

Annual Report 2022



Annual Meeting Date: March 5, 2023

Peacham Congregational Church
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Cover Artwork by Max Judas – Thank you so much Max!

Pastor's Report –

My primary goals for 2022 fell into four overarching categories:

- 1) ecumenical connections with other churches;
- 2) reinstitution of interfaith and alternative format services post pandemic;
- 3) offer periodic contemplative gatherings;
- 4) continue work on the Red Box project; and,
- 5) aid in establishing a lay-visitation team.

Below is a brief summary of the accomplishments in these areas and goals for this coming year: 2023

We now have an informal ecumenical group that includes the UCCs in Wells River and St. Johnsbury, the Presbyterian Church in West Barnet and the PCC. We collaborated on a “Gratitude” themed evening in November and hope to do more events in 2023. I attended the Jazz Epiphany service at the UCC in St. Johnsbury in January 2023 and made an additional connection with Rev. Aaron Yi of the Danville United Methodist church, as well as reestablished one with Rev. Jay Sprout, the former pastor at the North Church in St. Johnsbury. Our February book and Bible study was a joint offering between the Grace UCC Church of Rutland and PCC. All of these churches and pastors are interested in doing more collaboration and joint events. In addition, there is some interest in establishing a Women’s Clergy Group in 2023 which will likely end up ecumenical, and I will likely play a role in kicking that off.

2. PCC’s first separate event Interfaith offering in 2022 was the Samhain/All Hallows Eve gathering. Over 20 people attended. The 11/20/22 Gratitude service was both Ecumenical and Interfaith and we had 1approx.. 3 dozen people at that. My goal is to offer between 6 and 8 evening Interfaith gatherings this year. Susan Chandler, Kalanani Gallas, and Karen Lewis have been playing roles in designing these offerings. In addition, as I hope to spend my sabbatical in India, my Interfaith Moments on Sundays have focused on the Hindu faith and connections we can make between that faith and Christianity.

3. I made a few attempts at offering opportunities for more contemplative mid-week gatherings. Although these were originally requested by congregants, there was insufficient interest in them to continue offering in 2023.

4. Susan Chandler and I have been collaborating on creating events that present stories from the “Red Box” (a collection of historical church documents kept at the Peacham Historical Association). We offered our first 2023 event in January, with the assistance of the Barnet Historical Society. There is continued interest between both historical organizations and the Church in collaborating and expanding upon these gatherings.

5. The Deacons and I were not able to establish the lay visitation teams in 2022 and this will be a priority in 2023, particularly with me out of the country for a month in the fall.

6. A new priority this year is to explore the potential of reestablishing children’s and youth programming, possibly under an alternative, “themed” model. At this time, I am exploring the free, multi-aged curriculum offered by the Peace Literacy Institute. PLI’s curriculum is structured for ages PK-grade 5, Middle School, High School, and College/Adult. I will be introducing some of the High School through Adult resources beginning after Pentecost. My hope is that we can find a way of presenting the teaching in a way that area schools, teachers, parents and other churches will “buy in” and support the offering. 2023 has the potential to be a creative and fulfilling year, with many opportunities for collaboration on events here at the PCC and in other locations as our ecumenical and interfaith connections grow.

Blessings,
Rev. Sonia

PEACHAM CONGREGATIONAL CHURCH
ANNUAL MEETING MINUTES – MARCH 13, 2022

The Peacham Congregational Church Annual meeting was called to order at 10:56 AM on Sunday, March 13, 2022 by Moderator John Marshall. The meeting took place in person (wearing masks) in the Social Hall.

Present were: John Marshall, Rick Witt, Dart Thalman, Patrice McDonough, Sharon Fuehrer, Mary Daly, Max Judas, MaryLou Judas, Timm Judas, Harry Vann, Anita Vann, Ann Goss, Bruce Westcott, Carolyn Deasy, Barry Lawson, Greg Lockhart, Patty Gardner, Jonathan Potter, Rev. Sonia Dunbar, Marilyn Magnus
Rev. Sonia Dunbar led us I prayer.

Article 3 – It was voted by the Members and Associate Members to accept the written reports by officers (except for the Moderator), as well as written reports required by the Constitution or Bylaws or from any committee established thereunder as contained in the Annual Report and any supplement thereto submitted to the membership before the meeting.

Article 5 – Nominating Committee Report

It was voted to accept the Nominating Committee report. New member for the Business Committee – Greg Lockhart.

It was voted to accept the Nominating Committee Report as so amended.

Article 6 –

It was voted by the members to elect three deacons.

Article 7 –

Elections of two Business Committee Members, Officers and an at-large member of the Council as nominated by the Nominating Committee in its report by vote of the Members and Associate Members.

We passed over Articles 8 & 9

Article 10 – New Business

Budgets – It was voted to approve the budgets as presented in the Annual Report. Discussion about the budget details. The Business Committee and Bruce Westcott were praised for the efforts they have made in getting grants and funding for projects coming up & happening now, insulation of the building. We have to make a decision to add an annex which is one of the biggest projects the church will have to make. We need to think about this and the kitchen during this year. Ann Goss was recognized for her fundraising efforts.

Log Range Plan – This is available for anyone to read & make comments.

Sabbatical – Rev. Sonia is requesting this one year early. The deacons will cover the four Sundays when she takes her sabbatical. It was a vote to permit her to take it one year early.

Preparation of Social Hall for gatherings such as potluck suppers. With spring coming & the Pandemic winding down, we anticipate more use of the Social Hall. We need to decide on the tables, chairs, couches & what to do with what we have, to replace the current ones with lighter ones, storage of what we end up with. We will need new picnic tables outside for the outside picnic area. It was agreed that we need to address this issue now.

Article 11 – Choice of Moderator for the term of one year was John Marshall. It was a vote.

