

South Church in Andover

United Church of Christ

Andover, Massachusetts



2022

ANNUAL FINANCIAL REPORTS

312th Annual Meeting

February 5, 2023

Introduction

This is the first half of the **Annual Reports** to be published in 2023. It covers activities which are on a calendar year basis: financial activity and church statistics. It also has a listing of current officers and Ministry team participants.

The second half called **Program Reports** will cover the period June 1, 2022 through May 31, 2023. It will also have nominations for officers for the next program year, 2023-2024, and will be available for the next semi-annual congregational meeting in June 2023.

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Overview of South Church Finances

South Church finances consist of Operating Funds and Trust Funds. The Operating Funds are managed by the Church Treasurer and The Finance Ministry with guidance from other Ministry Teams. The Trust Funds' investment is managed by the Trustees of the Trust Funds. They include proceeds from plot sales invested to provide for the perpetual maintenance of the Cemetery and proceeds from bequests which are invested to support a wide range of church programs in accordance with any restrictions placed on those grants.

A summary of the Operating Funds is included on the "Financial Position Summary" page. Most church income is from Annual Giving which is allocated among the General, Building Reserve, Missions Fund and Paint Escrow and Solar Fund. A summary of this Annual Giving and details of the 2022 General Fund activity and the proposed 2023 budget are on the two pages which follow the financial position summary. The General Fund provides the money for budgeted program activities and the "day-by-day" operating expenses of the church. Following that are details of the Building & Paint Escrow Funds.

Trust Funds balances and activity are reported as part of the "Report of the Trustees of the Trust Funds". The church Giving Summary follows the "Report of the Missions Team".

Report of the Finance Ministry

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Report of the Finance Ministry

The Finance Ministry would like to express its appreciation for all the ministry teams, and especially Joanne Smith, our Finance Administrator. Her knowledge and expertise in the finances of South Church is so important to the good work we are able to do. And it also makes the work of the finance ministry, and the budgeting process, possible. Thank you, Joanne!

South Church went into 2022 with a planned budget deficit of \$24,487. This amount was covered by the generosity of the South Church congregation. We received more than \$15,000 in unpledged giving as well as lower operating costs on some program budgets due to pandemic restraints. While this is good news for 2022, we as a congregation, should be prepared for higher costs due to inflation and the potential for increases in programs in 2023.

Below is recent information regarding the results of the 2023 pledge campaign and recent trends.

	2019	2020	2021	2022	2023
Annual Budget Deficits	\$ -	\$ 12,901	\$ 24,680	\$ 24,487	\$ 22,425
Congregation Size	589	540	521	514	TBD
# of Pledges	236	230	215	211	206
Total Pledges	\$ 670,815	\$ 683,343	\$ 661,076	\$ 698,453	\$ 710,907
Average Pledge	\$ 2,842	\$ 2,971	\$ 3,075	\$ 3,310	\$ 3,451
Missions (Actual)	\$ 82,652	\$ 113,274	\$ 119,402	\$ 106,938	TBD

We refer you to the Report on the Facilities Ministry for details on 2022 investments, however, we need to mention that South Church continues to underfund investments in our infrastructure.

While we do have financial challenges that will need to be addressed, we remain a generous congregation in all of our giving. We will need to be sure we continue to invest in our people and leaders, our building and facilities, and the important outreach we do in our community and around the world.

James Bossieux, Liss Sellers

Report of the Trustees of the Trust Funds

The Trustees of the Trust Funds are three members appointed for a single six-year term and are responsible for managing the endowment of South Church. There are two separate funds: the Cemetery Fund and the Trust Fund, each with a distinct and separate purpose.

Cemetery Fund:

The purpose of this fund is to provide predictable income to cover annual maintenance costs of the cemetery and cannot be used to finance any general church operations. It consists of contributions by those who wish to see the cemetery well-maintained and includes money received for purchase and perpetual care of cemetery lots. It is to be used exclusively for upkeep of the cemetery including gravestone repair, landscaping, and shrub/tree maintenance.

<u>Year</u>	<u>Balance</u>	<u>Annual Disbursement</u>	<u>Annual Portfolio Return</u>
2020	\$1,720,055	\$57,323	
2021	\$1,883,938	\$62,420	13.3%
2022	\$1,615,387	\$64,104	-14.3%

Trust Fund:

The purpose of this fund is to provide a predictable source of income in accordance with individual bequests since late 1800s, "The Endowment Fund." It is managed as one pool for investment purposes and to mitigate risk and distributed to specific Church accounts according to the wishes of the donor and for general purposes if no direction was provided.

