

Friends

**CONGREGATIONAL
CHURCH – UCC**
AN OPEN AND AFFIRMING CONGREGATION



2014-2015 Program Year Annual Reports

Presented at the Annual Congregational Meeting
June 14, 2015

**2014-2015 Program Year Annual Report
Table of Contents**

3	PASTOR'S REPORT Rev. Dr. Dan De Leon, Pastor
8	NOMINATING COMMITTEE REPORT April Hatfield, Nominating Committee Chair
9	DIRECTOR OF MUSIC MINISTRIES REPORT Chris Hoffman, Director of Music Ministries
12	CHURCH RECORDS
13	CHURCH COUNCIL REPORT Michelle Williamson, Moderator
14	TRUSTEES REPORT Jennie Adams, Deputy Moderator
15	PROGRAMS REPORT Kelly Wellman, Deputy Moderator
23	FINANCIAL SECRETARY'S REPORT John Nichols, Financial Secretary
25	TREASURER'S REPORT Theresa Walker, Treasurer
31	CONSTITUTION
34	BY-LAWS

PASTOR'S REPORT

Rev. Dr. Dan De Leon, Pastor

Since moving back into the expanded, renovated church space in October of 2013, our congregation has experienced growing pains. With the excitement of a new space comes the arrival of more guests to our community of faith. Welcoming them with Christian hospitality, nurturing their needs, incorporating their perspectives, and fostering their discipleship are ongoing challenges that yield corporate blessings.

The new space has also brought a flurry of issues for the Trustees, Programs Committee, and Church Council in terms of decision-making (e.g., Building Use Policy revamp, tweaks to the building and landscape before warranty expired, utilization of classrooms, sanctuary, office, and storage space, etc.). With nearly two years under our belt in this no-longer-new church space, we, as a church family, are becoming more comfortable and at home; not only in terms of the physical building, but in terms of a deepening sense of community.

I am convinced that God's hand in our renovation and expansion has caused us to be an even more vibrant community of covenant people, committing to each other in furthering our shared mission of seeking a deeper spirituality and transforming God's world one act of love at a time. July 1, 2014 to June 4, 2015 (at the time of this writing) has helped us become less of a "pastoral size" church (approximately 150 in worship attendance) and more of a "program size" church (more than 200 in worship attendance) by nature of the laity taking up more leadership tasks and empowering me to serve the Pastorate of Friends Church in more productive ways. This report conveys that pastoral ministry and the nature of my assorted tasks over the course of the last year.

A Season of Mourning: Three dearly beloved members of Friends Congregational Church died within three months of each other from November to January, and for each of them we held memorial services at Friends. Our church family continues to mourn the losses of Gene Fitzwater, Walter Bertsch, and Patsy Kott. In my entire tenure at Friends, I have never spent so many hours in a particular stretch of time making pastoral care visits and hospital and hospice visits, comforting bereaved family members and planning memorial services with them, and summoning the leadership to guide our congregation through a seemingly endless season of loss. It has been challenging, but we rest in the peace that those who mourn will be comforted.

The terms "pastoral size" and "program size" come from Rev. Grant Hagiya's book *Spiritual Kaizen* where the author "examines the best secular and ecclesial models of leadership." While our church is not averaging more than 150 in worship (we are averaging closer to 120-130 per Sunday), our average numbers have increased significantly over the last two years. If we hope to be healthy stewards of our church, we would do well to embrace our trajectory and nurture our growth in numbers. The alternative might lead to schisms and a decreased sense of community, both of which will compromise our ability to do ministry together in and through Friends Church.

This report uses some of the categories designated by the Pastoral Relations Committee in their annual assessment of the Pastor.

PASTOR'S REPORT (cont.)

The losses of three people who lived such incredible lives of faith have led to significant memorial giving to Friends Church. Since February, I have been blessed with another first in pastoral ministry: providing spiritual guidance to the Church Council in determining what to do with memorial gifts that are not specified for any particular use. I have researched other churches' memorial giving and endowment fund procedures, sought perspective from clergy and laity who have dealt with such scenarios, poured over Scripture, conversed with the immediate families of Gene, Walter, and Patsy, and prayed ceaselessly about this. Church Council and I are hopeful for not only how the funds raised in memory of our three beloved friends will be used, but how future memorial giving will be allocated at Friends Church.

South Central Conference Board of Directors: Since June of 2013, I have served as the Vice President of our Conference's Board. I had no prior experience serving on the Board when I came in as VP, so I was thrown into a situation with a steep learning curve. To make matters more interesting, our Conference Minister, Rev. Douglas Anders, announced his retirement to the SCC BOD at our annual retreat in September of last year. This came as a complete surprise to Board President Jena Wendel and the entire Board. Since then, our work has been about assessing who we are as a Conference and where we go from here in terms of calling our next Conference Minister, working with the National Office of the United Church of Christ for guidance in this respect, and moving forward with appointing a Conference Minister Search Committee, which is composed of a diversity of clergy and laity throughout our Conference. Additionally, the task immediately placed before the Executive Committee (the Board President, VP (me), Treasurer, and Secretary) is to find an Interim Conference Minister to step forward upon Rev. Anders' retirement on July 15th. This means that on top of the usual quarterly business meetings in Houston and the annual retreat in New Braunfels, the Executive Board and I have spent the last few months fielding profiles (resumes) from potential Interim Conference Minister candidates, holding conference calls, and conducting phone interviews.

General Synod Nominating Committee: For the last year, I have served as the Vice Moderator for the United Church of Christ's General Synod Nominating Committee. The GSNC met in Cleveland January 23-24 to decide on a slate of nominees for the UCC's BOD to present to General Synod 30 (June 26-30, 2015) for a vote. I was charged with leading our kickoff worship service in Amistad Chapel that Friday morning, and then assisting our Moderator throughout the meeting. It was invigorating being in community with a diversity of representatives from throughout the national UCC and making decisions with these GSNC

At the Annual Meeting of the South Central Conference in New Orleans, June 5-7 2015, I will become President of the Board, serving a two-year term.

An initial presentation of a slate of nominees for the Search Committee that sorely lacked a healthy representation of our Conference's diversity led to pointed discussions among the Board regarding racial tensions between our Texas and Louisiana churches in particular, and our need to be more mindful of our denomination's commitment to becoming a more multi-cultural, multiracial church. One of the tasks I am charged with carrying out as Board President this fall is making "sensitivity training" available to our Board at the fall retreat.

At the conclusion of General Synod 30, June 26-30, in Cleveland, I will become the Moderator of the GSNC for the 2016-17 biennium for General Synod 31.

PASTOR'S REPORT (cont.)

peers that are crucial to the future direction of our denomination. In accordance with the UCC's Constitution and Bylaws, the GSNC produced an unmistakable slate of nominees (i.e., diverse representation of age, gender, ethnicity, laity, clergy, sexual orientation, disabilities, etc.) who will bring a wealth of gifts to the table for steering the vision of the United Church of Christ. Since the meeting in Cleveland, the work of the GSNC has been via conference calls finalizing the slate of nominees and appointing a Moderator and Assistant Moderator for General Synod 31.

Youth:

- Mission Trip in Livingston, Alabama, July 5-11, 2014: With five Austin area youth groups, our group of ten youth and I traveled to Livingston for a week of work projects, education, worship, and community-building.
- Youth-led worship service, August 24, 2014: Working with the youth group, I coordinated and planned a worship service led entirely by our young people.
- Baptism service for Phillip Guillen, Nick Vasquez, and Spencer Williamson, August 24, 2014
- 30-Hour Famine Lock-in at United Christian Church, Austin, February 28-March 1
- Coordinating the July 2015 mission trip: From last fall to April, I had been coordinating the youth group's upcoming summer mission trip, which involved Skype meetings with the Austin area youth ministers, working with the Christian Education Committee to determine our roles for fundraising, and communicating with parents, youth, and adult volunteers about details. Thankfully, Kristin Harper is now coordinating the mission trip details, and a handful of youth parents are taking care of all of the fundraising plans. (I will attend the mission trip, July 5-11, 2015.)

Spiritual Development and Worship:

- Midweek Faith Formations Services, Wednesdays, September 2014-May 2015
- Coordinated and led or co-led monthly Theology on Tap ministry every third Tuesday
- Led Social Justice Class on the topic of "Exploring Dynamics of Internalized Dominance and Internalized Racism: Tools for Shifting the Status Quo," April 19, 2015
- Led occasional Morning Manna classes
- Attended and co-facilitated occasional Living the Questions gatherings for 20- & 30-somethings, and occasional "extra communion" Thursday happy hours with the group
- Wrote weekly devotions for the emailed "Midweek Message from the Pastor" and the church's Facebook page
- Prepared liturgy for children-led worship, October 19, 2014
- Longest Night Service, Dec. 17, 2014: With help from Rev. Kyle Walker, I put together a community-wide service of worship catered to those of us who are grieving during the holidays. The candlelit, contemplative service was filled with guitar-led Taizé music, prayers, and readings, and was followed by a wonderful pie and cider reception made possible by our Fellowship Committee.
- Six Services for Holy Week and Easter: Palm Sunday service, Midweek Faith Formations service, Maundy Thursday service, Good Friday service, and two services Easter morning.
- Prepared worship service for Immigrant Rights Sunday, May 3, 2015
- Vesper Point worship service at Slumber Falls on the Church Retreat, May 10, 2015

PASTOR'S REPORT (cont.)

Outreach and Community Involvement:

- Wrote monthly clergy columns for *The Eagle* every third Saturday
- Gig 'em Week "First Fuego" event at Spence Park, TAMU, engaging students on behalf of United Campus Ministry, August 2014
- Helped staff Friends Church table at Rainbow Resource Fair at TAMU, September 2014
- CROP walk at Veteran's Park, Oct. 19, 2014
- Friendship Dinner of the Dialog Institute of the Southwest at Pebble Creek Country Club, October 30, 2014
- UCM & Queer Ags Event, November 6, 2014 Aggie (I was invited to speak to a joint gathering of United Campus Ministry and Queer Ags students about the UCC's relation to the LGBTQ community, and my pastoral experience in and through Friends Church with the LGBTQ community. There were nearly 50 students in attendance. I was able to provide helpful information through my speech and subsequent Q&A about Friends Church's history as an Open & Affirming congregation in our community.)
- Pastor's for Texas Children luncheon and program at South Main Baptist Church, Houston, December 16, 2014
- Pastor's for Texas Children luncheon and program at Truett Theological Seminary, Waco, January 12, 2015
- Marched in MLK Freedom March and delivered Invocation for concluding program, January 19, 2015
- Community-wide Faith Inclusion Event at Friends Church, January 27, 2015
- Family Promise Comfort Food Cook-off, January 30, 2015
- Texas Freedom Network and Equality Texas' Faith Advocacy Day at State Capitol, advocating for statewide non-discrimination policy to include "sexual orientation," and, "gender expression and gender identity," February 17, 2015
- Participated in National Preach-in on Global Warming, February 22, 2015
- Habitat for Humanity Community Builder's Breakfast, February 25, 2015
- KBTX contacted the church for an interview about our Good Friday service, April 3, 2015, and our church's feelings on the legislation out of Indiana. They held the interview at Friends Church, and returned later that night to get footage of the choir singing the Good Friday cantata. The story ran that evening on the 10 o'clock news.
- Lavender Graduation for TAMU in MSC, April 8, 2015
- TAMU Diversity Awards in MSC Ballroom, and Reading Names at Yom HaShoah/ Holocaust Memorial Day in TAMU Plaza, April 15, 2015
- Reading Names at Yom HaShoah/Holocaust Memorial Day in TAMU Plaza, April 16, 2015
- Delivered Invocation at the Brazos Valley Prenatal Clinic "You're the Tops" Luncheon, April 25, 2015

Professional Development:

- First Friday Lecture Series feat. Dr. Marlon James, hosted by African American Professional Organization (AAPO), at KAMU-TV Studio, February 6, 2015
- Enhancing Diversity Seminar with Dr. Maurianne Adams: Religious Oppression as a Social Justice Issue, and Historical & Contemporary Christian Hegemony in the U.S., at MSC, TAMU, March 24, 2015
- Seminar: Exploring Dynamics of Internalized Dominance and Internalized Racism: Tools for Shifting the Status Quo, with Drs. Kathy Obear and Tanya Williams, MSC, TAMU, April 7, 2015
- Festival of Homiletics, "Preaching from the Mountain: Heralds of Good Tidings," in Denver, May 11-15, 2015

PASTOR'S REPORT (cont.)

