

# Annual Report

## 2020 - 2021



### *Central Congregational Church*

United Church of Christ

*An Open and Affirming Congregation*

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## Warrant for the Annual Meeting on May 16, 2021

To the Members and Friends of Central Congregational Church in Chelmsford:

The annual meeting of the Central Congregational Church in Chelmsford, United Church of Christ, will be held on Sunday, May 16, 2021, at 11:00 a.m. in the Sanctuary and via Zoom to act upon the following articles:

- Article 1 To elect a Moderator.
- Article 2 To celebrate the events of the past year.
- Article 3 To act upon the recommendations of the Nominating Committee to elect the officers of the church.
- Article 4 To receive the reports of all committees.
- Article 5 To amend the Constitution Article X – Property and Finance – Section 3 as follows:

**Delete:** *“for gifts and bequests in amounts less than \$50,000, one-half of the donation shall be placed in the Endowment Fund, and one-half shall be placed in the Remembrance Fund;”*

**And replace with:** *“for all gifts and bequests in amounts up to and including \$10,000, the total amount shall be placed in the Remembrance Fund; for all gifts and bequests in amounts greater than \$10,000 but less than \$50,000, one-half of the amount in excess of \$10,000 shall be placed in the Endowment Fund, and one-half shall be placed in the Remembrance Fund;”*

- Article 6 Approve the budget for the fiscal year 2021 – 2022.
- Article 7 To transact any other business that may lawfully come before the meeting.

(signed) Val King  
Clerk

## Warrant for the Annual Meeting on June 28, 2020

of Central Congregational Church in Chelmsford, United Church of Christ

To the Members and Friends of Central Congregational Church in Chelmsford:

The annual meeting of the Central Congregational Church in Chelmsford, United Church of Christ, will be held on Sunday, June 28, 2020, at 11:30 a.m. in Fellowship Hall to act upon the following articles:

- Article 1 To elect a moderator.
- Article 2 To celebrate the events of the past year.
- Article 3 To act upon the recommendations of the Nominating Committee to elect the officers of the church.
- Article 4 To receive the reports of all committees.
- Article 5 To amend the Constitution Article X – Property and Finance – Section 5 as follows:

Replace “All financial actions of the church are subject to an annual audit by a qualified auditor elected by the Council.”

With “All financial actions of the church are subject to an annual audit by a three-member subcommittee of the Trustees following the guidelines of the “Handbook for the Church Audit Committee” issued by the Massachusetts Conference of the United Church of Christ “ or similar document.

Article 6 Approve the budget for the fiscal year 2020 – 2021.

Article 7 To transact any other business that may lawfully come before the meeting.

(signed) Val King  
Clerk

## Minutes for the Annual Meeting on June 28, 2020

Meeting was opened at 11:06. The Warrant was read by Peter White and a prayer was offered by Pastor Richard Knight.

Article 1 To elect a moderator for the June 28, 2020 meeting.

Motion: Accept Peter White as Moderator for this meeting.  
Motion approved unanimously.

Motion: Accept the votes of people on Zoom as well as the votes of the attendees in the Sanctuary.  
Motion passed unanimously.

Article 2 To celebrate and give thanks for the past year. Attendees discussed what they are thankful for at CCC. Responses were from the live audience as well as the ZOOM attendees. "We are thankful for:"

Flexibility with trying new ways to connect and have church services*	Commitment from the church to help people	Personal health and health of family
Thankful for church family	ZOOM as a mechanism for connecting	Flexibility of our minister and his innovative spirit*
Tudor, Francisco, and Taide*	MAPCON software (used by House committee to track purchases, repairs etc.	Linn Flint and Juarez Gomez*
Weather has cooperated for our drive-in church services	Being able to "go with the flow" with technology	Thankful for church leadership, especially Pastor Rich for preaching using remote technology*
Thank you for music and desire to expand our music ministry	Thankful for financial strength. A sound budget plan	CE program and our Sunday school leaders and teachers and parent volunteers
Music, recordings on website	Christmas concert	Men's Breakfast
Worship in the Carson Park and Drive-In church services	Shopping buddies to help others with shopping needs	Kitchen updates, new refrigerator and freezer
Church friends and family*	Being able to "see" church friends	Pastor Rich and his leadership*
Technology Committee for assisting with new ways of "going to church"*	Dick Papenfuss for his many years of service as Council President	Lynn Horton and Peter Morin our new Council leaders

\*mentioned by multiple groups of attendees

Article 3 To act upon the recommendations of the Nominating Committee to elect the officers of the church. See page 23-24 of the 2019 -2020 Annual Report.

Motion: Approve the officers of the church as presented in the annual report.  
Motion passed unanimously.

Article 4 To receive the reports of all committees. The following committees had no changes to their annual reports. Also included are warrants/church meeting minutes with no changes or corrections:

Membership Statistics	Gifts and Donations	Pastor
Council	Board of Trustees	Audit Subcommittee
Benevolent Beaders	John Carson Memorial Park	Christ Care
Christian Education	Holy Cows (no report)	God Squad (no report)
Coffee Hour (no report)	Collation Committee	Communications
Community Garden	Northeast Assoc. (no report)	Delegate to MACUCC (no report)
Finance (no report)	House	KiSeLo
Library	Meals Ministry (no report)	MAL
Music	ONA	PPRC
Prayer Ministry	Sanctuary	Scouts BSA Troop 74
SAM	Stewardship	Technology
DEMM	WV Workcamp	

**Changes or amendments to annual report**

Diaconate: Peter Morin and Jay Hungate will serve another year,

Nominating – add Dirk Zwart to term ending 2023, add Margie Dissinger to Northeast Association.

Prayer Shawl Ministry – remove title of Stephen Ministry from committee name

Treasurer’s report. *UPDATE:* \$36,800 SBA Payroll Protection Program loan received to be applied to salaries for May 1, 2020- 3<sup>rd</sup> week of July. Any surplus after that point in time will be discussed by Council in August. Also. Page 38 of Annual report add the letter “d” to the Deacons’ Good Samaritan Fund.

Motion: Accept Annual Report 2019-2020 as reported or amended.

Motion passed unanimously.

Article 5 To amend the Constitution Article VII - Council, Section 1 as follows:

**Replace** “All Financial actions of the church are subject to an annual audit by a qualified auditor elected by the Council”

**With this phrase:** “All financial actions of the church are subject to an annual audit by a three-member subcommittee of the Trustees following the guidelines of the “Handbook for the Church Audit Committee” issued by the Massachusetts Conference of the United Church of Christ, or similar document.

Motion: Remove and edit the wording as described above.

Motion passed unanimously.

Article 6 Approve the budget for the fiscal year 2020-2021.

Prior to review of the budget Dick Papenfuss reported on the Stewardship Campaign. As of this morning there were 99 pledges for this coming year compared to 111 from last year. Of those 99 pledges, 11 are new pledges but the income will have a shortfall this year.

Last year we budgeted for \$261,178 for total income and this year’s stewardship campaign should be approximately \$251,948. This is usually discounted for a 3% an estimated shortfall so the total pledge income for this coming year needed for our expenses is \$244,390.

There is a change in our Benevolence expense due to revised method of calculating our proposed proportional giving to the Southern New England Conference. OCWM was previously a separate benevolence item. Due to this change we anticipate needing \$235,592 from pledge income for current operations income.

Other income (non-pledge) is proposed to be \$89,933. This includes surplus carryover funds from the 2019-2020 budget (\$10,863). Some highlights of our income variances for this year include a reduction in donations and in single use fees, Co-Op Preschool, SSB group and related to COVID-19 restrictions and shut down of our church.

**Expenses:** Highlights include no salary increase for any staff and no office administrative vacation coverage budget item. The auto allowance for Pastor Rich has been increased slightly for this budget as a reflection of his increased visitation practices. Property expenses has some minor adjustments in some line items due to increase costs for utilities, insurances, supplies, and associated 9 Worthen expenses. Committees and Office expenses were level funded (no change from last year).

Other expenses: Revise such that proportional giving is a combination of conference dues and OCWM giving as a percentage of our total giving. Since, SAM has used some OCWM funds in the past for local issues, they asked us not to fully transition to proportional giving in just one year. We are giving \$1500 of OCWM giving in the proportional giving portion of the budget and leaving \$4000 in the benevolence portion of the budget. If SAM does not need any of the OCWM funds, they will be forwarded to the conference at the end of the year. Northeast Association dues are \$350 for the coming year.

Endowment Fund Loan payback will be paid off by surplus from our 2019-20 budget.

Budget Summary: Due to surplus of funds from 2019-20 budget we can present a balanced budget for 2020-21.

Motion: Approve 2020-21 budget as presented. Motion passed unanimously.

Article 7 To transact any other business that may lawfully come before the meeting. Hearing no requests for any additional business the following motion was made:

Motion: Adjourn meeting at 12:15 pm

Motion approved unanimously.

Respectfully submitted,  
Valerie King, Clerk

Attendance – CCC Annual Meeting- June 28, 2020

Attended in person:	Attended in person:	Attended via Zoom (remote)	Attended via Zoom (remote)
Lillian Bean	Val King	Gwen Bottomley	Betsy White
Richard Brown	Rich Knight	Bernie Boucek	Christine Williams
Cynthia Bryant	Bruce Kunkel	Carol Boucek	Corrine Broderick Winn
Judy Buswick	Ellen Kunkel	Julie Carney	Dick Winn
John Carson	Alan McKersie	Carolyn Chapman	John Zachry
Linda Carson	Jane McKersie	Joe Chapman	Shirley Zachry
Francis Cavanaugh	Jean Montgomery	Cynthia Dorman	<b>N= 22 (via ZOOM)</b>
Jennifer Delikat	Laurie Montgomery- College	Scott Dorman	
Margie Dissinger	Peter Morin	Carol Engel	
Helen Glinos	Judy Musgrove	Elizabeth Hartigan	
Ginnie Hall	Dick Papenfuss	Steve Hartigan	
Bill Harrison	Karen Papenfuss	Heather Landheim	
Mary Harrison	John Wellman	Deb Lyons	
Hayley Horton	Lynda Wellman	Ray Peterson	
Lynn Horton	Peter White	Sue Sarafinas	
Sherm Horton	<b>N= 32 (in person)</b>	Dory Toppan	
Beth Jarok			



## Church Membership Statistics

The numbers are based on the names included in the database maintained in the Church office.