Article 12 – we voted to adjourn at 12:20 PM

Marilyn F. Magnus,
Clerk



TREASURER'S REPORT – 2022 ANNUAL MEETING

February 2023

Submitted by Bruce Westcott, Treasurer

This report consists of four sections. May I offer a few introductory Highlights:

- Service collections and pledges to Church Operating funds grew by 16% over the prior year.
- The Church's investment funds (unrestricted Endowment and restricted Preservation Fund) were hammered this year by **-17%** and **-18%** respectively.
- The disbursements which we take from the Preservation Fund and the Endowment Fund increased again in 2022, reflecting very good market performances: particularly in 2020 and 2021. Take note: the amount we can draw is driven by a formula that recognizes three years of past performance. Starting in 2024 look for a sharp decrease in what we can take, due to the terrible market performance this past year – even if 2023 is a good year for investments.
- We converted some Endowment Fund dollars into a new asset: shares in Peacham Community Solar (as reflected on the Balance Sheet below). Utility savings will result.
- Unexpected increases in projected survey costs, building insurance, and some other lesser operating expenses increased our expenses.
- Though volatile and inflated heating fuel prices skew the comparison, the Church has clearly saved heating costs in comparison to the years before the Children's Center came. The Church spent **\$6714** on utilities in 2020 – the last calendar year before Center operations commenced. The budget for 2023 for utilities is **\$4600** (a 31% decrease).

Sections of the Report

1. Operating Budget Summary, with some breakout of both Restricted and Unrestricted income and spending, and estimated Operating Budget for the coming year.
2. Capital Budget Summary – “Capital” items are purchases or other expenses which are more than \$500, and/or have a working life of more than one year. The budget shows what we plan to spend in 2023.
3. Income and Expense amounts for 2021 and 22 are detailed on the following pages. I would be happy to provide details on any of the summary amounts for all funds (not just Operating).
4. The Balance Sheet summarizes our assets and liabilities.

1. Operating Budget Summary

PEACHAM CHURCH- 2023 BUDGET				
CONDENSED OPERATING STATEMENT		Budget		Budget
	2021 Jan-Dec	2022	2022 Jan-Dec	2023
OPERATING REVENUE				
<i>Restricted:</i>				
Preservation Fund draw	\$17,503	\$21,000	\$21,096	\$25,448
Individual donations: other specific gifts	\$2,549	\$1,000		n/a
Receptions (net)	-\$2,037	\$750	\$3,960	\$1,200
Appliances Fund	\$6,200	n/a	n/a	n/a
PPP Grant	\$4,507	n/a	n/a	n/a
Other	\$447	\$500		\$500
Individual donations: Missions	\$770	\$3,000	\$1,824	\$1,000
Total Restricted	\$29,939	\$26,250	\$26,880	\$28,148
<i>Unrestricted:</i>				
Endowment Fund	\$12,683	\$12,000	\$8,709	\$16,410
Interest & other	\$218	\$250	\$575	\$100
Cash gifts: plate, online giving, other	\$35,255	\$40,100	\$38,235	\$42,000
Fundraising events	\$10,570	\$10,000	\$9,464	\$9,075
Building Useage (including Children's Center)	\$1,725	\$5,600	\$4,940	\$6,600
Transfer from Restricted Funds			\$11,612	
Total Unrestricted	\$60,451	\$67,950	\$73,535	\$74,185
TOTAL OPERATING REVENUE	\$90,390	\$94,200	\$100,415	\$102,333
EXPENSES				
<i>From Restricted Revenue:</i>				
Facility expenses	\$17,503	\$21,000	\$21,096	\$24,150
Missions	\$715	\$3,000	\$1,824	\$1,000
Total Expenses from Restricted	\$18,218	\$24,000	\$22,920	\$25,150
<i>From Unrestricted Revenue:</i>				
Ministries: Pastor, Church Services, Music	\$49,818	\$52,293	\$54,190	\$54,934
Facility	\$12,183	\$1,000	\$17,883	n/a
Fundraising expenses	\$2,215	\$1,000	\$758	\$750
Contractors & Stipends	\$17,653	\$27,179	\$18,385	\$5,985
Office expenses	\$5,871	\$5,500	\$5,673	\$19,724
Total Expenses from Unrestricted	\$87,740	\$86,972	\$96,889	\$81,393
TOTAL OPERATING EXPENSE	\$105,958	\$110,972	\$119,809	\$106,543
OPERATING SURPLUS/(DEFICIT)	-\$15,568	-\$16,772	-\$19,394	-\$4,210

4. Balance Sheet – all Funds

					Dec 31, 22	Dec 31, 21	% Change
ASSETS							
	Current Assets						
			Checking Account (PSB)		\$19,432	\$13,406	45%
			Total Available cash accounts		\$19,432	\$13,406	45%
	Restricted Funds						
			O.M. Cheney Mem. Bldg. Fund		\$20,022	\$28,854	(31%)
			Endowment Fd. - ministry/church		\$330,908	\$401,761	(18%)
			Reserved & Memorial Funds (CNB)		\$13,507	\$23,061	(41%)
			Preservation Fund (VCF)		\$590,369	\$709,265	(17%)
			Restricted Funds - Other		\$546	\$546	
			Total Restricted Funds		\$955,352	\$1,163,487	(18%)
			Total Checking/Savings		\$974,784	\$1,176,893	(17%)
			Accounts Receivable		\$2,461	\$1,666	48%
			Total Current Assets		\$977,245	\$1,178,559	(17%)
	Fixed Assets						
			Peacham Community Solar		\$22,550		100%
			Property, Plant, Equipment		\$610,755	\$575,149	6%
			Total Fixed Assets		\$633,305	\$575,149	10%
			TOTAL ASSETS		\$1,610,550	\$1,753,708	(8%)
LIABILITIES & EQUITY							
	Liabilities						
	Current Liabilities						
			Accounts Payable		\$1,043	\$1,982	(47%)
			Credit Cards		\$805	\$1,143	(30%)
			Missions & Reserves Payable		\$33,265		100%
			Children's Center Funds			\$1,335	(100%)
			Payroll Liabilities			\$1,419	(100%)
			Prepaid Expenses		\$1,660	\$7,161	(77%)
			Total Other Current Liabilities		\$34,925	\$9,915	252%
			Total Current Liabilities		\$36,773	\$13,040	182%
			Long Term Liabilities		\$1,300	\$200	550%
			Total Liabilities		\$38,073	\$13,240	188%
	Equity						
			Net Assets		\$83,605	\$193,739	(57%)
			Retained Earnings		\$610,041	\$32,705	1,765%
			Opening Balance Equity		\$936,688	\$936,688	
			Net Income		(\$57,857)	\$577,335	(110%)
			Total Equity		\$1,572,477	\$1,740,467	(10%)
			TOTAL LIABILITIES & EQUITY		\$1,610,550	\$1,753,707	(8%)

