

**FIRST CHURCH IN
SWAMPSCOTT,
CONGREGATIONAL**

ANNUAL REPORT

2016-2017

ANNUAL REPORTS
2016-2017

Chair of the Church Council Report	1
Congregational Meeting Minutes	5
Senior Minister's Report	9
Treasurer's Report with Financial Reports	13
Discernment Team for Holly Brauner Report.....	18
Finance Team Investment Report.....	19
Stewardship Team Report	20
Christian Education Committee Minister's Report.....	21
Missions Ministry Report.....	23
Planned Giving Team Report.....	25
Retired Men's Group/Property Committee Report	26
Music on the Terrace Team Report.....	27
Director of Music Ministry Report.....	28
First Church Nursery School Report.....	30
Flower Committee Report.....	32
Faithful Friday Folders Team Report.....	33
Church Statistic's Report.....	34

**CHAIR OF THE CHURCH COUNCIL REPORT
ANNUAL REPORT
JUNE 2017**

The initial members of the first Church Council for fiscal year 2016-2017 were:

Jim Kinchley – Chairperson
Holly Brauner – Vice Chairperson
Lorraine Follis – Clerk
Karen Pagnotti – Treasurer
Jennifer Reames – Nursery School Liaison
Michelle Steingiser
Isabel Park
George Potts Brown
Pastor Ian Holland – Ex. Officio

At our special Congregational meeting held on September 18, 2017, the council nominated changes and the congregation approved the following:

Jim Kinchley - Chairperson
Michelle Steingiser - Clerk
David Silva – Treasurer (New)
Jennifer Reames - Nursery School Liaison
George Potts (retired 3/17)
Diane Pagnotti (New)
Karen Rose Brown (New)
Elaine Clark (New)
Bill Key (New)
Rev. Ian Holland (Ex. Officio)

The Council shares our thanks for Michelle Steingiser's service, as she retires effective this meeting. Michelle has been a great contributor to the council, and was quite gracious in stepping up as the Clerk too. Fear not, Michelle will continue to make great contributions as a church leader in joining the "Completing the Circle" team. It should also be noted, the Council recently voted to make Karen Brown and Elaine Clark Co-Vice Chairs of the Council!

The Council today is nominating two new church members to join the Council, to replace Michelle and George Potts, who had retired in cycle for schedule conflict reasons. We ask the congregations vote of support for adding Dan Ryan and Dale Orzalli to the 2017-2018 First Church Council. We also ask that the congregation approve by written ballot, the nomination of Elaine Clark as Clerk of Council.

It should also be noted: At our special Congregational meeting held on September 18, 2017, the Council recommended and the congregation approved of our revised By-Laws, which were edited to accommodate our governance change from standing committees to a more flexible team structure. The Council also recommended that the By-laws include addendums 1 and 2, for the Finance Team Policy Document 2016 and the First Church Nursery School Policy 2013, respectively. The congregation also authorized the creation of a United Church Funds account as an Endowment Fund for Hazel Inkpen's and Johanna Young's bequests.

For Fiscal year 2016-2017 the council met every month, normally on the 3rd Wednesday of the month. We continued having our meeting hosted by council members on a rotating basis, which continues to allow us to get to know each other better, creates an atmosphere of “safe” sharing, enables more informal hospitality. We begin every meeting, religiously, with

As you are likely to hear from the “Communications/Web Development Team”, we plan to include Council minutes in the new website as it is rolled out, and to include a link to those pages in the “This Week at The First Church” weekly email. In the interim, one copy of Council meeting minutes are available in a binder on the Opportunities Table. Electronic copies are available upon request to Kathy in the church office, or to Jim Kinchley.

Early in the fiscal year, the Council renewed its study of the “Completing the Circle” methodology, as a prospective process for accessing our ministries, and evaluating potential new ministries. The Council largely completed reading the book, and in October, agreed on initiating the process with the congregation.

Consequently, our November 12th church retreat, was largely centered on identifying the ministries that energized the congregation most. The most popular ministries will be the basis for the cottage meetings we'll start hosting shortly, and run through the year, and likely beyond.

A “Completing the Circle” team has been assembled, and will be participating in the first cottage meeting themselves shortly, to assess and plan for rolling out subsequent meetings for the congregation. The intention is to have multiple cottage meetings scheduled around very popular ministries, like worship and music, while potentially having just one or more targeted ministries, like youth education.

Subsequent meetings led to listing topics for our “Completing the Circle” cottage meetings, including; Youth ministry. people’s participation/ engagement in the general ministries of the church, our role in the community—are we making a difference, communication (formal and informal, what about the service keeps people coming, why do some people not return, and connectivity within the congregation...stay tuned.

The Council also spends a fair amount of time discussing how to share information between groups more effectively. We concur that the Big Brunch Sunday’s are good vehicles for such communication, but that there remains room for improvement, including around long-standing events, where new comers might like to chip in. We ended up approving around \$7,000 for design and upkeep on a new web site that we envision becoming a key to better communications too.

In December the Council deliberated on the Men’s Group’s work and recommendations for our physical plant. Funds for updating technical specifications and digital drawings will enable moving forward with planning and quoting a variety of structural issues of concern, including the fire detection system and the physical structure at the front steps to the sanctuary and the back wall adjoin the nursery school. Further deliberation, and expenditure approvals, will likely roll out of Council in the months ahead. Special thanks to Jim Scofield, and others, for his tireless work on this projects.

As Council Chairperson, I would like to thank each and every Council member for their participation this past year. It has been an amazing Council. Any of you that are contemplating volunteering, please talk to any of our Council Members, past or present.

Respectfully submitted,
Jim Kinchley

2016 ANNUAL MEETING MINUTES

June 12, 2016

Attendance 41 people

Pastor Ian led us in prayer to open at 11:55 AM

- Karen Pagnotti led off with treasurer's report. (see hand out for Financial status)
 - Nursery school rent going up for this coming year
 - Church fair prediction staying at 10K
 - Staff raise of 1.5%
 - Youth ministry went well this year – Maintaining budget for next year
 - Chimes removed from steeple and they are going to the Phil Harmonic
 - Large amount of money will be needed for long term maintenance of this building this year
 - Deficit for this year of -\$9820 – next year it estimated to be a lower deficit
 - No questions at budget
- Motion made to accept finance report by Sharon Thomas, 2nd by Bill Brauner
 - Unanimously approved
- Jim Kinchley announced that anyone wants more time to review the financial numbers let him know and we can have another meeting in Library after church
- Don Fullerton spoke on Planned giving
 - Started off by reading the planned giving report included in the Annual meeting packet
 - Many people have given Annuities and Donations throughout the years. Total on hand at this time is \$201,140.17
 - Don thanks everyone for their generosity and consideration in giving.
 -
- Sue Burgess spoke regarding missions.
 - Bring is a speaker to talk about helping refugees
 - Our church has joined forces in the community and there are several events and outreach planned.