- Occasional attendance of the monthly meeting of the Heart of Texas Association (formerly the Brazos Association), Jam & Bread, held on Tuesdays at 10am at St. John's UCC, Burton, where clergy and licensed lay ministers gather for fellowship and an educational presentation on varying topics. (Note: Due to FAA's monthly outings conflicting with the usual monthly Jam & Bread gathering, I have to choose between the two.)

Other:

- Worked with Pam Engler to kick-start ministry for families with infants and toddlers. The group of parents with our youngest children now gets together frequently for outings and fellowship.
- Worked with Sustainability Team to help our congregation live out our Earth Stewardship Covenant
- Worked with a group of devoted church members who are passionate about raising our congregation's and community's awareness about people and families with disabilities, and how we can be more purposefully inclusive of these dear neighbors
- Worked with Ad Hoc group of church members on adjustments to Constitution and Bylaws to incorporate the call of an Associate Pastor
- Served on United Campus Ministry Board
- Served on Dialog Institute of the Southwest Board
- Performed two wedding ceremonies for church members at Friends Church
- Attended Association meetings in Coupland, Austin, and Lyons to determine the merger of the Brazos Association and South Texas Association, now known as the Heart of Texas Association

NOMINATING COMMITTEE REPORT

April Hatfield, Nominating Committee Chair

It was a pleasure to work with Linda Coats, Dan De Leon (ex officio), Cathy Hansen, Bart Taylor, and Elizabeth Vasquez on the Odd Year Nominating Committee. We are very thankful to everyone who considered serving, to those who contributed to the nomination process, and to each individual who accepted a leadership position.

The officers below serve two-year terms, with the exception of Youth Representatives, who serve a one-year term. Our new church leaders are as follows:

Vice Moderator: Lyndon Pryor
 Deputy Moderator of Programs: Jess Wade
 Church Council Secretary: Miranda Bartram
 Property Chair: Curt York
 Financial Secretary: Ruth Nelson
 Spiritual Development Chair: Linda Fitzwater
 Christian Education Chair: Tami Dudo
 Fellowship Chairs: Cady and Pam Engler
 Congregational Representative: Katie Higgins
 Pastoral Relations: Meg Black
 Youth Representative to Programs: Nick Vasquez
 Youth Representative to Board of Trustees: decided not to fill

The positions to be filled next year by the outgoing Congregational Representative and Nominating Committee are:

Deputy Moderator of Trustees
 Treasurer
 Stewardship Chair
 Justice and Missions Chair
 Worship Chair
 Evangelism Chair
 Nurture Chair
 Congregational Representative
 Pastoral Relations
 Youth Representative to Programs (1 year term)
 Youth Representative to Board of Trustees (1 year term)

Sincerely,

The Odd Year Nominating Committee (April Hatfield, Linda Coats, Dan De Leon, Cathy Hansen, Bart Taylor, and Elizabeth Vasquez)

MUSIC MINISTRIES REPORT

Chris Hoffman, Director of Music Ministries

The Music Ministry at Friends Church has experienced a multitude of blessings during the 2014-2015 year. This has been a year full of celebrations and special events, and the musicians of our church have been going full-steam to enhance the worship experience for all in attendance.

The Chancel Choir continues to ebb and flow with various levels of participation from a wide variety of folks with diverse experiences. This has led to further exploration into various musical styles – singers and congregation members alike got to experience pieces that make some feel very comfortable, while some pieces exposed others to new ways of worshipping through music. From gospel to classical, a cappella pieces to pieces with instrumental ensembles, each Sunday offered something new for those who came to worship with us.

This year's Christmas Cantata brought something to our church that has not been seen before – a 19-piece orchestra! The Friends Church Chancel Choir performed Joseph M. Martin's "Ceremony of Candles" and they were magnificent! The Marian Anderson String Quartet once again formed our string core, and we also added two flutes, one oboe, two clarinets, one bassoon, two horns, two trumpets, two trombones, one tuba, one percussionist, and one keyboard player (providing harpsichord, harp, and piano sounds). Special thanks go out to our phenomenal vocal soloists – Cathy Hansen, Alaya Swann, and Mac De Leon (singing the role of child soloist). It was an incredible evening of glorious music that provided goose bumps, happy tears, and joyful acclamations. Such a wonderful way to celebrate the Christmas season!

The Good Friday Cantata was another Masterwork that once again provided a chance to try a different format for a service. This year the evening featured John Stainer's "The Crucifixion." As we were still searching for a church pianist, I did double duty – conducting and playing the organ parts. While Good Friday and the music for that day tends to be somber, we celebrated the debut of some wonderful soloists – Andy Ambrus, Chris Gibson, and Andy Tag – and enjoyed solos from some of our more regular soloists – Tom Vogel and Jess Wade. It was another very moving evening.

Easter was a fabulous celebration of life and joy, and featured many big musical moments. As the sanctuary was transformed from Good Friday black to Easter white, an Easter Introit was performed by the Chancel Choir and our new Handbell Choir (more on that ensemble later). The Choral Anthem also combined bells and voices, and there was also a special Offertory selection (Modest Mussorgsky's "Great Gate at Kiev" from "Pictures at an Exhibition") that showed off our new bells. The sanctuary was filled with glorious music – from the singing of the Choir and Congregation, to the sound of the organ, and the Handbell Choir joyfully ringing away.

The Chancel Choir had other occasions this year in which their musical leadership was called upon. During this year, our church experienced losses of two beloved members – Gene Fitzwater and Walter Bertsch. The Choir was called upon to provide special music for these Memorial Services, and they gave beautiful and loving tributes to these two wonderful men who we miss every day. The Choir also got to share their vocal gifts during celebratory special services as well – such as the beautiful wedding of Kate Kiernat and Cheri Marston.

MUSIC MINISTRIES REPORT (cont.)

Our Children's Choir, A Joyful Noise, provided special anthems during Children's Sabbath Sunday and other Sundays. Special thanks go out to Tami Dudo for helping me prepare A Joyful Noise for the various Sundays that they have sung this year. It is always a pleasure working with such an enthusiastic group of singers. The kids continue to charm the congregation with their various musical offerings. As the year progressed, not only did the children charm the congregation, but actually developed their musical skills. By the time they performed in May, they were singing three-part a cappella music – and singing it accurately! Children are wonderful sponges of information, and this shows as this group continues to grow and evolve year to year.

Instrumentally, the church has also continued to grow. These various instrumental gifts that we have been blessed to hear have been wonderful additions to the Worship Services. It is also great to see so many of our youth stepping up and providing musical leadership. We have a LOT of talent with our youth! They will continue to provide their musical offerings (instrumental and vocal) during the summer. I am thrilled that we are able to include them in worship music – you don't just have to be in the "adult" choir in order to provide special music for services, nor do you need to just do A Joyful Noise if you are a child.

Additionally, these various instruments and interested singers have combined in various ways to supplement the music of this year's Children's Christmas Pageant. The music for that production was adapted and rearranged yet again this year, breathing new musical life into a treasured tradition and bringing new and fun elements to the table. This is the fourth year in a row where I had the opportunity to re-write the traditional Pageant songs into new arrangements. With the various musical gifts that our church is blessed with, you can count on something new and wonderful happening with this long-running tradition every year.

I am also pleased to announce that an additional vocal ensemble is also in the works. For our youth who feel like they are too old for A Joyful Noise, yet don't feel comfortable singing in the adult choir, I am in the process of forming a Youth Choir for our junior high and high school singers who want to be able to do some ensemble singing at Friends. The rehearsal day and time is still yet to be determined, but this group should hopefully debut this Fall.

Lastly, I am happy to announce that after several years of dreaming, Friends Church has a Handbell Choir! For those who are new to our church, here is a brief history lesson: we have never officially owned bells, but several years ago there was a spiritual/musical need for a handbell ensemble, so we started borrowing bells from the home-school community, and then later from Peace Lutheran Church, in order to create a handbell choir. However, after a short period of time, Peace Lutheran wanted their bells back, and I didn't have access to the home-school bell set any longer, so we were without bells. This created a huge void in our musical worship life. After doing lots of research, I had decided that we would begin raising money for a three-octave handbell set with accessories from Schulmerich (which is the best handbell manufacturer out there – and yes, there actually are several). My thought was to start fundraising around the Christmas Cantata (mid-December), and hopefully get enough money by this summer, so we could start up a group in the Fall, and debut the bells Christmas 2015. Well...we raised more than enough money in just THREE WEEKS! In fact, we raised over \$25,000, which enabled us to buy a FOUR-OCTAVE handbell set with accessories! This also allowed us to start rehearsing in March and debut this past Easter! This was such an amazing and unexpected blessing! A huge THANK YOU goes out to all of our wonderful donors who felt moved to help us get these beautiful bells so quickly! Thanks be to God, indeed! Also,

MUSIC MINISTRIES REPORT (cont.)

due to the number of bells we were able to purchase, we were able to invite more people to ring – and a good thing too, because interest in the ensemble is high! In fact, if a few more people join, we could split into TWO ensembles! We could do youth and adult handbell choirs, or do beginner and advanced choirs. It will be exciting to see what happens as we start the Fall semester!

This June I celebrate my ninth year of directing musical activities at Friends Church. I am amazed at how quickly the time has flown during these past years. While this is technically a job, it is a blessing to be able to have a job that is a love and hobby of mine. Sometimes this doesn't even feel like work. I have the church family to thank for that! This is truly a calling that I cherish. I thank God for all of our blessings through music that we have been given, and look forward to exploring how we can all worship through music in this upcoming year. If you are interested in being a part of our strong commitment to musical excellence, please contact me and I can get you plugged in. There are many ways to get you involved with musical worship participation - some activities that we currently do, and some yet to be explored. God loves it when we all make joyful noises, and I do too!