<u>Year</u>	<u>Balance</u>	<u>Annual Disbursement</u>	<u>Annual Portfolio Return</u>
2020	\$1,880,460	\$59,479	
2021	\$2,008,073	\$66,436	13.3%
2022	\$1,713,538	\$68,403	-14.7%

Fund Asset Mix and Expenses:

- Target Benchmark Model of 65% Equities-30% Fixed Income-5% Cash
- Current Investment Mix of approximately 67% Equities-28% Fixed Income-5% Cash, including 26% of Equities in ESG focused securities
- Total Management Fees for 2021: \$6,531 (or approximately 0.19% of the total portfolio)

Gifts Received/Misc. Disbursements in 2022:

No gifts were received by the Trustees of the Trust Funds for "The Endowment Fund" and one cremation plot was sold for the cemetery fund in 2022. At the request of the church financial secretary, a distribution of \$5,271 was made from the "Seeds of Faith" bequest which is not included in the normal annual trust fund distribution.

Outlook for 2023:

The markets were down significantly in 2022 due to the Covid pandemic, rising interest rates and global unrest. The outlook for the early part of 2023 is predicted to be more of the same, but with some optimism for the end of the year. Since the TOTF disbursement policy is based on a rolling seven-year end of year balance and a 4% distribution rate, the 2023 distributions are slightly higher than in 2021 even though year end balances fell from prior year end given the downturn across all sectors. The higher distribution results because the inclusion of 2022 balance is greater than the balance seven years ago, which is dropped from the calculation for the historic average. However, given the seven-year rolling average plus any future fall in balances like what occurred in 2022, would result in a decline in future distributions compared to when balances have grown year over year.

Investment Advisor:

The Trustees are fully committed to growing the South Church trust funds in a fiduciarily responsible way. We recognize the need to be socially and environmentally responsible as well. In a world with an increasingly complex set of investment opportunities, the TOTF decided to review the expertise and skills of its investment advisor to ensure we are well positioned for the future. At the end of this review, we decided it was critical to work with someone who will bring greater clarity to investment opportunities, communicate in a proactive manner, and bring an expertise in ESG (Environmental Societal Governance) focused securities. For this reason, the Trustees have decided to engage a new investment advisor. As a next step, we will conduct a full review of our asset allocation. At the beginning of 2023, we contracted with Jim Beville of Main Street Financial Solutions, a member of a UCC church in Beverly, MA. In addition to experience with managing church endowments, Jim Beville has the training and specialized experience to direct us on the right path in the current environment and over the long term.

Respectfully submitted,

Duncan Pyle, Ted Jenkins, Lenore Price

REPORT OF THE TREASURER

Financial Position Summary

	31-Dec-2021	Net Change	31-Dec-2022
ASSETS			
<i>Bank & Brokerage Accounts</i>	557,230	(63,543)	493,687
<i>Prepaid Expenses</i>	-	-	-
<i>Fixed Assets</i>			
Fixed Assets - Original Cost	2,636,864	-	2,636,864
Fixed Assets - Accumulated Depreciation	(1,465,347)	(74,018)	(1,539,365)
<i>Fixed Assets Net</i>	1,171,517	(74,018)	1,097,499
<i>Trust Fund Investments</i>			
Church Trust Fund Investment Portfolio	2,008,073	(294,536)	1,713,538
Cemetery Trust Fund Investment Portfolio	1,883,938	(268,551)	1,615,387
<i>Total Trust Fund Investments</i>	3,892,011	(563,087)	3,328,925
Total Assets	5,620,759	(700,648)	4,920,111
LIABILITIES			
<i>Current Liabilities</i>	39,783	(30,557)	9,227
<i>Long Term Liabilities (Heat Loan)</i>	228	(228)	-
Total Liabilities	40,011	(30,785)	9,227
FUND BALANCES			
General Fund	3,479	(436)	3,042
Building Reserve	55,485	(10,092)	45,393
Cemetery Operations	99,566	1,868	101,434
Missions - Designated Gifts	5,128	10,765	15,893
Flowers	6,904	1,084	7,987
Memorial Gifts	9,484	(528)	8,956
Missions - Budgeted	8,445	(48)	8,396
Music Reserve	26,491	(1,988)	24,503
Operating Reserve	63,726	21,159	84,886
Paint Escrow Fund	24,408	(21,937)	2,471
Parish Center	1,168,530	(73,790)	1,094,740
Performing Arts Reserve	7,310	-	7,310
Restricted Reserves	172,054	(37,363)	134,691
Samaritan (Communion)	7,464	(2,078)	5,386
Senior's Ministries	3,297	456	3,753
Social Justice Coalition	402	1,151	1,553
Solar Reserve	4,500	500	5,000
Women's Ministries	6,598	2,804	9,402
Youth Ministries	15,467	1,697	17,163
Church Fund Totals	1,688,736	(106,776)	1,581,960
Church Trust Fund	2,008,073	(294,536)	1,713,538
Cemetery Trust Fund	1,883,938	(268,551)	1,615,387
Trust Fund Totals	3,892,011	(563,087)	3,328,925
Total Fund Balances	5,580,747	(669,863)	4,910,884
TOTAL LIABILITIES & FUND BALANCES	5,620,759	(700,647)	4,920,111