Summary of Church Membership Statistics	Total as of 03/31/20	Total as of 03/31/21
<b>TOTAL ACTIVE MEMBERS</b>	267	261
Active Adult Members	243	246
Active Child Members	24	15
<b>TOTAL INACTIVE MEMBERS</b>	46	52
Inactive Adult Members	46	52
Inactive Child Members	0	0
<b>TOTAL ARCHIVED MEMBERS</b>	484	480
<b>TOTAL MEMBERS</b> (Active, Inactive, and Archived)	797	793

### ACTIVE MEMBERS

Adults as of March 31, 2020	243
New Members	+ 0
Moved from Active Child to Active Adult	+ 6
Moved from Archived to Active Adult	+ 1
Deceased – Moved from Active Adult to Archive	- 4
<b>Total as of March 31, 2021</b>	<b>246</b>

Children as of March 31, 2020	24
Moved from Active Child Non-Member to Active Child Member	+ 4
Moved from Active Child to Active Adult	- 6
Moved from Active Child to Inactive Adult	- 7
<b>Total as of March 31, 2021</b>	<b>15</b>

### INACTIVE MEMBERS

Adults as of March 31, 2020	46
Moved from Active Child to Inactive Adult	+ 7
Deceased – Moved from Inactive Adult to Archive	- 1
<b>Total as of March 31, 2021</b>	<b>52</b>

Children as of March 31, 2020	0
<b>Total as of March 31, 2021</b>	<b>0</b>

### NON-MEMBERS

	Total as of 03/31/20	Total as of 03/31/21
<b>Total</b>	<b>1511</b>	<b>1524</b>
Active Adult	74	80
Inactive Adult	14	15
Active Child	67	64
Inactive Child	0	0
Archived	1356	1365

**NEW MEMBERS:** None

**CONFIRMANDS**

Confirmed on November 8, 2020: Will Dorman, Mackenzie Green, Jonathan Walsh,  
Matthew Washington

**BAPTISMS** (April 1, 2020 through March 31, 2021)

Child	Parents	Date of Birth	Date of Baptism
Emilia Rae Musto	Rich and Briana Musto	08/13/2020	01/17/2021
Cora Bailey Nitche	Joe and Julie Nitche	01/30/2020	06/28/2020

**MARRIAGES** (April 1, 2020 through March 31, 2021)

	Date of Wedding
Leanne Vincent and Kevin Connolly Ceremony officiated by Rev. Rich Knight in Carson Park	05/10/2020
Doug Drake and Paula Peters Ceremony officiated by Rev. Rich Knight at the Drake home	07/18/2020
Alicia Lefebvre and Christopher Brock-Fisher Ceremony officiated by James Bixby (Alicia's Cousin) in Carson Park	10/02/2020

**DEATHS** (April 1, 2020 through March 31, 2021)

Members of Central Congregational Church	Date of Birth	Date of Death
John Chipman	02/23/1952	03/28/2021
Gardner Cook	07/20/1928	10/13/2020
Margaret Garlow	04/05/1921	03/31/2021
Stephen Gray	11/04/1939	2021
Lowell Mueller	09/06/1932	08/07/2020
Peter Rogers	12/11/1938	07/06/2020
Anne Vincent	08/22/1927	02/13/2021
Rachel Vondal	07/29/1926	11/28/2020
Richard Winn	09/23/1947	09/30/2020
Non-members of Central Congregational Church	Date of Birth	Date of Death
Barbara Allen	09/12/1937	05/13/2020
Raymond Grezeszak Service: 11/15/2020 at Central Congregational Church, Rev. Richard B. Knight	10/29/1933	11/04/2020
Dorothy Hardock Service: 07/16/2020 at Central Congregational Church, Rev. Richard B. Knight	01/05/1939	07/10/2020

Church statistics reported by Linn Flint, Office Administrator.

**Gifts and Donations**

As of March 31, 2021, memorial donations were given to the Church in memory of:

Ray Grezeszak  
Herb and June Nickless  
Peter Rogers  
Anne Vincent  
Rachel Vondal  
Dick Winn

Gifts and Donations reported by Linn Flint, Office Administrator.

## Pastor

It's hard to believe that this is the second annual report and annual meeting under the cloud of Covid-19. As much as there has been hardship, challenges, and losses, there have also been unexpected blessings, gifts, and growth. And, I suspect all of us have felt a deeper sense of gratitude for fellowship, friendship, family, and faith. I know I have.

Here are some of the things that I am most grateful for over this past year:

- Drive-in Church still felt like church! And Worship in Carson Park was lovely!
- Livestreaming our services has gone well and seems to be well-received.
- Decision-making within our Leadership Team has been incredibly smooth and easy.
- Celebrating Advent & Christmas as well as Lent & Holy Week are very important in the life of our church. I felt that in spite of Covid limitations we were able to have meaningful, soulful, faith-filled times in the Spirit.
- Having our Christmas Pageant be on the front page of the Boston Globe Christmas Day was really fun!
- Christian Literacy emphasis seems well-received – devotional booklet, sermons, skit, and emailing devotionals.
- Sacred Conversations – Division & Hope for America 1/19, 12:30 & 7 pm, Progressive Christianity 1/26, Processing the Assault on the Capitol, 1/7
- For me personally it was *“The Year of Trying New Things”* – programs like an Old Fashioned Zoom Bible Study (we've now studied James, Galatians & Mark), “The Best Advice I Ever Got,” “The Life & Legacy of St. Patrick,” The Poetry of the Bible, The Monday Night Movie Club, and especially the Valentine's Day Renewal of Wedding Vows Ceremony in which 12 couples participated. I'm not sure I'd have tried most of these programs if it were not for Covid and the convenience of Zoom.

### Book Clubs

Spring Book Club - “Mindset” – with John Carson  
 Summer Book Club – “Scrappy Church”  
 Fall Book Club – “Reaching for the Invisible God”

### Sunday Night in the Park

“God Questions” Sun. 7/12, “Factfulness: Is the World Getting Better or Worse?” with John Wellman Sun. 7/26, “Understanding Homelessness” 9/27, Campfire Talk – “The Native Americans of New England” Christoph Strobel, 10/4 (29 people).

### Racial Justice Efforts

Candlelight Vigil for Racial Justice 6/14 in Carson Park, BLM March in Chelmsford 6/19, Sacred Conversation on Race 6/25. Addressed in sermons. Several movies that the Movie Club watched also thoughtfully addressed these issues, especially “The Hate U Give,” “Same Kind of Different as Me,” and BlackKklansman.”

### Youth Involvement this year:

4 God Squad Zoom Get-Togethers in the Spring, supporting our Graduating Seniors (Zoom meetings), Honoring our Graduates in the Park, finishing Confirmation Class with Mackenzie, Matt, Jonathan & Will, Confirmation Sunday in July, “Make a Difference Week” in July, a new Confirmation Class with Trey & Alyssa.

**Our Two Weddings** were especially meaningful: Leanne Vincent & Kevin Connolly – May 10, 2020 and Doug Drake & Paula Peters July 18, 2020.

**Painting Projects** – coordinated painting the church office, the parking lot shed, and dumpster fence.

### **Continuing Education**

Webinar: “Centering Prayer” – 9/9 & 9/16

Webinar: “Christmas Pageants in 2020” – 10/8

“Climate Justice” Talk, Chelmsford Climate Action – 10/22

Online event for the Lowell Transitional Living Center, update on homelessness – 11/19

Webinar: “Hybrid Worship” - Practical Resources for Churches, March 18

### **Community & Wider Church Involvement**

Northeast Association Periodic Support Ministry--monthly meetings with pastors for prayer and support

Chelmsford Clergy Association – twice a month Zoom meetings

UCC Association Cluster Zoom Meetings – 5/28, 10/29

Northeast Association UCC Annual Meeting – 6/28

Northeast Association UCC Nominating Committee – 8 Zoom meetings

Food Security Advisory Council of Chelmsford – monthly meetings

Homeless Ministry in the area

Funerals for Non-Members

### **Goals**

- (1) Re-opening the church safely with renewed vitality and focus.
- (2) Being a hybrid church, continuing to offer in-person and online programming to connect with the most people.
- (3) Having a wonderful, rejuvenating sabbatical, such a gift of pure grace!

Grateful to be Serving Christ with You,  
Pastor Rich Knight, D. Min.

## **Council**

It is necessary to begin this report with recognition of Dick Papenfuss’ service as Council President from 2010-2020. Thank you, Dick, for your 10 years of leadership! On behalf of the entire CCC family we extend our appreciation and gratitude.

The work of Council in this year of Covid-19 has been exceptional, and we are indebted to the church officers and committee representatives who increased their participation with admirable willingness to address the challenges of maintaining church life during a pandemic. We found new ways of doing business, including holding the regular Council meetings via Zoom. Monthly Council attendance increased from an average of 13 members per meeting to an average of 18. (Comparing May 2019 – April 2020 to May 2020 – April 2021.) Quorum for Council meeting attendance required to transact business is 12 members.

As the duly elected and installed policy-making body of Central Congregational Church, the members of Council are responsible for directing and coordinating all affairs, activities, responsibilities, and interests of the Church. (Per Constitution Article VII – Council) We work closely with the Board of Trustees, and this year Council approved changes and/or updates proposed by the Trustees to several sections of the CCC Organizational Practices Manual (OPM), including Policy 11 – Board of Trustees Investment Policy; and to the Constitution, an amendment to which will be voted upon by the church membership at Annual Meeting on May 16. Council members also assisted with revisions to and gave approval of the Planned Giving Brochure that was created by the Trustees and then distributed to the congregation in December. The Council approved projects proposed by the House Committee, including the installation of “Smart

Switches” for exterior lighting and thermostat control, and the installation of new cove lighting in the Sanctuary.

Your church Council members have also worked in tandem with the Diaconate to maintain safety protocols for church building use in accordance with Massachusetts State Covid-19 guidelines and mandates. Worship services throughout the year transitioned from an empty Sanctuary with Pastor Rich using his cellphone to pre-record a service to be viewed by the congregation at a time of their choosing, to Drive-In worship services throughout the summer that drew CCC parishioners and regular visitors and gave the choir and bell choir safe opportunities to perform, with Pastor Rich, Alisa Knight, and Kat Wilkes preaching, all of which was live-streamed via Facebook. Also in the summer and into the fall worship services and church activities were held in beautiful Carson Park, with distanced seating and mask-wearing. It was refreshing to be in worship together and outside of our cars, and to follow the lead of the Sunday School teachers who have held classes outdoors for most of the year.

In November, CCC was successful in our application for a Northeast Association (UCC) “Catalyst Grant” of \$2500. This allowed the Technology team, led by Patrick Shields and Joe Chapman, to order and install in the Sanctuary a high-quality camera to live-stream worship services via Facebook and YouTube. CCC members, friends, and family near and far have been able to “attend” Sunday worship each week, with the music of Tudor Bota’s delightful piano and organ playing as well as guest soloists, CCC vocalists, and SonLight Band. As of April, we have begun to invite Covid-19-vaccinated members of the congregation to return to attending worship in the Sanctuary, with mask-wearing and spaced pew-seating requirements.

Throughout the year we have been blessed as a faith community by the steadfast pastoral care and ministry of Rev. Dr. Richard B. Knight. Pastor Rich has been tireless in his efforts to plan new ways for us to be a connected, vibrant, healthy church family. His enthusiasm to try things in new and fresh ways set the tone for a year of agility and flexibility in the leadership and congregation of CCC. 2021 marks the fifth year that Pastor Rich has been with us, since July of 2016, and he will be taking a well-earned Sabbatical this summer. Thanks to a successful application to the Lilly Foundation “National Clergy Renewal Program” for \$49,996, Pastor Rich and his family will travel to the National Parks out west this summer, and to the Holy Land next summer when international travel can resume. We will miss you, Pastor Rich, and we send you with the blessings, love, and well-wishes of your entire CCC family. Travel safely, and return to us with photos, stories, and enthralling new sermons!

Central Congregational Church has weathered the financial impact of the pandemic, and the subsequent loss of building-use income, through multiple fundraising efforts this year. The Annual Holiday Fair was held in the parking lot and included an on-line auction, monthly Dining-to-Donate and Bakery Day fundraisers have been initiated, and the Christmas Tree sale rebounded from an inexplicable drop in 2019. Thank you to the many church members and friends who have supported these and other CCC fundraisers, as well as giving generous donations and reliable pledges all year. Your stewardship and financial commitment to CCC is acknowledged and gratefully received.

Our church staff has been a constant this year and has provided a stability to CCC that is immeasurable. Thank you to Juarez and Beth Gomes for maintaining the strict level of Covid-19 cleaning and disinfecting and for taking on additional tasks and projects as requested. Thanks to the irreplaceable Linn Flint for being the organizational and administrative heart of CCC. Without Linn’s attention to detail, institutional knowledge, and ready willingness to assist anyone in need of her skills I don’t know how we would manage. Thank you also to Treasurer Dick Papenfuss for obtaining the Paycheck Protection Program loan that allowed CCC to give Linn, Juarez, and Beth some paid time away from the church building in the early months of the pandemic when stricter workplace guidelines were in place.