2. Capital Budget for 2023

Peacham Congregational Church Capital Plan: 2023		
Update date: January 31, 2023		
Project	Description	Status
Historic Preservation / Repair & Safety		Priorities for 2023
	Reverse front door (ADA access, safety, energy efficiency). Repair Belfry and Deck, and re-establish Lightning Protection System. Repair and Support Side Door Canopy.	VT Div. of Historic Preservation grant and tax credits of \$25,000 : 50% match required; must be completed in 2023
Repair/Restore Historic Features		\$7,000
	Interior & Exterior Woodwork Repair and Painting. Re-set/restore Granite Kerbs. Restore/preserve historic double-hung windows (3 in front, 1 at rear)	
User Experience: Sanctuary and Social Hall		\$7,000
	Flat screen wall-mounted digital display and cabling in Social Hall (ZOOM , meetings, presentations, movies. Hearing support system (sanctuary). Modern, safe, easy-to-move chairs and tables for the social hall.	
Energy Conservation/Insulation		\$22,400
	Insulate vestibule, etc. up to level of attic, including historic choir loft. Insulate original building: wood frame walls: sanctuary	Grant from VT Interfaith Power and Light (50% match required) for \$12,000 ; must be completed in 2023.
Campaign administration, communications, outreach		\$3,000
Consultant for planning Capital Fund Drive		\$1,000
Subtotal		\$110,000
Contingency (10%) of Subtotal		\$11,000
TOTAL		\$121,000
Funding Currently Available		
	Approximately \$37,000 matching grants.	
	Approximately \$26,000 from Olive Cheney Bequest	

2022 Business Committee Annual Report

2022 was a year of progress, and some continuing challenges, in the work of the Peacham Congregational Church Business Committee. Our Balance Sheet remains healthy, while Operating Cash Flow remains a challenge. As ever, the Business Committee was proud and enthusiastic in fulfilling its role as part of this special church family and team.

- Members of the Business Committee for the full year were Bruce Westcott, Bruce Maclean, Harry Vann, Dave Edwards, and Rick Witt (Chair). Greg Lockhart joined mid-year to fill an open seat and was a welcome addition.
- The Business Committee oversees the church budget and finances, and the church building and its uses. We met in full session 12 times during 2020, on a monthly basis, and in addition conducted special sessions as needed. Agendas and Minutes of these meetings are available upon request.
- The Church end 2023 with an Operating Deficit of \$19,394, against a forecast Operating Deficit of \$16,772, or 15.6% worse than forecast. Operating Revenues were \$100,415, or 6.6% above forecast. Operating Expenses were \$119,809, or 7.9% higher than forecast, this due to somewhat higher than predicted inflation, an unforeseen 62% hike in insurance cost, and capital expenses that were included due to a software coding issue, which has been corrected for 2023. Our 2022 year-end Annual Appeal was more successful than in recent years, and allowed us a more solid revenue forecasting base for 2023 than was the case when forecasting the 2022 scenarios. Our ongoing goal remains to realize, and maintain, a yearly Operating Surplus, or, at a minimum, a break-even Operating Result, with a robust operating cash position at the end of the year. We are closer now to that goal but not there yet, due mainly to a continuing (but diminishing) cash flow shortfall in covering our necessary expenses. A Condensed Income Statement for 2022 is, together with the 2023 Operating Budget Forecast, is included in this Annual Report, and a detailed Statement is available on request.
- Our Balance Sheet, the indicator of our overall financial health, remains strong. However, weaker financial market conditions in 2022 had a negative impact on the Investments (Preservation Fund, Passumpsic Bank Endowment Fund) which make up a substantial portion of our assets. The Preservation Fund, which lost 18% of its value in 2022, is managed by longstanding trustees, the Vermont Community Foundation; the Endowment Fund, which lost 17% of its value in 2022, is managed by PSB financial advisors, with whom the Church Investment Committee works regularly to keep our market exposure rational. All of us are of hoping for improved financial market performance in 2023, however markets remain volatile. In any event, overall, and in spite of the poor Investments performance in 2022, our Balance Sheet lost only 8% of its value. A current snapshot of this document is included in this Annual Report.

- For 2023, we are forecasting an Operating Revenue budget of \$102,333, up 2% from 2022 performance. Potential upside to this includes a better Annual Appeal result this year than in 2022, which would positively affect Quarter 4 (we have budgeted identical results year-to-year); a rent increase from the Peacham Children's Center which could take effect from September 1; and of course more plate giving than has been pledged (and thus budgeted). We are forecasting Operating Expenses of \$106,543, down 11% from 2022, reflecting tight cost control and better predictability of expenses. We forecast another Operating Deficit, of \$4210, or a 78% improvement over the 2022 result. An 2023 Operating Budget Forecast summary is included herein, together with the 2022 Condensed Income Statement.

In summary: while forecasting an ongoing Operating Deficit, in 2023 the Business Committee will continue prudent and firm management of costs, and work to bolster the Church's Operating Revenue-generating efforts, and continue moving towards a sustainable Operating Surplus situation. Upside revenue this year could close the deficit gap, and perhaps even yield a break-even or positive operating result.

- Church's Capital Projects in 2022 included insulation of the sanctuary ceiling following the removal of vermiculite from the attic space in 2021, and the insulation of the walls on the ground floor. These were funded through grants received by the Church, including one in cooperation with the Peacham Children's Center, with the required matching portion of the costs covered by Olive Cheney's generous 2020 bequest.
- Separate from the 2023 Operating Budget, and in coordination with the Long-Range Planning Committee, the Business Committee has also established a Capital Budget for the year. These details are in the 2023 Capital Plan, included in this Annual Report. The Church is in receipt of grant funding to fund a substantial portion of the identified projects, all of which require matching funds. We have certain capital funds on the Balance Sheet to cover some of these costs, in any event we will go forward with any individual capital project only if funds for them- matching or standalone- are available in full for such project, and if the Business Committee then approves the required expenditures.
- The Peacham Children's Center, under the overall management of the Business Committee, has been open and running in our building since November 2021. A separate overview covering this operation is included in this Annual Report.
- Finally, the Business Committee wishes to thank all in the Church family and team for everything they do, and whose cooperation and faith make the work of our committee in a supporting role rewarding, as we move forward.