Annual Giving Summary

	Actual 2021	Budget 2022	Actual 2022	Budget 2023
Sources of Funds for Annual Giving				
Pledges & anticipated pledges	\$684,274	\$698,453	702,603	735,759
Unfulfilled pledges, non-pledged giving & over-pledges (UNO)	31,300	30,396	43,156	25,000
Monthly Mission Partners	63,157	33,000	50,693	50,000
Total Annual Giving	\$778,731	\$761,849	796,452	810,759

ANNUAL GIVING ALLOCATION

General Fund Allocation	636,094	651,876	651,876	681,114
Mortgage Debt Principal Payments	0			
Heat Loan	2,735	228	228	0
Missions	119,402	89,245	106,938	109,145
Operating Reserve	0	0	0	
Painting Escrow	9,000	9,000	9,000	9,000
Building Reserve	11,000	11,000	11,000	11,000
Solar Reserve	500	500	500	500
Total Annual Giving	\$778,731	\$761,849	\$796,452	810,759

General Fund Activity

	Actual 2021	Budget 2022	Actual 2,022	Budget 2023
INCOME				
Annual Giving Allocation	\$636,094	\$651,876	651,876	\$681,114
Distribution of Trust Fund Earnings	44,408	46,605	48,164	47,830
Organizational Gifts	10,425	10,889	27,819	27,631
Miscellaneous	1,406	830	6,745	950
Total Income	\$692,333	\$710,201	734,605	\$757,526

EXPENSE

Ministry Staff

Salary & Benefits	376,159	384,468	393,678	409,968
Education & Expense	13,478	13,700	10,399	12,700
Total Staff	389,637	398,168	404,077	422,668

Ministry Programs

<i>Spiritual Life:</i> Diaconate	1,750	2,700	1,547	2,700
<i>Learning:</i> Confirmation	96	1,400	1,456	1,400
<i>Congregational Life:</i> Welcoming	198	2,000	-	2,000
<i>Congregational Life:</i> Small Group	2,142	800	97	800
<i>Spiritual Life:</i> Music	10,907	14,000	11,467	14,000
<i>Learning:</i> Family Ministry	3,671	6,000	3,806	6,000
<i>Learning:</i> Youth	920	1,800	1,855	1,800
<i>Congregational Life:</i> Fellowship	1,214	2,300	549	2,300
<i>Finance:</i> Giving	108	400	82	400
<i>Facilities:</i> Green Team	250	250	300	250
<i>Learning:</i> Library	486	500	452	500
<i>Learning:</i> South Church Pride	66	700	155	700
Total Programs	21,809	32,850	21,767	26,750

Total Ministry Staff and Programs	411,446	431,018	425,844	449,418
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General Fund Activity (Page 2)

EXPENSE (Continued)	Actual 2021	Budget 2022	Actual 2022	Budget 2023
<u>Administration</u>				
Salary & Benefits	113,244	112,303	118,100	118,692
Office Supplies & Communications	21,078	23,900	25,758	31,020
Bank Charges/Processing Fees	1,841	1,600	1,576	1,600
Total Administration	136,163	137,803	145,434	151,312
<u>Facilities</u>				
Building and Grounds Maintenance	48,354	117,308	57,815	76,040
Church Heat (Gas)	20,627	15,500	17,986	19,295
Church Electrical & Other Utilities	7,914	11,006	10,973	11,950
Comprehensive Insurance	59,211	67,147	67,468	73,901
Parsonage Maintenance	315	1,864	3,733	2,075
Parsonage Electrical & Other Utilities	2,236	2,417	2,501	2,875
Parsonage Heat (Gas)	1,485	1,475	2,177	1,490
Parsonage Snow/Grass Care	1,103	1,425	1,110	1,310
Total Facilities	141,246	218,142	163,764	188,936
Total Expenses	\$688,855	\$734,688	735,041	\$789,665
NET INCOME	\$3,478	(\$24,487)	(\$436)	(\$32,140)

BUILDING & PAINT ESCROW FUNDS ACTIVITY

2022

Balance at January 1, 2022	79,893
Annual Giving Allocation	20,000
Interest & Dividend Income	5,181
Organizational Gifts	3,243
Settlement Columbia Gas	5,214
Total Revenue	33,638
Sanctuary Front Wall	2,125
Sprinkler System Study	1,250
Painting	51,499
Replace front sign lights	1,225
Energy Efficiency Lighting Project	7,108
Replace Sanctuary outside window	1,200
Replace Parsonage garage door	1,261
Total Expenditures	65,668
Balance at December 31, 2022	\$47,864