- Shepherding team newly formed – Michelle Steiniger
 - Formed to help Pastor Ian create the beloved community
 - Trying to help people take leadership positions
 - Started off the fundraiser for the Youth Ministry and got people to lead the effort.
 -
- Karen Pagnotti speaking on Finance team in lieu of Aaron Reams. She read the report included in the Annual meeting package.
 - Bylaws being worked on Dan Ryan. If interested, see Dan
- Jim Scofield spoke for the Retired men's group
 - Looking into more protection for the church
 - Chimes – was responsible for the research regarding their removal and they found the Philadelphia Phil Harmonic to take them
 - Now that Chimes are removed we found problems in the steeple that need to be repaired. Found an expert to come in and review our situation. Metal work will need to be done, Girders to be investigated for corrosion. Baffling's used for chimes needs to be removed and screening needs to be looked into. No estimate at this time.
 - Choir room ceiling leak – been a problem for quite a while. Found corrosion so needs to be reviewed. We will also need to replace the bluestone in front of the church, the water is flowing in at that point. No cost estimate at this time, until estimate is done when the bluestone is taken up.
 - Back parking lot, sink holes where drains are. Cracking evident, all this will need to be replaced this summer while Nursery school is in hiatus.. Approx. 13K at this time, but could change if further problems are found.
 - Stockade around dumpster needs to be replaced – approx 1.3K
- Sharon Thomas spoke on HFH – Food Fair held on Feb 6th..
 - 15% of proceeds of Silent auction was
 - Vote taken to renew habitat covenant of \$7000. Unanimously approved
- Motion made to accept minutes from 2015, 2nd by Bruce Whear.
 - Unanimously approved

Jim spoke of the council. Named all the members, and also read the name of the people who are leaving. Leaving are:

- Lorraine Follis, Clerk
- Karen Pagnotti, Treasurer
- Isabel Park, Representative

Replacements are not found at this time. Jim is encouraging anyone interested can attend our meetings over the summer. Present council has agreed to serve thru fall of 2016. Jim did ask for volunteers, but no one volunteered.

Motion to adjourn by Bruce Whear, 2nd by Isabel Park; Unanimously approved and meeting closed at 12:37 PM

Respectively submitted,

A handwritten signature in blue ink that reads "Lorraine D. Follis". The signature is fluid and cursive, with "Lorraine" and "D." on the first line and "Follis" on the second line.

Lorraine Follis, Clerk

SPECIAL CONGREGATIONAL MEETING
January 29, 2017

1. Vote on the bylaws a. Jim Kinchley shared excerpts from the bylaws and summarized the document b. Jim opened the floor to anyone who wanted to share any changes with the congregation c. Pastor Ian recognized Jack Casteel for his work on this document d. Motion to accept: Bruce Whear e. Second: Holly Brauner f. Discussion: Jim Kinchely proposed deletion of the duplicate paragraph on page 5, Section 3, Finance Team g. Vote: motion passed unanimously
2. Finance Report by David Silva, Treasurer a. David thanked the congregation for their commitments of time, talent, and treasure b. An end of year giving statement was mailed to each home address. Contact Cathy if there are any errors. c. A summarized Mid-Year Financial Summary was shared with the congregation. David brought the following to the attention of the congregation: the annual budget, the income total, and the total expenses, as of December 31, 2016. d. Information was shared about Hazel Inkpen's gift to the church of \$927,000 (Thurza McKinley Inkpen Fund). David clarified that the church can only use the income generated by the investment of these funds. e. David opened the floor for questions from the congregation. No questions were raised.
3. Other business a. Jim Kinchely shared information about Stewardship. He reminded the congregation to fill out their commitment cards. b. Question: Clarke Orzalli asked, "Will we have a stewardship drive this year?" i. Jim responded that we did, earlier this year. ii. Clarke commented that it was passive. iii. Jim invited more people to join the team. Clarke Orzalli and David Foye both volunteered.
4. Motion to adjourn the meeting: David Silva a. Second: Barbara Gherzi b. No discussion. c. Vote: motion passed unanimously
5. Church meeting ended at 12:05pm and the Big Brunch meeting immediately followed.

ANNUAL REPORT OF THE SENIOR MINISTER
REV. IAN M. HOLLAND
2016 – 2017

Dear Church,

The occasion of the annual report always puts me in a reflective mood. What happened in the past 12 months? Was our ministry fruitful? What are the important stories and events of this past year at First Church? How is God working among us and leading us? And it invites some pondering about the year ahead.

Time is flying by. It hardly seems like 12 months since my last report. And yet on reflection, so many different and important moments filled the year, no wonder the time passed so quickly. There always seems to be something going on in and around our church life – worship – concerts – fairs – events – campaigns - mission projects. We have had great leadership from Chairman Jim Kinchley and the members of the Church Council, from Director of Music Ministries Patty Clarke, Cathy Vaucher our church administrator, Rev. Bill and Peg Simpsons our community ministers, and from the many leaders and members of all our ministry teams. Day in and day out – Cathy Vaucher works steadfastly and patiently with me (and everyone else) to maintain the business operations of the church on an even keel...not an easy thing! I am so thankful for sexton Bill Durocher and the members of our Tuesday group who take wonderful care of our building and grounds. Our Nursery School is humming on all cylinders, with waiting lists for every classroom, and it is filled with the smiles and laughter and love of so many children and our fantastic staff. Director Ann McKean is a gift from God indeed! I also want to acknowledge Warren Sawyer who has been a great partner in our monthly worship ministry at Bertram House.

In the year ahead – the Council is chartering a new ministry team to lead the whole congregation through a broad and inclusive process of review and reflection on all aspects of our church life. This process is called **“Completing the Circle.”** These important conversations will help us into a deeper understanding of God’s call for us, and to lead us to a more focused sense of ministry, mission and vision for the years to come. How might we be called to change and grow to meet the challenges and joy of the Gospel in our midst?

It feels like we have more people in Sunday worship these days. The current weekly average to-date for 2017 is 95 people on Sundays, but of course it fluctuates quite significantly week to week from the heights of Easter to the lows

of early January. But the weekly average has gone up a little from 90 in recent years past. I want to emphasize how important it is for folk to participate in worship on a regular basis, not only as witness and strengthening of your own personal faith, but to help the rest of us, to pray with the rest of us, to sing with the rest of us. We need your presence to be with us when we are low, and to celebrate with us when we are in good spirits. You are bearers of the image and love of God. Without you, something very important is missing.

In addition to our Sunday Morning ‘normal’ worship services – we had a number of memorable services in place of or in addition to our usual order of service in 2016/2017. We remembered the 15th anniversary of September 11, 2001 with a special liturgy. In November, we had a special Requiem service with special music and liturgy for All Souls and All Saints day. In December, there was the special “Blue Christmas” Service. Ash Wednesday service was complemented in Holy Week with services for Maundy Thursday (with a delicious meal prepared by Dario.. bless you brother), Good Friday, Easter Sunrise, and Easter Sunday. Each of these special services was well attended and we had powerful music from Patty Clarke and/or David Cabral and/or additional guests.

