

Becky Monegan	Terry Bard
Peggy Tallant	

## Hobbitts Board

Becky Monegan	Betty vander Meer
Beth Gerber	Ceec Bard
Directory – Christine Haynes	Treasurer – Dave Hakos

## Pastoral Relations

Sherri Barker	Rosemarie Sprague
Tim Hnath	

## Endowment Fund

Gordon Brown	Tom Baker
Newt Heston	

# Personnel Report

## Officers

Moderator: Dawn Schilling\*

Vice Moderator: appointed from Council

Clerk: \*

Treasurer: Amy Shepker

Finc Secretary: Jessie Monegan\*

Asst. Finc Secretary: team

Auditor: Lucy Snow\*

## CE Board

1Karen Butera\*

2Marianne Gndt

3Karen Kiska

4Marilyn Scarbrough, chair

5Alice Klagge (council)

6Scott Luther, Youth Director

7Becky Monegan

## S&A Board

1Dave Hakos\*

2 Kat Miller\*

3Susan Sheffer

4 Pat Worton

5Lew Monegan

6Keith Grabo

7Jim Schilling (council)

## WPM Board

1Jean Krankowski, chair (council)

2Joanne Cowden

3 Bonnie Obenauer

4 Laura Willis\*

5 Nagwa Ahlborg\*

6 Barb Luther\*

7 Joe & Sue Reineck\*

## Personnel

Diana Julien\* (council)

Terry Bard

Peggy Tallant

## Retirement Village Board

Pieter van der Meer, manager

Resident Rep: Rick Nason

Tom Kiska, chair

Bud Snow\*

Peter Shepker

Jane Ellis Scharff\*

Paul Swan

Dorothy Hooper

## Hobbitts Board

Becky Monegan\*

Betty van der Meer

Beth Gerber

Ceec Bard\*

Christian Ed Rep.(Becky)

Director, Christine Haynes

Treasurer, Dave Hakos

## Pastoral Relations

Sherri Barker\*

Rosemarie Sprague

Tim Hnath

## Endowment Fund

Gordon Brown

Tom Barker

Newt Heston

\* Denotes 2021 vote

**For Annual Meeting Vote**  
**PROCEDURAL ADDENDUMS**  
**2020**

**PROCEDURAL ADDENDUM NUMBER ONE**

*(Makes terms of office consistent across all boards and committees)*

The term of office for all boards and committees and council shall be two years. No member shall serve more than three successive two-year terms.

**PROCEDURAL ADDENDUM NUMBER TWO**

*(Aligns our PRC more closely with UCC recommendations & practice)*

The Pastoral Relations Committee (PRC) shall consist of three active members who shall be appointed by the joint agreement of the Moderator and the Pastor and shall serve for a three-year term, ending at the Annual Meeting. The committee shall meet at least quarterly. Additional meetings may be called by the Pastor, Moderator or any member of the committee at any time.

The PRC shall use the most current denominational resources available for guidance, theological grounding and best practices in their work.

The purpose of the PRC is to support a healthy relationship and provide clear expectations between the pastor and congregants in order to enhance the effectiveness of the church's ministry. The committee serves in two primary ways.

- a. As an advisory group to the pastor:
  - i. sharing ideas, dreams, expectations, and concerns of the congregation with the pastor,
  - ii. identifying areas of conflict or potential conflict within the congregation,
  - iii. receiving comments from individuals or groups on any matter regarding pastor or congregation relationships and responding to the individuals or groups.
- b. As a support group for the pastor's leadership:
  - i. establishing a partnership with the pastor
  - ii. honoring confidentiality as needed, especially for pastor and staff,
  - iii. interpreting roles, functions, boundaries, opportunities, and needs of the pastor to the congregation.
  - iv. maintaining objective, open communications with the congregation regarding ministry.

### **PROCEDURAL ADDENDUM NUMBER THREE**

*(Removes an obsolete section on associate membership)*

ARTICLE V, SECTION 2 Shall be deleted. This section deals with “associate membership.” This is an obsolete term which is confusing. In reality no distinction is actually made between “members” and “associate members.” Instead, there will simply be “members,” as described in Article V, Section 1.

*Note: the section to be deleted reads as follows:*

*Upon request to the Pastor, anyone who by association with the Richfield United Church of Christ, through regular attendance and participation, or by exploration of their personal Christian faith at this household of faith, wishes to establish membership by association at the Richfield United Church of Christ may do so.*

### **PROCEDURAL ADDENDUM NUMBER FOUR**

#### **ARTICLE IX. PERSONNEL COMMITTEE**

There shall be a Personnel Committee consisting of three Church Members elected by the congregation at the Annual Meeting. The term of those elected by the congregation shall be two years, such term to commence following the Annual Meeting. No elected member of the Personnel Committee shall serve more than four successive years. Vacancies on the Personnel Committee shall be filled by appointment by Church Council.

The duties of the Personnel Committee shall include, but not be limited to the following:

1. Submit to the congregation at the Annual Meeting a slate of nominees for all elective offices to be filled.
2. Assure that an up-to-date list of Church members is maintained.
3. Meet at least twice a year for development of potential leadership from the congregation.
4. Conduct an annual review of all paid employees.
  - a. A survey for ordained and non-ordained employees will be distributed to the congregation in May.
  - b. The Pastoral Relations Committee and the Moderator will meet with the Pastor to create goals at the beginning of the year.
  - c. In June, the Pastor’s annual review will occur. The Pastor will be joined with the Personnel Committee, the Pastoral Relations Committee and the Moderator. The team will orally review and discuss the pastoral surveys. The assessment of the pastor will be done in accordance with best practices as established by current denominational resources.
  - d. After the annual release of the newest Heartland Conference Guidelines, (September/October) the Stewardship and Administrative Board will meet with the Pastor to discuss salary and benefits. As good stewards, the discussion will also consider the financial status of the church and member growth.
  - e. For non-ordained employees, the goal is to adjust pay increases based on cost-of-living adjustments (COLA), the financial situation of the church and annual performance reviews. Each board will make their recommendations to Council, when creating their budget. The annual budget will be voted on in Council. If the annual budget is approved in Council, then it will be presented to the congregation for a vote during the Annual Meeting.

