



FIRST CONGREGATIONAL UNITED CHURCH OF CHRIST NEWSLETTER

Volume 59 Number 5

May 2015

Sunday School at 9:30 A.M.
Sunday Worship at 10:45 A.M.
Second Helping Dinner at 5:15 P.M.
Thursday Evening Taizé at 7:00 P.M.

700 Poyntz Avenue
Manhattan, Kansas 66502
telephone 785-537-7006
www.uccmanhattan.org

Working Together: Our Staff is a Blessing

As I approach the one-year mark of my ministry with you, I find myself deeply thankful for the amazing staff we are blessed with here at First Congregational. I am also thankful for all who so faithfully support the church with their financial gifts, which enable us to hire and retain excellent staff. Our ability to minister effectively as a congregation is due, in large part, to the competence and passion of the people who are employed by our congregation. In the past year, the boards and committees have worked diligently with the Cabinet and each individual staff member to update job descriptions. This summer, I will solicit feedback from many within the church as I prepare to meet with our staff for their annual evaluations.

If the church were a body, the office might be the brain. Sandy Nelson, our Administrative Assistant and Bookkeeper, is a highly-skilled administrator. She easily juggles many balls at once and is an excellent source of information for all of our *[continued pg. 2]*



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church leaders as they work on various tasks. She is also calm, collected, and represents our church professionally day in and day out as she fields phone calls and walk-in visitors.

Our music staff...how fortunate are we to have top-notch music each and every Sunday? Our choir director, Gretchen Lewis, works closely with our co-organists, Bob Edwards and Mary Ellen Sutoon, behind the scenes making all of that happen. They are skilled at their craft and delightful to work with. They also all three happen to care deeply about the overall mission of First Congregational UCC.

Our Christian Education staff is one of the primary reasons you see so many exuberant young faces here each week. Tracey Weston works with our youth (middle school and up) and Barrett Scroggs coordinates the ministry with our elementary and preschool-aged children. Tracey focuses on creating a welcoming and safe place for teenagers to bring their difficult questions and feel accepted, no matter who they are or where they are on life's journey. Barrett's training as a drama therapist is so useful! He is helping our youngest children learn Bible stories, providing space for them to name and claim their emotions, teaching them great songs, and encouraging them in the spiritual practices of praying and giving. Barrett also works closely with our three nursery attendants, Anna Meyer, Hannah O'Neil, and Abbie Walker. As a parent of two young children, I feel incredibly thankful to be raising kids in this church.

Finally, though not technically "staff" because it is an independent contractor, we also give thanks for Holmes Custodial. Nancy and her daughter Jenny are here most days of the week, working quietly behind the scenes to make our building clean and fresh for all who come through our doors.

As you see our staff around, I hope you will take the time to tell them how much you appreciate their ministry in this particular place. And if you don't know them, I hope you'll reach out and begin a relationship. We are truly blessed by their dedication, passion, and service.

Pastor Caela

Sharing and Caring

Prayers and Concerns

- For more information, please contact the church office at 785-537-7006 or office@uccmanhattan.org.

Helping

- **Need a ride to church?** Contact one of our transportation volunteers: Jim/Carolyn Hodgson, Bill Pallett, or Jeff Keller.
- **Home Communion Visits** The Deacons can bring communion to your home on the first Sunday of the month. Visits at other times can be arranged with the pastor.



E-MAIL PRAYER CHAIN – If you wish to be added to the First Congregational e-mail prayer chain, please contact office@uccmanhattan.org. It is a quick and easy way to stay up to date with your church family.

Festival of Homiletics

Pastor Caela will be attending the Festival of Homiletics in Denver this month. She will be gone from the afternoon of Sunday, May 10 until Saturday evening, May 17. Should you have any pastoral care needs during this time, the Rev. Paul Allen of First Christian Church is on call for our congregation. Please contact Sandy in the office or the P.O. of Deacons, Stacy Shaffer, in the evenings or on the weekend if you need assistance.

Reflect, Discuss and Vote

Several proposed bylaws changes are being put forth by the Church Cabinet, and will be discussed and voted upon at our **Congregational Meeting on May 17th**.

The first recommendation is to reshape the Pastoral Relations Committee so that it can be maximally helpful to the Pastor. In order to do this, a bylaws change involves changing the number of appointees from 3 to 4 members. The pastor will appoint two members and cabinet will appoint two members.

Additional bylaws changes involve the annual evaluation of our ministry; specifically moving the responsibility for pastoral and ministry evaluation from the Deacons to the Cabinet.