In addition to the many gifts and visits from David Cabral (cello, violin, voice and more), Brittney Betts (trumpet, flugelhorn, and voice) was another guest artist who sang and played in a number of services and concerts. What a blessing! Indeed, music from our own choir and community and from special guests continues to be a major component of our worship life this year. Our director of Music Ministries, Patty Clark continues to be an amazing inspirational collaborator and worship leader! I thank God for her every day. Our Summer Worship program was also very strong in the variety of contributions from singers and musicians.

This year has also been unusual in the number of services that were youth-led. The services for Homecoming Sunday, Palm Sunday, and Pentecost Sunday – in addition to the early Christmas Eve were led by the youth of the church. Every part of the liturgy was led by a young person of our church. There were about 12 or more different participants in these services. They were amazing and wonderful and opened us all up to new experiences of scripture and liturgy. Homecoming was fun because the 8 kids who went to church camp that summer told us about their experiences. Palm Sunday and Pentecost Sundays were also particularly memorable for me. I am very thankful for the support and dedication of Janet Fischer who was a major leader in our youth program, and for the commitment of our parents.

The lay leadership in worship continues to develop and grow – with additional people added to the rotations for the pastoral prayer and scripture reading. We had

some lay participation in preaching as well (thanks Holly!), as well as in the opening words of welcome and call to worship. This next year I hope to deepen our bench of lay preachers and invite others to tell their stories of faith and experiences of the Holy in their lives.

11 of our teenagers participated in an innovative and creative collaboration with Salem Tabernacle church in a joint Confirmation program. This was one of the most significant and rewarding experiences of my ministry to date, as well as being really hard and wonderful work. I can't tell you how much I appreciate all the church volunteers who provided support, meals, and slept-over on hard floors for each our four overnight Confirmation Retreats.

Outside of our immediate community – I have become much more active in the Essex County Community Organization – an interfaith social justice organization. I went to a training and education conference in Nashville for social justice leaders; I joined the board of ECCO in January; I am the co-chair of the ECCO Clergy Caucus; and with you I continue to work hard with all my ECCO family for racial justice and equality. Many of our church members are also very excited by this hands-on, local, mission work. But we were deeply saddened indeed by the terrible murder of one of our ECCO leaders (Lenny Clement) in Lynn on Easter Sunday.

In addition to ECCO, I continue to be a leader within SURE (Swampscott Unites, Respects and Embraces diversity) a local group promoting love for all our neighbors. Last summer we held our first “Diversity Festival” on the town lawn and we are planning our next one for the last weekend in August.

On a personal note – Pamela and I are very grateful to the church for all your support and best wishes for our 25th Wedding anniversary trip to Rome, Florence and Lisbon last October. This was a powerful trip that included both typical sightseeing, as well as a pilgrimage of sorts as we sought out worship experiences in each of these cities and in the many holy places found there. And of course, we bought a house in Swampscott, renovated it, and finally were able to move in in March of this year! So we are very happy to be settled in your midst, and glad that I do not have such an onerous commute from Westford any longer!

I can hardly believe that April 22, 2017 was the fifth anniversary of my ordination at Old South, Church; And that, this coming November will complete six years of my ministry with you. One the one hand, I still feel “Brand New”, but on the other hand, it feels like I should plan take some time for deeper renewal and faith development for myself. In calling me to your service in 2010, the search committee and council at the time put in my call agreement the opportunity for me

to take a sabbatical on completion of 6 years of ministry. So together with the Council and the Shepherding team, Pamela and I are planning to take time away from Swampscott in April, May and June of 2018. I am planning for April 2018 to walk the ancient Pilgrimage trail of the Camino de Santiago - 150 miles along the Portuguese route to Santiago de Compostela in Spain. This will be followed by a week at the Festival of Homiletics in Baltimore in May, and a week away of spiritual retreat in June. I am thinking of this as a journey of Renewal in Body, mind and Soul. And of course I will need to prepare physically over the course of the year to get ready to walk 150 miles!

Thanks be to God.

ANNUAL REPORT OF THE TREASURER 2016 - 2017

During fiscal year 2017 (June 1, 2016 through May 31, 2017), there were no significant variances in the church's accounting as compared to the budget: actual expenditures have fundamentally aligned with what was projected. That said, the church has received several gifts that have significantly augmented our asset inventory, as reflected in the church's balance sheet (see below).

Income

Although tithes and offerings collected FY17 were \$12,877 below budget, this deficit was partially offset by \$4,754 collected in unbudgeted loose offering and other giving. Moreover, total congregation income for FY17 was \$5,337 lower than for the previous fiscal year.

For the upcoming year (FY18), we take a cautious view of congregation income by projecting a 10% reduction over the FY17 budget. Two welcome increases to the church's ordinary income for the coming year are a \$10,000 infusion from the Thurza MacKinley Inkpen Fund (see below) and a projected surplus from the Nursery School of \$36,000. All told, the net projected *increase* in overall income for FY18 (as compared to actual income recorded for FY17) is \$21,932.

Expenditures

Weakness in income for FY17 were partially offset by savings in expenses: the total underspend for FY17 was \$22,773. Most of these savings were realized through reduced non-salary expenses associated with the Senior Minister (-\$7,131) and significant underspending for Christian Education: Youth and Family Ministry (-\$7,824).

In estimating expenses for FY18, the core assumption was a to project a 3% increase over the FY17 budget across most categories. To the amount budgeted for Christian Education (Youth and Family Ministry) is an additional \$3,000 to fund a consultant to assess the congregation's needs and expectations in this area, who will subsequently advise the church leadership regarding future educational efforts. Projected mission costs are tied to percentages of congregation income, both to the UCC (4%) and for Discretionary Mission Costs (6%).

Net Ordinary Income

While the projected net income for FY17 was projected to be -\$29,802, the year-end balance was better than anticipated: -\$12,516. Gains from investment income will cover the FY17 deficit, as was the case in the previous year. For FY18, the

projected year-end balance is once again projected to be negative (-\$20,046), a figure grounded in conservative budget assumptions.

Other Income

During FY17, a variety of memorial gifts and bequests have been very gratefully received. These include gifts from the estate of Johanna Young and the estate of Hazel Inkpen. As indicated in the balance sheet, these gifts have significantly improved overall fiscal health of the church: we currently have \$3,012,092.23 in total assets, as compared to \$2,058,755.92 at the end of FY16 (an increase of \$953,336.31 or 46%). It is noted, however, that both gifts come with donor-specified intentions that direct how the funds may be deployed. Nevertheless, this infusion of capital will alleviate some of the concerns expressed in previous treasurer's reports about drawing down investment and endowment funds too quickly. These funds may also be used (to a limited extent) to support one-time projects important to the long-term vitality and infrastructure of the church.

Outlook

Generally speaking, the financial state of our congregation is good. Recent gifts and increased income from the Nursery School are welcome boosts to our fiscal health. At the heart of our financial vitality are generous hearts of joyful givers. The love and trust manifested by our members through their giving make possible the good works we do in our community.

On behalf of the congregation's leadership, I am ever so grateful for each gift. Thank you! Thank you! May we work together to provide exquisite stewardship of God's bounty.

Finally, I would offer thanks for Cathy Vaucher and Pastor Ian for their support and guidance during my first year as First Church treasurer. You are so appreciated!