In September a new feature was launched in the CCC Beacon newsletter, entitled “Council Corner.” These articles give a recap of each meeting, with the goal of sharing the actions and

activities of the Council with the church community. Thank you to Val King, Clerk, and Julie Carney, Assistant Clerk, for your comprehensive minute keeping of each Council meeting that helps to provide content for these newsletter submissions. Members and friends of CCC are invited and welcome to attend the regular meetings of Council. We also hope that you will contact us if you have any items to bring to the attention of your Council, as we are here to serve you.

Sincerely,  
Lynn Horton, President, and  
Peter Morin, Vice President

## Board of Trustees

Trustees were saddened at the passing of our dear friend, Dick Winn, in September. Dick was a member of our Board for just over a year, but during that time he provided valuable counsel and service. He was our Secretary and was always a willing volunteer to take on projects that needed attention. He is sorely missed.

Trustees have acted on numerous items over the past year including:

- Negotiated and signed an agreement with Open Pantry allowing them to park their truck in our parking lot.
- Contracted with MillTown Plumbing to reroute piping for the church's heating system from under the floor in Fellowship Hall to above the floor. This was needed because a leak was found in one of the return pipes under the floor near the kitchen. The cost for this work was \$16,653.
- Selected a local vendor, BEF Enterprises, for the parts, labor and monthly maintenance to switch the fire alarm notification system as required by the town. Cost was \$400 in labor and materials plus \$45 per month for monitoring.
- Approved purchase of two ONA signs that were installed over the summer and fall.
- Worked with our two major renters, Central Co-Op and SSBC, to help them weather the financial storm caused by the Covid-19 pandemic.
- Contracted with Repoza Electric to replace the sanctuary cove lighting on both sides with LED strings, a sensor, color, and sound capabilities. The cost was \$3,640, which was considerably less than the previous bid of about \$8,000.
- Produced a Planned Giving brochure that was approved by the Diaconate and Council. To date we have received donations and indications of intent to donate that total in excess of \$21,000.
- Approved \$2,560 for purchase of a camera in the sanctuary to livestream services and approved applying for a \$2,500 Ministry Catalyst Grant from the Northeast Association to offset the cost. Our request was granted, so the cost to the church was only \$60. The Technology Committee installed the camera and associated wiring free of charge.
- Approved purchase of Smart Switches to replace light timers throughout the church property. This project cost much more than anticipated (roughly \$3,000 to date), and there are still has a couple of open items that the Technology and House Committees are working to solve.
- Formed an audit task force to review the church's FY19-20 finances. Their report will be issued to Council shortly.
- Investigated damage caused by a water leak into the main electrical panel at 9 Worthen. It was found to be necessary to replace the panel, which was upgraded in the process. This work was performed by our electrician (Repoza Electric) at a cost of \$2,805. We filed a reimbursement claim with the church's insurance company, who denied coverage. Given that the problem was caused by water entering the electrical line coming into the building, we then filed a claim with National Grid who recently paid the full claim.

- Discovered that the church's kitchen permit from the Board of Health lapsed several years. A new one will not be issued until an outdoor 1,000-gallon grease trap is installed. A larger one may be required if in the future we are able to rent use of the kitchen to outside groups. The trap has to drain into the sewer system either via Worthen Street or through the parking lot to North Rd.
- Investigated damage to the main chimney that was first noticed by Don Brigham. It turns out that the repair is more involved than first thought. Switching from an oil to gas boiler many years ago caused corrosion problems with the liner resulting in deterioration to several dozen layers of bricks. Inspection determined that the liner and those bricks need to be replaced. Three estimates were obtained. Trustees approved the middle cost bid from highly recommended Dave's Chimney Service of Methuen for \$12,600.
- Along with Dick Papenfuss, met with our United Church Funds representative. We jointly agreed that keeping our investments in their Moderate Balanced Fund was the best course to follow.
- Approved upgrade of CDM+ software that the Treasurers currently use for membership and contributions to add an accounting module. There is a one-time fee of \$200 to purchase the software and an increase of the annual support from \$290 to \$410. We also approved a monthly plan for data hosting which is \$24.95 per month.
- Approved lease of a new office copier from Toshiba and a service contract from Merrimack Valley Business Machines.
- Approved \$1223 purchase of a new church office desk with locking drawers from National Business Furniture using Trustees' Discretionary Account funds.
- Accepted an estimated bid from Morin's Landscaping for grounds maintenance this spring, summer, and fall. The total cost will be about \$5,000 more that we've paid over the past several years, about half of which will be incurred this fiscal year. Any budget surplus could offset the overage, and the Carson family will absorb whatever the church can't cover.

The Trustees would like to thank the House Committee, the Technology Committee, and the CCC Treasurers for their collaboration during the year, as well as the Office Administrator, Linn Flint, for her continued support.

Respectfully submitted,  
 John Carson, Chair  
 Christine Williams, Vice chair  
 Sheila Pichette, Secretary  
 Jennifer Delikat  
 Don Harbison  
 Alan Wisniewski

### **Audit Subcommittee of the Board of Trustees for 2019-2020**

We have reviewed the records and the financial reports of Central Congregational Church of Chelmsford for the period July 1, 2019 through June 30, 2020. While our review was limited to testing the transactions and balances and would not necessarily disclose all errors, we found no evidence of significant errors or omissions. In our opinion, the financial reports mentioned above are fairly stated.

As a result of our work, we have provided the Treasurer and his team with several recommendations to enhance efficiency and reinforce transparency of financial processes.

We wish to commend the Treasurer, Assistant Treasurer - Income, and Assistant Treasurer - Expense for their fine work during this trying year. On behalf of the congregation, we thank them for the gift of their time and talent.

Signed by: John Carson – Chair, Board of Trustees

Signed by: Christine Williams – Vice Chair, Board of Trustees

Signed by: Sheila Pichette – Secretary, Board of Trustees

## **John R. Carson Memorial Park**

The Park continues to be popular for photo sessions, weddings, and church services when weather permits. The latter has been particularly important this past year since the Covid-19 pandemic prevented use of the sanctuary for church services. Members of Boy Scout Troop installed canopy tents in the picnic area so they and others could hold meetings there. Sunday School classes met there year-round.

Last fall, Juarez painted the two, small picnic tables, and Don Brigham built and installed two handrails at the gazebo entrance. The handrails are beautiful and will make it safer for everyone entering and exiting the gazebo.

Morin's Landscaping installed four (4) large Yoshino Cherry trees just outside the picnic area where several large, old trees had been removed the year before. They also installed three (3) Flowering Viburnum, moved two (2), overgrown Alberta Spruce from in front of the gazebo to an area near 9 Worthen, replaced them with Boxwood shrubs, and spread round stone to top dress the walkways.

Morin's was also hired in the spring to repair the rock wall along Worthen St. They did a beautiful job.

Respectfully submitted  
John and Linda Carson

## **ChristCare Small Group Ministry**

ChristCare groups consist of five to twelve people who meet on a regular basis with a trained leader in order to grow in faith in small, caring communities. The group members pray together and for one another, and they study the Bible and books related to faith development. Central Congregational Church has two ChristCare groups, one led by Glenn Dissinger and one led by Deb Lyons.

Glenn's group for men was on hiatus during the pandemic. Glenn hopes to be able to start meeting again in the fall.

Deb Lyons leads a group of women on two Mondays each month, from 7:00 to 8:30 p.m. This year, the group met virtually, via Zoom, and the meetings were scheduled to avoid conflict with the meetings of the church's Monday night movie discussion group.

Members were experiencing the challenges of the Covid-19 pandemic in different ways. It made sense to be flexible at our meetings. At some times the women's group had just two or three members at a meeting, while at other times there were several more in attendance. They were happy to welcome Mary Harrison to the group this year.

In addition to finishing the discussion of [The Way of Prayer](#), the members shared devotional resources found online, participated in a Lectio Divina exercise, and watched videos by Brené Brown and Amanda Gorman. Most of all, they shared what was happening in their lives, reminding one another that they were doing the best they could under difficult circumstances. As always, they prayed for one another and lifted up others in their circles who needed prayer.

Our church has offered ChristCare groups for eleven years. Group members are sharing Christian love and deepening relationships. If you are interested in attending a meeting, to see if a group feels right for you, please contact us.

Your ChristCare Leaders,  
Deb Lyons and Glenn Dissinger

## **Christian Education Committee**

It has been another exciting year for the Christian Education Committee, thanks to ALL of you. Without the support of the Church we could not do the work that we do.

We have a wonderful team that include, Becky Acheson, Steve Hartigan, Mary-Ann Hussey, Elmer Lyons, Bonnie McGrath, Sarah Morin, Kristin Strobel, Samantha Shields, Pastor Rich, and



me (Carolyn Chapman). CE meets the first Wednesday of every month. If you are interested in joining the CE committee, please let one us know. We are always looking for new members.

Our Sunday School teachers are especially dedicated and talented educators. We are blessed to have them teach and care for our children. A big thank you to Samantha Shields, Becky Acheson, Kristin Strobel, Bonnie McGrath, Elmer Lyons, Steve Hartigan, and Will Hargett.

Due to the pandemic, our Sunday School year looked a bit different than it has in the past, but we persevered. We held our Sunday School classes outside in various types of weather. Some days it was hot, some days rainy, and other days frigid cold. Some days we held traditional classes and other times we enjoyed a hike together. But every Sunday School Day we had happy children excited to be together!

We were able to continue many of our treasured CCC traditions. We celebrated Advent in Carson Park with Christmas Carols and crafts. We held our traditional Christmas Pageant on the front steps of Church, which was photographed for the Boston Globe. Most recently we had a delightful Easter egg hunt.

The youth are always coming together to help the community. They have held many different collections this year and have made donations to different organizations, some include the Lowell Food Pantry, The Alternative House, and The Heifer Project. They also join in on Make a Difference days! Some of the tasks completed were making cards for CCC members, cleaning the rail trail, and cleaning up the community garden.

Our last project for the year will be to come together and hold a Youth Sunday Service. The children love being a part of this service. We hope that you will be able to join us!

Respectfully Submitted,  
Carolyn Chapman

## **The Holy Cows – The Middle School Youth Group**

No Report.

## **God Squad – High School Youth Group**

No Report.

## **Coffee Hour Committee**

Due to the Covid-19 Pandemic and no in-person gatherings, Coffee Hour was not held..

## **Collation Committee**

Due to the Covid-19 Pandemic, no Collations were held.

## **Communications Committee**

As with everyone and everything else, COVID changed what the Communications Team was able to do this past year. With events and concerts being cancelled, there was little to be done. Where there were the virtual/outdoor events of the Holiday Fair and the Christmas pageant, the Communications team did help by getting the word out on social media and to the local publication. The 'sandwich board' sign was also used to help advertise the fair. We also helped by live streaming the parking lot services on Facebook Live. Pastor Rich and Lynn Horton, though not

official members of the Communications team, kept everyone informed through posts on Facebook and on the church website, thank you! Beth Jarok, Judy Buswick and myself are the current members of the Communications Team. If you have a gift or desire of working with social media, graphics or writing articles, we would love to have you join our team. Please contact me at [margie228@gmail.com](mailto:margie228@gmail.com) for more information.