CHURCH RECORDS

Membership

218	Active Members
21	Members not active
<u>57</u>	Out of town members
296	Members as of June 29, 2014

New Members	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
	12	32	27

Sacraments and Rites

6	Infant/child Baptisms
1	Adult Baptisms
2	Marriages/Holy Unions at Friends Church

Average Attendance	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
Sunday Worship	105	112	122
Wednesday Worship	15	14	13

Attendance at Special Services

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
Ash Wednesday	50	64	75
Maundy Thursday	33	29	16
Good Friday	118	74	80
Easter Early Service	51	66	69
Easter Worship	188	181	202
Christmas Eve	90	131	150

CHURCH COUNCIL REPORT

Michelle Williamson, Moderator

Four years ago, when I was called to be vice moderator I knew there were many people on their way to finding Friends. I had no idea that they would find us so quickly. I still know there are even more people who need the healing touch of Friends who will find us in the upcoming years. Preparing for the future of Friends continues to be at the forefront of planning and hopefully the focus of my leadership. I encourage you to keep an open heart and embrace the talents all members bring, embrace their gifts, and embrace their perspective. The church is the people and our mission work is defined by our ability to listen to, learn from, and love each other. This year, our community of faith has so much to be thankful for: growth, outreach, mission, connecting to our wider community, the excitement of a future associate pastor, and most especially Dan's leadership.

Being able to run smoothly, and so much more, requires dedicated leaders, supporting congregants, and an incredible staff. Specifically, Kim Beasley deserves immense appreciation. Not only does Kim work seamlessly with all our different personalities and keeps the wheels of the church rolling, she somehow manages to do it all with a smile. Neither I nor Church Council would function smoothly without Kim's help. Kim, you made my job easy—but I know your job is not an easy one. Thank you from the bottom of my heart for all you do.

No recounting of 2014-2015 would be complete without mentioning the continued leadership Kathy Langlotz provides for the Friends in Faith Capital Campaign. Thank you for your faithful and steadfast service. Ana Deter, Licensed Lay Minister, has given her gifts to many worship services and other mission work. I continue to be grateful for her support and Lay Minister gifts. I would also like to thank our Director of Music Ministries, Chris Hoffman, for his amazing leadership, wonderful talent and countless gifts. I have never witnessed a director who incorporates as many of his church families talents as possible by rewriting the score to include multiple instruments. As if that weren't enough, he simultaneously directs the Bell choir, the Chancel choir, and plays the piano. Each time he pulls this off, I feel as if I have just witnessed another miracle. Impressive! Chris - Thank you for sharing these gifts with us.

It has been my extraordinary pleasure to serve this church alongside Pastor Dan. There are no words to adequately explain the grace he has modeled and love he shows. He continues to study and share that knowledge through powerful sermons, he is able to challenge us with social justice issues that often make us uncomfortable but are exactly what we need to hear. He has dedication to serving the wider community, along with reminding us to love everyone. He tirelessly guides our youth (and us) to be the church not only on Sunday but also outside of our four walls. The seeds he plants now will no doubt impact the church in ways we will never be able to fully realize in our lifetime. He continues to make me thankful God lead him to Friends.

In our near future, I hope we will seek ways to not only welcome new friends and members, but fully incorporate them into the life of the church. I pray that you will reach out of your comfort zone and try a new task that you may have never done before and experience the resurrection of God's love and God's grace. I hope we will find new ways of reaching those in our community—undocumented workers, persons with a disability, the LGBTQ community, and families without homes. The world is calling—we can and we must respond.

Thank you for the privilege to serve this congregation as moderator.

Peace to you,

Michelle Williamson

TRUSTEES REPORT

Jennie Adams, Deputy Moderator

Stewardship Committee:

We continue to be a 5 for 5 church, and our stewardship drive was successful enough for us to start the process to hire a part-time Associate Pastor – a step toward our long-term goal of expanding the ministerial staff.

Submitted by Tom Vogel - Chairperson

Personnel Committee:

The Personnel Committee had a fairly busy year.

We hired a new childcare worker this fall. Ashley has been a great addition to our childcare department. I also owe a big "Thank You" to Anne Nichols for keeping track of our childcare calendar.

As of this time, our Pianist has not yet started. It is my hope that she will soon be able to start working.

In September, annual evaluations were done for Kim Beasley, the childcare workers, and Chris Hoffman. Thank you to Doris Simpson, Beth Leopold, Sally Manthei, Maggie Gartner, Michelle Williamson, Cheri Marston, Paula Tag and Pastor Dan for helping with the evaluation process.

Finally, thanks to all of the wonderful volunteers that have helped out with childcare this year. It would not have been possible to have a safe place for our children without your help.

Submitted by Diane Simpson – Chairperson

Property Committee:

The Property Committee has had an extremely busy year. Once we moved into our new facility, we realized that our Building Use Policy was woefully outdated, so an ad hoc committee was formed, consisting of Glenn Thurman, Justin Dudo, Jim Burke, Andy Tag and Sally Manthei. Following multiple revisions, we finally have a functional Building Use Policy, which can be found on the Friends Church website.

Throughout the past year, we have tackled a number of issues that tend to go along with new construction and maintenance and upkeep of old sections of our building. We organized the wood shed, cleaned up the labyrinth with the help from the Girl Scout Troop that meets here, installed a new bike rack (and pavers underneath), hooked up a donated washer and dryer and installed flooring beneath them, installed shelving in the utility room and hanging rods for the banners in closets, trimmed trees, moved a tree that would have eventually blocked the lighted sign, replaced the hot water heater, replaced the pump to the memorial fountain, repaired/grouted/painted walls following a water leak in the kitchen area, had a water leak by the sidewalk repaired, addressed lighting issues, had the sanctuary and narthex carpet cleaned following the BBQ, and installed a small fence around the outside AC Units by the playground, to name a few.

Thank you to everyone who pitched in and helped with our various projects throughout the year.

Submitted by Sally Manthei - Chairperson

PROGRAMS REPORT

Kelly Wellman, Deputy Moderator

Over the past year, the Programs Committees have worked diligently to ensure that our activities and opportunities met the needs of our growing congregation and ultimately fulfill our Statement of Purpose where we are called by God to gather as disciples of Jesus Christ:

- to be a welcoming community, open to diversity;
- to worship God with joyful hearts and open minds;
- to be a family of care, support, and trust;
- to include children fully in the life and ministry of the church;
- to grow in faith and service;
- to witness to God's love for all people;
- to strive for justice and peace; and
- to invite others to share our journey.

The Programs team includes Christian Education, Evangelism, Fellowship, Justice and Missions, Nurture, Spiritual Development, and Worship. I invite you to study the words on these pages and experience the many ways your fellow members and church leadership have worked to incorporate these values in our programming.

There are numerous moving parts in a church and so many who generously give of their time and talents. During my past two years as Deputy Moderator, I have been honored and privileged to work with the dedicated volunteers who make Friends Congregational Church possible.

Christian Education

Kate M. Lucchese, Chair

Committee members: Tami Dudo, Hilary Guillen, David Manuel, Robin Miller, and Anne Wehrly (convener during Spring)

Sunday Morning Classes:

We started out the year (with the assistance of Fellowship Committee) with the Annual Pancake Breakfast and Sunday School registration on August 24. Classes for Children and youth started August 31. Our dedicated teachers for the year were:

Anne Wehrly, K-Grade 2

Hilary and Philip Guillen, Grades 3-5

David Manuel, Grades 6-8

Robin Miller, Grades 9-12

Classes met from 9:15-10:15 and utilized Seasons of the Spirit curriculum. The K-Grade 2 class was dedicated to Godly Play. We produced a flyer for parents/visitors to read a brief bio about each of our teachers as well as a cool new brochure.

Joyful Noise:

The children's choir was led by music director Chris Hoffman and Tami Dudo. Joyful Noise sang periodically throughout the church year and delighted the congregation with each performance!

PROGRAMS REPORT (cont.)

Special Services/Activities for Children/Youth:

October 19 Children's Sabbath –youth led service
 November 30 Ornament making for Angel tree—Robin Miller coordinated
 December 13 Pageant Rehearsal and lunch celebration
 December 14 Christmas Pageant
 March 29 Palm Sunday parade
 April 5 Easter egg hunt
 May 10 Flame making for Pentecost

Heifer International:

All of the classes got on board with raising money funds for animals for Heifer International. By mid-year totals were around \$500 with funds still flowing in. Youth class created a poster showing all the animals that had been purchased throughout the year (rabbits, goats, sheep, llama, bees and more!). A final tally and presentation will be received during worship on May 31st.

Playground Committee:

Funds raised in the church garage sale held August 16th and designated donations led to the formation of the Playground Task force. The goal of that task force was to make the Friends playground more fun and safer for the children of the church. During the course of the year several additions have been completed on the playground including: a playground structure for younger children, a music wall, a play house, a lid for the sand box, and wooden bench for childcare workers. More projects are in the works.

Youth Group Special events:

Nov. 21 Youth Lock-in at Friends
 Feb 28th 30-Hour Famine at UCCAustin
 July 5-11 Youth Mission trip to Dallas

Special thanks to the youth for all of their assistance in egg stuffing, furniture moving, flag stationing, trash dumping and general good will in whatever was asked of them throughout the year. Parents of the youth have stepped up and organized themselves for fundraising for the Youth Mission Trip to Dallas. We have already begun thinking about future fundraising for the National Youth Event to be held at Disney World summer of 2016. Go youth from Friends!

Summer Events:

Plans are in the works (with Fellowship) for some family friendly activities during the summer months to keep us all connected until we meet again on August 23rd for the NEXT Pancake breakfast and Sunday School registration.

(Prepared by Anne Wehrly, Spring Convener)

Evangelism

Rachel Boenigk, Chair

Committee Members: Andy Tag and Glenn Thurman

PROGRAMS REPORT (cont.)

The Evangelism Team focuses on getting the word out about Friends Church and welcoming all who find our doorway. This year we focused on engaging our existing members and reaching new members who would be attracted to our open and affirming worship community. Along with the Fellowship Committee, we shared the cost of new promoting our profit shares. We also worked with Fellowship to purchase post cards to share in special moments in member's lives such as birthdays, anniversaries, etc.

We now have 1000 door hangers to invite our friends and neighbors to worship with us on Sundays. These door hangers are just the next step in engaging external community in our church family.

We have continued to grow Friends' online presence — as this and word of mouth are our most often cited way that people learn of about Friends Church. Our church website traffic receives about 2,750 unique online visitors every month, totaling over 33,000 unique views last year. We have followers from all over the globe, including UK & Germany. Clearly, it is an exciting time at Friends!! We continue to add functionality and information to the website to better reflect the spirit of Friends.

