

**ANNUAL REPORT  
2003**

**The Congregational Church of Austin  
408 West 23rd Street  
Austin, Texas 78705-5214**

**Brazos Association  
South Central Conference  
United Church of Christ**

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**AGENDA**  
The Congregational Church of Austin  
Annual Meeting, January 25, 2004

CONVENE: 1:00 PM

CALL TO ORDER

Tommie Pinkard, Moderator, Presiding

INVOCATION

Reverend Tom VandeStadt

MINUTES OF 2003 ANNUAL MEETING

David Ross, Clerk, 2002

2003 CONGREGATIONAL MEETINGS

Sharon Brown, Clerk, 2003

REPORTS

Pastor

Rev. VandeStadt

Financial Secretary

Lynne Lemley

Clerk

Sharon Brown

Treasurer

David Ross

**PRESENTATION AND ADOPTION OF BUDGET FOR 2004\***

REPORTS OF BOARDS AND COMMITTEES

Coordinating Council

Tommie Pinkard

Board of Christian Education

Marilyn Vaché, Chair

Board of Deacons

Joseph McMillan, Chair

Board of Trustees

John Moore, Chair

Mission Outreach

John Goff, Chair

Stewardship and Enlistment

Dennis Murphy, Chair

Nominating Committee

Richard Jackson, Chair

**ELECTION OF OFFICERS\***

OLD BUSINESS

**APPROVE CHANGE IN JOB DESCRIPTIONS OF FINANCIAL SECRETARY AND ADMINISTRATIVE ASSISTANT\***

NEW BUSINESS

**APPROVE PROPOSED AMENDMENTS TO THE CONSTITUTION AND BYLAWS**

1. **Concerning the creation of a Board of Christian Outreach\***

2. **Concerning the clarification of terms of service of members on church boards\***

**APPROVE INITIATING A PROCESS TO STUDY WHETHER WE SHOULD BECOME AN OPEN AND AFFIRMING CHURCH\***

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\* Denotes An Action Item

**The Congregational Church of Austin, United Church of Christ**

**MINUTES of the ANNUAL MEETING, JANUARY 19, 2003**

Moderator Tommie Pinkard called the meeting to order at 12:52 PM.

The Pastor, Tom VandeStadt, offered the invocation.

At the request of some members, the moderator departed from the printed agenda to consider financial matters first.

Treasurer's Report.

Dennis Murphy, the interim treasurer began by thanking John Burlinson for his work as treasurer. Dennis handed out printed copies, superseding those printed in the Annual Reports, of a statement of accounts, a statement of the 2002 budget compared with 2002 expenditures, and two forms of the proposed 2003 budget (arranged by categories and by priorities – see below). He noted that:

- We spent a lot from the Bank of America Capital Fund (in the checking account) on building improvements, following our decision not to move.
- We caught up with previous obligations from 2000 and 2001, thus reducing our BOA Designated/Reserve Monies (in the checking account).
- The United Church Foundation McNeely Fund declined somewhat.
- The Edward Jones Capital Account increased owing to recent gifts of stock that were converted to cash.
- Our total expenditures also included monies received from several special appeals, including the Bukasa-Karasi family and the Deacon's emergency fund.

Thus, as noted on page 2 of the 2002 budget comparison, while our total expenses were large, \$228,212, our budgeted expenditures of \$157,354 were barely 1% above the budgeted amounts.

Dennis then described the proposed budget for 2003, totally \$165,787, a 6.5% increase over 2002. The Pastor's total compensation increases by 6.9%. The Administrative Assistant's salary will rise by 8%. The music budget increase of 21% is to aid in the search for a new violinist. In response to a question, John Moore noted the large increase in utilities is under investigation by the Trustees. Part of it is due to use of the building by outside groups, and adjustments in lease renewals will be considered. Michael Adams suggested that considerable savings would result from changing telephone carriers.