Respectfully submitted,
Rick Witt, Business Committee Chair
February 23, 2022

1. Governance Church Business Committee: 2023 Draft Work Plan

- a. Review subcommittees (Annual Appeal, Children's, joint planning subcommittee on Capital Campaign & Investment), and consider appointing By-laws-required Advancement Committee from Annual Appeal committee).
- b. Support Church enhanced membership campaign (and factor resulting, triage-based, volunteer-time pledges into expenditure decisions), including Council meeting on membership rights and Church governance
- c. Participate in Council Working Group, both its Protocol for a resource-based triage of long-range Plan goals and regular meetings

2. Church OPEX budget/cost management- specific goals

- a. Tight monthly control- as always, and more regularly if necessary
- b. Strive for at least a break-even operating result for 2023, evaluating results of Annual Appeal
- c. In September, organize Annual Appeal, applying lessons learned
- c. Increase operating reserves (Passumpsic checking)
- d. Finish streamlining/simplification of financial reporting- cash basis, add cash flow statement; oversee annual audit
- e. Implement new Protocol for approving unbudgeted expenditures
- f. Monitor Endowment through Investment Committee

3. Church CAPEX- budget, project management

- a. Review and evaluate report of the joint (with Planning Committee) conclusions/summary of Meetinghouse needs and Case Statement for a long-term capital campaign; coordinate with Planning Committee
- b. Monitor expenditures under approved Capital Budget for 2023
- c. Develop plan/campaign to raise restricted funds for Capital Budget as approved at the Annual Meeting to the extent restricted funds and grants in hand are not sufficient
- d. Develop and implement legacy-gift program

4. Children's Center landlord/tenant relationship

- a. Operating Committee- appoint, monitor regular, timely functioning generally, and address Social Hall and other issues that will or may arise
- b. Negotiate with Center agreed adjustment of rent, utility costs going forward, and true-up of past utility and other shared costs

5. Building Management

- a. With Deacons, Planning Committee and Council Working Group, develop Protocol (point persons/Sexton, checklists/manuals, suggested fee schedule, and other details) for use of Meetinghouse by Church and other organizations
- b. Prudent use of Sexton services- regular maintenance, systems management, project facilitation
- c. Timely review of expenditures

CHILDREN'S CENTER REPORT

One of the Church's stated Missions is to serve the community, and another is to make the Meetinghouse available to the community. Consistently with our Mission Statement, in December 2019 the membership of the Peacham Congregational Church voted to go forward with the "construction and operation of a children's center in the Church building's ground floor" working with the non-profit Peacham Children's Center. By December 2022 all the work was completed, and the Church and Center had over a year's experience working together.

Below are listed the major ways in which this working relationship has affected the Church.

- The Center invested over \$225,000 into the Meetinghouse and its infrastructure (drainage, waste water disposal, insulation, heating and lighting systems, egress, toilets and other interior modification and beautification).
- Children and parents from dozens of families from Peacham and surrounding towns utilize the Meetinghouse every work week.
- The Church and Center have been successful in attracting public-sector and private grant funds to create the child-care program and improve the Meetinghouse.
- The Church and Center have gained statewide recognition for their joint success in sustaining the relevance of Village centers and addressing the crucial need for child-care in rural Vermont.
- The Center heats the ground floor to meet its specifications. This results in:
 - A comfortable temperature for Church and other activities occurring in the Social Hall space during times when the Center is not in operation, and
 - A heating "dividend" for the entire Meetinghouse (as it is not practical to restrict the Center's heat to its immediate workspace) ; this "dividend" makes for an overall healthier building than before the Center opened, which has reduced the Church's cost of heating the rest of the building when it is in use.
- The Church and Center must communicate regularly to plan reconfiguration of the shared Social Hall space when Church or other events require its use outside of the Center's working hours.
- The Church and Center (and outside organizations when they use Meetinghouse space shared with the Center) must provide the labor to move and replace Center furnishings and other materials when the use of shared space is planned.
- The Church has gave up most surplus space which had been available to accumulate and store materials for various Church events, store unused chairs and tables, etc, although we now store tables in the Center's shed.
- Under certain circumstances, security measures may limit movement of people through, or gathering in, the space adjacent to child-care spaces while the Center is in operation.

Overall, the Center, which is recognized in the area as providing an excellent child-care service (and has a waiting list for enrollment), has allowed the Church to fulfill its Mission to serve the community through the Meetinghouse and in so doing meet the critical need of families in our area for weekday child care.

2021 COLLECTORS REPORT

Income:

General Fund	\$106,301.89
Dividends and Interest	6,303.56
Use of Building	300.00
Lou Sargeant Trust	194.14

\$113,099.59

Fund Raisers:

Memory Tree	3,143.00
Pig Roast (July 4 th)	2,838.00
Fall Foliage Dinner	1,502.00
Rummage Sales	2,019.60
Winter Carnival	354.00
Town Meeting Lunch	300.00
Hal Parker Concert	175.00
Meeting House Minutes	5.00
Quilt Raffle	195.00

10,531.60

Misc:

Preservation Fund Distribution	17,503.00
Mission	890.00
Memorial Fund	50.00
Peg Newburn Memorial Fund	

106.00

Sound System	6,000.00
Restricted Fund	484.90
Peacham Children Center	16,163.75
Endowment Fund	2,000.00
Reception Fund	1,100.00

44,297.65

*VT Community Building Preservation Fund 243,132.18

Total Income: \$411,061.02

*Transferred to VT Community
Building Preservation Fund 243,132.18

Prepared by: Ann Goss Date: February 18, 2022

CHURCH COUNCIL REPORT 2022

The Council is the Church's Board of Directors. Under the Bylaws, it consists of up to nine persons: four officers and one member-at-large elected directly by the membership and two representatives each from the Deacons and Business Committee (their respective Chairs and one other representative that each committee appoints).