Our Friends Congregational Audio Podcast continues to reach thousands of listeners via iTunes, our Sermons webpage and the Facebook Status updates. Beginning in September of 2013 we started our video podcast of the sermons. Friends Church now has its own YouTube Channel where the Sermon Videos are hosted, with a link to them incorporated on our own Sermons Webpage. Each week's sermon gets about 30 views through the YouTube channel. We expect that this additional media format will continue to expand the reach of Friends Church ministry. A huge THANKS goes out to Andy Tag for his continued dedication to keeping us current on our Sermon Page postings (transcript, audio & video). Just an FYI, we actually hear from folks far and near whenever we get behind on postings.

Our presence on Facebook continues to grow and reach new folks as well as engage our own folks in current happenings as well as sharing the links to the weekly sermon webpage and Pastor Dan's "Mid-Week Thoughts". We added about 100 new likes in the last year. Over this past year, we have continued to use spot Facebook ads for Christmas & Holy Week as well as occasional special events, like the Youth Group Car Wash. These ads are very affordable and reach several thousand people each time. During actual construction we posted daily & weekly photo updates to keep everyone engaged and excited about the progress of the construction. This was a huge success. Our traffic and comments stayed high and energized. We just need to continue to encourage folks to "Check-In" and "Share" events and posts from the Church's FB page to their own. (FREE – EFFECTIVE Evangelism!!!!)

We have been trying to keep up with the Eagle postings for weekly faith calendar events as well as keeping the paid Worship Guide listing current. We also advertised in the Christmas and Holy Week special sections again this year.

PROGRAMS REPORT (cont.)

Additionally, the Evangelism Committee was tasked with a new layout for the Christian Education brochure. Through this project, a much needed update of the layout and content was completed. The new brochures were released in late 2014.

The Evangelism Committee has also assumed responsibility for the large church sign out front of the church. Working with Pastor Dan, we are changing the sign every other week to show how our church is different from others around town. The most edgy post to date states, "Be the Church! Unlearn and Reject Racism."

We have also been tasked with reaching out to the visitors who ask for more information about our church. After an in-depth discussion at the Program's meeting, the Fellowship and Evangelism chairs agreed that it make more sense for this responsibility to fall to Evangelism than Fellowship.

It has been a wonderful and exciting first year as Evangelism Chair. This next year we will focus on engaging members of our faith community in the Evangelism committee. We feel it is important to have more members spreading the word about how amazing our community of faith is.

Fellowship

Jim Burke, Chair

Fellowship has, blessedly, had a much calmer year than last. We continue every week to jump feet first into providing the extravagant welcome Friend's wishes to present to our Church Family and our community. The following list details many of the efforts put forth by this selfless, generous and often times exhausted group of Faithful folks:

Back to Sunday School Pancake Breakfast

Men's Breakfasts

July 4th picnic

Dinner for UCM students

Thanksgiving Dinner

Easter Brunch

New Member class luncheons and receptions

Confirmation Sunday reception

Senior Graduation Celebration

Various other receptions, "Friends Fest" times, and events as needed/requested

This talented group of chefs, party organizers, furniture movers, and all around "pitch in and do anything" group has pulled together, often with short notice, to enhance the overall family experience we all strive to provide at Friend's.

We have most definitely enjoyed a full year with our remodeled kitchen. With the new appliances and more spacious feel, we have truly be able to better to serve our congregational meals. We continue use as many "green" products in the kitchen as we can find, and are able to afford.

PROGRAMS REPORT (cont.)

Justice and Missions

Robin Miller, Chair

Under the leadership of Mary Howell and Jon Maxwell with the assistance of Barbara Heath, Friends' **Family Promise** ministry continues to grow. In addition to hosting homeless families for a week every six weeks, Friends has provided furniture and household items for families who have found permanent housing. Members have also thrown a baby shower for a Family Promise family and provided Christmas gifts for a family that had recently found a permanent home. Volunteers provide gas gift cards to allow families with cars to use their own vehicles. This simplifies things for our volunteers, but it also provides more normalcy for the families we host.

Friends also continues to provide volunteers for the **Brazos Church Pantry** on the first Saturday of every month. Church members also continue to provide food and monetary donations to support this ministry. Barbara Heath has done an outstanding job of recruiting and organizing the congregation's volunteers, and Hillary Guillen and Cecelia Hawkins have served on the Pantry's Board of Directors.

Friends supports the **Brazos Interfaith Immigration Network** financially, and we have provided lunch for BIIN's Worker Rights Training. Friends continues to seek new ways to support this important local ministry.

In October, eighteen members of Friends walked in the **CROP Walk** this year. They raised \$1,067 for the Brazos Church Pantry and Church World Service's international hunger relief efforts. The event raised a total of \$12,082.

Friends continues to support the South Central Conference's annual **Mission Kit** drive. This year we provided 92 school supply kits which were sent to Church World Service to be distributed to disaster victims and other children in need. In the spring we collected 92 hygiene kits. Back Bay Mission will distribute these kits to their homeless clients.

We celebrated the Christmas season through **Angel Tree** and the **Festival of Giving**. This year's Angel Tree provided 72 gifts, including Christmas presents and gift cards for Christmas dinner for three families. Gift cards were also provided to six immigrant families, and we donated gasoline gift cards for Family Promise families who wish to drive their own cars instead of riding in the agency's van. Church members also purchased grocery gift cards to be given to people who came to the church seeking assistance during the holidays. The Festival of Giving raised money for the Brazos Church Pantry, Family Promise, Hospice of Brazos Valley, Day One Ministries, My Long Way Home, Voices for Children, Back Bay Mission, Brazos Interfaith Immigration Network, the Friends Crisis Fund, and Friends' Slumber Falls Scholarship Fund.

In January, the **Ad Hoc Committee on Faith and Inclusion** hosted a community-wide Faith and Inclusion event. Representatives from faith communities and other community organizations came together to learn about how to make our congregations more accessible and welcoming for members and visitors with disabilities. Individuals with a range of disabilities, family members, and community service providers provided a panel discussion of

PROGRAMS REPORT (cont.)

how to move beyond physical access to provide meaningful involvement for everyone. A follow-up meeting was held in May, and the committee is conducting an accessibility survey to set priorities for how to increase the inclusivity of our congregation. Tremendous thanks to Jeff Garrison Tate for chairing this committee.

Nurture

Linda Coats, Chair

The nurture committee has had an active year with many of our usual projects and a few new ones.

We continue to welcome new visitors to our congregation with a goodie bag which contains homemade cookies and church brochures and information pamphlets. And we continue with the prayer chain which compiles the joys and concerns of those in the congregation who fill out the prayer request form on Sunday or Wednesdays.

Many of our members have provided meals for families or individual dealing with injuries, illness, surgeries, birth of a child, and death of a loved one. Some were long term commitments and others were just one time aide. We also used this time to connect with members and provide support for any other needs they may have required. We also made hospital visits to congregants. We are a crossover committee, too. Several events and/or meal preparations have been coordinated with Fellowship. We served with them for several church services which required hospitality/meals/snacks, such as the Longest Night Service or memorial services. And we maintain the bereavement fund.

We have provided rides for members to church, medical procedures, or other needs. We are available to all committees for tasks or assistance, also. We have even gone shopping for a special anniversary gift to Dan at the behest of Church Council.

When a baby is born to our congregation, we have a handmade cross on the altar the Sunday after the birth. These crosses are then given to the family for the child and a welcome to the church is printed on the back of the cross.

Sadly, we also provide the red candle Dan presents to a member who moves from our congregation. This reminds them of Friends and provides comfort until they find a new church home.

We have embraced two active groups in this committee: **Fabulous at Any Age (FAA) and Parents with Infants and Toddlers.** FAA has provided activities each month (the first Tuesday of the month) for our more mature members (and any age congregant who wishes to participate). Not only does FAA provide activities and fellowship for members, but they respond to needs of the congregation. Most FAA members help provide meals as needed for congregants, make crosses for the new babies, assemble hygiene and school kits for Justice and Mission projects, and donate for special projects as needed by the pastor. **Parents with Infants and Toddlers** has provided several fellowship opportunities for its members as well as support for parents. This has been a great time for the children to interact with one another outside of church. And they also assist in providing meals for new

PROGRAMS REPORT (cont.)

parents. This is a new group to our congregation and is growing in activities and participation.

Another new item for this committee is the post cards/note cards program. With Evangelism (the committee who ordered these beautiful cards) we started a personalized card writing campaign. Cards are sent for birthdays and anniversaries. And we send thank you cards, "we noticed" cards and other cards of encouragement. Most cards go to members but we send cards to those who have helped our congregation in any way.

Hopefully Nurture will be there for any need to the members of our church family or our extended family. We are a phone call or email away from providing assistance.

Spiritual Development

Rob Mackin, Chair

Committee members: Georgianne Moore, Andrew Roblyer

The Spiritual Development Committee oversees the Adult Sunday School classes which, in practice, are led and organized by the groups themselves. This is a partial list of some of the leading figures over 2014-15. As usual *Morning Manna* was capably led by Anna Deter; *Social Justice* had a rotating chair this past year, including Georgianne Moore, Josh Cabral, Mark Thomas, Jeff Garrison-Tate, & Dan DeLeon among others organizing weekly sessions. *Living the Questions* (LtQ) was led by Andrew Roblyer & Lisa Driver; *Morning Meditation* met on Tuesday mornings and was organized by Beth Becker; for a good part of the year *Theology on Tap* (ToT) met at Perrine Winer and Dan DeLeon usually facilitated those sessions. A very popular group, Circle of Friends book club is on hiatus. The group is deciding how, when and if to re-ignite group after the passing of integral member and wonderful person, Walter Bertsch. Spiritual Development also mourned the losses of Gene Fitzwater and Patsy Kott this year. Their example continues to inspire us in so many ways. Over the 2014-2015 year, Spiritual Development also contributed to Friends Church in the following ways:

In the fall, Rob Mackin helped Dan DeLeon with a web-based survey of individuals who recently completed new member classes at Friends. This survey yielded useful results which aided in the planning of the fall 2014 new member classes. Members of the Social Justice adult Sunday school class organized a meal – including a delicious chocolate cake for dessert – for the final session of the 2014 new member classes.

Pam and Cady Engler gave a presentation on Wednesday, October 29th (as part of the fifth Wednesday supper organized by Mark Thomas) on the Engler's recent trip to European churches.

The Spiritual Development committee adopted Advent and Lenten devotionals.

Feedback from members was very positive. Andy Ambrus, Dan DeLeon and Kim Beasley were a big help with this process.

PROGRAMS REPORT (cont.)

In the spring, Kathy Langlotz gave an enthusiastically received presentation on her recent cross-country bike ride: "Bicycles and Beyond: A Spiritual Journey Across America." Jim Burke (and the Nurture Committee) among many others helped make sure the event come off without a hitch.