Dennis Murphy then moved that the proposed budget be adopted. Michael Adams moved that the budget be amended to remove the OCWM item and return it to separate individual pledges. Following a second, and a further proposal that this be deferred to the 2004 budget, Michael withdrew his motion.

Following a request for more information about previous and expected income, the original motion was temporarily set aside.

### Financial Secretary's Report.

Lynn Lemley reported that while the current pledges for 2003 of \$118,006 are considerably down from the 2002 pledges of \$138,656, the *income* from the pledges in 2002 of \$119,256 was nearly equal to current pledges. That is, both appear to have been affected by current economic conditions.

Nevertheless, a special appeal near the end of 2002 brought in \$6,506. Dennis noted that this and other special donations allowed us meet our past obligations, so we are currently square. Estimating income for 2003 is difficult, but assuming non-pledged income, loose plate, etc. remain about the same, Lynn estimated that our projected shortfall is comparable to, but larger than previous years. John Moore noted that the Trustees are developing a system of setting priorities – see below.

### Budget and priorities.

Returning to the 2003 budget, the Congregation voted to adopt it, approving Dennis's original motion.

Dennis then moved the adoption of a Policy for Prioritization of Financial Obligations, as described in the second form of the budget pages and in a written proposal. This establishes four levels of priority for the monthly cash flow. John Moore seconded the motion.

In the discussion it was stated that "pass through" items, i.e., specially designated donations shall be paid as they are received. (This is not stated in the written proposal, however.)

The motion was adopted. Following this, Fran Briggs requested that the Trustees and Treasurer take into account the needs of those outside organizations that we have supported and pledged to support.

### Minutes

Dave Ross handed out a correction of pages 7-8 of the Annual Reports, which has the minutes of the December 8 meeting added. John Goff moved and Lynne Lemley seconded that the minutes of meetings for 2002 be accepted. The motion carried.

Pastor's Report: Tom said that the budget situation is "lousy," and we need to pay attention to it. But Tom is excited about the energy he sees for 2003, especially the activities in response to the visioning process:

- Mission Outreach, chaired by John Goff
- Christian Education, in which Whit Bodman is working on a program for adults.
- Building care and use, in which a tour was taken as a first step toward identifying needs and opportunities.

The Missions and Stewardship committee will begin meeting in February.

### Clerk's Report.

In response to a question, Dave Ross noted that the membership increase in 2002 is unusual. Let's make it the usual.

### Board of Christian Education.

Lisa Kirch noted that we now have a church school program for intermediate-age kids (middle school and early high school), which is well attended. We are getting good attendance in general, and things are looking up. In response to a question, Lisa said that we are no longer collaborating with neighboring churches for church school, but we do have outside activities, e.g. the Methodist lunch program. Doyal Pinkard remarked that the Sunday morning adult class is continuing.

### Deacons' Report.

Cecile Ervin Adam expressed thanks to Tom VandeStadt and Joe McMillan for their leadership and noted that it is wonderful to receive new members. The Deacons are working to re-organize the ushering. What was formerly the Deacons' Discretionary Fund is now the Deacons' Emergency Fund. It is outside the budget and funded by special appeals. A small Deacons' Discretionary Fund, \$150, is included in the budget. Tom noted the need for "in-reach," care giving for local members. Maggie Smith commented that this, as well as education, is related to spirituality.

### Trustees' Report.

George Lemley expressed appreciation for Louise Whitworth, who retired as Administrative Assistant in 2002. Tom and Dennis worked on the job description and contract for Trish Karli, the new Administrative Assistant. Her work has been very good.

George recognized John Burlinson for his many years of hard work as Treasurer and Dennis as Interim Treasurer. He noted that vacancies on the Board have been ably filled by Pam Tucker and John Moore.

Tommie initiated a round of applause for all the board chairs.

### Buildings and Grounds Committee.

Vic Appel noted that the visioning building committee has been and will be a big help. For example, in their tour they noticed that a fire escape cable is badly frayed and dangerous. The committee has been catching up on major refurbishments, following the decision not to move. Among the projects coming up are:

- Window frames in the sanctuary.
- Concrete work on landings to prevent water from pooling.
- Leveling of the lower patio garden and addition of a low wall.
- Installation of an elevator.