CEMETERY AND CHURCH TRUST FUNDS ACTIVITY
2022

	Cemetery Fund	Church Fund	Combined Trust Funds
BEGINNING FUND BALANCES 1/1/2022	1,883,938	2,008,073	3,892,011
INCOME			
Interest Income	694	694	1,389
Dividend Income	36,613	38,904	75,517
Gifts/Bequests		0	0
Cemetery Plot Sales	1,500		1,500
Total Realized Income	38,807	39,599	78,406
EXPENSES			
Distributions to support Church Programs & Funds	62,420	60,665	123,085
Distribution from Seeds of Faith fund		5,271	5,271
Investment Advisor Fee	3,266	3,266	6,531
Total Distributions & Expenses	65,686	69,202	134,887
CHANGE IN MARKET VALUE	(241,672)	(264,933)	(506,605)
ENDING FUND BALANCES 12/31/2022	1,615,387	1,713,538	\$3,328,925
Portfolio Return	-14.3%	-14.7%	
			Combined Trust Funds
FUND ASSETS DIVERSIFICATION			
Cash and Equivalents			5%
Taxable Fixed Income Securities			28%
Equities			67%
Total Assets			100.0%
	Actual 2022		
Cemetery Operations Fund	59,526		
General Fund	46,105		
Flower Fund	1,669		
Missions - Budgeted Fund	8,617		
Music Reserve Fund	4,833		
Senior Ministries Fund	522		
Women Ministries Fund	2,881		
Mental Health Endowment	1,309		
Total Church Funds	65,936		
Total Distributions of Realized Income	125,462		

Giving Team

The Giving Team is tasked with connecting the bold and joyful future we seek at South Church to the financial support required to make it happen. With the theme *Weaving Our Gifts*, the 2022-3 Giving Team hoped to inspire a strong, joyful commitment with a bold ask of a 6% increase in annual pledges and we are grateful (but not at all surprised) to report that we are a congregation of overachievers!

203 pledges were submitted, 80 were increased from last year, 12 were brand-new and our **mean increase was 7%**, with a dollar average increase of 11%. Amen!

As the Giving Team gathered data and stories of the good work that has taken place in the past year, it was blindingly evident that our community is vibrant precisely because of our varied talents and interests, woven together in service of our God, each other, and our community. We hope you, too, were moved by what you read and heard. The testimonies from members of the congregation about what South Church means to them and why they are motivated to pledge were especially inspiring and on behalf of all those who heard or read your words, the Giving Team thanks the participants for their brave, generous contribution.

South Church is entirely self-funded and your annual pledges make up 92% of our annual income. Your participation makes all the difference and every gift matters. Thank you for giving generously to South Church.

In faith,

Your 2022-3 Giving Team: Brandon Blech, James Bossieux, Kate Jagger, Hooks Johnston, John Riley, Liss Sellers and Bob Tigelaar

Memorial Gifts Team

Memorial Gifts meets a few times a year, but mostly via emails. We administer donations given to the church in memory of those who have passed and in honor of those who are still with us. We received memorial gifts for Ron Smith to be used by Team Music, even though he died in 2021.

We expended funds twice this year. We had a gift for \$1000 in memory of Ki Jeung, to be used “for charitable purposes. We worked with Team Missions to support a local Core Mission Partner in Lawrence, Community’s Together. They asked Team Missions for extra help in reopening their summer programming to provide funds to repair and replace equipment to reopen. We coordinated to give the Jeung gift for the May Monthly Mission Partner to support them.

The second use of funds this year went to support a Youth Summer of Service project to repair a wrought iron bench for use in the Cemetery or by the Labyrinth. We purchased the supplies including a special stain which can be used on all of our outdoor reflection and resting benches. This provides a wonderful project for the Summer of Service annually to care for our benches.

We received two physical gifts as well, for use in the Narthex for Welcoming purposes.

A Welcome table and cloth cover were given by Nanette Bezio, in memory of Robert “Bobby” Senee. Signage was given by the Rev. Joseph Bezio, Jr., in memory of Joseph Bezio, Sr.

The Memorial Gifts Committee continues to acknowledge gifts; to contact those people who memorialize loved ones with the lighting of the steeple each month; to review the committee’s financial reports; to consider requests of church committees and boards for use of funds; and to maintain two Remembrance books: one in a case in the Narthex, and a copy in the sitting area near the church offices.

We encourage committees and boards within the church to contact Memorial Gifts about needs that are not included in a regular budget. Some funds have a specific purpose designated by the family; other funds are available for the purchase of any tangible gifts that will benefit the church and are consistent with our church’s mission.

Char Lyons, Chair & Steeple Lighting
Tom Jordan, Correspondent
Jen Bouchard, Finance

Report of the Community Service Ministry

Missions Team

2022 was another successful year for Missions and South Church continued its extreme generosity. The Team met monthly throughout the year to follow our charter to “lead the congregation in creating connection with our mission partners through education, financial support, hands-on service and authentic equity-based relationship building; to live into Jesus’ example of justice, equity and inclusion through our actions and resources” We gained 2 people and grew to a 9-member team. We are also so very grateful to have Associate Pastor, Genna Hosterman, join us for most of our meetings. She has been a tremendous support, particularly with the Monthly Mission Partner, and brings fresh insight and clarity when it is needed.

The team distributes budgeted money quarterly and supports 10 core mission partners; International partners include Honduras Hope, Ti Palmiste (Haiti) and Only a Child (Guatemala) and Local partners; Neighbors in Need, Lazarus House, Bread and Roses, A Better Chance of Andover, Habitat for Humanity, South Church Giving Garden, and Communities Together. Thirty Percent of our budget goes toward supporting the United Church of Christ.