Rounding out the year, about 43 church members and fellow-travelers gathered on Mother's Day weekend for the All-Church Retreat at Slumber Falls on the Guadalupe River. This was a team effort: in the fall, Linda Coats, Theresa Walker, Scott Loehr, Dan DeLeon, Georgianne Moore, and Rob Mackin formed a coordinating committee to plan the retreat; Mark Thomas designed and coordinated the retreat program on the theme, "Learning to Walk in the Dark" inspired by Barbara Brown Taylor's book of the same name; Linda Coats, Georgianne Moore, Pam Engler, Cady Engler, Cole Hatfield-Maxwell gave mission moments to recruit participants; Rob Mackin, Sally Manthei and Mark Thomas wrote short pieces for the church newsletter; Glenn Thurman publicized the event (with online registration, website, and social media presence) better than Don Draper on his best "Mad Men" days; and Sally Manthei heroically pitched-in when she was most needed and made sure everyone had a bed and a meal at the retreat. (No small task). And, lastly, Dan DeLeon led worship services on the beautiful campgrounds.

Worship

Andy Ambrus, Chair

Committee Members: Jennie Adams, Maggie Gartner, Jeff Garrison-Tate, Chris Hoffman, Anne Nichols, Sarah Over, Jess Wade

The worship committee focuses on making each worship service special and meaningful, including those during Holy Week and Advent. We do this by helping Dan to plan services and ensure that there are greeters, lay leaders and communion stewards.

Much of what the committee does takes place before the service even starts. This includes baking bread for communion, changing banners, setting up the font for baptism, and making sure the sanctuary is ready for our church family and visitors. This year we added new Welcome and Pray cards, Give envelopes, and pens for each seat in the sanctuary.

I would like to thank the members of the Worship committee, who helped make my first year as committee chair run smoothly.

I would also like to thank Hilary Guillen for making sure that we have acolytes, Cathy Hansen for making sure that we have lay leaders, and Barbara Heath for making sure there are greeters for each service.

FINANCIAL SECRETARY REPORT

John Nichols, Financial Secretary

The Financial Secretary's duties are to collect, categorize, and deposit all income to the church, excluding transactions involving the capital campaign, to communicate this information weekly to the Treasurer, and to prepare annual giving reports and semi-annual pledge reports for individual congregation members. The Financial Secretary also gives information to assist with the annual stewardship campaign. Below are the pledges and offerings received in the past 12 months. This does not include special offerings, monies collected for Tenzin, for the crisis fund, and similar categories.

Table 1 shows the giving amount totals for the year. The monthly totals are not presented as they are consistent with all previous years.

Any amount that is given that has a name attached is treated as a pledge. Most people start by putting their name on the card, and within a few months are giving each week. I will treat such giving as a pledge. This is controversial – accepted, but it gives us a clear indication of growth.

Offerings are the cash that cannot be attributed to any person.. Table 2 shows the annual giving amounts.

Table 1 Giving Amounts

Category	Amount
2010 Pledge	\$224,220.74
2020 Offering	\$6,131.90

Table 2 Annual Giving Amounts

Year	Total
2008	\$163,027.00
2009	\$159,225.00
2010	\$163,399.00
2011	\$161,900.00
2012	\$187,886.00
2013	\$192,985.00
2014	230,352.64

Figure 1 shows a plot of the annual giving over the last 7 years, it was flat until 4 years ago and now it is rising.

Figure 2 shows a plot of the annual giving since 2011. There is an annual increase of about 20000 per annum over that time.

FINANCIAL SECRETARY REPORT (cont.)

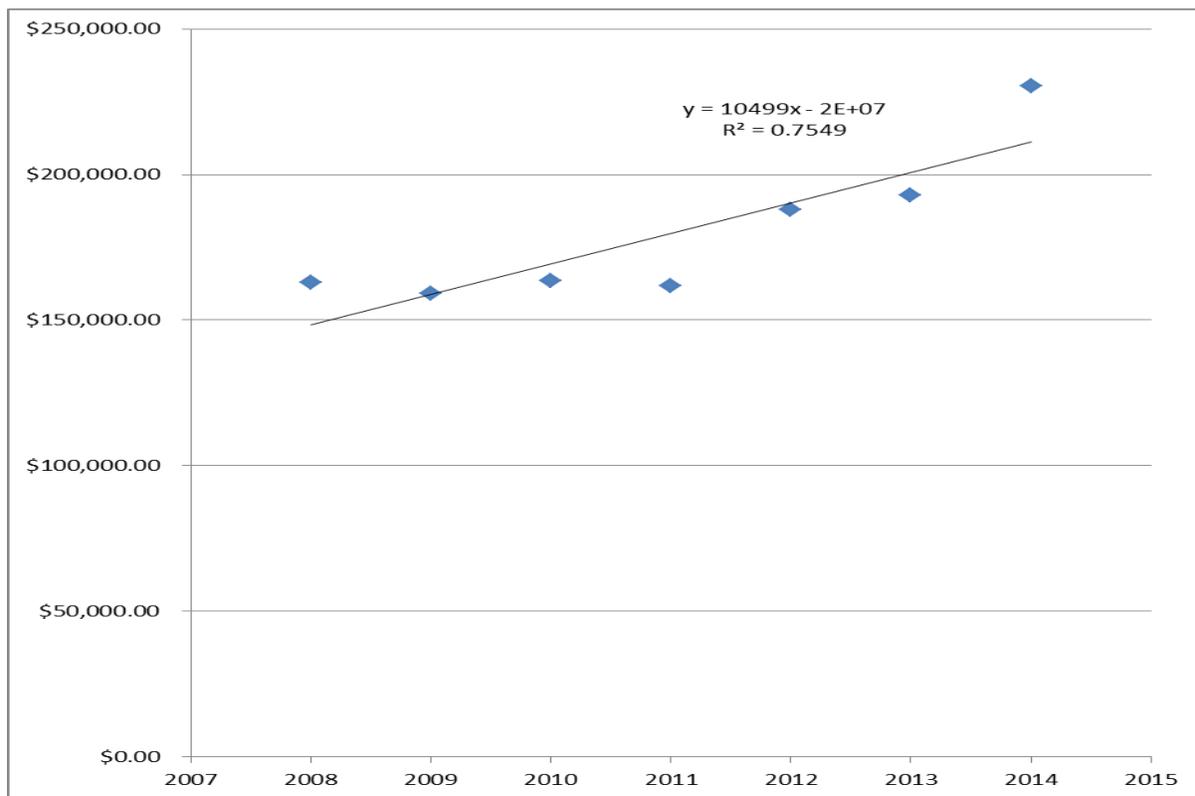


Figure 1 Annual Giving—Before and After Surge

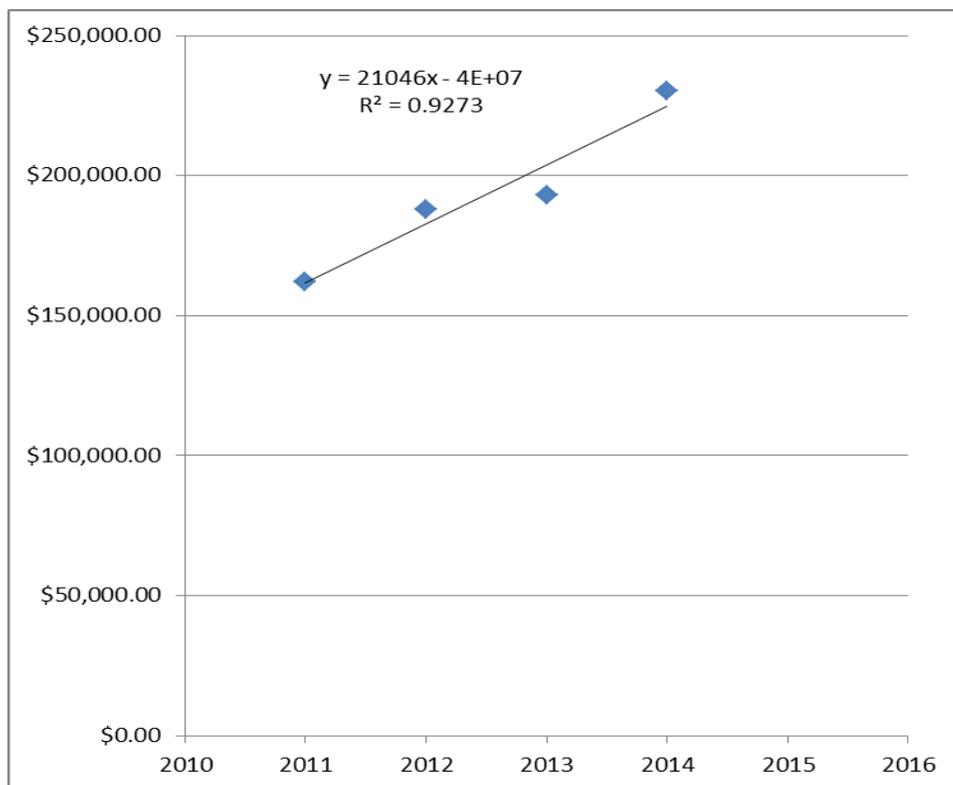


Figure 2 Annual Giving after Surge—Increase 21000 per annum and statistically significant

TREASURER REPORT

Theresa Walker, Treasurer

General Operating

In 2014, collections and miscellaneous income totaled \$236,184.34. This was 10% over the 2014 projected budgeted amount. Expenses were \$225,121.28. Net Operating Income was \$11,062.96.

Capital Funds

2014 Capital Collections totaled \$152,682.01. Expenses were \$258,783.68. We began making loan payments on a loan balance of \$807,397.10 to Brenham National Bank in January 2014. Total loan payments made were \$258,159.56 of which \$226,419.20 was applied to principal. Loan balance at 12/31/14 was \$580,977.90.

Other Restricted Funds

Throughout the year, the congregation has financially supported many charities. This support came through Festival of Giving, Crop Walk, 30 Hour Famine, Annual Dues, BBQ fund raiser, Love collections as well as other efforts. Below is a list of those charities and our financial support:

African American Heritage Society	\$ 200.00
Aggieland Humane Society	\$ 270.00
Back Bay Mission	\$ 30.00
Brazos Church Pantry	\$1,886.11
Brazos County NAACP	\$ 450.00
Brazos Interfaith Immigration	\$2,050.00
Brazos Valley Food Bank	\$ 294.00
Family Promise	\$1,049.70
Habitat for Humanity	\$ 43.43
Heifer International	\$ 942.22
Hospice Brazos Valley	\$ 170.00
The Coalition	\$ 100.00
Twin City Mission	\$ 500.00
UNICEF	\$ 54.07
United Campus Ministry	\$2,641.11
Wider Church Ministries	\$ 300.00
World Vision	\$ 684.00

We also maintained our 5 for 5 status with the SCC. Our giving for 2014 was as follows:

Christmas Fund	\$1,880.83
Neighbors in Need	\$1,169.75
One Great Hour Sharing	\$ 759.05
Strengthen the Church	\$ 391.00

Operating Surplus

2014 Net Operating Income of \$11,062.96 plus the balance of the unexpended dedicated 2013 surplus totaled \$16,970 and was carried forward into 2015. Church Council voted to move \$5,100 of that amount into reserves and allocate \$11,870 for dedicated purposes as follows:

Seed Money for Dan's Sabbatical	\$1,000
Hand Bells additional costs	\$1,000
2015 Youth Trip – Dallas	\$1,000
2015 Youth Trip – Orlando	\$1,500
Slumber Falls	\$ 870
Call Associate Travel Expenses	\$ 500
Property	\$ 500
Sabbatical Pulpit Fill	\$2,500
Mission Contribution	\$1,000
Audio Visual Counter Top	\$ 500
SCC Conference Trip – New Orleans	\$1,000

Reserves now stand at \$50,000.07.