Vic noted that we are not required to comply with the Americans with Disabilities Act but feel morally obliged to do so. In response to a question, Vic said the committee is considering alternative locations for an accessible rest room.

### Nominating Committee.

Doyal Pinkard, on behalf of the nominating committee, presented the slate of nominees and moved their election. Cathy Hubbs said that Sharon Brown would continue to work with her as Historian, so Cathy and Sharon were listed as Co-Historians. The slate was elected by voice vote.

### Transfer of Financial Secretary's duties

Mary Sinclair raised the possibility of having the Church Administrative Assistant take over the tracking and recording of incoming funds from the Financial Secretary.

John Moore moved that the Coordinating Council and Trustees be directed to amend the job descriptions of the Administrative Assistant and Financial Secretary to direct tracking of incoming funds to the Administrative Assistant. This is to be done in compliance with the personnel policy. Vic Appel seconded. Michael Adams moved that the motion be amended to require that the resulting changes be approved by the congregation. Doyal Pinkard seconded and John Moore accepted the amendment. The amended motion was passed.

### Bylaws Amendment.

Cecile Ervin Adam, on behalf of the Deacons, presented a motion that the Bylaws amendment, previously distributed, regarding the Memorial Fund, Article XIV, be adopted. After a brief discussion, the motion carried.

### Other business.

Tommie Pinkard reported on the visioning process and noted upcoming meetings, of the mission outreach group on January 21 and the Christian Education group on January 22. Maggie Smith announced that the building group would meet on January 28.

Joe McMillan commended Paul Deisler and Jeri Winter, outgoing board members, and Sara Ross commended Nodie Murphy for her music direction.

Tommie requested that all Boards meet soon to choose their officers.

After a motion by Michael Adams, the meeting adjourned at approximately 3:00 PM.

David W. Ross, Clerk, January 20, 2003.

**The Congregational Church of Austin, United Church of Christ**

**MINUTES of the February 23, 2003, Congregational Meeting**

The Pastor, Tom VandeStadt, called the meeting to order at 12:20 p.m.

Representing the nominating committee, Kathy Hubbs asked approval for Jeri Winter to be a member of the Christian Education Board. Cecil Ervin Adam moved approval of the nomination. Frances Alford seconded the motion. The motion was passed.

After a motion by Pat Oakes, the meeting was adjourned at 12:24 p.m.  
Sharon Brown, Clerk, February 23, 2003.

**The Congregational Church of Austin, United Church of Christ**

**Minutes of the June 29, 2003, Congregational Meeting**

The moderator Tommie Pinkard called the meeting to order at 10:58 a.m.

Representing the Board of Deacons, Joe McMillan presented Pat Oakes, who introduced Jim and Jennifer Howicz, who were members of the congregational church in Des Moines, Iowa. Enid Ross presented her husband Jim Ross, who has attended our church for a long period. Joe McMillan moved the affirmation of Jim and Jennifer Howicz and Jim Ross as members of our church. The congregation welcomed them by saying "Aye."

After a motion by Pat Oakes, the meeting was adjourned at 11.02 a.m.

Sharon Brown, Clerk, June 29, 2003.

**Congregational Church of Austin - UCC**

**Minutes of Congregational Meeting, November 9, 2003**

Tommie Pinkard called the meeting to order at 11:00 A.M.

Joe McMillan introduced the Reverend Liz Spencer as a candidate for membership in the church. On behalf of the Board of Deacons, Joe moved a vote of affirmation for her membership. The motion passed unanimously.

Following a motion by Pat Oakes, the meeting adjourned at 11:04 A.M.

In a ceremony during the worship service the Reverend Spencer was admitted into church membership.