Respectfully submitted,  
Margie Dissinger, Chair

## **Delegate to Northeast Association**

Massachusetts Conference – United Church of Christ

In February 2020, Rev. Nancy Butcher and Christopher Jenkins, on behalf of the Board of Directors of the Northeast Association of the Southern New England Conference, invited local UCC congregations to gather at Tewksbury Congregational Church. This was the first meeting of our area churches as part of an initiative being led over the previous year by the Central Association, piloting a new “cluster meeting” model as an innovative way of strengthening the covenant between churches, and engaging pastors and lay-leaders in transformative conversations.

The Northeast Association Board of Directors divided our association into four clusters (North, South, East, and West) based on relative geographic location. The “West” Cluster is made up of the following 10 neighboring UCC churches: Ballard Vale United Church in Andover, Lao United Church of Christ in Lowell, Central Congregational Church in Chelmsford, Pawtucket Congregational Church in Lowell, Christ Church United in Dracut, South Church in Andover, Christ Church United in Lowell, Tewksbury Congregational, First Congregational Church in Billerica, and West Parish Church of Andover.

Each cluster is organized by two volunteers from the Board of Directors and will meet at least once per “program year” (September - June). Churches are encouraged to send their pastor and 2 or 3 lay leaders to these gatherings. Pastor Rich Knight, Alisa Knight, Deb Lyons, and Lynn Horton attended the initial meeting of the Cluster group, and subsequent Zoom gatherings held in May and October 2020. These informal meetings have provided a wonderful opportunity “to check in with each other, make connections, share ideas regarding these unprecedented times, and to celebrate together our life as a wider church.” (Reflection shared by Rev. Nancy Butcher.)

All CCC members and friends are welcome to attend the Cluster gatherings. It is a good opportunity to meet fellow UCC members and clergy, share our successes and challenges, ask questions, and to be encouraged in our parallel faith journeys. So, just remember the compass rose, CCC belongs to the **Western** Cluster of the **Northeast** Association of the **Southern** New England Conference of the United Church of Christ! We are finding our way, together!

Submitted by,  
Lynn Horton

## **Delegate to Annual Meeting of the Southern New England Conference**

United Church of Christ

Central Congregational Church is a member of the Southern New England Conference of the United Church of Christ (SNEUCC). We are entitled to send delegates to the meetings of the SNEUCC. This year, I attended the March Super Saturday, which actually took place over two consecutive Saturdays, March 13 and 20. Super Saturdays are events consisting of a keynote speaker, worship, educational workshops, a marketplace, and networking. Historically, these would take place in person at a high school. This year, due to the pandemic, Super Saturdays were conducted online, using the Whova platform. Hundreds of people attended dozens of workshops, and the Holy Spirit was still present as we met in this new way.

I chose to attend workshops with an environmental theme, as the urgency of climate change was on my heart. There were a wide variety of workshops to choose from, however, including some targeting different church roles, such as worship leader, Sunday school teacher, or stewardship committee member.

The workshops I attended were: “The State of Creation and the Vocation of the Church,” by Reverend Jim Antal, “Effective Climate Advocacy,” and a play by the Just Peace Players called, “Hey, Save the Earth.” I would be happy to provide more information about these to anyone who is interested.

The keynote presenter was Rabbi Elan Babchuck, Director of Glean network, a community of faith-rooted leaders at the intersection of tradition and innovation. He gave inspiring talks on both Saturdays, which were recorded and are available for viewing on the SNEUCC website.

I was moved by the worship service, which included high quality performances in different musical styles. Experiencing the service over the internet did not detract from the impact of the worship.

I invite anyone who finds the idea of meeting members of other UCC churches and participating in motivational workshops appealing to join me in attending future SNEUCC meetings. I would love to have your company, you would certainly enjoy the experience, and our church would be enriched.

Respectfully submitted,  
 Deb Lyons  
 Delegate to Southern New England Conference UCC

## **Diaconate**

The Deacons are charged with caring for the congregation and fostering spiritual leadership and growth within the church. We meet in the evening on the fourth Wednesday of each month, with adjustments made for holidays or special circumstances. Deacons who served God and the Central Congregational Church during the 2020-2021 term were:

Lillian Bean, Virginia Hall (Deacon Emerita), Elizabeth Hartigan, Lynn Horton, Jay Hungate, Valerie King, Deb Lyons, Peter Morin, Nancy Owens, Kenny Pantuso, Lynda Rideout Wellman, Shirley Zachry, and Dirk Zwart.

This past year was challenging due to the Covid-19 pandemic and much of our normal routine at our church became remote. The deacons have continued to meet monthly via Zoom and although we have missed the face-to-face camaraderie, we found our meetings meaningful and productive. The unexpected side effect of Zoom meetings is that we have learned to use communication more efficiently as we also continue the important work of the Diaconate. Foremost on our list of activities was finding ways to continue to hold worship services during this challenging time, making sure that we were preserving the important elements of our worship services, and reaching out to church members. Most of the deacons also serve on other church committees, so we were able to bring in the perspective and needs of the whole church and not just the elements of our worship service. We became the “sounding board” for Pastor Rich as he continued to come up with creative ways to connect our church community via Zoom events or outreach activities. Our Diaconate (and our church) is truly blessed to have the energy, creativity and caring attitude that embodies Pastor Richard Knight. His strong yet collaborative approach to overcoming pandemic challenges has kept our church alive and vibrant. The addition of livestream services and other technology has expanded our ministry beyond our church building and to the larger community.

Some of our usual Diaconate-supported activities such as Christmas, Holy Week services, new member meetings, baptisms, funerals, and communion occurred using alternative formats or may not have occurred. As deacons we all look forward to sharing our faith with our church family

and we look forward to incorporating some of these outreach, worship, and faith elements in the coming year either remotely or in our sanctuary.

I would like to highlight some of the church and community outreach that the deacons have continued to be actively involved with. We discussed innovative ways to re-configure our services to be compliant with current COVID-19 restrictions. We continue to offer suggestions to meet some of the financial, housing and food needs of our community, based on discussions initiated by Pastor Rich. We regularly reach out to some of our members who may not be able to get out of the home due pandemic concerns or other non-COVID-19 issues. We offer support to them by assisting with shopping and other errands or most often it is the simple act of “calling and chatting” that mean so much to members of our church family.

A sub-committee of deacons along with Pastor Rich has formed and is working on securing ministerial sabbatical coverage for June and July 2021. We will miss the leadership of Pastor Rich, but he will be spending time with his family traveling and using this time for his own personal renewal and growth. The Diaconate and Church Council have approved the plan to postpone 4 weeks of his planned 2021 sabbatical to the summer of 2022. We will utilize either a sabbatical minister or pulpit supply for weekly church services, along with the support the Diaconate, for those 4 summer weeks in 2022.

Deacons will continue to be involved with livestream and Drive-In services and work in collaboration with our pastor, sanctuary committee and technology support team. Our hope is that when we are allowed to have fully in-person services that our church life will continue to be vibrant and relevant, and we can continue our ministry to the CCC church family and those people in our community looking for a church home.

Transitions: Concluding her term of as a Deacon is Lynda Rideout Wellman and we thank her for her service. We currently do not have a nominee to fill that vacancy, but we are hopeful to fill that position at the conclusion of this church year. We will be excited to welcome that new deacon and the continuing deacons to another year on the Diaconate. To the deacons of the 2020-2021 year, much appreciation and gratitude for your devotion to CCC through the work of the diaconate. Your faithfulness, energy, optimism, and friendship have been a blessing. We ask the congregation for prayers for our ministry.

Respectfully submitted,  
Valerie King and Jay Hungate  
Senior Deacons

## **Finance Committee**

The members of the 2020-2021 Finance Committee were:

Glenn Dissinger (Chair)	Sherm Horton	Brian Acheson
Cynthia Bryant	Dana Keene	Kelly Tustin
Mark Timmins	Scott Dorman	Patrick Shields
Tim O'Brien		

The Committee is responsible for:

- Counting the weekly service offerings and any other funds received by the church during the week.
- Reporting the receipts to the Assistant Treasurer.
- Alerting the church office of any special donations.
- Making the weekly deposits to the bank.

Normally, the Finance Committee works as two-person teams on a 5-week rotating schedule to carry out these duties. However, this year was quite different. For safety reasons due to the COVID pandemic, the counting duties were carried out by the “bubble” team of my wife, Margie,

and myself. It is hoped and expected that the committee will return to a rotation of counting duties in the upcoming year as our church and our society return back to something closer to “normal.”

As always, to assist the Committee in carrying out its duties, please:

- Use separate checks for donations for different items. For example, use one check for your normal pledge/offering, and a different check for a special item such as paying for sanctuary flowers, a donation to SAM, etc. This makes the recording of your offerings much easier for the counters.
- Always use the memo line on the check to designate a special offering. Otherwise, we will assume it is your normal pledge / offering.
- Likewise, do not use any special envelopes to submit your normal pledge/offering. If the check is in a special envelope, the counters and Treasurer will designate the check amount to that fund and NOT towards your annual pledge.
- Never use old envelopes from previous years! Envelope numbers change from year to year. The use of an old envelope could mean that you will NOT get credit for the donation.

Finally, I would like to thank both Kelly Tustin and Patrick Shields for their service on the Finance Committee as they rotate off the committee at the conclusion of this church year. We are looking for a few replacements, so please contact me or the Nominating Committee if you wish to join our efforts in the upcoming year.

Respectfully submitted,  
Glenn Dissinger, Chair

## House Committee

The members of the House Committee this past year were Lillian Bean, Julianne Carney, Jim Clark, Bill Clarke, Scott Dorman, Mary Horne, Tim O'Brien, and John Wellman. The Committee meets on the third Tuesday of every month.

The purpose of the House Committee is to maintain and repair all Church property including 9 Worthen Street, and church equipment including but not limited to the heating system, kitchen appliances, lighting, air conditioners, snow blower and lawn mower, and custodial equipment. Duties and responsibilities are described in the CCC Organizational Practice Manual, Version 10.3.

Some of the tasks and projects completed during the past year include:

- Making repairs and modifications to support the new heating system, working with Milltown Plumbing to reconfigure piping, adding a steam pump in fellowship hall, and building a cabinet to cover the steam pump for safety;
- Boiler in main church is checked weekly by House Community and annually by Milltown;
- Boiler in 9 Worthen is assessed as needed by the committee and annually by Milltown;
- Assisting in the care of the Bob Moore Memorial cross; on one occasion it was necessary to lower it to the ground and repair the switch connections;
- Numerous painting projects as needed:
  - Office
  - 9 Worthen porch and front of house
  - Helped with stairwells and hand rails
  - Shed
  - Helped with repair and painting of gazebo and spire
  - Juarez painted picnic tables in Carson park;
- Participated with project to set up smart switches in church working with the Trustees and the Technology Committee; the switches can now be reset remotely for time changes, changes in daylight, and power outages;
- Installing remote controlled thermostats to reduce use of heat in church and 9 Worthen St;

- Infrared camera inspection of parlor showed major loss of heat through uninsulated walls;
- Installed MAPCON system that will keep track of jobs and vendors, and alert us to upcoming routine tasks; work items have slowly been uploaded;
- Facilitated repairs to parlor chimney; obtained estimates to rebuild church main church chimney;
- Work on main church chimney will commence 4/19/21 and took one week;
- Overseeing the cleaning of the catch basin;
- Louvre above cross was repaired and painted;
- New access to CE attic was created so that it can be reached from Sanctuary attic;
- Kitchen cabinets customized to accommodate new fridge and freezer;
- Outside wall next to north side exit from Narthex has been replaced;
- Replacement of ceiling tiles that were broken or stained;
- Replaced floor tiles that are broken;
- Windows in room 105 and 106 were repaired;
- Switch guards added outside boiler room so that the boiler cannot be accidentally turned off;
- Maintain sprinkler system;
- Built acrylic barriers for front of Sanctuary as part of Covid-19 prevention;
- Made temporary repairs to corral fence at North Rd side of parking lot;
- Repaired dumpster gate;
- Pothole in entrance drive filled;
- Replaced hand soap dispensers;
- Replaced broken kick down door stops;
- Installed one way signs at entrance and exit drives to cut down on traffic through the parking lot;
- Fixed locks on choir room and finance office doors;
- Carpet cleaning and dehumidifier installation;
- Installation and removal of air conditioners;
- Removal of snow and application of sand at all entrances as necessary;
- Care and maintenance of lawn mower and snow blower;
- Rodent control;
- Supervision of the church custodian to make sure he is able to continue the wonderful work that he does;
- Taking trash to dumpster and recycling to town hall;
- Taking food donations to the Open Pantry;
- Numerous other minor repairs, maintenance, and adjustments.