We are planning to have a congregational meeting on **May 17** to vote on these bylaws changes. Copies of the proposed bylaws changes appear on pages 17-19 in this newsletter. They are also available at the church and online at www.uccmanhattan.org.

In addition to the proposed Bylaws changes, you are receiving a proposal from the Gifts, Endowments, and Investments Committee about restructuring the investments (pages 20-23). The goal is to make the investments and their use simpler and more transparent. Although the congregation does not vote on this proposal, we are soliciting feedback and comments from the congregation before Cabinet votes on the proposed changes.

Have questions? You are welcome to attend the discussion time in the conference room following worship on Sunday, **May 3rd**. Members of Cabinet and the Gifts, Endowments & Investments committee will be on hand to answer your questions.

– Mary Ellen Barkley

Congregational Meeting

*A meeting of the First Congregational United Church of Christ,
Manhattan, Kansas, will be held on*

Sunday, May 17, 2015

to vote on changes to the bylaws.

Confirmation Sunday

Please mark your calendars for Sunday, May 10. That is the day we will confirm our youth during worship. We will welcome them as full members of the church and affirm our covenant together.



Common Table Garden

As a part of our Second Helping ministry, we are involved with Common Table. The mission of Common Table is to support existing ministries which provide community meals in Manhattan, KS and to work towards expanding these meals to seven days a week and providing educational programs. The Common Table Garden is located on part of our property, just northwest of the church on Humboldt Street. Matt DeCapo is our Garden Coordinator. He is employed by Common Table to coordinate the garden and the food is used to supply Second Helping and other community meals. To learn more about volunteering in the garden, please contact the church office.

Pastor Caela's Out-of-the-Office-Hours

Pastor Caela is at Radina's in Aggieville each Tuesday from 12:30-2:30 p.m. You are invited to stop by for a cup of coffee, bring a friend, and join in an informal topical conversation. Here are the topics for May:

- May 5 - Heaven and Hell
- May 12 - No Radina's hours, Pastor Caela at Festival of Homiletics in Denver
- May 19 - Pentecost
- May 26 - Sabbath

Thank You!

Cabinet recently approved the Trustees recommendation to purchase a new copier, as our old one was beyond repair and we had been using a loaner for several months. We are very grateful to the Women of the Church who have contributed \$3,000 toward the new copier purchase. We appreciate your generosity! *– Mary Ellen Barkley*

Women of the Church

Our treasury supports various community organizations as well as projects for our own church. One of the ways we raise funds is by serving a meal for the AAUW meetings held here at the church.

We have some awesome cooks to help prepare the food. There is a dedicated team to serve and clean-up. For the 2014-2015



program year, we served five dinners earning a profit of \$1,219.00.

April 2015 we completed 20 years of service to the AAUW. We celebrated the event by wearing our "church" T-shirts!!

MLK Jr. Memorial Committee News: Freedom Song Sing and BBQ

Mark your calendar for Saturday, June 6th. The MLK Jr. Memorial Committee is hosting an event here at First Congregational UCC. This community-wide event will have us learning and singing freedom songs from the Civil Rights movement together before we gather outside in the parking lot and lawn for a cookout. If you are interested in learning more about the event or volunteering to help, please contact Pastor Caela or come to our next MLK Committee planning meeting on Monday, May 18 at 7:00 p.m. in the Conference Room.

Please join Trustees in our spring clean-up
Saturday, May 9th - 9:00 a.m.

BYO rakes, trimmers, etc.

Coffee and Varsity Donuts will be provided!



Graduate Recognition

The Graduation season is upon us, and we would like to recognize all our graduates in church on May 24. If you are graduating or have a family member who is soon to be a graduate—high school, college, technical college, graduate school, or any other—please let the office know soon so that we may properly honor our 2015 graduates. We would like to feature the accomplishments of our graduates in the June church newsletter, so information in writing would be very helpful. Drop off information at the church office or e-mail it to office@uccmanhattan.org.



Christian Education Recognition Sunday – May 17th

Join us in worship on Sunday, May 17th as we celebrate the end of the school year. We will recognize our children and youth who are completing another year of Sunday School. We will thank our dedicated teachers, staff, and other volunteers. And...it will be the big debut of our new children's choir! The kids have been working on some songs during Kids Worship and they are excited to bring the word FROM children in song on May 17th.