David W. Ross, Clerk Pro Tempore

## Pastor's Report: A *Funky* Church in 2003

Funk music is a derivative of the soul music that became popular in the late 1950s. When you think of funk or soul music, you may conjure up an image of Mr. James Brown, “the hardest working man” in show business. He’s just the guy I want you to picture, with his feet shuffling fast as lightning and the sweat streaming down his grimaced face.

Nobody’s sure where the word funk comes from, but some speculate it comes from the Ki-Kongo word *lu-fuki*, a word of praise for the sweat and body odor of those who work out in their performances. I’d like to offer *lu-fuki* to all the people who worked so hard this past year on behalf of our church.

A lot was accomplished this past year. The new Christian Outreach Committee, under John Goff’s leadership, brought greater clarity, more visibility, and fresh ideas to our outreach ministry. The Deacons, under Joe McMillan’s leadership, began to focus much needed attention on our welcoming ministry and evangelism. The Christian Education Board, under the leadership of Marilyn Vache and Sunday School Superintendent, John Burlinson, worked hard to strengthen and broaden our youth and adult education programs. The Trustees and the Building and Grounds Committee, under John Moore’s leadership and with help from Sharon Brown, worked up a sweat preparing the building and negotiating the lease agreement for LifeWorks’ move into our building. Dennis Murphy and Sara Ross organized our successful stewardship campaign. Lynne Lemley and David Ross helped us stay on track with our financial resources. Tommie Pinkard kept the Coordinating Council moving forward, and represented our church on the Brazos Association Board. Nodie Murphy kept us singing and praising God through song. Matt Blackstock represented our church on the Micah 6 Council. Doyal Pinkard represented our church on the Brazos Association Church and Ministry Committee. Suzanne Vanderpoel kept us fellowshiping. Fran Briggs chaired the LifeWorks Oversight Committee. Sharon Brown organized the Community Concert Series. Whit Bodman and Richard Jackson organized the Austin Forum. Enid Ross taught a course on healing. Cathie Hubbs, Mary Sinclair, and Doyal Pinkard oversaw the renovation and organization of our church library. There’s so much more I could say and so many people I could mention—freeze night volunteers, Christmas dinner, Mt. Bonnell, keeping in touch with the Bukasa family, Sunday school teachers, visiting and caring for Florence Castle, Vic Appel, Jim Tomasek, and Phil Donnley, preparing communion, singing in the choir, playing in the trio, fellowship hour preparation, planting flowers in the garden, welcoming visitors, folding newsletters, ushering, organizing the archives, meeting with contractors, installing the baseboard on the third floor, installing the baseboard on the third floor again, fixing the basement toilet drain, fixing the basement toilet drain again, fixing the basement toilet drain yet again—so many people deserving *lu-fuki* for all the sweat they poured out for their church.

In my ministry this past year, I’ve been guided by two main ideas, themes, or beliefs, both of which I’ve shared this past year in other contexts. One is the idea that we do not *go to* church. We *create* the church. The church is an ongoing act of creation in which God and our members are active participants. This act of creation involves the spiritual work of prayer, discernment, and worship. It involves the investment of our lives—our time, talent, and resources—into the church’s life and mission. It involves a lot of love and care, hard work and sweat. A word of praise to God who calls us, inspires us, and empowers us, and a word of praise to all who do the spiritual work and the sweaty work.

The other idea or theme is grounded in my firm belief that the Congregational Church of Austin can do more than survive and make it on the corner of San Antonio and 23<sup>rd</sup> St. I’m convinced that we can draw on God’s energy, and generate our own energy, to flourish in our time and place as a Christian community of worship and ministry. To really flourish, I believe three elements are necessary.

**Creativity.** We have to be innovative in our thinking and acting, developing ministries that in hindsight seem like brilliant but obvious responses to ongoing or previously unidentified problems. We need a deep appreciation for the creative process, and for how something novel can emerge from that which already exists. How do we nurture a spirit of creativity, or allow ourselves to be empowered by it? What type of organization fosters or inhibits creativity? Where in scripture, in history, in the world today, and in our personal lives do we see God creating? Creating out of nothing? Creating something brand new out of that which already exists?