Respectfully submitted,

David J. Silva
Treasurer

Summary Balance Sheet

			FY17	FY16	FY15
Assets	Current Assets	Checking/Savings	584,244.39	601,775.59	383,601.56
		Accounts Receivable	50.00	0.00	0.00
		Other Current Assets	<u>81,494.78</u>	<u>80,238.40</u>	<u>143,814.54</u>
	Total Current Assets		665,789.17	682,013.99	527,416.10
	Other Assets	UC Fund – Inkpen	969,562.13	0.00	0.00
		Buildings	786,643.08	786,643.08	786,643.08
		Furniture and Fixtures	54,842.84	54,842.84	54,842.84
		Noack Organ, Op. 145	472,760.00	472,760.00	472,760.00
		Land	34,951.79	34,951.79	34,951.79
		Land Improvement	<u>27,544.22</u>	<u>27,544.22</u>	<u>27,544.22</u>
	Total Other Assets		2,346,303.06	1,376,741.93	1,376,741.93
		Total Assets	3,012,092.23	2,058,755.92	1,904,158.03

**First Church in Swampscott, Congregational
Profit & Loss Budget vs. Actual**

June 2016 through May 2017 (Fiscal Year 2017)

	The year just ended (FY17)			Prev Yr (FY16)	This year (FY18)
	FY17 (Jun 16-May 17) Actuals	FY17 (Jun 16-May 17) Budget	Difference	Last Year (FY16) Actuals	Jun 17 - May 18 PROPOSED BUDGET
Ordinary Income/Expense					
Income					
41000 - Income					
41399 - Congregation Income					
41110 - Tithes & Offerings	233,683.00	246,560.00	-12,877.00	239,396.00	221,904.00
41120 - Other Giving	640.00	0.00	640.00	170.00	0.00
41210 - Loose Offering	4,114.00	0.00	4,114.00	4,208.00	0.00
41399 - Congregation Income - Other	0.00	0.00	0.00	0.00	0.00
Total 41399 - Congregation Income	238,437.00	246,560.00	-8,123.00	243,774.00	221,904.00
41999 - Other Income					
41421 - Interest Income	110.15	0.00	110.15	78.97	10,000.00
41430 - Exxon Gas Royalty	82.49	0.00	82.49	103.62	0.00
41510 - Use of Facilities					
41520 - Nursery School	23,750.00	23,750.00	0.00	20,750.00	24,000.00
41522 - Alanon	975.00	0.00	975.00	1,555.00	0.00
41523 - Kitchen Rental	3,000.00	0.00	3,000.00	2,000.00	0.00
41530 - Business Network International	1,550.00	0.00	1,550.00	2,000.00	0.00
41540 - Room Rental	5,732.50	0.00	5,732.50	3,090.00	0.00
41550 - Weddings	1,000.00	0.00	1,000.00	1,000.00	0.00
41551 - Funerals					
41553 - Funeral Income	400.00	0.00	400.00	1,300.00	0.00
51553 - Funeral Expense	-509.69	0.00	-509.69	-775.00	0.00
Total 41551 - Funerals	-109.69	0.00	-109.69	525.00	0.00
41552 - Other	25.00	0.00	25.00	50.00	0.00
41510 - Use of Facilities - Other	0.00	9,970.00	-9,970.00	0.00	9,000.00
Total 41510 - Use of Facilities	35,922.81	33,720.00	2,202.81	30,970.00	33,000.00
41610 - Church Fair					
41611 - Church Fair Income	11,234.67	10,000.00	1,234.67	13,320.48	11,000.00
51611 - Church Fair Expenses	-1,015.00			-1,422.80	-1,000.00
41610 - Church Fair - Other	0.00	0.00	0.00		
Total 41610 - Church Fair	10,219.67	10,000.00	219.67	11,897.68	10,000.00
41860 - Nursery School Surplus	4,180.00	4,180.00	0.00	0.00	36,000.00
41999 - Other Income - Other	20.00				
Total 41999 - Other Income	50,535.12	47,900.00	2,635.12	43,050.27	89,000.00
Total 41000 - Income	288,972.12	294,460.00	-5,487.88	286,824.27	310,904.00
Total Income	288,972.12	294,460.00	-5,487.88	286,824.27	310,904.00
Expense					
50000 - Ministries					
51000 - Worship and Spiritual Life					
51110 - Senior Minister	105,868.54	113,000.00	-7,131.46	108,600.75	116,390.00
51113 - Pulpit Coverage	2,250.00	2,250.00	0.00	1,500.00	2,318.00
51115 - Worship Expenses	345.67	1,250.00	-904.33	190.26	1,288.00
51210 - Director of Music	23,944.90	23,890.00	54.90	23,537.38	24,607.00
51220 - Choir, Special Musicians & exp	3,711.11	5,000.00	-1,288.89	3,589.64	5,150.00
Total 51000 - Worship and Spiritual Life	136,120.22	145,390.00	-9,269.78	137,418.03	149,753.00
52101 - Christian Education					
53210 - Youth and Family Ministry	175.60	8,000.00	-7,824.40	129.50	11,240.00
53220 - Classroom Teacher Expense	2,677.20	4,000.00	-1,322.80	2,692.56	4,120.00
53221 - Christian Ed Director Pension	0.00	0.00	0.00	0.00	0.00
53225 - Nursery Care	1,560.00	2,000.00	-440.00	2,000.00	2,060.00
53270 - Other Christian Ed Expenses	748.50	3,500.00	-2,751.50	3,502.92	3,605.00
Total 52101 - Christian Education	5,161.30	17,500.00	-12,338.70	8,324.98	21,025.00
52200 - Facilities					
52221 - Sexton	22,595.45	22,683.00	-87.55	22,347.50	23,363.00
52240 - Utilities	21,040.22	19,556.00	1,484.22	19,555.70	20,143.00
52245 - Property & Other Insurance Cost	11,964.50	12,500.00	-535.50	12,438.50	12,875.00
52250 - Exterior Maintenance	9,727.84	10,500.00	-772.16	10,327.69	10,815.00
52251 - Building Maintenance	7,972.00	10,000.00	-2,028.00	10,180.16	10,300.00
52253 - Emergency Repairs	1,580.00	1,500.00	80.00	1,819.78	1,545.00
Total 52200 - Facilities	74,880.01	76,739.00	-1,858.99	76,669.33	79,041.00
52300 - Administration					
52301 - Office Administrator	29,740.35	29,724.00	16.35	29,284.76	30,616.00
52305 - Payroll Exp and Employment Tax					
52306 - Payroll Fee	2,088.56	0.00	2,088.56	1,842.30	0.00
52308 - Payroll Taxes	5,956.08	0.00	5,956.08	5,884.36	0.00
52305 - Payroll Exp and Employment Tax - Other	0.00	7,000.00	-7,000.00	0.00	7,210.00
Total 52305 - Payroll Exp and Employment Tax	8,044.64	7,000.00	1,044.64	7,726.66	7,210.00
52307 - Workers Compensation Insurance	5,053.00	4,000.00	1,053.00	3,508.40	4,120.00