Ministry of the Decorative Scissors

The next retreat of the Ministry of the Decorative Scissors will be a three-day event held from 7 a.m. on Thursday, April 30 until 7 p.m. on Saturday, May 2, in Andover Hall. June dates are 7 a.m. on Thursday, June 25 until 7 p.m. on Saturday, June 27. We break at midnight Thursday and Friday to get a good night's rest but start up again in the morning at 7:00 a.m. Everyone is welcome. Bring your UFOs (UnFinished Objects) and work on them in an atmosphere of fellowship. We do not guarantee that you will complete any projects, but you will have fun and meet delightful people. Come for an hour or for the whole time! Feel free to bring a snack to share. For more information, contact Sue Gerth.



Christian Education

Summer Events

This summer we are offering many exciting opportunities for family events at First Congregational United Church of Christ (see event schedule at right). Our goal is to have an event each week during the months of June and July. The best part is that these events are all FREE! All of the events occur at the church (700 Poyntz Ave.) and are divided into four categories:

Movie Night (K-6th Grades) – Movie nights feature a different movie each month in the Hollywood Theater.

Service Project (2nd-6th Grades) – Our service projects are kid-friendly projects to help the mission of the church.

Intergenerational Gathering (All ages) – The intergenerational gatherings will be fun events for the whole church to get to know one another.

Parents-Night-Out (Toddler-K) – Designed for parents with toddlers and preschool/kindergarten students, these evenings will feature games, arts and crafts, and more.

Please complete the registration form, available on the website (www.uccmanhattan.org/childrens-ministry.html) or from the church office, to give us an idea about how many kids to expect at each event.

-Barrett Scroggs

MOVIE NIGHT

Friday, May 15 7:30 p.m.

Popcorn, drinks, other snacks and more will be provided. Drop off your kids and their friends for a fun evening. Hope to see you!

**First Congregational UCC | 700 Poyntz
Manhattan, KS**

Summer Event	Date	Start time	End time
Intergenerational Gathering (All ages)	Sun, 6/7/15	9:30 am	10:30 am
Movie Night (K-6th Grades)	Fri 6/19/15	9:30 pm	9:30 pm
Parents-Night-Out (Toddler-K)	Mon, 6/22/15	5:30 pm	7:30 pm
Service Project Baking cookies for 2nd Helping (2nd-6th Grades)	Sat, 6/27/15	12:30 pm	2:30 pm
Service Project: Food pantry organization (2nd-6th Grades)	Sat, 7/11/15	12:30 pm	2:30 pm
Movie Night (K-6th Grades)	Fri, 7/17/15	7:30 pm	9:30 pm
Parents-Night-Out (Toddler-K)	Mon, 7/20/15	5:30 pm	7:30 pm
Intergenerational Gathering (All ages)	Sun, 7/26/15	9:30 am	10:30 am

Youth Group Schedule

- May 3 12:15 – Confirmation Class
 6:30-8:30 – Our Whole Lives
- May 10 10:45 – Confirmation! During Church Service
 End of the Year Picnic – Location to be announced
- May 17 10:45 – Christian Ed Recognition Sunday
- May 31 3:30 – Second Helping

Lunch Bunch May 6



Join the Women of the Church for Lunch Bunch on Wednesday, May 6 at LongHorn Steakhouse (505 Tuttle Creek Blvd). It's not for women only—everyone is welcome to join us for lunch at 11:30 A.M. (See individual Lunch Bunch locations for the year by going to the church website at www.uccmanhattan.org and then clicking on Fellowship/Events/Event Calendar.)

Cobb Corner — Going Green

“Even if you are old, you must plant. Just as you found trees planted by others, you must plant them for your children.”

— Yanchuma, Kodashim 8, 4th-5th century, *The Green Bible*, I-100.

On this latest Earth Day, there’s a new mantra: *Refuse*, Reduce, Reuse, Recycle and *Rot!* The 2 additions urge us to avoid unnecessary packaging and waste. For example, we don’t need plastic sacks for dry animal food, milk jugs, kitty litter, etc. and we can use reuseable totes for the rest.

We don’t need one-use plastic water bottles when a steel beverage bottle can be used indefinitely.

We can take our own coffee mug to shops, often get a discount and at least skip the styrofoam.

Some restaurants like Fuzzy’s give discounts for bringing their plastic tumblers back for re-fills.

“Rot” is pretty obvious. If we are careful shoppers we won’t waste. If we end up with too many potatoes apples or onions we can share them before they go bad . You’ve heard the definition of “eternity”: 2 people and a ham. It is tragic that an estimated 40 % of food is thrown out in the U.S. Still, we have peelings, scraps, grass clippings, leaves, dead flowers, coffee grounds and old spices . (The latter can deter deer from tulips and hostas and are big hits for enrichment projects at the zoo). A compost pile is easy to start and can be any size. Why buy fertilizer or add to landfills when “rot” is trending!