As a coordinator and policy-setter, the Council's role is to oversee all that we do to fulfill our stated Mission, which is twofold: (1) serve and provide spiritual support to the community, and (2) maintain the Meetinghouse as a central gathering place for a variety of community activities. Reviewing the 2022 year at a high level and considering there are so few of us, we did remarkably well in fulfilling our stated Mission.

It is not for this report to review, task by task, how well the Council fulfilled its 2022 workplan: that can wait for the first meeting following the Annual Meeting, when the Council will adopt its 2023 workplan. The reality is that the Council succeeds if the Church succeeds, which for most activities is the result more of how its members, officers and core committees perform than actions taken at Council meetings.

And the Church succeeded! Some examples of success targeted in the 2022 workplan:

- as the pandemic lessened, the Meetinghouse reopened for services, interfaith activities and community events;
- many special services took place in the Meetinghouse, including the St. Francis Blessing of the Animals, Samhain (Celtic poetry), coffee house services (with contributions of talent from many), and our inter-church Thanksgiving Celebration of Gratitude;
- the Church conducted a much-better-organized Annual Appeal;
- the Meetinghouse saw some \$60,000 plus in improvements, including more insulation, needed repairs, and a new sound and broadcast system;
- we continued to host the Children's Center, a child-care program clearly needed by our community (and obtained a variance from the Development Review Board to locate a shed to house Center strollers and also Church tables);
- the Meetinghouse hosted the 10th PamFest, the pulled-pork supper on Independence Day, the Fall Foliage spaghetti supper, a Mission and Craft Fair (as part of the Guild's Christmas Bazaar), a mission-focused (Girl-up) Indian cuisine supper, and a community potluck supper (with a folk concert by Grant Peeples), to name a few events; and
- we began taking action to become a Green Congregation and House of Worship and developed an inter-church relationship with churches in St. Johnsbury, Barnet, Wells River and Rutland.

That recognized, our eyes may have been bigger than our stomachs, and the year was not as much one of reflection as we planned, because we were so busy. Also, we did not implement enhanced membership recruitment (and our specific Council commitment to hold a meeting on governance of the Church and membership rights); we did not initiate the planned lay-visitation program; and we appointed but did not oversee well the Mission Committee's work. I do not think it wrong to have set ambitious goals, however and even if we fell short on some; again, with few of us, we had a remarkable year of accomplishment.

Looking to 2023, I believe the Council's (and Church's) first priority is enhanced membership recruitment, ideally Members and Associate Members but volunteers too. Second, we need to

develop a protocol for Meetinghouse use, both for Church activities and for use by other community organizations (e.g., establish point person(s), develop checklists, develop waivable fees for use of the Meetinghouse, and ensure that post-activity the Meetinghouse is restored to good condition for ongoing Church, Children's Center and other regular activities). Simply stated, we cannot encourage enhanced Meetinghouse use by the community or the Church if we do not establish procedures that, with community and our membership's help, ensure that traditional services and activities as well as use by the Children's Center will not be adversely affected.

In terms of our other Plan goals, I propose to organize an open process in March and April to conduct a resource-based triage of priorities. We did some of this in 2022—for example, we decided not to initiate a capital campaign but to plan for one—but we did not really have a rigorous process for determining how much we could do (and what may have to be deferred). I suggest that in 2023 the Council through its Working Group should, in a process open to all in the Church and community:

- In a first pass, review all of our Long-Range Plan goals, those that were undertaken in 2022 but not completed, those not undertaken, and any additional goals we may think of, and determine what worked and didn't work and what still needs to be done.
- In a second pass, inventory the resources required for each such goal, not just funding but also asking members and others to make volunteer commitments (in rough hours, that is and so to speak, "pledges" of time and talent, as Sonia often puts it).
- Based on the second pass, conduct a third pass to set 2023 priorities: those to be included in the Council's 2023 workplan (and the workplans of the Church's other constituent committees) and those to be deferred, either to 2024 or indefinitely.

Again, we have much to celebrate and give thanks to God for. The reason I place membership recruitment (including Associate Member but also non-Member volunteers) as the first priority is that with more of us, we can do more, and there is so much this Church and its Meetinghouse can and should do to serve our congregation and community.

Respectfully submitted,
John H. Marshall, Chair

DRAFT 2023 COUNCIL WORK PLAN

Governance and Coordination:

- Continue Council Working Group meetings, meeting regularly to inform about, receive Feedback on and coordinate Church activities between Council meetings.
- Organize, prepare and coordinate the first annual membership meeting on governance and membership rights as part of Comprehensive Advancement Plan (see below).
- Streamline the Mission Committee appointed by the Council (including consideration of its consolidation with the Deacons).
- Coordinating with the Church Administrator and Business Committee, oversee development of a Protocol for Meetinghouse use (responsibilities, checklists, calendaring, and funding/waivable fees).
- Conduct during March and April (and adjust this workplan based on the results) a resource-based triage of long-term and specific 2023 goals and priorities.

2023 Church Priorities:

- Continue to oversee/encourage radical hospitality and risk-taking missions.
- Continue focus on traditional congregational services, lay-led services and interfaith activities.
- Oversee (through the Council Working Group), as a first priority, development and implementation of a Comprehensive Advancement Plan for membership/volunteers, coordinating with the Deacons and Business Committee.
- Oversee (and integrate into the Comprehensive Advancement Plan) the Annual Appeal (canvass) beginning in September, coordinating with the Business Committee and applying lessons learned from this year's Appeal.

Other:

- Oversee Planning Committee work to update annually the long-range Plan as well as the Committee's 2023 work plan (interim site plan, space/needs list to be developed with Business Committee, kitchen plan, etc.) and its work on a potential Capital Campaign for the Meetinghouse; coordinate planning with results of research-based triage of goals and priorities (see above).
- Oversee streamlining and improve Mission Committee performance.
- Oversee Business Committee's management of Children's Center operations.
- Oversee Deacons and Pastor in developing a lay-visitation program to include shut-ins (later in year).
- Oversee management of Church Calendar and coordination of Meetinghouse services and activities.