South Church’s Monthly Mission Partner is an integral part of our responsibility. In keeping with our charter, not only do we raise funds for these partners, we endeavor to educate the congregation on the many non-profit organizations that exist and align with the mission of South Church. In addition, we consider the opportunity for individual involvement with the organization. We pay attention to balancing the representation as it relates to locale and theme. Our collection total for 2022 was \$50,528. Praise God!

This year’s partners included: A Better Chance of Andover, UCC Disaster Relief—Hurricanes in Kentucky, World Central Kitchen (Ukraine), South Church Giving Garden, Manos Felices—After school and vacation program at Hancock Courts in Lawrence, One Tree Planted (Pacific Northwest) South Church Samaritan Fund, SNAP funding for South Church Farmer’s Market, NAMI (National Alliance of Mental Illness) Massachusetts, Lowell Bike Connector, UCC Disaster Relief—Hurricanes in Florida and Puerto Rico, and All Hands and Hearts (Ukraine Refugee Shelter)

In June, the decision was made to suspend the monthly Pop the Trunk food collections due a decrease in donations. Instead, the Mission Team is piloting a bi-monthly collection called Goods for Good. We’ve collected personal hygiene products, cleaning supplies, and diapers for Merrimack Valley Black and Brown Voices as well as the International Institute of New England.

At Christmas time, we brought back Gifts That Grow, an opportunity to make a donation in lieu of an actual gift, and raised an additional \$1,505 for ABC, UTEC, All Hands and Hearts, and Heifer Project.

The Mission Team is proud to lead the church in its efforts to boldly embody God’s love and compassion and to actively nurture connections within and beyond our walls to bring meaning and joy in spiritual growth, fellowship and service.

Laurie Sorota, Chair; Jan Holden, Rachel Daniels, Char Lyons, Ann Marie Cortner, Cheryl Krale, Alyson Shaw, Laura Rex, Cindy Ozirsky

MISSIONS GIVING - 2022

	Opening Fund Balances	Annual & Designated Giving	Expenditures	YE Balance
Missions Fund	\$8,445	\$64,741	\$64,789	\$8,396
Designated Gifts Fund	5,128	57,103	46,338	15,893
Samaritan Fund	7,464	3,438	5,516	5,386
Total Giving	\$21,036	\$125,282	\$116,642	\$29,675

Giving Expenditures	Missions Fund Missions	Designated Giving	Total Missions Giving
<i>UCC & UCC Program Support</i>			
United Church Mission	\$21,142		\$21,142
Northeast Association	\$858		\$858
UCC & UCC Program Support	\$22,000	\$0	\$22,000
<i>Missions Giving</i>			
ABC House	\$5,800		\$5,800
Bread & Roses	5,349		5,349
Communities Together (GLCC)	3,200		3,200
Weekend of Service	190	100	290
Giving Garden	750		750
Habitat for Humanity	1,600		1,600
TiPalmiste	4,400		4,400
Honduras Hope	4,400		4,400
Lazarus House	5,450		5,450
Monthly Mission Partner		41,591	41,591
Neighbors in Need - Lawrence	7,250		7,250
Only a Child	4,400		4,400
Sub Total	\$42,789	\$41,691	\$84,480
<i>Samaritan Fund</i>		\$5,516	\$5,516
<i>Other Designated Giving</i>			
Purchase of Market Basket Gift Cards *		1,800	\$1,800
Gifts that Grow		2,597	2,597
Pop the Trunk		250	250
		\$4,647	\$4,647
<i>Women's Ministries Outreach</i>		\$0	\$0
Total	\$64,789	\$51,853	\$116,642

* In addition to the money given to South Church for purchasing cards, a total of \$6,375 worth of actual gift cards were collected and donated to Neighbors in Need.

Report of the Facilities Ministry

In 2022 the Facilities Ministry's worked on the projects listed below. Andy Brien, our Facilities Manager, either led or guided all of this work. Other major contributors included: Bill Schroeder & the Green Team, Betsy Davis, Dave Jagger, Ellen Arvidson, Jen & Page Bouchard, Brenda and Dave Bryan, Char Lyons, Donna Kelley, Dave Meldrum, Marty Mason, the Youth group and many others.

Sanctuary:

Rebuilt and replaced lighting

Painting:

Building exterior

Other areas:

Repairs to exterior fascia, trim, and window sills

Replaced exterior building electrical panel and meter

Installed electric vehicle charging stations

Upgraded network infrastructure

Developed plans for steeple maintenance in 2022

**Cleaned over 100 headstones in cemetery

**Trimmed and pruned dozens of trees in cemetery

**Replaced / rebuilt lighting of the front sign

**Extensive interior painting of the Parsonage by the "Holy Rollers"

John Wiggins, Chair

Brenda Bryan, Asst. Chair

Report of the Nominating Team (Human Resource Ministry)

As we enter the 2023 year all Ministry teams are performing admirably and guiding South Church in the right direction. A few teams still have unfilled positions, noted below as Open (2024). A couple of teams have also expressed interest in adding members. If you are interested in any of the current open positions or if you have any specific interests for the 2023-2024 appointments please reach out to your nominating team and we will be happy to discuss with you. We hope that everyone prayerfully considers where they may be called to serve during the upcoming nominating period as we hope to fill all positions this year to enable South Church to continue to be successful.