Summer projects will include:

- Cleaning and refinishing the deck on the north side of 9 Worthen;
- Repair/replacement of corral fence at North Rd side of parking lot;
- Repaving a good portion of the entrance drive;
- Repainting the speed bumps, arrows, and handicapped symbols on the asphalt.

Respectfully submitted,  
Mary Horne

### **KiSeLo – “Kindness, Service, Love”**

KiSeLo is a women’s group which promotes community and offers opportunities for service. For many years, KiSeLo has held monthly meetings on Wednesday afternoons, with fellowship, refreshments, and informative and entertaining programs. Sadly, the Covid-19 pandemic made it impossible for those meetings to be held this year. It was good to see some of the members in the many online group meetings held by the church. With members getting vaccinated and church

beginning to reopen in limited ways, we will be planning KiSeLo activities as well. It will be wonderful to see everyone together again.

Respectfully submitted,  
Deb Lyons, President

## Library at CCC

The church library is located in room 202, with additional items displayed in the hallway near the elevator on the second floor. There are resources for church committees, Sunday school teachers, youth leaders, parents and teens, people about to be married and people coping with health issues or the aging process – for themselves or their loved ones. There are Bibles, study guides, devotionals, prayer books, inspirational books, and resources for faith development, suitable for Christ Care or Bible study groups or for individual use. For leisure reading, you will find novels and memoirs with a Christian theme.

There is a binder on the bookshelf, where you can record your name and the title of anything you choose to take home.

Respectfully submitted,  
Deb Lyons, Librarian

## Meals Ministry

*Connecting Church Families: Serving God Through Serving Others*

Due to the Covid-19 Pandemic, the Meals Ministry was not able to serve others.

## Members-at-Large

Members-at-Large had a relatively quiet year, because of the pandemic. Two of our main roles to support CCC are to greet and welcome guests to our church and to help those who want support with fellowship events. As the church did not hold many in-person events, there were not many opportunities to assist.

Despite suspension of in-person worship and indoor gatherings, the highlight of our year was when we hosted trunk-or-treat in the CCC parking lot. Volunteers decorated the trunks of their cars with a Halloween theme, while the children walked car to car and collected candy. It was a great event where children could trick-or-treat in a safe way this year. We are looking forward to being more active as we start a new chapter in the coming year.

Respectfully Submitted,  
Carolyn Chapman

## Music Committee

This was a challenging year for music amidst the global pandemic. However, Tudor, our musicians, and the congregation prevailed and rather than shutting down, built new ways to connect. Through the tireless work of Joe Chapman and Patrick Shields, the beautiful music of Tudor Bota was broadcast via radio to cars in the parking lot, or via Facebook live to folks in their homes. Since the choir was not able to meet due to the risk of virus transmission, Tudor had to carry the music program with the help of soloists, SonLight, and occasionally the bell choir.

The bell choir met weekly through zoom at the same time as practice to stay connected and maintain the social ties.

It was not safe to gather for concerts, so our Christmas and Easter celebrations offered the talented soloists Philip Lima and Katrina Holden-Buckley. Outdoor services were conducted in the

parking lot with all of the musical equipment set-up outside. Carson Park was used for outdoor services including caroling in the park with keyboard accompaniment and the bell choir.

The Music Committee met occasionally to consider a keyboard purchase – which is still an open issue – and to solidify holiday music plans. Tudor maintained a flexible, positive attitude that was a blessing during such uncertain times.

Our members this year were Karen Papenfuss as treasurer, Susan Houde as secretary and Council representative, John Wray, Mary Harrison, and Corinne Broderick-Winn.

Respectfully submitted  
Christine McNamara  
Music Committee Chair

## Nominating Committee

The Nominating Committee has worked diligently to fill committee openings for the coming church year. We are grateful to each CCC committee member who has concluded their term of service this year; thank you for your commitment to our church! To those individuals who have said “Yes!” to continuing their service on their present committee or office, and to those who are accepting a new challenge, we extend our deep appreciation and support. In all times, it is the effort and dedication of dozens of congregants that assures the smooth running and charitable works of Central Congregational Church; in the pandemic year of 2020-2021 this was even more evident. Our heartfelt gratitude to each one of you.

As you can see, there are still several vacancies on the Slate of Nominees! Please contact us if you have a name to suggest for any of these committee vacancies, and especially if you yourself are seeking to become more involved at CCC through committee participation! We are can answer your questions and are eager to help find you a placement. Thank you!

In Faith and Fellowship,  
Lynn Horton, Deb Lyons, and Elizabeth Hartigan

## Slate of Nominees – as of May 28, 2020

* Moderator	Peter White	* Treasurer	Richard Papenfuss
* Clerk	Val King	* Asst. Treasurer – Income	Sue Sarafinas
* Assistant Clerk	Julie Carney	* Asst. Treasurer – Expense	Margie Dissinger

	2022	2023	2024
* Diaconate (12)	Shirley Zachry Nancy Owens Kenny Pantuso Jay Hungate Val King Elizabeth Hartigan Deacon Emerita – Virginia Hall Junior Deacon – <b>vacant</b>	Lynn Horton Peter Morin Dirk Zwart Lillian Beean	Deb Lyons <b>vacant</b>
* Members-at-Large (3)	<b>vacant</b>	Laurie Montgomery- College	<b>vacant</b>
* Nominating (6)	Deb Lyons <b>vacant</b>	Elizabeth Hartigan Lynn Horton	<b>vacant</b> <b>vacant</b>
* Trustees (6)	Jennifer Delikat Don Harbison	Christine Williams Alan Wisniewski	John Carson Sheila Pichette



	2022	2023	2024
** Christian (8) Education	Steve Hartigan Kristin Strobel	Carolyn Chapman Becky Acheson Elmer Lyons Mary-Ann Hussey	Samantha Shields Lindsay Moore
** Communications (6)	Margie Dissinger Beth Jarok	<b>vacant</b> <b>vacant</b>	<b>vacant</b> <b>vacant</b>
** Finance (10)	Dana Keene Cynthia Bryant Sherm Horton Brian Acheson	Glenn Dissinger Mark Timmins	Scott Dorman Tim O'Brien <b>vacant</b> <b>vacant</b>
** House (9)	Jim Clark John Wellman Tim O'Brien	Mary Horne Julie Carney <b>vacant</b>	Scott Dorman Bill Clarke Ed McNamara
** Music (6)	Sue Houde Corinne Broderick	Karen Papenfuss Mary Harrison	Christine McNamara Dory Toppan
** Pastor Parish Relations (3)	Curtis Bates	Bill Clarke	Val King
** Sanctuary (10)	Elizabeth Hartigan John Lefebvre Jennifer Delikat	Linda Lis Tonya Frenette <b>vacant</b>	Dick Papenfuss Curtis Bates Kaitlin Sorensen <b>vacant</b>
** Social Action (9) and Missions	Ellen Kunkel Wendy Piacenza Dale Williams Junior Member - TBD	Becky Wisniewski Cindy Bruetsch Christine McNamara	Carol Boucek Julie Carney <b>vacant</b>
** Stewardship (3)	Bill Harrison CE Rep – Elmer Lyons SAM Rep – Becky Wisniewski Advisor – Dick Papenfuss	Cynthia Dorman	Sherm Horton
** Technology (6)	Peter Morin	Joe Chapman Dirk Zwart Patrick Shields	<b>vacant</b>

+ Northeast Association: Lynn Horton, **vacant**

+ Southern New England Conference of the United Church of Christ (SNEUCC): Deb Lyons, **vacant**

\* Voted by majority at Annual Meeting. Church membership is required.

\*\* Voted by majority at Annual Meeting.

+ Appointed by Council and Church membership is required.

Note: All terms for elected positions begin at Annual Meeting, except for the Treasurer and Assistant Treasurers, whose terms begin at the beginning of the fiscal year on July 1<sup>st</sup>.

## Open and Affirming (ONA) Task Force

If you read a Sunday bulletin, a copy of the Beacon newsletter, or a letter printed on church stationery, you will see prominently stated, “Central Congregational Church – an Open & Affirming Congregation.” On the homepage of our church website there is a bright rainbow graphic, and the invitation to all, “No matter who you are, or where you are on your spiritual journey . . . You’re welcome here! CCC is an Open & Affirming Congregation!” And in 2020 our intentional welcome was added to all three signs outside our church, the two on North Road near the parking lot entrance, and the one in front of the church on Worthen Street (see the picture on the cover of this Annual Report!). The familiar symbols of a rainbow block and a blue handicapped-accessible logo highlight the Open and Affirming text, and communicate that Central Congregational Church is a safe and welcoming place to worship and share in living out God’s Word in a loving and inclusive faith family.

This outward expression of our church’s commitment to be inviting to all persons is an important part of our continuing ONA Ministry. Our congregation’s message and mission is clear – All of God’s children are welcome at CCC!

Respectfully submitted by Lynn Horton on behalf of the CCC ONA Ministry Team, Lillian Bean, Monique Billingsley, Marcia Cassidy, Joe Chapman, Jody Cross-Hansen, Ginnie Hall, Hayley Horton, Beth Jarok, Val King, Deb Lyons, Emily Lyons, Judy Musgrove, Kenny Pantuso, Karen Papenfuss, John Wellman, Lynda Wellman, and Pastor Rich Knight. With special thanks to Bill Clarke for his expert sign-installation work.

### *Our Welcoming Statement*

*We are Central Congregational Church, United Church of Christ, and you are welcome here.*

*Through God’s grace, this congregation is committed to being a loving and welcoming community of faith.*

*We recognize, celebrate, and give thanks for the many diverse gifts of God among us. We affirm that all people are created in the image of God and as beloved children of God, all are worthy of God’s love and grace.*

*We declare ourselves to be an Open and Affirming congregation, welcoming into the full life and ministry of the church persons of every race, culture, age, gender identity and gender expression, sexual orientation, physical or mental ability, marital status, education, and economic status. We especially and intentionally welcome all who have known the pain of exclusion or discrimination in the church and society.*

*We invite all people to join us as Christ’s disciples in our faith journey toward openness and understanding, justice, healing, mutual respect, and wholeness of life for all.*

## Pastor-Parish Relations Committee

The Pastor-Parish Relations Committee (PPRC) is charged with:

- Guiding relations between the Pastor(s) and the Parish, serving as an advocate for both.
- Act as advocate for the Pastor(s) and the Parish, working to maintain a climate in which the spiritual life and mission of the Church are strengthened.

- To bring concerns from one to the other, mediating or advising, and bring relevant issues to other organizations (Diaconate, Church Council, Christian Education Committee) as appropriate.
- Not resolve disagreements and disputes, unless easily done, but to bring parties together and disagreements and disputes to positions that will lead to resolution.