**First Church in Swampscott, Congregational
Profit & Loss Budget vs. Actual**

June 2016 through May 2017 (Fiscal Year 2017)

	The year just ended (FY17)			Prev Yr (FY16)	This year (FY18)
	FY17 (Jun 16-May 17) Actuals	FY17 (Jun 16-May 17) Budget	Difference	Last Year (FY16) Actuals	Jun 17 - May 18 PROPOSED BUDGET
52307 - Workers Compensation Insurance	5,053.00	4,000.00	1,053.00	3,508.40	4,120.00
52330 - Office Expenses	12,981.78	10,000.00	2,981.78	10,189.53	10,300.00
52350 - Office Equipment	1,292.30	2,750.00	-1,457.70	1,339.52	0.00
53310 - Fellowship					
53311 - Kitchen/Hospitality Supplies	4,270.12	5,500.00	-1,229.88	4,887.38	5,665.00
53312 - Homecoming Expenses	0.00	0.00	0.00	120.00	0.00
53313 - Church Outreach & Fellowship Grow	670.75	1,000.00	-329.25	672.58	1,030.00
53314 - Special Catering	704.96	0.00	704.96	361.20	0.00
Total 53310 - Fellowship	5,645.83	6,500.00	-854.17	6,041.16	6,695.00
Total 52300 - Administration	62,757.90	59,974.00	2,783.90	58,090.03	58,941.00
53900 - Mission Costs					
53910 - United Church Mission Dues & OCWM	9,442.12	9,865.00	-422.88	9,079.56	8,876.00
53920 - Discretionary Missions Exp	13,127.38	14,794.00	-1,666.62	10,401.73	13,314.00
Total 53900 - Mission Costs	22,569.50	24,659.00	-2,089.50	19,481.29	22,190.00
Total 50000 - Ministries	301,488.93	324,262.00	-22,773.07	299,983.66	330,950.00
Total Expense	301,488.93	324,262.00	-22,773.07	299,983.66	330,950.00
Net Ordinary Income	-12,516.81	-29,802.00	17,285.19	-13,159.39	-20,046.00
Other Income/Expense					
Other Income					
Capital Improvement					
Cap Imp/Bldg Maint Transfer	18,685.00	0.00	18,685.00	26,102.00	0.00
Capital Improvement Expenses	-18,685.00	0.00	-18,685.00	-26,102.00	0.00
Total Capital Improvement	0.00	0.00	0.00	0.00	0.00
Concert Series					
Concert Income	461.00	0.00	461.00	0.00	0.00
Concert Series Reimb/Expenses	-500.00	0.00	-500.00	0.00	0.00
Total Concert Series	-39.00	0.00	-39.00	0.00	0.00
Memorial Gifts Income					
Delena Barnard Flower Fund	1,000.00	0.00	1,000.00	0.00	0.00
Elora Craig	0.00	0.00	0.00	0.00	0.00
Wilhelmina Jackson Trust	500.00	0.00	500.00	0.00	0.00
Memorial Gifts Income - Other	0.00	0.00	0.00	0.00	0.00
Total Memorial Gifts Income	1,500.00	0.00	1,500.00	0.00	0.00
Plansoen Trust					
Plansoen Trust Transfer Income	0.00	0.00	0.00	7,325.00	0.00
Total Plansoen Trust	0.00	0.00	0.00	7,325.00	0.00
Plansoen Trust Current Year Exp					
Equipping the Saints Fund expen	0.00	0.00	0.00	-7,325.00	0.00
Total Plansoen Trust Current Year Exp	0.00	0.00	0.00	-7,325.00	0.00
Special Missions					
Offerings/Fundraising					
Alternative Gift Market	1,847.00	0.00	1,847.00	1,741.00	0.00
Christmas Offering	6,286.00	0.00	6,286.00	5,890.00	0.00
Community Cookout	1,576.45	0.00	1,576.45	1,878.50	0.00
Easter Offering	4,941.00	0.00	4,941.00	0.00	0.00
Food Pantry Income	3,975.00	0.00	3,975.00	0.00	0.00
Int'l Food Fair Proceeds	6,254.25	0.00	6,254.25	6,910.34	0.00
MA Coalition for the Homeless	750.00			0.00	
Refugee Fund	12,375.00				
SURE Fund	128.00				
Youth Summer Camp	2,110.00	0.00	2,110.00	0.00	0.00
Total Offerings/Fundraising	40,242.70	0.00	40,242.70	16,419.84	0.00
Special Missions Giving					
Alternative Gifts	-1,847.00	0.00	-1,847.00	-1,741.00	0.00
Christmas Offering	0.00	0.00	0.00	-5,890.00	0.00
Community Cookout	-1,576.45	0.00	-1,576.45	-1,878.50	0.00
Easter Offering	-4,941.00			-6,910.34	0.00
Int'l Food Fair	-6,254.25	0.00	-6,254.25	0.00	0.00
MA Coalition for the Homeless	-750.00				
Refugee Fund Expenses	-9,900.00				
57370 - Food Pantry Expenses	-3,975.00	0.00	-3,975.00	0.00	0.00
Total Special Missions Giving	-29,243.70	0.00	-29,243.70	-16,419.84	0.00
Total Special Missions	10,999.00	0.00	10,999.00	0.00	0.00
Special Project Gifts					
JYT Outreach & Mission	560.00				
New Stove	0.00	0.00	0.00	0.00	0.00
New Stove Expense	0.00	0.00	0.00	0.00	0.00
Website	-560.00			0.00	0.00
Total Special Project Gifts	0.00	0.00	0.00	0.00	0.00
Total Other Income	12,460.00	0.00	12,460.00	0.00	0.00
Net Other Income	12,460.00	0.00	12,460.00	-12,460.00	0.00
Net Income	-56.81	-29,802.00	29,745.19	-13,159.39	-20,046.00

DISCERNMENT TEAM FOR HOLLY BRAUNER
ANNUAL REPORT
2016 – 2017

Co Chairs: Karen Brown and Bill Key

Other Members: Anne Potts, Rebecca Kinchley, Jack Casteel and Michelle Steingiser

Holly is continuing the process of discernment through the following phases:

- Phase I Initial Discernment
- Phase II Formation Process
- Phase IIA Preliminary Qualifications by the Sponsoring Church
- Phase IIB Initial Interview

A letter of recommendation is then sent to the Association Committee on the Ministry.

“In recommending that the person be received in care of the Association, the local church is committing itself to a lengthy supportive relationship with the person during the years of preparation for ordination. Once the person is received in care, the local church will need to decide how it will continue to relate to and support the person. College and seminary educations are very expensive and the local church will want to consider its ability to assist the student financially. The local church will need to remain in close relationship with the person so that it is prepared to recommend ordination when the person has completed all of the preparation requirements.”

The congregation, council and team will continue the shepherding of Holly during this three year process. We have taken the initial steps in completing the team orientation, and our preparation to meet again in September. We pray that the Holy Spirit will guide and direct each of us in this process.