On Mother’s Day, May 10, let’s give Mother Earth a moment’s attention: Please bring to church any extra totes or reuseable bags to share! Also, that day and the following week bring old towels, bedding, Dawn detergent, Purina cat and dog chow, and pet supplies. You can leave items under the coat rack in the hall. I’ll take them to the animal shelter. Be Kind to Animals Week is very soon so please do what you can to encourage adoptions, support homeless animals, and encourage good stewardship toward all God’s creatures.

— *Linda Richter*

Share ideas for future Cobb columns with Linda Richter.

The Second Helping

Our Second Helping ministry continues to be a wonderful way in which our church extends its mission to the community of Manhattan. We regularly serve 25-35 people each week. Many of you have helped with this mission in a variety of ways, and that is much appreciated!



Currently we are hoping to add some more volunteers to our list of "regulars." We are particularly in need of individuals who would be willing to serve as Head Cook and Church Host. If you are interested in learning more about either of these positions, or volunteering in other ways, please contact Mary Ellen Barkley through the church office at 785-537-7006 or office@uccmanhattan.org.

May 3, 2015

Dessert: Kerri Keller

Volunteers: Manhattan Mennonite Church

Chief Cook: Bob Atchison

Church Host: Pastor Caela

May 10, 2015

Dessert: *volunteer needed*

Volunteers: Divaya Korala, Yvette Hobson, Lukus Ebert, Mariya

Chief Cook: Brent Maner

Church Host: Kathy Bleam

May 17, 2015

Dessert: *volunteer needed*

Volunteers: Stone and Gehl families

Chief Cook: Andy Barkley

Church Host: Mary Ellen Barkley

May 24, 2015

Dessert: *volunteer needed*

Volunteers: ESA Sorority

Chief Cook: Ann Smit

Church Host: Dave Smit

May 31, 2015

Dessert: *volunteer needed*

Volunteers: FCC Youth Group, Tracey Weston

Chief Cook: Gretchen Lewis

Church Host: Jim Lewis

Worship & Volunteers

May 3, 2015

Greeters	<i>volunteers needed</i>
Scripture Reader	Wade Honey
Word for Children	Pastor Caela
Fellowship Hour	Kerri Keller
Flowers	Ann Smit
Lawn Care	Dave Manning (<i>Apr 30-May 2</i>)

May 10, 2015

Greeters	Annabelle McLendon, Winona Climenhaga
Scripture Reader	Nicki Keller
Word for Children	Sarah Szopinski
Fellowship Hour	<i>volunteer needed</i>
Flowers	Virginia Bigbee & Jean Hill
Lawn Care	Brent Maner (<i>May 7-9</i>)

May 17, 2015

Greeters	<i>volunteer needed</i>
Scripture Reader	Myles Alexander
Word for Children	Barrett Scroggs
Fellowship Hour	<i>volunteer needed</i>
Flowers	Marilynn Mock
Lawn Care	Jeff Peterson (<i>May 14-16</i>)

May 24, 2015

Greeters	<i>volunteers needed</i>
Scripture Reader	<i>volunteer needed</i>
Word for Children	Leo Schell
Fellowship Hour	<i>volunteer needed</i>
Flowers	Stephanie Reeck
Lawn Care	Brad Logan (<i>May 21-23</i>)

May 31, 2015

Greeters	<i>volunteers needed</i>
Scripture Reader	<i>volunteer needed</i>
Word for Children	Pastor Caela
Fellowship Hour	<i>volunteer needed</i>
Flowers	<i>volunteer needed</i>
Lawn Care	Jon Szopinski (<i>May 28-30</i>)

To volunteer sign up at: signupgenius.com or contact the church office at 785-537-7006 or office@uccmanhattan.org.

Dillons Fundraiser Update:

Time to register your card!

Great news! Rather than continually reloading a Dillons gift card to raise money for the church, you can now link your Plus Shopper Card to the First Congregational account and we will earn money every time you use your shopper card at Dillons. Please tell friends or family who might also want to register their cards. Here's what you need to do....and if you need help, just give Sandy a call.

1. Visit www.dillons.com/communityrewards
2. Sign in OR create a new account.
3. Click "enroll now."
4. Enter "First" or the 5 digit NPO for the church, which is 10145, and search.
5. Select the fully named entry (**First Congregational UCC**) and click "enroll."

You're all set! Thanks for supporting our shared life and work.