**f.** In August, the choir director, organist, and bell choir director reviews will be led by the Pastor and the Chairperson of Worship Prayer and Ministry. This team will meet at the beginning of the year to create annual goals.

**g.** In August, the office manager, treasurer, and custodian reviews will be led by the Pastor and the Chairperson of Stewardship and Administration. This team will meet at the beginning of the year to create annual goals.

**h.** In August, the Youth Director, and any hired person responsible for Christian education will have an annual review which will be led by the Pastor and the Chairperson of Christian Education. This team will meet at the beginning of the year to create annual goals.

#### **PROCEDURAL ADDENDUM NUMBER FIVE**

*(Adds a section on distributing minutes and agenda.)*

#### **ARTICLE VI, SECTION 7 RULES OF ORDER**

Church Council, as well as all boards and committees are expected to publish the agenda and minutes of each meeting. These documents shall be distributed to all members of the group (board, council or committee). The agenda of each meeting, including any available and relevant supplemental documentation, shall be distributed no less than four days before each meeting. Reports should be distributed no less than one day before the meeting. The minutes shall be drafted and distributed no more than seven days after each meeting. The minutes should be distributed to all members of the board or committee, the pastor, moderator and church secretary, who will make them available for public review.

#### **PROCEDURAL ADDENDUM NUMBER SIX**

*(Modifies ARTICLE VIII, Section 5 which describes the Financial Secretary.)*

The Financial Secretary is responsible for ensuring that the procedures for counting the offering are followed. The current process was established in February 2019, The counting of the offering will be done by two or more members of the congregation. Counting the offering is done in the church and each member's contribution is entered on a spreadsheet. The office administrative assistant uses the spreadsheet and the envelopes to cross balance all the work and enters the data into the church's official accounting program.

Those counting the offering prepare a bank deposit ticket with the cash and checks from the offering. The bank deposit is made either in person or through the night deposit.

Every effort should be made to have the offering counted and the deposit made by the next business day following the worship service during which the collection was taken.



## Financial Detail

	<u>2020 Actual</u>	<u>Proposed 2021</u>
<b>Expenses</b>		
509.000 Major Repairs	12,220.50	12,000.00
<b>510.000 S&amp;A Expenses</b>		
510.100 Salaries	107,675.07	110,721.53
510.110 Pastor Benefits	29,647.68	30,333.48
510.120 Housing Allowance	24,762.96	24,762.96
510.130 Pastor Travel	321.04	900.00
510.140 Professional Exp	259.90	600.00
510.160 Payroll Service	240.00	240.00
510.162 Employer FICA	14,034.32	6,864.73
510.165 Workers Comp	372.85	375.00
510.250 Insurance - General	11,805.00	12,985.50
510.260 Property Tax	476.08	480.00
510.265 Interest Exp	-	-
<b>510.269 Maintenance &amp; Grounds</b>		
510.270 Cleaning Supplies	5,300.89	6,500.00
510.280 Snow Plowing	3,050.00	5,950.00
510.290 Lawn Maint	2,183.79	2,545.64
<b>Total 510.269 Maintenance &amp; Grounds</b>	<b>10,534.68</b>	<b>14,995.64</b>
<b>510.271 Utilities</b>		
510.200 Electric	3,825.15	3,800.00
510.210 Gas	4,071.35	4,700.00
510.220 Water - Sewer	4,706.03	3,800.00
510.230 Telephone/Telecommunications	2,533.21	2,672.40
<b>Total 510.271 Utilities</b>	<b>15,135.74</b>	<b>14,972.40</b>
<b>510.299 Office/General Administrative Expenses</b>		
510.300 Office Supplies	2,237.99	2,000.00
510.330 Copier	2,289.77	1,908.00
510.340 Advertising		100.00
510.400 MISC	638.46	144.00

551.500 Banking Fees	688.61	900.00
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<b>Total 510.299 Office/General Administrative Expenses</b>	<b>5,854.83</b>	<b>5,052.00</b>
<b>Total 510.000 S&amp;A Expenses</b>	<b>221,120.15</b>	<b>223,283.24</b>
<b>511.000 Christian Ed Expenses</b>		
511.100 Curriculum/Teaching Aids	276.13	220.00
511.110 Special Programs	132.26	990.00
511.130 Barb Simmons Scholarship		500.00
511.140 Youth Transportation		1,600.00
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<b>Total 511.000 Christian Ed Expenses</b>	<b>408.39</b>	<b>3,310.00</b>
<b>512.000 WPM Expenses</b>		
512.100 Fellowship and Worship	1,260.85	1,200.00
512.110 Music	564.44	1,300.00
512.120 Meetings and Conf	30.21	500.00
512.130 Evangelism	714.54	1,000.00
512.140 Special Services	1,116.86	2,000.00
512.150 OCWM	12,000.00	12,000.00
512.160 Community Concern	9,302.74	6,000.00
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<b>Total 512.000 WPM Expenses</b>	<b>24,989.64</b>	<b>24,000.00</b>
<b>Total Expenses</b>	<b>258,738.68</b>	<b>262,593.24</b>
<b>Total 2021 Pledges</b>		<b>128,094.00</b>