**FINANCE TEAM INVESTMENT
ANNUAL REPORT
2016 – 2017**

One of the responsibilities of the Finance Team is to invest the church's long term funds, money that the church leadership does not anticipate being spent in the next four years. These funds include the Thurza Mackinley Inkpen Fund, the Vision Fund and the Investment Fund which together total over \$1.2 million. Currently the proceeds from Johanna Young bequest are not included in these investable funds.

This past fiscal year, the Finance Team moved funds from three separate locations to consolidate them at United Church Funds (“UCF”), a nonprofit mutual fund company that is controlled by the UCC. Funds are largely invested in the UCF Moderate Balanced Fund, a socially responsible mutual fund that is designed to be 40% bonds and 60% stocks.

Inkpen Fund (Permanent Endowment)

Beginning balance December 15, 2016	\$927,088
Approximate current balance May 25, 2017	<u>\$970,216</u>
Gain	\$43,128 (4.6%)

Investment Fund

Beginning Balance May 20, 2016	\$227,741
Approximate Current Balance May 25, 2017	<u>\$245,392</u>
Gain	\$ 17,651 (7.7%)

Vision Fund

Beginning Balance July 1, 2016	\$19,261
Approximate current balance May 25, 2017	<u>\$19,714</u>
Gain	\$453 (2.4%)

During the fiscal year the Finance Team also approved an endowment policy for the Inkpen Fund and an investment policy for the other investable funds of the church which currently include the Investment Fund and the investment portion of the Vision Fund.

**STEWARDSHIP TEAM
ANNUAL REPORT
2016 – 2017**

Stewardship Team Members:

Jim Kinchley, jkinchley@comcast.net, 781-593-5251 home

Sue Burgess

Joan Sawyer

Program review:

First Church's Commitment Campaign adopted the United Church of Christ's theme "**Go and do the same**" (Luke 10:37), taken from 'The Parable of the Good Samaritan', which has a lot to do with Loving thy neighbor. I can't help but wonder if we envisaged the "Love Thy Neighbor" signs now displayed on so many yards throughout the north shore?

Continuing our tradition, the congregation was blessed by the testimony of congregation members sharing their experiences of "going and doing the same".

Annual commitments, for the last four year approximate:

In 2017 the congregation committed approximately \$204,000, from 47 families

In 2016 we ended up with about \$200,000 committed from 48 families

In 2015 we had \$231,996 committed by 62 families or individuals.

In 2014 we had \$215,600 committed by 59 families or individuals.

Perhaps the most exciting news from the Stewardship team this year is that Clarke Orzalli and David Foye have taken leadership positions on the Stewardship Team, joining Jim, Sue and Joan.

The Stewardship team thanks every member and friend of this church for their generous support in money, time and effort throughout the whole year. It is a very rewarding ministry!

CHRISTIAN EDUCATION COMMITTEE
ANNUAL REPORT
2016 – 2017

We started our year with the Summer 2016 VBS Everest being led by Caitlin Falasca and Janet Fischer. This is held in Clarke Hall and open to all children. Each session has a bible story, game(s), craft, and snack. The group size can vary from 3 to 12+

Our older youth in grades 6th through 10th have grown closer together this year as they first attended Silver Lake Summer Camp and most really loved it. They also started on the joint confirmation class with our sister UCC church - Salem Tabernacle. This confirmation journey has afforded them quality time getting to know one another as well as working together on 2 Youth led church services one in the Fall and then also in the Spring.

We opened up Sunday School on the Annual Homecoming Sunday in September. Our youngest church children are cared for by Tenley Seidel and Julia Ripasarda in the Crib Care Room.

Caitlin Falasca is the head teacher of our Pre-K - 1st grade Sunday School classroom. She enjoys teaching 3-14 children using Leap, Faith, Grow! curriculum. She is usually assisted by Sharon Scofield, Rebecca Kinchley and Linda Lengyel. They have a short video, a craft and lesson, activity, prayer and a snack with water and juice which all enjoy.

Donna Legget is head teacher of the 2nd - 6th graders assisted by Julia Serino and also has wonderful time teaching from 2-18 children. Sometimes classes are attended by 7th & 8th graders when they are able to join in. This time is always joyful and spontaneous with thought provoking and lively conversation. The children engage well with each other and really enjoy sharing their thoughts. We use Shine Curriculum and have an introduction community game or activity, bible memory verses, spiritual practice, the story and questions with a closing prayer and practical peace notes for interacting together. We also share a snack with a drink during the telling of the story or shortly thereafter.

Our parents and teachers help out at our annual Advent Workshop which is held in Clarke Hall in late November or Early December. Teachers prepare crafts for children to paint, put together, and be creative. We always help Barbara Gherzi make cards for our shut-ins and past members who can no longer attend services and enjoy hearing back from them when they thank us for the cards. Janell

Cameron, Susan and Rich Buchanan prepare an awesome meatball sub and salad luncheon and all have a fun time.

Ian, Patty, Siobhan, Laura Perkins, Janet Fischer, Sarah De Melo and the children of the church and many others join in to help plan and prepare for the Family Christmas Eve Service led by our youth. This year the children prepared crowns, sheep ears, and had beautiful angel wings prepared by Barbara Gherzi. There were costumes dug out of closets and other shepherd headress, crowns, halos and sheep ear head bands to wear as they posed as characters from the Christmas Nativity Scene amidst a beautiful back drop manger scene painted by hand by our own talented artist Siobhan which set the stage perfectly. Songs and Music fill the church and transcend all to the love, joy, peace, hope and beauty of Christmas and that special holy night so long ago.

They youth participated in the Youth lead Palm Sunday service with the help of Ian and others. Dan Ryan organized and encouraged the talented youth to participate in the annual Ham It Up talent show and dinner which is a fund raiser for attendees of Silver Lake Summer Camp. Sarah DeMelo shopped while the John and Linda White set up and cleaned up after the show. Many other hands made light work for a fun evening enjoyed by all.

Our year ends on a joyful note with a presentation of a First Bible to 8 Children (this year) in 3rd Grade and an appreciation of our teachers, assistants, crib care providers, advent workshop workers, parent volunteers throughout the year and music leader Patty Clarke who enables us all to make a joyful noise unto the Lord during the morning service!

MISSIONS MINISTRY
ANNUAL REPORT
2016 – 2017

From The First Church Mission statement: “We as a Family of Faith Covenant with God and with each other: To reach out to those in need and serve as a beacon to the community”...

The Missions Ministry Team welcomes anyone in our church family to join us as we meet and sponsor projects during the year. We are responsible for the distribution of funds to local and international missions. We place a high value on personal connections with the organizations and people we support. Our church pays “dues” to the UCC denomination’s OCWM (Our Church’s Wider Mission) which funds mission work here in the US and in the world on our behalf. The Mission Ministry team funds other projects based on the amount of money that comes from our congregation during the fiscal year which ends May 31.

Our Christmas offering and our Easter offerings afford us the opportunity to raise awareness of a specific mission. This year our Christmas offering raised \$6,286 for the mission of the White Helmets, a volunteer group of first responders in “war torn” Syria, who rescue people after bombings, risking their own lives to save others. The founder of the White Helmets, Raed-al-Saleb spoke at our church on a Friday night in November.

Julia Wistran promoted and ran the Alternative Gift Market during Advent season; \$1,847 was raised this year.