Susan Henke: henkemcgrath@gmail.com, Dave Jagger: david.jagger@oracle.com

Rob Thomas: robthomaslaw@gmail.com, Marc Henderson: marc.henderson@gmail.com

	Nominating Team Report January 2023	
Moderator: David Strong	Treasurer: Janna Roop	Clerk: Wayne Shaw
Worship Ministry	Donna Stewart (2024)	Kathleen Curry (2024)
In-Person Worship	Betsy Hopkins (2023)	Steve Fink (2024)
		Joe Bezio (2024)
Virtual Worship	Tom Appleton (2023)	Justin Bacchi (2024)
Flowers		Donna Kelley (2024)
New Members	Dave Van Arsdale (2023)	Joe Bezio (2024)
	Ellen Van Arsdale (2023)	
Sacraments	Serena Manning (2023)	
Music	Bob Tigelaar (2023)	Janna Roop (2024)
Learning Ministry	Stephanie Aude (2023)	Jen Beers (2024)
Learning (YFFT)	Stephanie Aude (2023)	Open (2024)
	Carolyn Finlay (2023)	Heather Shows (2024)
	Ben Li (2023)	Heather Saniuk (2024)
	Heather Abourjailly (2023)	Jennifer Hoenig (2024)
	Lisa Anderman (2023)	Open (2024)
	Jen Beers (2024)	Open (2024)
Community Service	Greg Galat (2023)	Amy Joyall (2024)
Missions	Laurie Sarota (2023)	Cheryl Kraley (2024)
	Jan Holden (2023)	Laura Rex (2024)
	Char Lyons (2023)	Cindy Ozirsky (2024)
	Ann Marie Cortner (2023)	Alyson Shaw (2024)
	Rachel Daniels (2023)	

Congregational Life	Jenn Priest (2023)	Kristie Nardini (2024)
Congregational Care	Meredith Moody (2023)	Janna Roop (2024)
	Terry Ebner (2023)	Robin Murray (2024)
	Eileen Forgue (2023)	
	Peg Little (2023)	
Fellowship		Open (2024)
Welcome	Joe Bezio (2024)	Open (2024)
Facilities	John Wiggins (2023)	Brenda Bryan (2024)
	Dave Meldrum	Open (2024)
	Steve Cortner (2023)	Open (2024)
	Al Joyal	
	Tim Ozirsky	
Finance	James Bossieux (2023)	Liss Sellers (2024)
Trustees of the Trust Funds	Duncan Pyle (2023)	Ted Jenkins (2025)
		Lenore Price (2027)
Giving	Chris Price (2023)	Hooks Johnston (2024)
	Brandon Blech (2023)	Kate Jagger (2024)
	John Riley (2023)	Bob Tieglaar (2024)
Memorial Gifts	Char Lyons (2023)	Jennifer Bouchard (2024)
	Tom Jordan (2023)	
Sunday Offering Coordinator		Martin McGrath (2024)
Human Resources	Heather Bond (2023)	Vicki Hoyt (2024)
Nominating	Marc Henderson (2023)	Susan Henke (2024)
	Rob Thomas (2023)	Dave Jagger 2024
Delegates - Northeast Association	Susan Henke (2023)	Willa Rapp (2024)
	Janet Clarke (2023)	Lindsey Pacios (2024)
	Steve Longo (2023)	
Delegates - Southern New England	Susan Henke (2023)	Lindsey Pacios (2024)
	Janet Clarke (2023)	

Parish Record for 2022

South Church in Andover

Pastoral Services

Baptisms	5
Marriages	0
Funerals	6

Homes reached by church newsletter

postal mailings	414
email	653

Sunday Morning average attendance

Virtual worship \	155
-In-person worship .	105

Church School and Youth

Engaged students (Nursery to grade 5)	55
Total Adult Leaders	10
Confirmation Class Students	9
Youth groups: (active participants)	
Middle School (grades 6-8)	25
Senior High (grades 9-12)	40

Active membership, December 31, 2021	521
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Youth confirmed	10
New adult members	19
Total new members	29
Removed by transfer	0
Removed by death	6
Moved / Status changed to "inactive"	30
Total removed	36

Active membership,* December 31, 2022	514
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* "Active" status is changed to "inactive" for those members who have been away two years or more including young adult members no longer living at home in addition to active members who have moved out of the area and are no longer contributing financially to the church.