Members of the PPRC are Curtis Bates, Chair, Dory Toppan and Bill Clarke. We meet regularly with Pastor Rich, and quarterly at a minimum. The work of the PPRC is confidential, so if members of the Parish wish to contact any of the members of the PPRC, you may do so in confidence at the following contact information: Curt Bates, Chair, (978-256-6245, [cabates@verizon.net](mailto:cabates@verizon.net)); Dory Toppan, (508-517-1916, [dtoppan62@gmail.com](mailto:dtoppan62@gmail.com)); and Bill Clarke (978-256-8570, [hwclarke@gmail.com](mailto:hwclarke@gmail.com).)

Respectfully submitted,  
Curtis Bates, Chair

## Prayer Ministry

The Prayer Ministry serves God by sharing Christ and caring for and loving people through prayer. Prayer draws us closer to God

*"Let us then approach the throne of grace with confidence, so that we may receive mercy and find grace to help us in our time of need." Hebrews 4:16*

The purpose of the Prayer Ministry team is to actively encourage and promote prayer within the life of the church. By being open and responsive to the working of the Holy Spirit, we pray that God's love, guidance and healing power would be released through prayer, to those in need. When any of us begin to lose hope in what we can accomplish ourselves, that is the time to turn to God in prayer.

Church family (and sometimes folks outside the church family) will request prayers, and prayer requests are sent out weekly to the Prayer Ministry team or immediately when needed. The Prayer Ministry would love to have you join them, if prayer is an important part of your life. If you would like to offer prayers for yourself or someone you know, please contact Daphne Freeman, Ginnie Hall or Wendy Perry.

What a privilege it is, to carry everything to God in prayer!

Respectfully submitted,  
Ginnie Hall

## Prayer Shawl Ministry

Due to the Covid-19 pandemic, our Prayer Shawl Ministry continues to remain inactive at this time. We are hopeful that 2021-2022 will allow us to safely resume our ministry. Several members have continued to knit shawls independently. Distribution of shawls has diminished due to lack of contact with recipients.

We have distributed the following: Prayer shawls 8, Graduates 4, and Baby shawls 4

Respectfully submitted,  
Linda Carson

## **Sanctuary Committee**

The Sanctuary Committee consisted of the following members this year:

Curtis Bates	Jennifer Delikat	John Lefebvre	
Carol Boucek	Elizabeth Hartigan	Linda Lis	
Robert Dandaraw	Tonya Frenette	Dick Papenfuss	Kaitlin Sorensen

The Committee members are responsible for getting flowers for each Sunday, greeters, and ushers. They decorate the sanctuary for Advent and Easter. They clean up the sanctuary after each service. But we can only have a successful year if we get the cooperation of you, the congregation.

In this unusual year, the Sanctuary Committee helped out during church in the park and with drive-in church. We thank those who donated poinsettias, lilies, and tulips, as it allowed us to decorate the chancel for Christmas and Easter adding to the beauty of these church holidays.

I would like to the Committee members for all their work this year hanging the greens at Christmas, for taking and setting up the seasonal flowers, and helping where ever needed during the year.

We look forward to seeing all of you in person and serving you when we resume “normal” church services.

Respectfully submitted,  
Dick Papenfuss, Chairman

## **Scouts BSA Troop 74**

Scouts BSA Troop 74 currently has 23 boys and 28 adults registered. The Troop had one Scout become an Eagle Scout and four Scouts of Life Rank who are working toward their Eagle Rank. Weekly meetings are held and run by the Scouts on Monday evenings in Carson Park or on-line. The Senior Patrol Leader holds Patrol Leaders Council meetings monthly where the Scouts plan interesting and informative meetings and outings. This year planning meetings has been challenging since they have needed to consider the weather and determined skills that can be taught virtually. One of the tastiest meetings was one where they made brownies from scratch virtually. Everyone got to learn about cooking and have a full batch of brownies to share with their families! Some other meetings have included auto mechanics, physical fitness, and knot tying.

Due to the Covid-19 restrictions, for most of the year, Troop 74 has not been able go camping. Instead they have held outdoor activities such as hiking, sledding and biking. Unfortunately, we were unable to attend either the planned high adventure trip to Bechtel Scout Reservation or our typical week of summer camp. We are hoping that we will be able to participate in both these camping weeks this summer. In March 2021, we went camping at The Pines Campground in Ashby Mass where we hiked the Watatic Mtn at Willard State Park.

The Troop participated in community service activities. They raked the lawn of a veteran during the “Boy Scout Rake-Out” in November. During a campout at Sunny Meadows Farm, the Troop cleaned up 3 wild flower beds. In December, the Troop helped CCC sell Christmas Trees.

Patrick Kelliher is the current Scout Master and Patricia Kaminsky is the Troop Committee Chair. I have served as Chartered Organization Representative since 2013. The Troop encourages parents to be active in their sons’ scouting careers. After an adult completes the registration form, the Boy Scout Council does a CORI check. As required by National BSA policy which is like CCC’s Safe Church policy, all adults must be registered and pass Youth Protection Training every two years in order to attend sleepovers or campouts.

The Troop looks forward to another year as the chartered Troop of CCC. Thank you for your continued support.

Respectfully submitted,  
Gwendolyn S. Bottomley  
Chartered Organization Representative

## Social Action and Missions (SAM) Committee

The members of SAM for the past year were:

Julie Carney, Arlene Belleville, Carol Boucek, Cindy Bruetsch, Ellen Kunkel,  
Wendy Piacenza, Becky Wisniewski, Kelsey Hartigan, Dale Williams, Chair.  
Also, Bryan Norman and Joe Chapman (Secret Santa elves and technicians)

This past year SAM had several new changes to our traditional methods of meeting and doing business, both thanks to the pandemic. Our monthly meetings took place on ZOOM, and the Secret Santa gift selection was carried out online through the CCC website. Gift drop off, collection, and sorting was easily done with plenty of social distancing in an empty Fellowship Hall. The number of children served remained the same with 30 children and 120 gifts. Joe Chapman and Bryan Norman set up a safe and efficient electronic process for our church Santas to make their choices. Many thanks to both of them and to all of the Secret Santas.

Again this year, the Christmas Eve collection of unpledged gifts and Special Envelopes went to the Lowell Transitional Living Center (LTLC). You generously gave \$928.00 which along with other donations totaled \$2,213.00 for LTLC.

This Spring we heard of a way we could help and thank our hospital medical community by providing a Snack Box for their off-duty break areas. Several boxes were put together with a variety of treats and delivered to several hospitals by SAM members.

St. Paul's Soup Kitchen is again back in the business of feeding the homeless after a sort intervention by the City of Lowell. Dinners are provided for 50 to 70 people Monday – Friday each month by Lowell area churches. Our CCC middle schoolers provide the pans of brownies for our most recent dinner service. A big thank you for their help. Watch for information about how you can help us on our next 5<sup>th</sup> Monday assigned meal. Sadly, Rose Bronk, an original founder and main stay of the Soup Kitchen, passed away on April 10, 2021. She will be deeply missed. Her daughter Paula continues in her mother's footsteps.

The West Virginia Work Camp is cancelled for this year, and the status of the Down East Maine Mission trip, usually in August, is unknown at this time.

SAM has focused our mission budget expenditures toward local homeless, and protective shelters this year. Please take a few minutes to review the donations made by SAM detailed in the Financial Summary. This spending came from a percentage of your pledges in the Church Budget and donations to specific charities. As of this writing, the OCWM, and Local Mission Fund monies have been fully dispersed. Also, the balances remaining in specific charity accounts have been sent out. Thank you from all of us on SAM.

Respectfully submitted,  
Dale Williams, Chair

### SAM Financial Summary

<u>UCC Sponsored Initiatives</u>	<u>July 1, 2019 to June 30, 2020</u>	<u>July 1, 2020 to April 12, 2021 *</u>
OCWM	\$ 4,992.00	\$ 4,000.00
Neighbors in Need	614.00	415.00
The Christmas Fund	414.00	200.00
One Great Hour of Sharing	381.00	0.00
Invest in the Vision	303.00	0.00
<b>Total UCC Missions</b>	<b>\$ 6,704.00</b>	<b>\$ 4,615.00</b>

**Local Mission Support**

Alternative House	\$ 620.00	\$ 1,000.00
Community Teamwork Shelters	965.00	1,045.00
CTI Emergency Fund	500.00	1,000.00
DownEast Maine Mission	0.00	0.00
Habitat for Humanity	565.00	500.00
House of Hope	0.00	230.00
Lowell Transitional Living Center	3,577.50	2,213.00
Lowell Wish Project	492.00	500.00
Lowell Community Health Center	1,645.00	1,300.00
Open Pantry of Greater Lowell	3,684.00	3,475.00
St. Paul's Soup Kitchen	0.00	1,000.00
Circle Home (old VNA)	40.00	0.00
West Virginia Work Camp	0.00	0.00
My Father's House	20.00	0.00
<b>Total Local Missions</b>	<b>\$ 12,108.50</b>	<b>\$12,263.00</b>

\* As disbursed through April 12, 2021.

Jean Neal Fire/Local Disaster Account		\$ 2,000.00
11/06/18 Walsh Family House Fire		-1,000.00
Balance		\$ 1,000.00

## Stewardship Committee

THANK YOU to everyone who pledged their support for CCC's next fiscal year! The 2020-2021 Stewardship Campaign was successful both in participation and in moving us toward our financial goal.

### Stewardship Campaign Progress (as of April 12):

We have received 93 pledges, only a few givers short of the total we received last year. Total pledged amount is currently at \$218,522. This is 87% of the way to the total we achieved last year. We received 30 pledges that were increased over last year. That's 32% of pledges that were increased! We also have 9 brand new pledges this year! One third of our pledges were submitted online via the Stewardship web page (<https://www.cccchelmsford.org/stewardship>). We have also had more (+5) pledges utilize the automatic withdrawal program for their giving!

### Detailed Data:

Campaign Letters Sent	Pledges Received 2020-2021 Campaign	Pledges Received 2021-2022 Campaign (so far)	% to previous year
<b>182</b>	<b>96</b>	<b>93</b>	<b>97%</b>

2021-2022 Budget Target*	Amount Pledged 2020-2021 FY	Pledges Received 2021-2022 Campaign (so far)	% to target
<b>\$ 259,795</b>	<b>\$ 252,228</b>	<b>\$ 218,522</b>	<b>87%</b>

\* previous year's budget + 3% for annual increases in various committees & expenses

Pledge Type	# Pledges of Type	% of total
Pledge Renewed at same amount	42	45%
Pledge Increased from previous year	30	32%
Pledge Decreased from previous year	12	13%
New Pledge	9	10%

Pledge Method	# Pledges by Method	% of total
Returned Pledge Card or via email	57	64%
Pledged online	30	34%
Other	2	2%

### Committee Members:

- Sherman Horton, Chairperson – 2020-2021 was Sherm’s last year of a two-year term. Sherman will remain on the committee for a new 3-year term in 2021-2022. He will remain as chair for this next year.
- Dick Papenfuss, Treasurer – will remain as he continues to remain as Treasurer.
- Becky Wisniewski, Representative from SAM – will continue next year.
- Elmer Lyons, Representative from CE – will continue next year.
- Bill Harrison – 2020-2021 was year 2 of a 3-year term and Bill will serve one more year.
- Cynthia Dorman – 2020-2021 was year 1 of a 3-year term and Cynthia will serve two more years.