Mission Statement

The Mission of First Congregational United Church of Christ is

- To love and accept others unconditionally as God loves and accepts us, and by example, to encourage others to do the same.
- To challenge ourselves to grow spiritually through worship, education, nurture, reflection, discussion, fellowship, and outreach.
- To minister to others locally, nationally, and globally with the same fervor as we minister to ourselves, through the sharing of our talents, gifts, and resources.

We hold ourselves accountable before God for this mission statement.



Spring Open House

SATURDAY, MAY 9

11:00 am ~ 5:00 pm

WHITE MEMORIAL CAMP

FREE ~ Bring friends ~ Hike ~ Prairie Surf
Roast Hotdogs & Marshmallows ~ Face Painting
Canoe/Kayak ~ Fun Craft ~ DOOR PRIZES!!!!

Come tour camp and learn more about our Summer Camp Programs
Discount for camp sessions when you sign up on location!

The Camp White
EXPERIENCE

LAKESIDE CAMP & RETREAT IN THE  OF THE FLINT HILLS

on Council Grove Lake:
1271 S. 1050 Road
Council Grove, Kansas
620-767-5165

www.WhiteMemorialCamp.com



Spring Break & Summer Camps 2015

It's all on the new website! - whitememorialcamp.com

Taking part in The Camp White Experience is the perfect way for your youth to make new friends, grow faith in God, learn new skills, and create lifetime memories in a safe, beautiful, natural environment. We offer 3-6 day residential camp sessions for a wide variety of ages and interests...and special weekend sessions for families. Scholarships are available from First Congregational. Please let the office know if you don't plan to use the scholarship.

Did you know?

The newsletter is available on the website at www.uccmanhattan.org. Once there, simply click on the "About" tab at the top



of the page. The Sunday worship bulletin is also archived on the website. Click on "Worship" to find the archive.



Community News

Music Workshop & Concert

Bethel AME church is holding a music workshop and concert at their church on May 16 and 17. The workshop will be held on Saturday afternoon and the concert will be performed the following Sunday afternoon. They have invited our church members to participate in this event. If you are interested in joining their choir for this occasion (even if you don't sing in our choir), please see Julie Hunt or Gretchen Lewis.

The 9th annual Global Wave of Standing...

#StandingWomen ...each one of us anchoring the dream of
A World Alive With Love And Possibility For Every Child
May 10 - Mother's Day - 1 pm UFM Peace pole

- Inspired by her new granddaughter, Sharon Mehdi wrote a book about grandmothers standing in silence to save the world (www.grandmotherbook.com, published 2005).
- In 2007, inspired by Mehdi's book, a group of women in Ohio assembled their dream for a better world, inviting women everywhere to stand in silence for the earth's children on the second Sunday in May.
- The second Sunday in May is Mother's Day in the US. Julia Ward Howe's Proclamation of 1870, that peace begin with the mothers of every country, is widely credited for its birth. The Proclamation begins, 'Arise, then, women of this day!'
- Since 2007 more than '7000' standings at www.StandingWomen.net, have reflected and confirmed the dream, the Declaration of Standing.

Please join the Manhattan Friends Meeting (Quakers) on May 10, 1 pm local time at the UFM Peace Pole at the corner of Thurston and Manhattan. We will read the Declaration of Standing aloud and stand in unity for 5 min of silence.

<p style="text-align: center;">Proposed Bylaws Changes Concerning Evaluation of Ministries and Pastoral Relations Committee</p>
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Approved by Cabinet: April 15, 2015

Open Talk Session: Sunday, May 3 after worship

Congregational Vote: Sunday, May 17 after worship

PROPOSED BYLAWS REVISION #1

Current:

ARTICLE I. BOARDS AND COMMITTEES

Section 2. Church Cabinet

2.1. Functions. The Church Cabinet shall be the executive body of the church. It shall act for the church in the interim between congregational meetings and shall be responsible for coordinating all program activities of the church.

The Cabinet must arrange for a review audit of the accounts of the church by a certified auditor outside the membership of the church at least once every three years. After such an audit, a member of the Cabinet shall present a report of the findings at the next congregational meeting.

Proposed Revision:

Insert this paragraph immediately after the paragraph about the audit of accounts:

The cabinet shall coordinate an annual evaluation of the ministries of the church and its pastor using the mission, vision, and planning statements of our church as its guide. Part of the cabinet's responsibility will be to assure the work of the church's Boards and Committees along with any other major ministries be assessed on a regular basis (at least once every three years).

