

IMPORTANT ANNUAL MEETING INFORMATION

1. Why is this a good time to have a capital campaign?

- a. The last capital campaign was 25 years ago in 1998; before that, there was a campaign after the fire in 1983. The projects identified for this current campaign are overdue for being addressed. The sanctuary has not been painted for 40 years. The parking lot has not been repaved for 34 years, which, since 2008, has necessitated repairs costing thousands of dollars each. The kitchen appliances are between 40 and 60 years old and, in some cases, not up to code either for our own use or to rent out for professional food preparation should we wish additional income. Both the flooring, ceiling tiles and stage curtain in Fellowship Hall evidence significant need of repair. Failing to do these projects now simply pushes fixing them down the road more years.
- b. The costs of the repairs for these projects will continue to increase every year. If we undertake a capital campaign this fall, it usually takes three years to collect the full amount pledged. Starting later pushes that timeline further out and increases the costs accordingly.

2. Why do we need a Capital Campaign? Can't we take money from existing accounts?

- a. About \$30,000 is added annually to the Trustees' Discretionary Account. This is used by the Trustees to cover the cost for all capital expenses such as those identified in the Property Condition Assessment Report and those that are unanticipated such as the parking lot sink hole and steam trap failures this year. That annual funding is already committed for at least the next three years.
- b. The Parking Lot Maintenance Account has about \$6,000 currently and will get an infusion of approximately \$3,000 each fiscal year. That money has been used for smaller repairs such as cracks and holes, the sink hole, berms and the like.
- c. The Remembrance Fund currently has about \$20,000, which can be spent by Trustees in amounts up to \$1,000 and by Council for larger amounts. We plan to ask that that balance be applied to the Capital Campaign.
- d. The Grant Estate gift currently has about \$60,000 left in it, which requires a membership vote to expend. We plan to ask that that balance be applied to the Capital Campaign.
- e. The Christian Education and Music Committees have discretionary accounts, but they only can be used for purposes consistent with their missions. Money from the Remembrance Fund has been used for smaller projects such as the granite stairs and railings at 9 Worthen.

3. Aren't there alternative funding mechanisms that could be used to pay for these projects?

- a. We could take out a (large) loan from our Endowment Fund and pay it back over a period of years at an interest rate we determine. The last time we did this it took 15 years -- not 10 as planned -- to repay the bathroom loan. Loan repayments are paid from our annual operating budget. In recent years, our pledge drive has not brought in enough income even to meet existing expenses (such as staff raises or committee funds). In addition, reducing the Endowment by \$150,000 or more to fund capital projects would reduce the amount Trustees receive for capital expenses by at least \$9,000 annually. As noted above, the full amount of these funds already is committed for at least the next three years.
- b. We could have separate targeted fundraisers for each major project, of which we have at least four. That would mean going to the congregation multiple times to ask for money, rather than a single campaign. It also likely means that one or more projects would be underfunded if people chose to fund only the one that they prefer.

4. **How did we decide on \$300,000 for the Capital Campaign goal?** After receiving input from the congregation on all possible projects, we determined those most needed and obtained cost estimates for them. We then held information sessions and conducted a straw poll to gauge support for the priority and additional projects assigned to the Sanctuary & Chancel (SANCT), Kitchen (KIT), Fellowship Hall (FH) and Exterior & grounds (EXT) areas. The table below shows the projects ranked highest to lowest support, their cost estimate and our goal calculation.

RANK	Highest YES votes	COST estimate
1	KIT-appliances & code reqs	\$58,500
2	EXT- lot paving & gutters	\$162,000
3	SANCT – paint, carpet, drape	\$55,500
4	FH- floor tile & curtains	\$29,000
5	KIT- floor, island & AC	\$8,000
6	SANCT- choir lights over pews	\$3,000
7	EXT- lot electricity	\$3,000
8	FH- ceiling tiles	\$17,000

CALCULATIONS:

Project sub-total	\$336,000
Contingencies (about 8.5%)	+\$29,000
Distributions for SAM & Good Samaritan-5% of goal	+ \$15,000
	\$380,000
Grant Estate	- \$60,000
Remembrance Fund	- \$20,000
CAMPAIGN GOAL	\$300,000

5. **How will the campaign’s goal, funding and management be decided at the Annual Meeting?** The Campaign Needs Assessment Committee has proposed the following Warrant Article:

Article 7: To act upon the recommendations of the Capital Needs Assessment Committee.

To implement these recommendations, we will make the following **Motions**:

- a. that in accordance with Article V, Paragraph 5 of our Constitution, we admit regular financial supporters of our church who are present today as Associate Members and allow them the same voting privileges as Members on all motions to be considered under this article.
- b. that the following motion to move forward with a Capital Campaign will require at least 85% affirmative vote of those present and voting at this Annual Meeting.
- c. that we authorize the organization and execution of a Capital Fund Campaign with a goal of \$300,000, and that we endorse as the purpose of this campaign the funding of the various projects identified by the Capital Needs Assessment Committee.
- d. that the remaining balance in the Grant Estate be added to the funds available to pay for the various projects described in the Capital Needs Assessment Committee’s report.
- e. that we direct the Council to appoint a Capital Fund Campaign Committee.
- f. that we direct the Trustees to appoint, subject to nominations by Council, a Capital Fund Building Committee. The Capital Fund Building Committee will report to the Trustees who will establish its charge and purview and have final approval and oversight of their work including the awarding of all contracts. This Committee will be comprised of the following members: one each from Trustees, House Committee and Diaconate, someone familiar with kitchen uses at CCC, and a representative of the congregation.
- g. that any funds raised above the goal of \$300,000 be earmarked as follows: 85% to be spent at the discretion of the Capital Fund Building Committee, subject to two-thirds approval of the Trustees, with the remaining 15% spent at the discretion of the Social Action and Missions Committee.