Our Easter offering raised \$4,941 for the work of ECCO (Essex County Community Organization), a group of 35 plus faith organizations with a moral commitment to social and economic justice. Several persons in our congregation are active in ECCO.

A highlight for this year’s Mission team was the enormous collection of clothing, medical supplies, durable medical equipment, and school supplies. The First Church was a collection site and many in our congregation helped with sorting and packing the items. There were several organizations involved in this huge task.

Several churches participated in the International Food Fair which raised \$6,000 plus for Habitat for Humanity. Two thirds of the amount went to the North Shore branch and the other third went to Habitat for Humanity International.

Other projects and charities funded this year:

My Brother's Table (soup kitchen in Lynn)

Amirah House (Transitional residence for women who have been
“trafficked”)

Caleb Group (building affordable housing)

Fuller Center For Disaster Rebuilders

Cathedral on the Common (outdoor worship service and more for the
Homeless)

The 1st Church food pantry (weekly) with monetary assistance from the UU
church

North Shore Hearing Foundation (providing devices for uninsured)

The Food Project (engages youth through sustainable agriculture; supplies
farmer's markets)

Casa Hager orphanage in Colima, Mexico

*The generosity of our congregation is appreciated by all who benefit from our
monies.*

*Lizete Alcalai, Sue Burgess, Dianne Cadigan, Anne Potts, Joan Sawyer, Heidi
Wheare*

THE PLANNED GIVING TEAM
ANNUAL REPORT
2016 – 2017

A Planned Gift is a gift that is planned for and frequently funded during the donor's lifetime but not actually received by the church until the donor's death.

Over a period of three years the Planned Giving Team offered seminars to the church members with guests who were experts in Planned Giving including Charitable Gift Annuities and Wills. We also distributed supporting literature on these and associated topics.

Following this educational/informational period we periodically reminded the congregation of these opportunities to invest in the future of our ministry/missions through Planned Giving . This giving included the support of our ministry, added to the endowment for long term stability and could support a particular ministry such as music, education or mission.

Our church has seen the benefit derived from planned gifts adding to our endowment as well as supporting targeted ministry, all adding to the strength of our mission of Service to God and God's people.

Don Fullerton , Jim Scofield and Warren Sawyer, members of The Planned Giving Team

**RETIRED MEN'S GROUP/PROPERTY COMMITTEE
ANNUAL REPORT
2016 – 2017**

The retired men's group meets Tuesday mornings from 9-11 a.m., followed by a coffee hour where various Church building and property issues are discussed. We usually start the morning setting up Clark Hall for the BNI meeting held Thursday morning. Following this we take care of such things as gardening, painting, window washing and any repair/building maintenance project that is within our capability. We also participate in setting up for church events such as the Holiday Fair and the International Food Fair.

In addition we have initiated several projects over the past year. The following is a brief summary:

- Resurfacing the back parking lot and front driveway, including crack repairs and new lane markings.
- Paving stone replacement of asphalt walkway into entrance of church office.
- Removal of chimes from church steeple.
- Development of fire alarm design plan, which will be used to update our fire alarm system.
- Development of a plan for repairing the wall/window deterioration behind the church nursery school building, and repair of the church portico and choir room leak.
- Removal of diseased trees along the property line and pruning of a tree growing over a neighbor's porch.
- Snow removal from walkways. Dave Foye and Jim Scofield coordinate this endeavor.
- Evaluating the kitchen for floor repairs and making space for an additional freezer/refrigerator. We are also reconsidering installation of a new hood ventilation system for the stove.

We are always interested in new members as well as comments and additional participation from church members regarding any church projects.

Submitted by Jim Scofield

**MUSIC ON THE TERRACE TEAM
ANNUAL REPORT
2016 – 2017**

Co-Chairs: Karen Rose Brown and Elaine Clarke

Other team members: Marie Dariotis, Joan Sawyer, Sue Burgess, Warren Sawyer,
ex-officio: Bruce Whear, Jim Kinchley Janet Fischer

Music on the Terrace is an extension of the church's vision / mission statement: providing a vehicle for outreach. The concerts serve as a beacon; offering fellowship and message of faith in a welcoming setting.

The concerts serve the First Church congregation and the larger community in Swampscott and surrounding towns providing entertainment and relaxation in a family friendly setting. They serve the musicians as share their gifts and gain exposure.

The team has sought out the particular musicians for each concert. We have attended to contractual, public relations and advertising details, coordinated audio visual, seating, donations and food and beverage details.

The audience is growing and returning to enjoy Music on the Terrace.
2017 is year three for this music ministry.

The team accepts the cost and joy of discipleship with our time and treasures.

Our thanks to Dave Foye for his technical expertise.

r

DIRECTOR OF MUSIC MINISTRY
ANNUAL REPORT
2016 – 2017

*“My life flows on in endless song above earth’s lamentations....
Since love is Lord of heaven and earth, how can I keep from singing?!!”*

Chancel Choir

The Chancel Choir continues to inspire Sunday worship with hymns, songs and anthems. The size of the choir ranged between eight and twenty-four singers on any given Sunday, with an average Sunday participation of between eight and sixteen singers. We welcomed Paul Clouser to the bass section. He joined us during the 2016 fall church season.

The summer “pick-up” choir tradition has continued, and a small, (ever-changing) faithful crew met before church to lead hymns during worship. For several summer Sundays and additional Sundays throughout the year, pianist Yerim Kang also led worship by playing piano and leading the pick-up choir. Summer soloists included Loring Lincoln, baritone, Marie Dariotis, soprano, Steve Naylor, tenor, David Silva, tenor, the Orzalli family vocal quartet, Roan Elliott-Higgins, violinist, and Vermillion Strings.

Special Services/Special Musicians

Special services with enhanced music (in addition to organ, piano, and choir) included a 9/11 Memorial service with trumpet and flugelhorn, an All Saints/Requiem service with cello, guitar and voice, A Longest Night/Blue Christmas service with trumpet and flugelhorn, a first Sunday of Advent service with harp, a Christmas (Dec. 18) service with duo pianists, a family Christmas Eve service with guitar and soloist (Nate Ryan), a candlelight Christmas Eve service with guitar, trumpet, flugelhorn, and soloist (Nate Ryan), a Good Friday service with harpsichord, violin, and cello, an Easter service with trumpet, and a Pentecost/Confirmation service with hand bell choir.

Dave Cabral has generously shared violin, viola, and cello music with First Church this year, and he has also invited fellow chamber musicians to join him in worship, including several visits by members of Vermillion Strings. Brittany Betts has also frequently shared her expressive singing and her lyrical trumpet and flugelhorn playing in worship. Cody Morse livened up several services with percussion or guitar, and Mike Foye accompanied the Christmas Eve services on guitar. In

addition, David Silva capably directed the Chancel Choir, on several occasions, in Patty's absence.

Children's Choir

This year's Children's Choir membership was eight children, who sang processional hymns and gathering songs for several worship services. In addition, the children prepared anthems for special occasions, including Thanksgiving, Christmas Eve, Palm Sunday, and Mother's day. This year's Choir members included Brian Bombans, Joey Brown, Amelie Hart, Declan Malghan, Bridget Maloney, Ellie Michaud, Callyn Parker, and Ella Wolfe.