Church Administrator Report

With baby steps, we slowly resumed some of our regular routines. We added a monthly box ad in the North Star Monthly, as well as a monthly schedule inside the paper. We are hopeful that by getting our name out there more, we will entice more people to come and see what we are about.

We worked hard on improving communication between all of the “players” in our busy church. Timm Judas has done a wonderful job of making sure that our calendar is up to date and sends out the information via email to all who should know of an event.

We are so fortunate to have Jonathan Potter and Timm Judas keeping our social media and website up and running. We still have more work to do, training a few more people on the sound system and the streaming equipment. Thanks to Jonathan, we are able to livestream on YouTube and Facebook. Facebook has the capability to make comments in real-time so we are able to announce celebrations and prayer requests during the service from remote viewers.

We held out Rummage Sale in the town gym again this year. We are not sure we will hold another Sale because of the number of items that did not sell and had to be transported out of town in order to empty the gym. We will talk more about how we might be able to modify this sale and combine it with our Fall Foliage Event. Our July 4th meal was modified this year as we decided to buy the pulled pork from Sarky’s Smoke House in Groton, making for much less work as it was delivered ready to serve. The 10th Annual PAMFest activities were held in the church. In October we held our spaghetti and meatball meal with apple crisp for dessert. Many attendees were still asking for take-out meals but we were happy to be able to offer that. We collected names to memorialize or honor our loved ones with our annual Memory Tree and the Pet memory tree. This year, Rev Sonia added a simple remembrance service as we read the names on a livestream in the sanctuary and gathered for grilled cheese sandwiches and tomato soup in the social hall after we lit the blue lights on the tree.

I have also taken on another task of being the liaison between the Peacham Children’s Academy, the Church and the Peacham Children’s Center, working to develop a process for transitioning the social hall from Children’s Academy space to Peacham Church space. I have been working with Jeanna Berwick, director of the PCA and Jeff Lane to come up with ways to make this an easy process. Once we have it figured out, we will set up the instructions of what needs to be done from our perspective.

I created an instruction booklet for the dishwasher and the propane stove. I do feel it is important for those who will be responsible for using these appliances, to come and learn how to use them. I will also be working with Jeff on cleaning some important space to fere up more storage for the church.

Patty Gardner

Clerk's Report - Vital Statistics:

Deaths: Richard Blair – 5/18/22 (service 5/27/22)
Becky Toney McGill (service 5/22/22)
Bob Fuehrer – Celebration of Life – 5-29-22
June Anderson - June 5, 2022 (Service 10/2/22)
Marion Gougen, – 7/17/22 (service 7/21/22)
Priscille Engle – 9/3/22 (Celebration of Life – 7/29/23)
Paul Goguen – 12/17/22 (service 12-27-22)

Births: No births associated with our church in 2022

Marriages: Karl A. Gardner to Samantha A. Kaiser Gandin – May 28, 2022 (in Cabot, VT)

Report of the Deacons 2021 – Peacham Congregational Church

Deacons serving for 2022 were:

Susan Chandler, Patty Gardner, MaryLou Judas, Anita Vann, Mary Daly & Timm Judas (resigned 9/11/22)

The Deacons met a total of 11 times during 2022,-23 with Patty Gardner as head deacon. 2022 has been a more normal year, meeting almost exclusively in person. Zoom was used for people who couldn't attend because of scheduling.

I would like to thank Rev. Sonia for her unwavering support of everyone who is involved in our little church. She always has encouraging words and we are very fortunate to have her steady hand and leadership. She has had some health issues recently but continues to do what she needs to do and we are very appreciative.

We met several times (during the months with 5 Sunday) in the social hall for coffeehouse-style services with poems, stories and scripture readings, and an Historical Mystery presentation by Sonia and Susan with input from the Barnet Historical Group.

Patty & Sonia worked to put together a Mission & Craft Fair on Nov. 3 and we are hoping to repeat this. The Children's Academy has already scheduled to be closed for the day so we can transition into a festive, holiday atmosphere. In September, we added Cara Hill to our music ministry as the choir director, as Patty stepped down.

We did hold regular worship services and slowly transitioned back to serving communion. Attendance for our Christmas Eve service was much smaller than before the pandemic but we were happy to welcome the people who attended. We had a few children and that makes everyone happy.

The Pastor-Parish Relations Committee (P-PRC) has yet to meet to prepare for the pastoral evaluation in 2022-3. We will work together on this and may need to come up with a different format for this year.

We did not take in any new members in 2022. We are hoping to do this in March/April 2023, along with organizing a gathering to come up with best practices to facilitate and train anyone who may be interested in supporting this effort..

Once again, we thank John Marshall, moderator and council president for his invaluable guidance and support during the year.

Patty Gardner,
Head Deacon

Deacon's Work Plan - 2023

SERVICES/LITURGY

- Plan for major and special services in 2023 (Lent-Easter, Advent-Christmas, etc. plus special celebrations and annual canvass)
- Continue lay participation in services and continue lay-led Sundays, and coffee-house Sundays
- Evaluate how to integrate interfaith focus with our continued priority of Christian congregational ministry
- Plan interfaith activities and the planning of separate, interfaith services
- Evaluate and prioritize/focus on radical hospitality for services and other activities
- Process requests for use of the meetinghouse by other faiths, if any

MISSIONS/OUTREACH

- Advise Mission Committee on mission activity (Bylaws requirement)
- Coordinate services/special services with mission activity
- Help focus missions on risk-taking and membership involvement
- Evaluate and help develop (congregation-wide involvement) lay-led visitations with shut-ins
- Evaluate adult education/youth program opportunities, including at least one Bible/book (with appropriate theme) study/adult educational program

MEMBERSHIP/GOVERNANCE

- Consider whether Deacons should act as a committee of the whole for Bylaws required committees (Pastoral Relations, Music), to streamline committee structure as prioritized in the long-range plan (note that Bylaws require PRC to have one non-Deacon)
- Evaluate whether to appoint or restructure Education Committee (Bylaws requirement, not currently appointed)
- Coordinate with Council/working group to increase membership (communication about membership, including the difference between Members and Associate Members, handle protocol for new members (vetting, service recognition or not as preferred, encouragement of congregational membership, radical hospitality)
- Select representatives and continue evaluating participation in NACCC/other associations
 - Participate in annual Church meeting to explain governance under the Church's amended Constitution and Bylaws
- Plan and conduct pastoral review at year-end (annual Bylaws requirement)