Parish Record for 2021 (cont'd)

New Members

Christina Branco	Carol Hopkinson	Mike Kraley
Kathi Ferguson	Beatrice Horrobin	Robin Murray
Tom Ferguson	Genevieve Hosterman	Casey Russo
John Goolsbey	Zachery Hosterman	Jasmine Russo
Patricia Goolsbey	Francine Jones	Heather Sievers
Loanne Hamje	Ali Kraley	John Sievers
	Cheryl Kraley	

Youth Confirmed

Anna Bacchi	Nicole DeBernardo	Connor Longo
Timothy Conners	Charlie Harris	Brady Maggio
Colin Curry	Lucy Henderson	Noah Stevens
	Garin Hoenig	

Member Deaths

Alison Atwood	John Foley	Polly Robichaud
Ed Conners	Mary Hamilton	Gwendoline VerPlank

Fifty Year Members

Dorothy Patterson	1941	Priscilla Bartle	1968	Ellen Arvidson	1971
Sally Hudgins	1950	Richard Bartle	1968	Meredith Moody	1972
Philip Dennett	1953	Marilyn Finlayson	1968	Ed Parker	1972
Judith Nowinski	1956	Dale Lattanzio	1969	Karen Parker	1972
Marilyn Fitzgerald	1958	Laura Lattanzio	1969	Dave Penner	1972
Jane Ellen Batchelder	1960	Linda Look	1969	Rachel Penner	1972
Deborah Brent	1961	Charlotte Taylor	1969	Barbara Collins	1973
Joanne Smith	1962	Sherry Tupper	1970	Phyllis Cutler	1973
Frederick Nowell III	1964	Glenn Rogers	1971	Beth Kiker	1973
Carol-Georgine West	1965	Jennifer Rogers	1971	Morgan Kiker	1973
Barry Cratty	1967	Ellen Arvidson	1971	Robyn Poirier	1973

Minutes of the 311th Annual Meeting

South Church in Andover, UCC

February 6, 2022 (virtual meeting)

The meeting opened at 4:00 PM with a quorum present. Dana opened the meeting with greetings to our 6 50-year members (I have a snap) and the Moderator followed with a prayer. Unsung heroes Betsy Davis (sanctuary ceiling repair), Eileen Forgue (property insurance assessment), Mark Bohrer, Candy Dann, Bill Schroeder (EV charging stations), and Laurie Sorota (coat drive for Afghan refugees) were celebrated for their service contributions.

The Moderator presented a slide that summarized the many accomplishments of six Ministry teams and thanked the Finance team for their work managing and planning our budget.

Endorsement of the 2022 budget.

The core of the Annual Meeting is the presentation of the budget. The Moderator reviewed the pledge campaign and its results and thanked the Giving Team. This year's campaign was characterized by both encouraging results and concerning trends. Encouraging results included an increase in average pledge amount, 5% above last year, and the addition of 10 new first-time pledges. In addition, our overall commitment to giving is exemplified by the 80% increase in mission giving from 5 years ago through 2021, reflecting the impact of Mission Partners identified each month. Of concern, however, is the size of our congregation and the year-over-year decline in number of pledges. There is a strong feeling that we need to emphasize ways to bring more people into the church.

The 2022 budget includes the following:

- Paid Family Medical Leave for our staff.
- A new paid role for AV support.
- Program budgets returned to the pre-pandemic level, and a targeted increase for the Music program.
- Cost-of-living raises for the staff.
- Proactive facilities maintenance.

The budget, however, will leave the church very low at the end of 2022 with respect to reserve funds, especially the building reserve. This is a risk not only in the short term, but over the long term if no strategic adjustment is made.

The budget discussion included the following comments:

- The Lupine Road project has good visibility and a positive reputation in town, and that may help bring in people.
- There may be a social change occurring in terms of what it means to be a church member. We have a substantial number of people in our ecosystem, but we are seeing a decline in people who are joining. Supporting this view, the Moderator remarked that unpledged funds are now a significant source of revenue now.
- The reason for increased insurance expense is mainly due to weather-related events that have occurred across the UCC.
- Once again, will use surplus from 2021 to cover the planned deficit in our budget, and we have done the same for the past few years. In general, however, this is not a good long-term approach. Dana remarked that she has a new team working under the Finance Ministry to come up with creative ways to shift our approach such that reserve funds can be better managed and we can avoid deficit budgeting in the future.
- Dennis Forgue commented that the budget process for 2022 engaged a broader audience than has typically characterized previous budget processes. This approach has helped to socialize the knowledge about the state of the reserves and will likely help to engage interest in remediating the longer-term issues.

Motion: To accept the budget as proposed. Unanimously accepted by 82 participants.

Note: Monthly missions are not budgeted but are treated as a pass-through item. The budget slide will be adjusted to clarify that the correct Missions Budget line is \$56,000, not \$89,000 as reported at the meeting.

Governance

The Moderator reviewed approach to Governance changes, as motivated by ONCET feedback. The feedback produced three main goals, one of which was to improve governance and the associated procedures - to be inclusive, efficient, and meaningful. An ad hoc committee has been actively rewriting by-laws, and upcoming discussion sessions will be scheduled as we move toward June approval. A specific discussion session on February 13th will focus on the concept of Deacons and on the balance between contributing to search leadership (with a feeling of being on a team) and on the sense of overcommitment that can arise from team membership.