Concert Series

The Soli Deo Gloria Concert Series had a highly successful third season. Featured performances included a string trio with a current BSO violinist, a former BSO cellist, and pianist; "The Art of Song: African American Voices" with vocalists, piano, organ, gospel choir (First Church with Zion Baptist), and an actor; and "Sweet Harmonies" with two trumpets, flugelhorn, piano and organ. Attendance at all concerts was consistently strong, and ranged from approximately seventy-five to one hundred fifty in the audience, in spite of conflicting local concerts and even blizzards! Returning Concert Committee members included chair, Julia Wistran, Dan Wistran, Sharon Thomas, Marie Dariotis, Janet Fischer, and Michele Steingeiser. A special thanks goes out to Anna Wolfe who concluded her work with us on publicity in the fall, and we welcomed new member, Sharon Scofield, to the committee, who took over the work of publicity.

Thank you!

It is with gratitude, that I would like to thank all those who contributed to another year of inspired music-making at First Church – this includes members of the First Church Chancel Choir, the First Church Children's Choir, the summer Pick-up Choir, the frequent guest musicians and soloists, the Soli Deo Gloria Concert Committee and performers, Pastor Ian, and the congregants who sang, listened, and allowed music to stir their hearts and souls.

Respectfully Submitted,
Patricia Clark

FIRST CHURCH NURSERY SCHOOL
ANNUAL REPORT
2016 – 2017

I am happy to report that First Church Nursery School is a busy, happy place for all.

We added an assistant teacher for the 2016-2017 school year in PSI which was much needed with a full classroom of three year olds. Classrooms are full again for the upcoming year so we will maintain a staff of seven teachers (2 in Tot Time, 3 in PSI and 2 in PSII) and one curriculum support/floating aide.

This year our school library was transferred from one online circulation system to another. This has streamlined the process of checking books in and out as well as keeping track of our numerous books. Parents have the opportunity to sign up to read to the children on our library days (usually a weekly event) and help the children check out books to take home. Getting this system in place took time (learning the system, barcoding all of the books and weeding through old, out dated books) but it was well worth the wait to put off library days until January. Thank you to Karen Pagnotti and Diane Pagnotti for this huge undertaking!

This fall we had an Election Day bake sale and in the spring we raffled off three classroom art pieces at the annual Art Show. These funds were used to purchase new classroom equipment for all three rooms. Next year we plan on kicking off a read-a-thon in the fall to raise funds for an author visit to FCNS.

The parent board organized an adult Halloween party which was a well-attended and fun event. They also held some evenings out with preschool families and an end of the year parent get together. The parent board also organized coffee hours every other month and coffee hour was well received by many parents. Coffee hours will begin again next school year.

After 17 years of teaching at FCNS Jeannette Townsend is retiring. We will miss her in our PSI room but are happy to have her back as a substitute teacher. I am in the process of hiring for that position.

Lindsay Bosken (Tot Time teacher) is taking one year off to spend time with her family before both of her children are in elementary school full time. We look forward to welcoming her back in September 2018. Her position will be filled by

Kim Shields, the student intern we had this spring. Kim is excited to work with our youngest group for the 2017-2018 school year.

I am happy to report that our classrooms are full next year and we are looking forward to 2017-2018.

Respectfully Submitted,

Ann McKean
Director

FLOWER COMMITTEE
ANNUAL REPORT
2016 – 2017

As always the Flower Committee thanks all those who donated flowers for our Sunday services and also Christmas and Easter. The beauty of God's natural world add a dimension to every element of our worship together.

A very special thanks to Rita Brusket. Rita has been handling many of my week to week duties. Also in an effort to have fresh flowers each Sunday, Rita has made many calls and contacts and we now have many Sundays filled with either Memorial or Celebration flowers. This is wonderful, thank you all. We will be asking you to share your garden during the summer months. Thanks to Priscilla Fullerton for the beautiful new door wreaths. For many years Dick and Ginny Symmes' garden has graced our altar with their beautiful dahlias. As you can see, I've had lots of help and needed it.

Many thanks to those who helped with the decoration for Easter and Christmas; Rita Brusket, Don and Priscilla Fullerton, Laurie and Gene O'Brien and Beth Heidelbrecht. Thanks also to the Stephen Ministers and many others for delivering plants and flowers during the year to shut-ins and to those who have had less than a perfect year. Visiting our shut-in congregation is always beneficial to the visitor as to the visited. Would also like to thank the Tuesday Morning Retired Guys Team for helping out at Christmas, etc.

As usual, none of this could be done without the guidance, help and patience of our Pastor Ian, Cathy in the office and our sexton, Bill. Thanks again. What would we do without you?

Respectfully Submitted,

Flower Committee
Rita Brusket
Priscilla Fullerton
Laurie O'Brien
Becky Robinson, Chair

**FAITHFUL FRIDAY FOLDERS TEAM
ANNUAL REPORT
2016 – 2017**

Many Thanks go out to the Faithful Friday Folders Team. This past year we have said our goodbyes to Meredith Eichelberger and Dot Bergman. We have also added Rita Brisket and Dolores Yoder to our team ; while Marge Wormwood has been our ongoing anchor.

This team of women is more reliable than the Post Office; nothing keeps them away from their duty – not sleet, rain, snow nor ice. The team processes 150 bulletins and inserts per week, including 300 bulletins at Christmas and another 250 for the Easter season.

I would be absolutely swamped without their help and the additional folding help of Bill Durocher and the occasional assistance of Pastor Ian. Thank you all.

Kindly and thankfully submitted,

Cathy Vaucher,
Folding Team Leader

Statistics for 2016-2017

Passings:

07/11/2016	Cynthia Howell Gunnoe
08/18/2016	Dorothy Violet Gregory
10/04/2016	John Phillip Thompson, Sr.
02/02/17	Gertrude Sowers
05/22/17	Edith Hayden

Baptism:

06/12/16	Callie Jacqueline Doucette Born: May 7, 2015 Parents: Jennifer Lynn Doucette, Chad Paul Doucette
06/12/16	Connor Thomas John Maloney Born: October 8, 2015 Parents: Nancy Elaine Maloney and Brian Thomas Maloney Godparents: Amy Critch and Lindsay Parker
09/18/2016	Brayden Frederick Critch Born: December 13, 2013 Parents: Amy Kathleen Critch and Kevin William Critch
09/18/2016	Ashlyn Kathleen Critch Born: December 13, 2013 Parents: Amy Kathleen Critch and Kevin William Critch
12/18/2016	Karis Janet Westcott Born: April 19, 2016 Parents: Tracy Christine Westcott and David Dana Westcott
03/27/16	Austin John Bailey, Born: January 15, 2017 Parents: Meredith and Adam Bailey

Weddings:

10/1/16	Gina Rose Barden and Tyler Armstrong Grube
05/13/17	Cassandra Almy and Nicole Giardini

**All services performed by Rev Ian Holland unless otherwise designated.