Other

- Participate in Council working group
- Coordinate with Council/Business Committee on annual pledge/fundraising campaign • Coordinate with Business Committee on space/kitchen needs
- Other issues/focuses that come up during the year

Report on Lay Services 2022

Here is the schedule of lay services last year:

January	Leader: Lynne Lawson Message: Lynne Lawson "Loving yourself as you love your neighbor"
February	Leader: Lynne Lawson Message: Lynne Lawson "Solomon and the prostitutes"
March	Coffee House Service
April	Leader: Deacons Message: Dave Edwards "Radical hospitality vs. radical anxiety"
May	Leader: Lynne Lawson Message: Ken Vos "All things work together for good"
June	Leader: Lynne Lawson Message: Lynne Lawson "Spiritual growth"
July	Leader and Message: Deacons (Ken Vos was scheduled to speak but could not make it)
August	Leader: Lynne Lawson Message: Nancy Fowler "Making it real"
September	Leader: Lynne Lawson Message: Kalanani Gallas "Yoga: an ecumenical toolbox"
October	Leader: Lynne Lawson Message: Ken Vos "Finding meaning in death"
November	Leader: Lynne Lawson Message: Nancy Fowler "Gratitude"
December	Christmas Eve service

MISSION COMMITTEE 2022

The Church raised funds for four core missions this past year and tried to include for each mission some non-monetary means for members and the community to help; for example, we collected material to put together 11 emergency kits as part of the last quarter's Church World Service mission. We also decided for 2023 that in the last month of each quarter, the Church will support a second, community-based organization (the Church test drove this approach during the last quarter of 2022 when, in addition to year-round collections and two food drives for the Danville Food Shelf (Open Door), we collected a different type of food listed for each December day based on a reverse Advent calendar).

The results in terms of monetary donations, presented below, reflect pandemic-reduced donations (as compared to \$2500–\$3000 pre-2021), with donations picking up as the Church restored in-person services, community suppers and the like after pandemic concerns began to ease. The financial results also do not reflect all of the other ways that we supported core and other missions, for example, the Indian-cuisine community supper that raised monies for Girl-up; Danville Food Shelf collections and drives throughout the year; \$664 raised for the American Cancer Society; or the Mission and Craft Fair in the Social Hall as part of the Guild Christmas Bazaar.

Mission	Months	2021 Donations	2022 Donations
Danville Food Shelf	January–March	210.00	294.29
Heifer International	April–June	*NA	564.49
Habitat for Humanity	July–September	94.49	75.00
Church World Service	October–December	275.00	226.44
TOTAL:		\$579.49	\$1,160.22

*Not sponsored in 2021 because of the reduction in missions from six to four; \$242 donated in 2020.

I am no longer the Committee Chair, and this will be my last annual report for the Committee. Consistently with one goal of our long-range plan, I believe that the Committee needs to be streamlined for more effective operation and have suggested to the Deacons that the Council should consolidate the Mission Committee with the Deacons by appointing two or three Deacons and two or three non-Deacons and that the Deacons include Missions as part of its monthly-meeting agenda. If we do this, there will be one less committee meeting to schedule, and mission activity will be developed and/or reviewed monthly by the Deacons who under the Bylaws are tasked to advise the Mission Committee.

Respectfully submitted,

John Marshall

NOMINATING COMMITTEE REPORT 2022

The Nominating Committee (consisting this year of the Church Council, as a committee of the whole) presents its report and recommendations to fill positions to be elected by the members at the Annual Meeting. Under the Church's Constitution and Bylaws, the membership elects four officers; two members serving three-year terms on each of the Deacons and Business Committee; a member at large; and one (of two) auditor(s) serving a two-year term.

Please note that this report makes no recommendations for the presently-vacant auditor position, which position may be filled by nominations from the floor. Please also note that the terms listed below as expiring in 2022 continue until the Annual Meeting, which occurs several months into the next (2023) calendar year.

Office	Current	Nominate
DEACONS	Susan Chandler (2023) _____ (2023) Mary Daly (2024) Mary Lou Judas (2024)	Patty Gardner (3-year term) Anita Vann (3-year term) Rick Witt (filling the last year of the vacant 2023 term)
BUSINESS COMMITTEE	Dave Edwards (2023) Harry Vann (2023) Greg Lockhart (2024) Rick Witt (2024)	Bruce Maclean (3-year term) Bruce Westcott (3-year term)
CLERK	Marilyn Magnus (2022)	Marilyn Magnus (1-year term)
COLLECTOR	Ann Goss (2022)	Ann Goss (1-year term)
TREASURER	Bruce Westcott (2022)	Bruce Westcott (1-year term)
MEMBER AT LARGE	John Marshall (2022)	John Marshall (1-year term)
AUDITOR	_____ (2022) Scott Morin (2023)	_____ (fill vacant position the term of which expired in 2022)

Respectfully submitted,

John Marshall, Council Chair

21838152

Memo

Date: February 19, 2023

To: Church Council

From: Long-Range Planning Committee

Re: 2022 Annual Report, Draft 2023 Work Plan of Committee

Introduction – This report briefly summarizes the work and accomplishments of the long-range planning committee in 2022 and provides a view into the committee’s planned work in 2023. With respect to the latter, also attached to this report are the notes from the recent January and February committee meetings. A proposed 2023 update of the long-range plan is available, but is also undergoing review and comments from a number of people. Ideally it will be ready for Council adoption in early to mid-March. Moreover, although the Committee has tentatively identified the elements of its 2023 work plan, a final version of the work plan will be finalized in April.