PROPOSED BYLAWS REVISION #2

Current:

ARTICLE I. BOARDS AND COMMITTEES

2.4.3. Pastoral Relations Committee.

The Pastoral Relations Committee shall promote communication and understanding between the Pastor and the Congregation. (See Article IV, Section 1.)

The committee shall consist of three members, appointed on a staggered basis, each to serve three years. The presiding officer shall

be selected by the Cabinet each year at the same meeting in January or February. Persons are eligible to serve for up to four consecutive years. After one year off, they are again eligible.

Proposed Revision:

2.4.3. Pastoral Relations Committee.

The Pastoral Relations Committee shall support the pastor and church in their ministry together by providing a space for regular and confidential dialogue about the life of the church. The committee shall meet at least quarterly.

The committee shall consist of four members, serving a staggered two-year terms. In January of each year, the Cabinet and pastor shall each appoint one member. None of the members shall be members of Cabinet. The committee shall select from its members a presiding officer. Persons are eligible to serve for up to four consecutive years. After one year off, they are again eligible.

PROPOSED BYLAWS REVISION #3

Current:

ARTICLE I. BOARDS AND COMMITTEES

Section 4. Board of Deacons

4.1. Functions. The Board of Deacons shall have general responsibility for the worship, spiritual life, fellowship, and pastoral care of the congregation in cooperation with the Pastor and Staff.

The Board shall have the duty to assist in the preparation and administration of the sacraments, to maintain the membership rolls, to keep in touch with absent members, to appoint the time and place of public worship services, to arrange for a substitute in the Pastor's absence, and to conduct an annual evaluation of the ministries of the pastor and of the congregation.

Proposed Revision:

4.1. Functions. The Board of Deacons shall have general responsibility for the worship, spiritual life, fellowship, and pastoral care of the congregation in cooperation with the pastor and staff.

The Board shall have the duty to assist in the preparation and administration of the sacraments, to maintain the membership rolls, to keep in touch with absent members, to appoint the time and place

of public worship services and to arrange for a substitute in the pastor's absence. *(deleted reference to the annual evaluation)*

PROPOSED BYLAWS REVISION #4

Current

ARTICLE IV. THE STAFF

Section 1. The Pastor

The pastor shall work closely with the Board of Deacons, involving it in worship and ministry to people. As per Article I, Section 4.1, the Board of Deacons shall appoint a committee to arrange for an annual assessment of the pastor's and church's performance. The pastor will share with this committee his or her evaluation of how adequately the church is fulfilling its responsibility to the pastor and his or her evaluation of the state of FCC-UCC, Manhattan. It is the responsibility of the Board of Deacons to make recommendations to the church regarding the pastor's salary, fringe benefits, vacation, sabbatical leave, and other matters relating to the pastor.

There shall also be a pastoral relations committee consisting of three members. See Article I, Section 2.4.3.) This committee shall meet with the pastor at least quarterly and act as a support group and sounding board for the pastor and shall share with the pastor their concerns for the effectiveness of his or her ministry.

Proposed Revision

Replace first paragraph above with:

The pastor shall work closely with the leadership of the church to define expectations for the church and the pastor. As part of the Cabinet's annual evaluation process the pastor, in consultation with the pastoral relations committee, will provide a reflective statement which addresses the shared ministry of the pastor and the congregation. In addition, the statement will be used to guide future planning and resource utilization efforts. It is the responsibility of the Cabinet to make recommendations to the church regarding the pastor's salary and other updates to the pastor-church call agreement.

Remove second paragraph about Pastoral Relations Committee because it is outlined in Article I, Section 2.4.3.

**Toward a New Policy Concerning Investments and Gifts—
for Congregational Review and Comments
April-May, 2015**

Note: you are welcome to provide feedback about these proposals to members of the Gifts, Endowments, and Investments Committee:
Ann Smit/anncbs@gmail.com; Jeff Peterson/jmpeterson71@gmail.com;
Brent Maner/brentmaner@gmail.com.

In addition, there will be a discussion session for the congregation to respond to this proposal and to a proposal to change the Bylaws on Sunday, May 3, during fellowship time in the conference room.

Synopsis of Proposal to Cabinet from the Gifts, Endowments, and Investments Committee (April, 2015)

We propose to restructure the current investments, going from 10 accounts at 3 institutions to a smaller number. The accounts would be restructured so that the church will maintain only one large General Support Fund and three much smaller special purpose funds. The church will receive 4% of the value of the General Support Fund annually to support the church budget. The three special purpose funds will support (1) Facilities, Environment, and Resources; (2) Christian Education and Formation; and (3) Missions and Ministry. They are intended for significant one-time extra-budget needs. These funds carry over from year to year, they can be spent down to the minimum amount needed to maintain the account, and Cabinet can act to replenish them. These changes move us toward best practices for churches in the UCC.