### Year in Review:

Due to the pandemic, the Stewardship Committee needed to adopt some new ways of working and methods of conducting the annual campaign:

- We employed Zoom for our meetings – to good effect. We met more frequently than we normally would have – nominally once per week – and the meetings were more accommodating to all due to the online nature. We could also share documents and collaborate better during the meetings. We captured minutes of the meetings online as well.
- We moved our materials online, enabling collaboration and also providing a good archive. These materials included the Beacon articles, email blasts, campaign letter and pledge cards, etc. This will be a good resource for future committees.
- We utilized the church web site for hosting materials and providing for online pledging. A dedicated web page (<https://www.cccchelmsford.org/stewardship/>) now hosts campaign materials, an F.A.Q. and campaign progress reports / graphs. Most importantly, it allowed us to host a pledge submission form. This form was used by approximately 1/3 of all pledges this year! We purposefully kept the “traditional” pledge mailing for ALL, with a return pledge card, but were impressed that a large number of people used the online form. We also credit the online nature of the form to help increase the number of people who have opted to fulfill their pledges via automated bank withdrawals.

Best of all, all of these changes are things that will only enhance our future committee work and campaigns - it was motivated by the pandemic but we’ll continue them in any case.

### Request for Feedback:

The committee is always open to feedback from the church leadership and congregation. If anyone has feedback, supportive or critical, please let us know. Email Sherm at [sherm@terpsoft.com](mailto:sherm@terpsoft.com)!

Respectfully submitted,  
Sherman Horton, Chairperson

## Technology Committee

The Technology Committee continued its work this year with the purpose of supporting our church's mission through mindful application of technology. Responsibilities include:

- Maintaining information technology (IT) and information systems,
- Developing a vision and roadmap for technology upgrades and projects,
- Consulting with other committees as needed to support technology initiatives,
- Assisting members and friends with technology needs.

Of course, during the pandemic, as with many, the technology committee's duties and responsibilities have joyfully grown to include:

- Supporting the audio and FM broadcast of “drive-in” church,
- Streaming worship services to Facebook Live and YouTube Live,
- Helping the church reinvent in-person activities in virtual formats, including:
  - Make a Difference Week sign-ups
  - SAM Secret Santa Drive.

This past year, we completed the following projects:

- Researched, proposed, purchased, and installed a live streaming camera/sound system for worship services.
  - Applied for and received a reimbursement grant for the camera system from the Southern New England Conference of the United Church of Christ – thank you!
- Researched the logistics, including FCC policy to purchase and operate an FM transmitter in support of “Drive-in church.”
- Supported the initial install of smart switches for exterior lights, though this project remains open at the time of writing as not all switches are properly controlled.

The Technology Committee was formed to assist with technological needs in support of the church's mission; the pandemic has provided us with the opportunity to meet that goal in an extremely outward and visible way. We are grateful to our congregation and leadership for its support and encouragement throughout and touched by some of the stories we have heard about how live streaming services have kept us together in Christ.

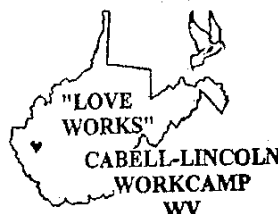
Respectfully submitted,  
Joe Chapman

## DownEast Maine Mission

Due to the Covid-19 Pandemic, the DownEast Maine Mission did not take place in 2020.

## West Virginia Workcamp

Due to the Covid-19 Pandemic, the West Virginia Workcamp did not take place in 2020.





## Treasurer

This past year has continually been affected by the virus. The pledged giving has lagged what was expected. Conversely, unpledged gifts are well over budget. Combined, we are only \$1,500 short of the budget through the end of March. Income from the fair was down due to not being able to hold the event as regularly planned. Christmas tree sales were slightly over budget to help make up some of the difference. The monthly “Dining for Dollars” is helping make up more of the shortfall. Fortunately, Central Co-Op has been able to meet and pay their regular rent for usage of the building. But we have lost all other income from building usage.

Personnel expenses will come in under budget since we did not have a SS Coordinator this year. Property expenses will come in slightly under budget due to decreased building usage. Committee and office expenses are well under budget as would be expected with the decreased activity in the building. At the end of March, we were running a \$10,000 surplus. We should finish the year with a surplus close to that amount.

SAM was given \$5,500 of last year’s surplus to help cover area needs during this time of need. We have also received generous support for the Covid Fund created by Council and started with funds left to the church by Jean Neal. We have been able to provide support to a number of individuals and groups with that money and those generous donations.

The solar power generating system continues to work well. For the twelve months ending 3/31/21, it has generated electricity worth \$5,292.30. The sale of SRECs from the state happens quarterly. The last four quarterly auctions have netted \$6,401.19. The auction amount continues to be larger than expected. These results are above the system projections. As a result of a generous gift by a member, as of March 31, 2021, the solar panel have been paid off. All future electricity savings will now reduce budget expenditures. All SREC auction income will become in income stream through the third Quarter of 2024.

Our investment funds were doing well. The funds invested in the United Church Funds returned 12.68% last year. CDs at Workers Credit Union are only paying 0.5 % and 1.0 %.

The following figures are through March 31, 2021:

<b>Fund</b>	<b>Principle</b>	<b>Discretionary</b>
Endowment Fund	\$488,870.03*	\$ 16,358.42
Remembrance Fund	N/A	6,628.33
Lewis Memorial CE Fund	72,026.22	1,955.49
Berg Fund	19,485.47	2,150.04
CE Fund	15,832.96	13,335.38
Hamilton Fund	7,057.60	N/A
Winn Fund	1,399.35	N/A
Lewis Memorial Scholarship	6,069.55	1,632.92
Carson Park	28,460.90	N/A
Grant Bequest	58,793.94**	N/A

\* \$107,000 borrowed to finance bathroom renovations. The final balance due of \$4,354.60 plus \$250 of interest was paid off at the end of December, 2020.

\*\* \$82,732.00 of funds borrowed to finance the solar panel project. Since the system installation, we have saved \$34,576.14 in electricity costs and have received \$37,703.57 from the auctioning of the state issued SREC credits for solar power generation. This loan is now fully repaid.

The church maintains numerous special accounts for groups and special causes in the checking account. The following is a list of the accounts and the balances through 3/31/21.

<b>Account Name</b>	<b>Balance</b>
Deacon Good Samaritan Fund	\$ 1,328.94
Adult Fellowship	2,001.55
Carson Park	2,293.21
Jr. High Youth Group	564.49
Sr. High Youth	5,078.01
West Virginia Work Camp	1,913.51
Parking Lot Maintenance Account	6,407.00
Crafters	157.17
Christian Education	277.99
Maintenance Fund	834.79
Collation Fund	2,157.77
Coffee Hour	174.25
Carry Over Account	7,002.66
Confirmation Class	58.45
Lubec Mission	2,848.20
Prayer Shawl Ministry	322.50
Bob Hall Memorial	485.31
Community Garden	423.26
Music Fund	12,505.21
Family Ministry	1,907.09
Christ Care	934.89
Sunday School Offering	1,206.27
Solar Panel Project	1,090.84
Women's Retreat	869.29
Benevolent Beaders	123.79
Pastor Discretionary Fund	134.89
Jean Neal SAM Special Fun	1,100.00
Covid 19 Fund	1,648.07
Bob Moore Memorial	1,907.00
Make-a-Difference Week	(333.73)
Lilly Sabbatical Fund	42,693.35

I want to thank Margie Dissinger, assistant treasurer – expenses, and Sue Sarafinas, assistant treasurer – revenue, for their work this past year. They have both done a wonderful job providing the information to me so I can process the various reports needed by the church. Margie and Sue also did a fine job supplying information during the church audit and making recommended changes.

Respectfully submitted,  
Richard Papenfuss, Treasurer

## Financial Statements as of March 31, 2021

### 2020-2021 Current Operations – Income as of March 31, 2021 (75% of the year)

Account Number	Account Name	2020/2021 Budget	March 2021 Income	YTD Income	Percentage of Budget
1r	Pledges (Total Pledges X 0.964)	\$235,592.00	\$22,544.58	\$165,454.66	70.23%
2r	Unpledged Gifts (Undesignated x 0.964)	\$ 12,000.00	\$ 1,952.10	\$ 18,553.46	154.61%
3r	Initial Offering	\$ 300.00	\$ 0.00	\$ 225.10	75.03%
5r	Special Offering-Easter	\$ 500.00	\$ 10.00	\$ 10.00	2.00%
6r	Steeple Lighting	\$ 100.00	\$ 0.00	\$ 130.00	130.00%
9r	Fair	\$ 7,000.00	\$ 0.00	\$ 4,568.75	65.27%
10r	Christmas Trees	\$ 16,000.00	\$ 0.00	\$ 17,556.67	109.73%
12r	Scrip/Smile Amazon	\$ 1,000.00	\$ 0.00	\$ 3,673.10	367.31%
16r	Parking Lot	\$ 5,500.00	\$ 0.00	\$ 6,824.29	124.08%
17r	Surplus Carryover Funds	\$ 12,863.00	\$ 0.00	\$ 12,863.00	100.00%
18r	Building Usage				
	Central Co-Op	\$ 21,000.00	\$ 2,100.00	\$ 14,700.00	70.00%
	SSB Center	\$ 6,600.00	\$ 0.00	\$ 550.00	8.33%
	Single Use	\$ 2,000.00	\$ 0.00	\$ 0.00	0.00%
	Donations	\$ 500.00	\$ 0.00	\$ 0.00	0.00%
19r	Interest (Checking/Money Market)	\$ 20.00	\$ 2.36	\$ 25.61	128.05%
22r	Lewis Memorial Fund Interest Inc.	\$ 2,700.00	\$ 0.00	\$ 0.00	0.00%
30r	Weddings, Baptisms, etc.	\$ 200.00	\$ 0.00	\$ 0.00	0.00%
100r	Sanctuary (Flowers)	\$ 2,700.00	\$ 84.00	\$ 228.00	8.44%
120r	Garden Maintenance (from Trustees)	\$ 1,000.00	\$ 0.00	\$ 0.00	0.00%
	Reimbursed Budgeted Items	\$ 0.00	\$ 281.00	\$ 467.81	
	<b>Total Current Operations Income</b>	<b>\$327,575.00</b>	<b>\$26,974.04</b>	<b>\$245,830.45</b>	<b>75.05%</b>

**2020-2021 Current Operations – Expenses as of March 31, 2021 (75% of the year)**

Account Number	Account Name	2020/2021 Budget	March 2021 Income	YTD Income	Percentage of Budget
<b><u>Personnel</u></b>					
<b><u>Minister</u></b>					
1	Minister Base Salary	\$ 66,314.00	\$ 4,761.08	\$ 48,513.54	73.16%
2	Minister Expenses				
2a	Housing Allowance	\$ 25,000.00	\$ 2,323.08	\$ 20,230.80	80.92%
2b	Auto Allowance	\$ 2,200.00	\$ 110.32	\$ 469.14	21.32%
2c	Retirement Annuity	\$ 12,784.00	\$ 1,065.33	\$ 9,587.97	75.00%
2d	Health Care Allowance	\$ 17,124.00	\$ 1,317.24	\$ 12,513.78	73.08%
2e	Life/Disability Insurance	\$ 1,370.00	\$ 114.15	\$ 1,027.35	74.99%
2f	FICA Adjustment	\$ 8,295.00	\$ 638.08	\$ 6,061.76	73.08%
2g	Continuing Education	\$ 1,000.00	\$ 65.00	\$ 108.39	10.84%
2h	Professional Expenses	\$ 500.00	\$ 0.00	\$ 500.00	100.00%
3	Substitute Minister	\$ 750.00	\$ 0.00	\$ 200.00	26.67%
	<b>Total Minister Salary/Expenses</b>	<b>\$135,337.00</b>	<b>\$10,394.28</b>	<b>\$ 99,212.73</b>	<b>73.31%</b>
<b><u>Other Salaries</u></b>					
5	Music Director/Bell Choir	\$ 26,000.00	\$ 2,000.00	\$ 19,000.00	73.08%
5a	Substitute Organist	\$ 800.00	\$ 0.00	\$ 500.00	62.50%
6	SS Coordinator	\$ 4,600.00	\$ 0.00	\$ 0.00	0.00%
7	Custodian	\$ 21,333.00	\$ 1,641.00	\$ 15,589.50	73.08%
8	Office Administrator	\$ 23,345.00	\$ 1,795.76	\$ 17,059.72	73.08%
	<b>Total Other Salaries</b>	<b>\$ 76,078.00</b>	<b>\$ 5,436.76</b>	<b>\$ 52,149.22</b>	<b>68.55%</b>
<b><u>Payroll Expenses</u></b>					
9	SS/Medicare Taxes	\$ 5,759.00	\$ 415.92	\$ 3,951.24	68.61%
10	ADP Charges	\$ 1,800.00	\$ 174.42	\$ 1,301.40	72.30%
	<b>Total Payroll Expenses</b>	<b>\$ 7,559.00</b>	<b>\$ 590.34</b>	<b>\$ 5,252.64</b>	<b>69.49%</b>
	<b>Total Personnel Expenses</b>	<b>\$218,974.00</b>	<b>\$16,421.38</b>	<b>\$156,614.59</b>	<b>71.52%</b>