If you have any questions or comments, please do not hesitate to contact me by e-mail at treasurer@friends-ucc.org.

Church Snapshot

As of May 31, 2015

Outstanding Loans

Mortgage	<u>\$534,116.39</u>
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Available Funds

General Operating	\$73,845.13
Capital Campaign	\$82,397.10
Other Restricted	<u>\$26,783.20</u>
Total	\$183,025.43

Note: There are also two promissory notes held by the Local Church Ministries of the UCC. The amounts are \$20,000.00 and \$86,293.00. We will only be required to repay these notes if we sell our land and building, leave the UCC, or no longer use the facility for our ministry. In February of 2013, we remitted \$5,315.00 (5% of the notes) to the LCM in order to subordinate our lien so that we could move forward with securing our construction loan at Brenham National Bank. In 2014, we made a payment of \$3,000 toward this commitment.

Friends Congregational Church UCC
Budget vs. Actuals: Operating FY14 P&L - FY14 P&L

January - December 2014

	Total			
	Actual	Budget	over Budget	Budget
Income				
2000 Donation Income	0.00	0.00	0.00	
2010 Pledge	222,744.23	170,444.00	52,300.23	130.68%
2020 Offering	5,708.43	44,274.00	-38,565.57	12.89%
Total 2000 Donation Income	\$ 228,452.66	\$ 214,718.00	\$ 13,734.66	106.40%
2100 Building Rental	0.00	0.00	0.00	
2120 Other	825.00	0.00	825.00	
Total 2100 Building Rental	\$ 825.00	\$ 0.00	\$ 825.00	
2200 Garage Sale	0.00	0.00	0.00	
2500 Other Operating Income	0.00	0.00	0.00	
2510 Transfer From Restricted	3,842.56	0.00	3,842.56	
2520 Misc Income	3,064.02	0.00	3,064.02	
Total 2500 Other Operating Income	\$ 6,906.58	\$ 0.00	\$ 6,906.58	
Total Income	\$ 236,184.24	\$ 214,718.00	\$ 21,466.24	110.00%
Gross Profit	\$ 236,184.24	\$ 214,718.00	\$ 21,466.24	110.00%
Expenses				
3000 Administrative	0.00	0.00	0.00	
3010 Conferences	897.66	600.00	297.66	149.61%
3020 Copier Service	4,416.13	4,500.00	-83.87	98.14%
3030 Dues	0.00	0.00	0.00	
3031 Brazos Association	999.96	1,000.00	-0.04	100.00%
3032 UCM (United Campus Ministry)	1,500.00	1,500.00	0.00	100.00%
3033 OCWM	4,752.00	4,750.00	2.00	100.04%
Total 3030 Dues	\$ 7,251.96	\$ 7,250.00	\$ 1.96	100.03%
3040 Dues and Subscriptions	0.00	0.00	0.00	
3050 Financial Services	1,025.49	1,000.00	25.49	102.55%
3060 Gifts Given	1,728.02	0.00	1,728.02	
3070 Insurance - Property	8,638.00	8,638.00	0.00	100.00%
3080 Bank / VANCO Fees	698.03	800.00	-101.97	87.25%
3090 Mortgage	22,092.00	22,092.00	0.00	100.00%
3093 LCM Church Building Fund Mortgage Payoff	3,000.00	3,000.00	0.00	100.00%
Total 3090 Mortgage	\$ 25,092.00	\$ 25,092.00	\$ 0.00	100.00%
3100 Office Supplies	1,740.66	1,000.00	740.66	174.07%
3110 Postage and Delivery	549.18	600.00	-50.82	91.53%
3120 Utilities	0.00	0.00	0.00	
3121 Gas & Electric	12,782.55	10,950.00	1,832.55	116.74%
3122 Internet	955.56	1,620.00	-664.44	58.99%
3123 Telephone	1,577.88	880.00	697.88	179.30%
Total 3120 Utilities	\$ 15,315.99	\$ 13,450.00	\$ 1,865.99	113.87%
3130 Non-Budgeted Expense	12,890.77	0.00	12,890.77	
3160 Technology	0.00	0.00	0.00	
3161 Website Hosting	0.00	97.00	-97.00	0.00%
3162 Electronic Newsletter	126.00	126.00	0.00	100.00%
3163 Computer Software	0.00	224.00	-224.00	0.00%
3164 Computer Equipment	0.00	800.00	-800.00	0.00%
Total 3160 Technology	\$ 126.00	\$ 1,247.00	-\$ 1,121.00	10.10%
Total 3000 Administrative	\$ 80,369.89	\$ 64,177.00	\$ 16,192.89	125.23%

Friends Congregational Church UCC
Budget vs. Actuals: Operating FY14 P&L - FY14 P&L

January - December 2014

	Total			
	Actual	Budget	over Budget	Budget
4000 Programs	0.00	0.00	0.00	
4010 Christian Education	0.00	0.00	0.00	
4011 Curriculum	495.79	600.00	-104.21	82.63%
4012 Supplies	362.01	225.00	137.01	160.89%
4013 Vacation Bible School	0.00	200.00	-200.00	0.00%
4014 Youth Group	194.15	300.00	-105.85	64.72%
4015 Confirmation	341.20	500.00	-158.80	68.24%
Total 4010 Christian Education	\$ 1,393.15	\$ 1,825.00	-\$ 431.85	76.34%
4020 Evangelism	0.00	0.00	0.00	
4022 B/CS Eagle	1,080.00	1,080.00	0.00	100.00%
4023 Evangelism Misc	164.26	500.00	-335.74	32.85%
4024 Radio	0.00	500.00	-500.00	0.00%
4027 Internet Advertising	141.33	700.00	-558.67	20.19%
Total 4020 Evangelism	\$ 1,385.59	\$ 2,780.00	-\$ 1,394.41	49.84%
4030 Fellowship	1,413.06	1,500.00	-86.94	94.20%
4040 Mission	0.00	0.00	0.00	
4041 Brazos Church Pantry	360.00	360.00	0.00	100.00%
4042 Mission Trip	150.00	150.00	0.00	100.00%
4043 Missions Misc	0.00	75.00	-75.00	0.00%
4044 Family Promise	274.00	350.00	-76.00	78.29%
4045 BIIN	480.00	480.00	0.00	100.00%
4046 Sustainability Team	91.52	200.00	-108.48	45.76%
4047 Wider Church Ministries	300.00	300.00	0.00	100.00%
Total 4040 Mission	\$ 1,655.52	\$ 1,915.00	-\$ 259.48	86.45%
4050 Nurture	39.27	200.00	-160.73	19.64%
4060 Spiritual Growth	50.00	300.00	-250.00	16.67%
4070 Worship	0.00	0.00	0.00	
4071 Supplies & Misc	1,648.66	1,000.00	648.66	164.87%
4072 Music Copyright	261.00	245.00	16.00	106.53%
4073 Guest Musicians	600.00	600.00	0.00	100.00%
4074 Music	2,044.46	2,000.00	44.46	102.22%
4075 Piano Tuning	130.00	310.00	-180.00	41.94%
Total 4070 Worship	\$ 4,684.12	\$ 4,155.00	\$ 529.12	112.73%
Total 4000 Programs	\$ 10,620.71	\$ 12,675.00	-\$ 2,054.29	83.79%
5000 Trustees	0.00	0.00	0.00	
5010 Building & Property	0.00	0.00	0.00	
5011 Mowing Services	4,800.00	4,800.00	0.00	100.00%
5012 Pest Control	450.00	900.00	-450.00	50.00%
5013 Repairs & Maintenance	1,992.46	2,500.00	-507.54	79.70%
5014 Supplies	437.54	500.00	-62.46	87.51%
5015 Custodian	13,091.00	13,092.00	-1.00	99.99%
5016 Playground Equipment	834.78	1,000.00	-165.22	83.48%
5017 HVAC Maintenance	0.00	800.00	-800.00	0.00%
Total 5010 Building & Property	\$ 21,605.78	\$ 23,592.00	-\$ 1,986.22	91.58%
5020 Guest Ministers	375.00	750.00	-375.00	50.00%
5040 Payroll Taxes	2,648.13	1,808.00	840.13	146.47%
5050 Personnel Advertising	133.00	100.00	33.00	133.00%
5070 Stewardship	174.18	400.00	-225.82	43.55%
5080 Member-in-Discernment Support	1,200.00	1,200.00	0.00	100.00%

Friends Congregational Church UCC
Budget vs. Actuals: Operating FY14 P&L - FY14 P&L

January - December 2014

	Total			
	Actual	Budget	over Budget	Budget
5100 Personnel	0.00	0.00	0.00	
5110 Pastor	0.00	0.00	0.00	
5111 Salary	29,472.00	29,472.00	0.00	100.00%
5112 Parsonage	29,472.00	29,472.00	0.00	100.00%
5113 Pension	6,094.93	6,023.00	71.93	101.19%
5114 403b	1,642.68	1,643.00	-0.32	99.98%
5120 Continuing Education	181.50	600.00	-418.50	30.25%
5121 Health Insurance	5,162.22	5,124.00	38.22	100.75%
5122 Life Insurance	483.96	484.00	-0.04	99.99%
5123 Mileage	1,054.48	2,000.00	-945.52	52.72%
5124 Professional Expenses	479.96	600.00	-120.04	79.99%
5125 Pastor Discretionary Fund	523.92	500.00	23.92	104.78%
5126 Other Travel Expenses	261.24	1,000.00	-738.76	26.12%
Total 5110 Pastor	\$ 74,828.89	\$ 76,918.00	-\$ 2,089.11	97.28%
5140 Wages	0.00	0.00	0.00	
5141 Administrative Assistant	15,600.00	15,600.00	0.00	100.00%
5142 Childcare workers	2,168.21	4,200.00	-2,031.79	51.62%
5143 Director of Music Ministries	10,938.96	10,939.00	-0.04	100.00%
5144 Pianist	4,458.52	6,344.00	-1,885.48	70.28%
Total 5140 Wages	\$ 33,165.69	\$ 37,083.00	-\$ 3,917.31	89.44%
Total 5100 Personnel	\$ 107,994.58	\$ 114,001.00	-\$ 6,006.42	94.73%
Total 5000 Trustees	\$ 134,130.67	\$ 141,851.00	-\$ 7,720.33	94.56%
Total Expenses	\$ 225,121.28	\$ 218,703.00	\$ 6,418.28	102.93%
Net Operating Income	\$ 11,062.96	-\$ 3,985.00	\$ 15,047.96	-277.62%
Net Income	\$ 11,062.96	-\$ 3,985.00	\$ 15,047.96	-277.62%