Introduction

First Congregational Church UCC is in the enviable position of having received some very substantial gifts in recent years that have become the major part of the church's investments. The church has also benefited from prudent investment of these funds by prior Gifts and Endowments committees. At present the investments stand at about \$600,000, which is invested in stocks, bonds, and a small endowed account. The proceeds from the investments support the church budget, and they also allow important ventures that enhance the church's mission and that might otherwise be impossible. One example is that the Second Helping ministry got its start using funds from a bequest made by Martha Brill. Recent examples include the grand piano in the sanctuary and the new sanctuary sound system.

Historically, each large gift (ranging from \$30,000 to \$60,000) has been put into an investment account named for the donor. Most of these gifts were not designated by the donor for any particular purpose; however, Cabinet in most

cases designated an area of use, such as Christian education, local missions, and so forth.

Several problems arise from this arrangement. First of all, each major gift resulted in a new account. We now have ten accounts that are invested in several different kinds of funds and at three separate institutions. This means that the various accounts do not share equally in gains and losses in the markets. Another issue is that the named accounts might come to be seen as limited to the purposes of particular boards and committees, when in fact there are times when money has to be disbursed from whichever account is considered by the GE&I Committee to be most prudent. Third, in a few cases, either donors or Cabinet have designated income from particular investments (e.g. X% of the annual proceeds from accounts A, B, and C) for several different purposes, which results in relatively small amounts of money being directed to several different line items in the budget, each with a unique percentage. This system has proved so cumbersome that a review of where the money actually goes suggests that the results are hit or miss. Fourth, this situation does not reflect how the church actually and faithfully develops its budget, where we generally say that if an activity or a mission is a priority, we will try to find a way to fund it.

Of course, we are blessed to have these kinds of resources with these kinds of problems. However, we need to devise easier, more transparent ways to deal with gifts and investments. In addition, we are intentionally moving toward what the United Church Funds recommends by simplifying the accounting, being good stewards of resources, and encouraging future donors.

The Proposal

1. GE&I will restructure investments so that the church maintains only one large General Support Fund and three much smaller special purpose funds (for Facilities, Environment, and Resources; Christian Education and Formation; and Missions and Ministry). Both the General Support Fund and the small special-purpose funds are managed by Cabinet through the GE&I Committee. (Investment principles will be included in the GE&I policy documents, to be approved later.) These four funds are the repositories of gifts that are intended to support the church in the future. These gifts could come from bequests, from memorials, or from individuals.
2. The church shall have a general policy of encouraging donors to make gifts to the General Support Fund, i.e. not designated for any particular purpose, so that the church has maximum flexibility in their investment and use. Donors who nevertheless want their gift to be associated with a particular function may donate to one of the three new special purpose funds.
3. The names of donors who contributed \$30,000 or more toward any of these funds (General Support Fund and special purpose funds) will be listed in the annual report every year, unless the donors want anonymity. Other donors will be listed in the annual report in the year in which they made their gifts, unless they wish to remain anonymous.

4. The church may decline any gift that GE&I and Cabinet believe unduly ties the hands of the church leadership in developing the church's budget and using its resources. Examples might be a gift that requires that all of the proceeds from the investment of that gift be spent annually for a particular function, or a gift where all or part of the proceeds are passed on to an external entity.
5. GE&I will annually recommend a limit on the percentage of the General Support Fund (typically 4%) that can be disbursed in the next fiscal year to support the regular church budget. The Cabinet has the authority to raise or lower this percentage.
6. To assist in the development of the annual budget, the recommended annual disbursement is determined after the third quarter investment reports have been received. It represents a rolling average of the previous five years' year-end totals. It is based on the contents of the General Support Fund only, and the recommended amount must not invade the principal. (Conditions and procedures under which principal might be invaded in the case of financial exigency are included in the GE&I policy documents, to be approved later).
7. The special purpose funds for Facilities, Environment, and Resources, for Christian Education and Formation, and for Missions and Ministry are intended for significant one-time extra-budget needs. The amounts in these funds carry over from year to year, and they can be spent down to the minimum amount needed to maintain the account (anticipated to be \$3,000). When a board or committee wants to use funds from these accounts, it presents a proposal to Cabinet, which must approve the expenditure. These expenditures will not be considered part of the recommended maximum percentage taken out of investments in that calendar year. (Note: These accounts will be set up at the time of restructuring, each with an opening balance that is above the minimum needed to maintain the account and that is commensurate with recent expenditures in each area.)
8. Because usage of the special purpose funds is likely to be quite sporadic, and also variable with respect to amounts taken out, donors should understand that from time to time, Cabinet may need to review the status of these funds while considering anticipated needs. Cabinet may act to shift funds around, or add funds from the general support area, or perhaps undertake a capital campaign to provide additional funds. Donors should also understand that the special purpose funds are broadly rather than narrowly applicable to the indicated areas.