Several people commented on the need to ensure that communications, both electronic and interpersonal, continue to grow. Specific programs (Faith Forums) were mentioned as very successful in supporting communication.

Green Team Update

The Green Team is planning their next eco-retreat for October, at the AMC Highland Center. People are encouraged to call the Highland Center to reserve if they would like to attend.

The new charging stations are operational and in a rollout phase. There is an email for questions, and people are encouraged to try the stations out now and let the team know how it works.

Transitioning to carbon-free heating and cooling is the next, large upcoming initiative.

Associate Pastor Search Update

The search committee has received five profiles and plan to interview three of the candidates. The committee is feeling optimistic about the process, with a target for hiring toward the end of 2022. Congregants asked if the number is relatively low – Dana said that the “great resignation” and pastor burnout have been factors for churches, but she feels that, given how long the profile has been posted, we are doing well.

The meeting closed at 5:25 PM with a prayer from Dana.

*Respectfully submitted,
Bonnie Zeigler, Clerk*

Minutes of Special Congregational Meeting

South Church in Andover, United Church of Christ

May 22, 2022 (in-person & virtual)

May 22, 2022

The meeting opened at 11:15 with a quorum present in the sanctuary and additional attendees joining via Zoom.

The Associate Pastor Search Committee summarized their search and selection process. Their search was based on the prospectus and catalog of needs articulated by the congregation as the answers to three questions: *Who are we?*, *Who are our neighbors?*, and *What are we asked to do?* The process involved both Zoom and in-person interviews, as well as conversations with candidates’ references. Reverend Hosterman stood out from the beginning as honest, forthright, curious, energetic, and prepared. The Search Committee was especially impressed with her balance of skills, including administrative skills, scholarship, compassion, and technology competence.

Wayne Shaw presented the following motion:

On behalf of the Associate Pastor Search Committee, I move ...

That South Church in Andover enter into a covenant with Reverend Genna Hosterman to become Associate Pastor of this church under the terms described in the Associate Pastor Call Agreement dated May 22, 2022.

The motion was seconded and received a unanimous “yes” vote from the in-person and remote members attending the meeting. Reverend Hosterman was welcomed by the congregation as she returned to the sanctuary.

The Moderator closed the meeting at 11:35 and invited all attendees to an outdoor reception.

Respectfully submitted,

Bonnie Zeigler, Clerk.

Minutes of Special Congregational Meeting

South Church in Andover, United Church of Christ

June 12, 2022 (in-person & virtual)

A Special Congregation Meeting was held in the Church Sanctuary and online via Zoom. After Bonnie Ziegler, Clerk recognized a quorum in the sanctuary, David Strong, Moderator called the meeting to order at 11:27AM on June 12, 2022.

OPENING PRAYER

The meeting was opened with a prayer.

CELEBRATION OF THE PROGRAM YEAR

David Strong reviewed the high points of the year, including:

- Welcoming Taylor Graffum as Minister of Youth and Families
- Launching four children's choir programs
- Introducing pronoun sticker for name tags
- A well-attended All-Church Picnic
- The celebration of Reverend Jen Mazur's ordination
- A restart of the Youth Mission Trip
- Our Spring Artist in Residence Rachel Long
- Work by our Social Justice Coalition
- Completion of the Habitat Project on Lupine Road
- 15 separate food and supply drives

GOVERNANCE CONTINUATION

The By-Laws drafting committee presented a review of the key learnings and feedback they have collected. The committee put forth to the Congregation the following motions

MOTION ONE - GOVERNANCE CONTINUATION

Vote to continue governance under the bylaws approved by the congregation on June 28th, 2020 until the January 2023 congregational meeting, at which time the content of the amended and restated bylaws will be presented and voted upon. This was unanimously approved.

MOTION TWO – AUTHORIZATION TO USE DRAFT BY-LAWS

Vote to authorize Church Council to start exploring the use of the amended and restated bylaws being drafted by the By-Laws Drafting Sub-Committee with the intent that a final version of the amended and restated bylaws may be presented and voted upon at the January 2023 congregational meeting.

This motion was approved with one abstention and no votes against.

2022/2023 NOMINATING SLATE OF CHAIRS AND ASSISTANT CHAIRS OF MINISTRIES

Amie Hellauer of the Nominating Committee presented the nominating slate for approval in its current form

Concern was raised regarding the absence of a candidate for Treasurer. While members mentioned they were confident that someone would accept the treasurer role, it was suggested that perhaps a separate motion should be made to report the treasurer position and vote on it. The Moderator said that Chuck Crockett would continue as temporary Treasurer until the position is filled.

Concern was also raised that an audit has not been conducted recently. The Moderator answered that a firm has been contracted to do the audit, which he felt should remove that concern.

MOTION THREE - ACCEPTANCE OF NOMINATING SLATE

To accept the Nominating committee slate of Chairs and Assistant Chairs of Ministries, as well as Moderator, Treasurer and Clerk. This motion was approved with 2 abstentions.

CLOSING

Having no further business the meeting closed at 11:55AM with a prayer.