**2020-2021 Current Operations – Expenses as of March 31, 2021 (75% of the year)**

Account Number	Account Name	2020/2021 Budget	March 2021 Income	YTD Income	Percentage of Budget
<b><u>Property</u></b>					
20	Annual Inspections	\$ 1,800.00	\$ 1,346.71	\$ 3,161.71	175.65%
21	Church Utilities				
21a	Electricity	\$ 8,500.00	\$ 0.00	\$ 0.00	0.00%
	Electricity Generated	\$ 0.00	\$ 1,155.14	\$ 3,623.68	42.63%
21b	Gas	\$ 8,250.00	\$ 1,234.51	\$ 5,366.76	65.05%
21c	Water	\$ 1,800.00	\$ 0.00	\$ 674.71	37.48%
21d	Telephone/internet	\$ 2,650.00	\$ 206.37	\$ 1,832.59	69.15%
21e	Sewer Assessment/Stormwater	\$ 3,300.00	\$ 1,543.98	\$ 2,827.90	85.69%
21f	Rubbish Collection	\$ 2,100.00	\$ 170.00	\$ 1,530.00	72.86%
21h	Elevator Permit	\$ 425.00	\$ 0.00	\$ 0.00	0.00%
22	Church Repairs/Supplies				
22b	Custodial Supplies	\$ 1,000.00	\$ 35.49	\$ 320.11	32.01%
22c	Lawn Care	\$ 850.00	\$ 0.00	\$ 105.00	12.35%
22c	Boiler Maintenance Contract	\$ 1,395.00	\$ 0.00	\$ 0.00	0.00%
22d	Kitchen Supplies	\$ 500.00	\$ 0.00	\$ 0.00	0.00%
24	Insurances				
24a	Worker's Compensation	\$ 2,100.00	\$ 0.00	\$ 2,177.00	103.67%
24b	Church Package	\$ 6,500.00	\$ 0.00	\$ 6,642.00	102.18%
25	Snow Plowing / Sanding	\$ 3,500.00	\$ 1,207.00	\$ 5,703.00	162.94%
27	Church Gardens including Carson Park				
27a	Maintenance	\$ 11,000.00	\$ 0.00	\$ 6,581.00	59.83%
27b	Water	\$ 350.00	\$ 0.00	\$ 824.68	235.62%
28	9 Worthen Street				
28b	Electricity	\$ 90.00	\$ 56.41	\$ 248.05	275.61%
28c	Gas	\$ 850.00	\$ 92.49	\$ 441.76	51.97%
28e	Sewer	\$ 400.00	\$ 251.16	\$ 600.60	150.15%
29	Transfer to Maintenance Fund 25%	\$ 7,525.00	\$ 525.00	\$ 3,812.50	50.66%
	<b>Total Property Expense</b>	<b>\$ 64,885.00</b>	<b>\$ 7,824.26</b>	<b>\$ 46,473.05</b>	<b>71.62%</b>

**2020-2021 Current Operations – Expenses as of March 31, 2021 (75% of the year)**

Account Number	Account Name	2020/2021 Budget	March 2021 Income	YTD Income	Percentage of Budget
<b><u>Committee</u></b>					
30	Christian Education	\$ 3,000.00	\$ 214.07	\$ 692.39	23.08%
31	Diaconate	\$ 700.00	\$ 22.97	\$ 202.51	28.93%
32	Music				
32a	Equipment Maintenance	\$ 1,600.00	\$ 0.00	\$ 129.99	8.12%
32b	Music Supplies	\$ 750.00	\$ 0.00	\$ 0.00	0.00%
32c	Bell Choir Supplies	\$ 400.00	\$ 0.00	\$ 0.00	0.00%
32d	SonLight Band	\$ 50.00	\$ 0.00	\$ 0.00	0.00%
33	Sanctuary	\$ 3,100.00	\$ 17.00	\$ 403.65	13.02%
34	Technology Committee	\$ 200.00	\$ 0.00	\$ 0.00	0.00%
35	Stewardship	\$ 400.00	\$ 110.00	\$ 110.00	27.50%
36	Communications Committee	\$ 250.00	\$ 0.00	\$ 0.00	0.00%
37	Child Care	\$ 1,200.00	\$ 0.00	\$ 0.00	0.00%
38	Prayer Shawl Ministry	\$ 600.00	\$ 0.00	\$ 134.46	22.41%
39	ONA Ministry	\$ 500.00	\$ 0.00	\$ 0.00	0.00%
40	CORI Safe Church Checks/Training	\$ 400.00	\$ 0.00	\$ 99.00	24.75%
	<b>Total Committee Expenses</b>	<b>\$ 13,150.00</b>	<b>\$ 364.04</b>	<b>\$ 1,772.00</b>	<b>13.48%</b>
<b><u>Office Supplies/Postage/Maintenance</u></b>					
41	Office Supplies (including Bulletins)	\$ 1,900.00	\$ 49.26	\$ 548.21	28.85%
42	Postage	\$ 1,000.00	\$ 55.00	\$ 330.00	33.00%
46	Copier Maintenance	\$ 5,600.00	\$ 399.00	\$ 3,678.47	65.69%
	<b>Total Office Expense</b>	<b>\$ 8,500.00</b>	<b>\$ 503.26</b>	<b>\$ 4,556.68</b>	<b>53.61%</b>
<b><u>Other</u></b>					
50	Southern NE Conf. Proportional	\$ 7,611.00	\$ 0.00	\$ 3,805.50	50.00%
50a	NEA Dues	\$ 350.00	\$ 0.00	\$ 344.30	98.37%
51	Bank Service Charges	\$ 30.00	\$ 0.00	\$ 41.04	136.80%
52	Fund Raisers				
52b	Fair	\$ 800.00	\$ 0.00	\$ 495.00	61.88%
52c	Christmas Trees	\$ 10,000.00	\$ 0.00	\$ 10,984.85	109.85%
52d	Scrip/Smile Amazon	\$ 1,000.00	\$ 0.00	\$ 3,044.36	304.44%
53	Electronic Fund Transfer Fees	\$ 275.00	\$ 20.20	\$ 182.59	66.40%
54	Unbudgeted Expenditures	\$ 0.00	\$ 0.00	\$ 0.00	
55	SNEUCC/Association Delegates	\$ 0.00	\$ 0.00	\$ 0.00	
56	Rental Refund	\$ 0.00	\$ 0.00	\$ 0.00	
57	Parking Lot Fund	\$ 2,000.00	\$ 0.00	\$ 2,000.00	100.00%
58	Trustee Interest Payment	\$ 0.00	\$ 0.00	\$ 250.00	
59	Endowment Loan Payback	\$ 0.00	\$ 0.00	\$ 4,354.60	
60	Building Coordinator	\$ 0.00	\$ 0.00	\$ 0.00	
61	Wedding Coordinator	\$ 0.00	\$ 0.00	\$ 0.00	
	<b>Total Other Expenses</b>	<b>\$ 22,066.00</b>	<b>\$ 20.20</b>	<b>\$ 25,502.24</b>	<b>115.57%</b>
	<b>Grand Total Current Expenses</b>	<b>\$327,575.00</b>	<b>\$25,133.14</b>	<b>\$234,918.56</b>	<b>71.71%</b>

**2020-2021 Benevolences as of March 31, 2021 (75% of the year)**

Account Number	Account Name	2020/2021 Income Budget	March 2021 Income	YTD Income	Percentage of Budget
	Pledges (Total Pledges X 0.036)	\$ 8,798.00	\$ 841.91	\$ 6,178.81	70.23%
	Unpledged Gifts (Undesignated x 0.036)	\$ 432.00	\$ 72.90	\$ 692.87	160.39%
	Special Offering – Christmas	\$ 2,000.00	\$ 928.00	\$ 928.00	46.40%
	<b>Total Benevolence Income</b>	<b>\$ 11,230.00</b>	<b>\$ 914.81</b>	<b>\$ 7,799.68</b>	<b>69.45%</b>

Account Number	Account Name	2020/2021 Expense Budget	March 2021 Expenses	YTD Expenses	Percentage of Budget
60	Our Church's Wider Mission	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00	50.00%
61	Mission Fund	\$ 5,230.00	\$ 0.00	\$ 4,500.00	86.04%
62	Christmas Offering	\$ 2,000.00	\$ 0.00	\$ 0.00	0.00%
	<b>Total Benevolence Expenses</b>	<b>\$ 11,230.00</b>	<b>\$ 2,000.00</b>	<b>\$ 6,500.00</b>	<b>57.88%</b>

**Benevolence Special Accounts**

Account Number	Account Name	2020/2021 Beginning Balance	YTD Income	YTD Expenses	2020/2021 Current Balance
MR02	One Great Hour of Sharing	\$ 35.00	\$ 0.00	\$ 0.00	\$ 35.00
MR03	Neighbors-in-Need	\$ 0.00	\$ 415.00	\$ 415.00	\$ 0.00
MR04	The Christmas Fund	\$ 0.00	\$ 200.00	\$ 175.00	\$ 25.00
MR01	SAM Discretionary Account	\$ 445.22	\$ 6,417.00	\$ 1,135.05	\$5,727.17
MR05	Alternative House	\$ 0.00	\$ 25.00	\$ 0.00	\$ 25.00
MR06	Community Teamwork Shelters	\$ 25.00	\$ 20.00	\$ 0.00	\$ 45.00
MR07	Habitat for Humanity	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
MR08	Circle Home Hospice Program	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
MR09	House of Hope	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
MR10	Lowell Transitional Living Center	\$ 0.00	\$ 285.00	\$ 285.00	\$ 0.00
MR11	Open Pantry of Greater Lowell	\$ 0.00	\$ 3,700.00	\$ 580.00	\$3,120.00
SR53	Secret Santa	\$ 28.48	\$ 0.00	\$ 0.00	\$ 28.48
SR61	St. Paul's Soup Kitchen	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
SR62	CTI Emergency Fund	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	Lowell Community Health Center	\$ 0.00	\$ 350.00	\$ 300.00	\$ 50.00
	Disaster Relief	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	Doctors Without Borders	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	My Father's House	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	Invest in the Vision/Spread the Love	\$ 0.00	\$ 0.00	\$ 303.00	\$ 0.00
	<b>Total</b>	<b>\$ 533.70</b>	<b>\$11,412.00</b>	<b>\$ 2,890.05</b>	<b>\$9,055.65</b>