2022 Actions and Accomplishments of the Committee

- The committee met 15 times in 2022, including several regular monthly meetings, two site visits to the Waitsfield UCC, two meetings with consultants (annex and kitchen), and participation in the Church Working Group and in the Feasibility Study involving church and other community participants;
- We had that 2022 Version of the Long-Range Plan adopted by the Church, including priorities of actions to be undertaken [*Very-High* priority indicates recommended action in the current year)
- The major “very high” 2022 priority actions that did not get fully addressed in 2022 were:
 - Working Group meetings – these proved valuable to the planning committee, but they are intended to be quarterly and the Group met only twice.
 - Some elements of a capital improvement (insultion) program were initiated, but not fully completed
 - More detailed analysis is necessary to identify the specific space needs of the church/meetinghouse
 - The bell deck and the front door adjustments were not undertaken in 2022, but money for these tasks are close to being available
 - A short-term exterior site plan is nearly complete, awaiting only decisions on a possible easements involving a neighboring property – and then this pan will be filed with the Town’s Development Review Board

“Very-High” Priority Actions Expected in the 2023 Committee Work Plan

- Complete the revised plan review and adoption process
- With consultants, refine the design for a planned Meetinghouse annex, including suitable egress and safety provisions; sufficient space for meetings, storage and restrooms; and a revamped kitchen designed so as to make it rentable to other organizations
- Participate in deliberations within church and community on a plan for the renovation and expansion of meetinghouse
- Participate in deliberations regarding a capital campaign (e.g., extent, length, administration and leadership)
- Continue identifying and pursuing matching funds to enable proceeding with priority actions as well a
- Define a log-range legacy program to promote to help with future short- and long-term capital improvements as well as help cover the maintenance of the meetinghouse and organ
- Complete the bell deck renovation, front door and side entrance improvements
- Take steps to encourage more people from the community to participate in church programs. Meals, fund-raisers and entertainment are examples of possible ways to bring new people into the building. It is also hoped that some of the parents using the children’s center will be attracted to participate in more church-sponsored events.

Committee Administration

- The Long-Range Planning Committee, remains intact, with enthusiastic participation of Anita Vann, Carolyn Deasy, Nancy Toney, Sharon Fuehrer, Marilyn Magnus, Stephen Engle, and Barry Lawson. Ex-officio members include John Marshall, Bruce Westcott and Patty Gardner. Observers include Mary Daly, Nancy Saidi, Sarah Lydon, and Katherine Siner.
- The Committee appreciates the four observers to the Committee, three of whom are church neighbors who stay informed and offer a different perspective and important recommendations from time to time
- We use Zoom for many of our meetings, and recommend church-wide use of a Zoom system so as not to bother other individuals in the church to host meetings
- The Committee continues to meet regularly on the second Friday morning of each month – 8:30 to 10; and we are finding the library to be a good meeting place option, although a meetinghouse location would permit the committee to be up-to-date on how that building is being used these days
- New observers and guests are always welcome to our meetings.

Annual Meeting 3/5/23

The Order of Business shall be:

- 1. Call to Order by the Moderator**
- 2. Prayer**
- 3. Reading of the Minutes of the last Annual Meeting if not waived.**
- 4. Acceptance by vote of the Members and Associate Members of written reports by officers (except for the Moderator) as well as written reports required by the Constitution or Bylaws or from any committee established thereunder as contained in the Annual Report and any supplement thereto submitted to the membership before the meeting.**
- 5. Report of the Nominating Committee.**
- 6. Election of two Deacons by vote of the Members.**
- 7. Election of two Business Committee members, Officers and an at-large member of the Council as nominated by the Nominating Committee in its report by vote of the Members and Associate Members.**
- 8. Election by Members of Deacons and Members and Associate Members of any Officer, Business Committee member or other elected position for which a competing nomination (to the Nominating Committee's nominee) is made from the floor.**
- 9. Deferred Business**
- 10. New Business**
 - A. Shall the members approve the Operating Budget as presented to the meeting by the Business Committee and recommended by the Council?
 - B. Shall the members approve the Capital Budget as presented to the meeting by the Business Committee and recommended by the Council, provided that no capital expenditures may be authorized by the Business Committee unless restricted funds or income, other than income that will be required to finance Operating Budget expenses, are available in amounts up to the total capital amount stated in the Capital Budget for each expenditure listed in the budget?
 - C. Shall the members direct the Business Committee – led by its chair or the chair's designee – to identify and prepare all policies, procedures and printed or electronic materials needed to offer to supporters of this Church a "Legacy Giving" program as soon as possible, no later than December 31, 2023, and that:
 1. The Chair or such designee should consult with other Church members, and obtain support from the Church Administrator, Collector, and Communications Manager, to establish the "Legacy Giving" program and will take care to coordinate activities with other important 2023 Church goals, particularly the expected Annual Appeal, and
 2. The Chair or such designee should review Church policy on gift acceptance (Sept. 2021) and identify and address any related procedures or practices in order to reconcile them with creation of the "Legacy Giving" program for the Church, and
 3. The Chair or such designee should report on these plans and any possible impediments to the commencement of this program to the Council at its next meeting.

- D. Shall the members direct the Business Committee – led by its chair or the chair’s designee – to identify and prepare all policies, procedures and printed or electronic materials needed to make available to community organizations the use of the Meetinghouse facilities as soon as possible, no later than December 31, 2023, and that:
1. The Chair or such designee should consult with other Church members, and obtain support from the Church Administrator, Sexton, and Communications Manager, to create these materials and make them accessible to members and to the larger community, and will take care to coordinate activities with other important 2023 Church goals, and
 2. The Chair or such designee should review existing Church practices that should be adjusted in order to reconcile them with making Meetinghouse facilities attractive and safe/easy to operate, and
 3. The Chair or such designee should report on these plans and any possible impediments to the commencement of this program to the Council at its next quarterly meeting.
- E. Shall the members direct the Business Committee and Planning Committee to organize a joint subcommittee, consisting of three Church members and three non-members from the committee, to continue the capital-planning work begun by their joint subcommittee in 2022, reporting to the Council at each of its regular meetings, and specifically (1) to raise monies to fund the 2023 Capital Budget, as just approved by the members, to the extent funding is not available from restricted, non-operating funds, and (2) report to the Council at its first 2024 meeting on lessons learned from its work and recommendations concerning raising funds for capital needs not specified in the 2023 Capital Budget?
- F. Brief report by the Planning Committee on and discussion of any proposed updates to the Church’s long-range plan.

11. Choice of Moderator for the term of one year.

12. Adjournment