Friends Congregational Church UCC
Budget vs. Actuals: Operating FY14 P&L - FY14 P&L

January - December 2014

	Total		
	Actual	Budget	over Budget
RESTRICTED FUNDS			
2300 Restricted Income	0.00	0.00	0.00
2310 One Time	25,021.34	0.00	25,021.34
2320 Heifer Project	663.66	0.00	663.66
2340 Slumber Falls	1,360.00	0.00	1,360.00
2350 Capital Campaign	152,682.01	0.00	152,682.01
Total 2300 Restricted Income	\$ 179,727.01	\$ 0.00	\$ 179,727.01
9000 Restricted Fund Disbursements	0.00	0.00	0.00
9010 One Time	10,387.89	0.00	10,387.89
9020 Heifer	767.22	0.00	767.22
9040 Slumber Falls	1,659.34	0.00	1,659.34
9050 Capital Campaign	258,783.68	0.00	258,783.68
9060 BBQ	2,752.63	0.00	2,752.63
Total 9000 Restricted Fund Disbursements	\$ 274,350.76	\$ 0.00	\$ 274,350.76
2400 SCC (5 for 5) Collections	0.00	0.00	0.00
2410 Christmas Fund	1,880.83	0.00	1,880.83
2420 Neighbors In Need	1,169.75	0.00	1,169.75
2430 OCWM	0.00	0.00	0.00
2440 OGHS	759.05	0.00	759.05
2450 Strengthen the Church	391.00	0.00	391.00
Total 2400 SCC (5 for 5) Collections	\$ 4,200.63	\$ 0.00	\$ 4,200.63
9500 SCC (5x5) Disbursements	0.00	0.00	0.00
9510 Christmas Fund	763.50	0.00	763.50
9520 Neighbors in Need	1,164.75	0.00	1,164.75
9540 OGHS	759.05	0.00	759.05
9550 Strengthen the Church	391.00	0.00	391.00
Total 9500 SCC (5x5) Disbursements	\$ 3,078.30	\$ 0.00	\$ 3,078.30

**CONSTITUTION
FRIENDS CONGREGATIONAL CHURCH
UNITED CHURCH OF CHRIST
College Station, Texas**

Adopted: 2/3/79; Amended 1/16/83, 1/20/85, 1/22/89, 5/18/91, 11/20/94, 6/23/99, 6/27/04, 9/21/08, 6/23/13, 5/17/15

ARTICLE I: NAME

The name of this Church will be Friends Congregational Church, United Church of Christ, located in College Station, Texas.

ARTICLE II: PURPOSE

The purpose of this church is to gather people of diverse backgrounds to celebrate our love of God with joy, enthusiasm, and faith. We desire to remember old traditions and affirm our new creations and to invite others to share mutual gifts.

ARTICLE III: POLITY

SECTION A. AFFILIATION WITH NATIONAL CHURCH

This Church will be a part of the United Church of Christ and it will sustain that relationship to the United Church of Christ described in those portions of the Constitution and by-laws of the United Church of Christ, adopted July 4, 1961, and as subsequently amended, relating to local churches.

SECTION B. GOVERNANCE

The government of this Church is vested in its members, who exercise the right of control in all of its affairs, subject, however to the Laws of the State of Texas relating to ecclesiastical corporations.

ARTICLE IV: MEMBERSHIP

SECTION A. REGULAR MEMBER

1. Any person desiring to join in the ministry of this church, embracing the purpose as stated in Article II, may be admitted to membership by Confirmation, Adult Baptism, Letter of Transfer from another Church, or Reaffirmation of Faith.

2. All members are encouraged to take part in the joy and fellowship of congregational life and share in the responsibility of supporting the work and mission of the Church.

SECTION B. ASSOCIATE MEMBER

Associate membership may be extended to students in higher education during their period of study or to others for a period not to exceed one year. Associate members have the same rights, privileges, and responsibilities as full members.

ARTICLE V: ADMINISTRATION

SECTION A. GOVERNANCE

The governing body of this Church will be the membership of the Church assembled in a Congregational Meeting.

SECTION B. CONGREGATIONAL MEETING

There will be at least three Congregational Meetings each year. In June, the Congregation will (1) elect officers and (2) receive the annual report. In September, the Congregation will be presented with an estimated Annual Statement of Faith and Mission (estimated budget) for the following year. In December, the Congregation will be presented with an official Annual Statement of Faith and Mission (budget) for approval by vote. If scheduling conflicts prevent a congregational meeting during these specified months, the Church Council will establish a meeting date on the nearest available month.

SECTION C. QUORUM

A quorum will consist of FIFTEEN PERCENT (15%) of the members of the church. The number for the quorum will be established each year at the time the official count is sent to the national church.

SECTION D. DECISION MAKING

A majority of all votes cast will decide matters and elections except for the following which will require a two-thirds (2/3) majority of those voting: calling or dismissing a Pastor; calling or dismissing an Associate Pastor; removing any chairperson, or other elected officer; amending the Constitution; buying, selling, transferring, mortgaging, or otherwise encumbering real property of the Church.

ARTICLE VI. CHURCH COUNCIL**SECTION A. FUNCTION**

The Church Council will be the policy making and visioning body of the Church.

SECTION B. MEMBERSHIP

The Church Council will consist of the Moderator, Vice Moderator, Deputy Moderator for the Board of Trustees, Deputy Moderator for Programs, Church Council Secretary, Treasurer, and two Congregational Representatives

ARTICLE VII. BOARD OF TRUSTEES**SECTION A. FUNCTION**

The Board of Trustees will have oversight over the building and property. The Board of Trustees will submit an Annual Statement of Faith (budget) for approval by the Congregation at a Congregational Meeting.

SECTION B. MEMBERSHIP

The Board of Trustees will consist of the Deputy Moderator as Chairperson, Financial Secretary, Youth Representative, Chairs of Stewardship, Property, and Personnel Ministries.

SECTION C. AUTONOMY

The Board of Trustees reports to the Church Council. Any action will be in accordance with established purpose and goals of the Church. All meetings are open, except when addressing personnel issues.

ARTICLE VIII. PROGRAMS MINISTRY**SECTION A. FUNCTION**

The Programs Ministry will serve as the scheduling and coordinating body for the ministry and activity life of the church.

SECTION B. MEMBERSHIP

The Programs Ministry Team will consist of the Deputy Moderator as Chairperson, Youth Representative, and Chairpersons of the following Ministries: Christian Education, Justice and Missions, Worship, Evangelism, Spiritual Growth, Fellowship, and Nurture. Leaders of church-wide events and other groups are invited to send representatives as appropriate.

SECTION C. AUTONOMY

The Programs Ministry Team reports to the Church Council. Any action will be in accordance with established purpose and goals of the Church. All meetings are open.

ARTICLE IX. PASTOR

The Pastor will be ordained, with standing in the United Church of Christ, and will be a member of the Congregation. The Pastor will be the spiritual leader of the Congregation and will administer the program of the Church in cooperation with and support of the Associate Pastor, other church staff, officers, ministries/committees, and Church membership. The Pastor will be a member, ex-officio, without vote, on all ministries/committees.

ARTICLE X. ASSOCIATE PASTOR

The Associate Pastor will be ordained, with standing in the United Church of Christ, and will be a member of the Congregation. The Associate Pastor will provide spiritual support to the Congregation and will assist in administering the program of the Church in cooperation with the Pastor, other church staff, officers, ministries/committees, and Church membership. The Associate Pastor will be a member, ex-officio, without vote, on any assigned ministries/committees.

ARTICLE XI. PASTORAL RELATIONS MINISTRY**SECTION A. FUNCTION**

The Pastoral Relations Ministry exists to support, assist, and evaluate the Pastor and Associate Pastor.

SECTION B. MEMBERSHIP

Each of the Pastoral Relations Ministry Teams will consist of an equal number of members appointed by the Church Council and elected by the Congregation.

ARTICLE XII. DISSOLUTION

In the event of dissolution of the Congregation, its remaining assets, if any, shall vest with the South Central Conference of the United Church of Christ.

ARTICLE XIII. AMENDMENTS

The By-Laws may be amended by majority of those present and voting at any Congregational Meeting called for the purpose of amendment. The Constitution may be amended by two-thirds (2/3) majority of those present and voting at any Congregational Meeting called for the purpose of amendment. Proposed amendments will be a part of the notice of the Meeting at which they are to be considered.

**BY-LAWS
FRIENDS CONGREGATIONAL CHURCH
UNITED CHURCH OF CHRIST
College Station, Texas**

Adopted 6/23/99, Amended 6/27/04, 9/21/08, 5/10/10, 12/11/11, 6/23/13, 5/17/15

ARTICLE I. OBLIGATION TO UNITED CHURCH OF CHRIST

SECTION A. WIDER CHURCH

The Congregation shall regularly contribute toward the work and mission of the United Church of Christ, the South Central Conference, and the Heart of Texas Association.

SECTION B. DELEGATES TO WIDER CHURCH

The appropriate number of delegates and alternates from this Congregation, as indicated by the Constitution and the by-laws of the South Central Conference and the Heart of Texas Association, shall be appointed by the Church Council.

ARTICLE II. MEETINGS

SECTION A. CONGREGATIONAL MEETINGS

A Congregational Meeting to elect officers and receive the Annual Report will be held prior to July 1, the start of the Church year. (The Church year runs July 1 – June 30. The fiscal year coincides with the calendar year of January 1 – December 31.)

SECTION B. NOTICE OF MEETINGS

Notice of the Congregational meetings, including their purpose, will be given in writing at least two weeks in advance and will be announced during worship services preceding the meeting.

SECTION C SPECIAL CONGREGATIONAL MEETINGS

A Special meeting of the Congregation may be called at any time by the Church Council or by ten (10) members of the Congregation by petition to the Moderator. The meeting will be held within three weeks of the presentation of the petition to the Moderator. No other business will be transacted except that for which the meeting was called.

SECTION D. VOTING PRIVILEGE

Members of the Church present at a meeting will be entitled to vote. Absentee balloting may be available at the discretion of the Church Council.

SECTION E. OPEN MEETINGS

Any Church member may attend any Church meeting (excluding Pastoral Relations, and in discussions of personnel issues) in a non-voting capacity and may participate in any and all discussions.

ARTICLE III. ELECTIONS

SECTION A. SCHEDULE FOR ELECTIONS

At a Congregational Meeting, the Church membership will elect officers. The following schedule will be followed:

Even Years

Congregational Representative
 Deputy Moderator Trustees
 Treasurer
 Stewardship Chair
 Personnel Chair
 Youth Representative Trustees
 Youth Representative Programs
 Worship Chair
 Evangelism Chair
 Nurture Chair
 Justice & Mission Chair
 Pastoral Relations Rep.
 Assistant to the Treasurer

Odd Years

Moderator
 Vice Moderator
 Deputy Moderator Programs
 Secretary
 Congregational Representative
 Property Chair
 Financial Secretary
 Spiritual Growth Chair
 Youth Representative Programs
 Youth Representative Trustees
 Christian Education Chair
 Fellowship Chair
 Pastoral Relations Rep.