Implications of the Proposed Change

1. The current Pastor Housing account, along with accounts currently carrying the names of Brill, Fenton, and Chalmers would be combined to form the General Support Fund, along with several other funds. None of the named accounts was donor-designated.

2. The amount of money that can be taken routinely each year from the church's investments will be calculated solely on the basis of the General Support Fund, not to include the special purpose funds. GE&I would probably recommend taking out half the annual total in February and the other half in September of each year.
3. Income from the endowed accounts at the Greater Manhattan Community Foundation (GMCF) will be considered part of the 4% taken annually for support of the budget. Other funds generated through GMCF, e.g. through the Grow Green event, will likely be designated by Cabinet for one or more of the three special purpose funds.
4. GE&I recommends sending \$10,000 to the United Church Board for World Ministries. The Sandell family made a donation the 1980s in memory of E.K. Lord, and they specified that the income from \$10,000 of the total (which was combined with other funds) should go to United Church Board for World Ministries (UCBWM). However, the complex arrangements under which the money was combined with other money and was invested in several different accounts and then fed into the budget, has proved unwieldy. So we propose just giving the \$10,000 to UCBWM and letting UCBWM invest it. We will need to talk with donors or surviving family members of this donor, and of certain other donors, to arrange what we hope will be seen as minor changes in how the funds are used.
5. The suggested starting values of the funds would be similar to the following:
 - a. General Fund (incl. GMCF) \$570,000
 - b. Special Purpose Funds (the probable minimum balance is \$3,000)
 - o Facilities, Environment, and Resources \$ 20,000
 - o Christian Education and Formation \$ 10,000
 - o Ministry and Mission \$ 5,000
 (We anticipate that a recent gift will be added here)
6. Disbursements from the General Support Fund would go into the general budget and not to specific line items. Consequently, the line items previously supported more or less directly from the investments should be included as regular items in the budget and funded according to typical/anticipated needs.
7. GE&I strongly recommends that the church avoid borrowing from investment accounts with the intent to repay the money later.

**FIRST CONGREGATIONAL
UNITED CHURCH OF CHRIST**

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Return Service Requested

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<h1>MAY 2014</h1>					1	2
				Ministry of the Decorative Scissors		
3 5th Sunday of Easter 8:30 Choir Rehearsal 9:30 Church School 10:45 Worship & Communion 12:00 Fellowship/Confirmation 5:15 Second Helping 6:30 Our Whole Lives	4 3:30 Staff meeting 5:15 Yoga	5	6 11:30 Lunch Bunch 3:45 CoMN mtg 5:30 Brd of Mission 7:00 Brd of Deacons Brd of Trustees	7 7:00 Taizé	8	9 9:00 Spring Clean-up Camp White Open House
10 6th Sunday of Easter 8:30 Choir Rehearsal 9:30 Church School 10:45 Worship/Confirmation! 12:00 Fellowship Hour 5:15 Second Helping	11 5:15 Yoga	12	13 6:30 CE Board Meeting 7:00 Vitality & Outreach	14 7:00 Taizé	15 7:30 Movie Night	16
17 7th Sunday of Easter 8:30 Choir Rehearsal 9:30 Church School 10:45 Worship/CE Recognition 12:00 Fellowship Hour Congregational Meeting 5:15 Second Helping	18 5:15 Yoga 7:00 MLK Jr. Memorial Committee	19 10:00 N.C. Area Clergy Mtg	20 7:00 Cabinet Mtg	21 7:00 Taizé	22 12:00 Newsletter Deadline	23
24 Pentecost 10:45 Worship 12:00 Fellowship Hour 5:15 Second Helping	25 Memorial Day Offices Closed 5:15 Yoga	26	27	28 7:00 Taizé	29 Boman/Billey rehearsal	30 Boman/Billey wedding
31 Trinity Sunday 10:45 Worship 12:00 Fellowship Hour 5:15 Second Helping						