SECTION B. TERM OF OFFICE

The term of office for all elected officers will be two (2) years and will begin on July 1 following their election, excepting Youth Representatives who serve for one (1) year terms. No person will be elected to any one position for more than one (1) term [two (2) consecutive years]. If appointed to fill an unfilled term, that person may be elected for one (1) additional term (for a maximum of four years total).

The term of office for all elected Church Council positions will be two (2) years and will begin on July 1 following their election. The same Church Council position may not be held for longer than one (1) term with the exception of the Treasurer. The Treasurer position may be held for two (2) consecutive terms.

SECTION C. LIMITATIONS OF SERVICE

No member of the Church will hold more than one elected position at a time, with the exception of members of the Pastoral Relations Ministry Team.

ARTICLE IV. NOMINATING COMMITTEE**SECTION A. PURPOSE**

The purpose of this committee is to present a slate of candidates to the church membership at a Congregational Meeting.

SECTION B. MEMBERSHIP

Nominating Committee will consist of the out-going Congregational Representative, who convenes and chairs the Nominating Committee, and two other members appointed by the Church Council (who are not currently on the Church Council), and the Pastor or Associate Pastor as an ex-officio member.

ARTICLE V. CHURCH COUNCIL

SECTION A. QUORUM

A quorum will consist of five (5) VOTING members.

SECTION B. CREATION OF AD HOC GROUPS

The Church Council will have the authority to create any ad-hoc group for the purpose of examining special issues of concern and taking action in accordance.

SECTION C. VACANCIES IN POSITIONS

The Church Council will fill any vacancies that may occur in the offices of the Church for the remaining term.

SECTION D. OPEN MEETINGS

The Church Council may not hold closed meetings for any purpose, except in the case of sensitive personnel issues.

SECTION E. DUTIES OF MEMBERS OF CHURCH COUNCIL

1. The Moderator will set the agendas and preside at meetings of the Church Council and all Congregational Meetings.
2. The Vice Moderator will assist the Moderator as necessary and will be Moderator Elect for the term immediately following.
3. The Deputy Moderator of the Board of Trustees will (1) act as Chairperson of that Board (2) serve as a liaison to the Church Council from the Board of Trustees, and (3) work with Stewardship Ministry Chair in proposing the annual Statement of Faith and Missions (budget).
4. The Deputy Moderator of the Programs Ministry will (1) act as Chairperson of the Programs Ministry Team, (2) serve as a liaison to the Church Council from the Programs Ministry, and (3) be responsible for ensuring leadership for major whole-church activities.
5. The Church Council Secretary will announce dates of Church Council and Congregational Meetings, will keep an accurate record of the meetings of the Church Council and all Congregational Meetings of the church, and make minutes available to the Congregation.
6. The Treasurer will be responsible for (1) the disbursement of all funds as authorized in the Statement of Faith and Missions (budget), by the Board of Trustees or by the Church Council, (2) keeping accurate records and submitting a written report to the Church Council at each monthly meeting, (3) maintaining monthly/quarterly/yearly payroll records, (4) providing W-2s to church and church related employees, (5) maintaining all financial records for IRS/Social Security according to applicable federal and state laws, and (6) coordinate with the Stewardship Ministry Chair, Financial Secretary, and other Ministry Chairs to propose a Statement of Faith and Mission (budget) to be presented to the Board of Trustees. The Treasurer will become the Assistant Treasurer at the end of his/her term.
7. The Assistant to the Treasurer will be responsible for (1) helping the incoming treasurer learn the responsibilities of the Treasurer position and (2) remain on the bank signature card in order to act in the absence of the Treasurer.
8. The Congregational Representatives will serve as a voice for members of the Congregation for all deliberations of the Church Council. The Congregational Representative whose term is ending that year, will convene and chair the Nominating Committee.

ARTICLE VI. BOARD OF TRUSTEES

SECTION A. RELATIONSHIP TO CHURCH COUNCIL

The Board of Trustees reports to the Church Council. The Board of Trustees will seek the counsel of the Church Council for questions or concerns about established policy.

SECTION B. QUORUM

A quorum will consist of three (3) members of the Board of Trustees.

SECTION C. DUTIES OF MEMBERS OF BOARD OF TRUSTEES

1. All individual Board of Trustees Ministries will report to and seek the counsel of the Church Council for questions or concerns about established policy.
2. The Stewardship Ministry Chair will: (1) coordinate the annual stewardship program, (2) coordinate the Wider Church Offerings, and (3). assist the Treasurer with a proposed Statement of Faith and Mission (budget) to be presented to the Board of Trustees
3. The Financial Secretary will: (1) monitor deposits of all monies, contributions, and payments to the Church, (2) provide weekly bank receipts of deposits with breakdowns to the Treasurer, (3) reconcile the Church's financial records on a monthly basis, (4) confidentially keep records of pledges, and (5) provide quarterly reports of giving to members and friends of the Congregation.
4. The Property Ministry will be responsible for the maintenance and operation of any and all facilities and properties of the Church.
5. The Personnel Ministry will: (1) make hiring recommendations to the Church Council for positions authorized by Church Council (e.g. custodian, staff assistant, child care worker, Director of Music Ministries, and pianists), (2) develop and maintain job descriptions for all non-pastoral positions, (3) staff the nursery, (4) evaluate job performance on an annual basis, (5) make wage/salary recommendations annually to the Stewardship Ministry Chair for consideration in the Statement of Faith and Missions, and (5) verify compliance with the UCC anti-harassment policy, including obtaining background checks.
6. The Youth Representative will provide a youth perspective to all deliberations of the Board of Trustees.

ARTICLE VII. PROGRAMS MINISTRY

SECTION A. RELATIONSHIP TO CHURCH COUNCIL

The Programs Ministry reports to the Church Council. The Programs Ministry will seek the counsel of the Church Council for questions or concerns about established policy.

SECTION B. QUORUM

A quorum will consist of at least five (5) voting members of the Programs Ministry.

SECTION C. DUTIES OF MINISTRIES

1. All individual Programs Ministries will report to and seek the counsel of the Programs Ministry for questions or concerns about established policy.
2. The Christian Education Ministry will: (1) oversee educational programs for children and youth such as Sunday School, Vacation Bible School, Nursery, Youth Group, and other programs as they are developed, (2) recruit and train leaders for these programs, and (3) obtain any necessary materials and supplies for Christian Education.

3. The Evangelism Ministry will lead and equip the Congregation in reaching out to visitors and the community to share in the life of the Church. The Evangelism Ministry will be responsible for community visibility of the Church.
4. The Nurture Ministry will assist and coordinate the care and nurture of Church members and friends of the Congregation.
5. The Fellowship Ministry will lead, develop, and promote the fellowship life of the Congregation.
6. The Worship Ministry will cooperate with the Pastor in developing worship services for the Congregation. The Worship Ministry will co-ordinate with the Personnel Ministry Chair in staffing the Director of Music Ministries position. The Director of Music Ministries will be an ex-officio member of the Worship Ministry.
7. The Spiritual Growth Ministry will assist and co-ordinate spiritual growth opportunities such as adult Sunday School, theology and book discussion groups, activities, and literature.
8. The Justice and Missions Ministry will extend the work of the Church to the community and the world through education on social justice issues and service projects and offerings.
9. The Youth Representative will provide a youth perspective to all deliberations of the Programs Ministry.

ARTICLE VIII. OTHER PROGRAMS OF THE CHURCH

SECTION A. RELATIONSHIPS TO THE CHURCH

The Church may enter into relationships with outside programs or organizations. These organizations are fiscally accountable through the Church Council. They will have on file a Statement of Purpose and will report at least annually to the Church Council. They cannot encumber debt in the name of Friends Congregational Church. If the programs or organizations dissolve, they are responsible for resolving any outstanding debts with the Church. Outstanding assets will be dispersed through agreement with the entity's officers and the Church Council.

ARTICLE IX. PASTORAL RELATIONS MINISTRY

SECTION A. COMPOSITION AND TERM OF OFFICE

The Pastoral Relations Ministry Pastorate Team will consist of four members. Two will be appointed by the Church Council and two elected by the Congregation. The Pastoral Relations Ministry Associate Pastorate Team will consist of four members. Two will be appointed by the Church Council and two elected by the Congregation. The term of office for members of each team is two (2) years with one appointed and one elected member taking office each year.

SECTION B. DUTIES

Each respective Pastoral Relations Ministry team will serve as an advocate of the ministry and as a confidant of the Pastor and Associate Pastor so as to anticipate and resolve problems that might arise as well as work with the Pastor and Associate Pastor to permit that individual to grow and mature with the Congregation. The ministry teams will seek to work with the Pastor or Associate Pastor in helping that person develop goals for the pastoral ministry and growth and development of the Church. Each ministry team will meet with the Pastor or Associate Pastor on at least a quarterly basis to discuss these goals and the hopes and aspirations of members of the Congregation. Meetings are closed due to the sensitive nature of information discussed.

SECTION C. ANNUAL EVALUATION OF PASTOR AND ASSOCIATE PASTOR

The Pastoral Relations Ministry Pastorate Team will evaluate the Pastor annually--celebrating successes and setting goals for the coming year. They will make a salary recommendation (based on guidelines from the United Church of Christ) to the Stewardship Ministry Chair for preparing the Annual Statement of Faith and Missions.

The Pastoral Relations Ministry Associate Pastorate Team, in consultation with the Pastor, will evaluate the Associate Pastor annually--celebrating successes and setting goals for the coming year. They will make a salary recommendation (based on guidelines from the United Church of Christ) to the Stewardship Ministry Chair for preparing the Annual Statement of Faith and Missions.

ARTICLE X. PASTOR

SECTION A. VACANCY

When a vacancy occurs in the Pastorate, the Church Council will appoint a Search Committee of seven (7) persons from the Church membership and will, with the cooperation of the South Central Conference, United Church of Christ, recommend to the church a suitable candidate for the position.

SECTION B. TERMINATION

The termination of Pastoral duties may be effected by Congregational vote or by the Pastor upon ninety (90) days written notice. The requirement of the ninety days may be waived by mutual consent of the Pastor and the Church Council.

ARTICLE XI. ASSOCIATE PASTOR

SECTION A. VACANCY

When a vacancy occurs in the Associate Pastorate, the Church Council will appoint a Search Committee of seven (7) persons from the Church membership and will, with the cooperation of the South Central Conference, United Church of Christ, recommend to the church a suitable candidate for the position.

SECTION B. TERMINATION

The termination of Associate Pastoral duties may be effected by Congregational vote or by the Associate Pastor upon ninety (90) days written notice. The requirement of the ninety days may be waived by mutual consent of the Associate Pastor and the Church Council.