**Healing.** We need a strong healing dimension, with healing understood in all of its spiritual, physical, emotional, psychological, political, economic, social, ethnic, racial, and gender depth and breadth. We need a deep understanding of healing processes, both personal and communal. How do we nurture a spirit of healing? How do we open ourselves to God's healing and reconciling spirit, and become medium's for it? How do we cultivate healing in our lives, and offer healing to others? Where in scripture, in history, in the world today, and in our personal lives do we see evidence of God healing? How does God heal? What does God heal? What does healing look like?

**Evangelism.** We need to be visible, and we need to communicate something about God—why God has us doing all this sweaty stuff in the first place, and why we're so excited about it. What is God's vision for creation? Why does God call and gather the church together? What is the church's mission in the world? Why does God call me personally into the church, into *this* church, and what is my mission? To whom do we communicate our answers and how? With our spoken and written words? With our deeds? With our building?

If 2003 was a funky year at the Congregational Church of Austin, UCC, then I expect 2004 will be as well. Stock up on the Dial and Irish Spring.

Blessings and Peace,

TOM

01/01/03-12/31/03 FINANCIAL SECRETARY'S REPORT

2003 INFLOWS

Budget-General Fund	
Pledged	\$111,323.92
Prepayment (stock) of <u>2004</u> pledge	11,841.60
Non-pledged	10,421.03
Non-pledged stock donated	1,120.32
Loose plate	3,484.66
Returned bail money	4,000.00
Rental income	21,115.40
Randall's Good Neighbor	233.96
McNeely Fund	500.15
Concert series	393.50
Refunds	<u>35.37</u>
<b>TOTAL Budget-General Fund</b>	<b>\$164,469.91</b>
Designated Income (Local)	
Deacons' Emergency Fund	\$6,876.00
Loan repayment to Deacons EF	500.00
Church's Christmas dinner	400.00
Jan. 19 Pizza	106.00
Slumber Falls Retreat	638.00
BCE confirmands/graduates	195.00
"For Sunday School"	20.00
Micah 6	307.50
AAIM	650.00
Sanctuary flowers	200.00
Easter lilies	136.00
Easter Sunrise Service donuts	95.00
Poinsettias	195.00
"File cabinets"	40.00
Hymnal Fund	112.00
Lifeworks Welcome BBQ	<u>90.00</u>
<b>TOTAL Designated Income (Local)</b>	<b>\$10,565.50</b>
Designated Income (Outreach)	
OGHS	\$1,892.00
OCWM	900.00
Neighbors in Need	679.00
Faith Food Pantry	200.00
New Church Dev.	68.00
South Central Conference	589.00
Christmas fund	1,138.00
Strengthen the Church	146.00
Faith Works Houston 2003 Project	<u>10.00</u>
<b>TOTAL Designated Income (Outreach)</b>	<b>\$5,622.00</b>
<b>2003 TOTAL INFLOWS</b>	<b>\$180,657.41</b>
<u>Income report 2003</u>	

The General Fund income for 2003 was \$164,469.91. This amount includes a 2004 pledge prepayment of \$11,841.60. The 2002 General Fund income was 155,954.84. The 2003 General Fund income increase of some \$8,500 may perhaps be accounted for in the significant

growth of rental income. The pledge total for 2003 was \$135,916.00; including 2002 prepayments of \$16,174.55, we have collected \$127,498.47 of our 2003 pledge total. This leaves a 2003 pledge deficit of \$8,417.53. Although this deficit hardly gives cause for celebration, I would like remind everyone that the pledge deficit for 2002 was \$19,400.26, so we are at least making progress in the appropriate direction. Due most likely to the combination of rental income increase and prepayment of 2004 pledge, in 2003 the Financial Secretary did not have to make our church's time-honored panicky end-of-year plea for extra donations to meet the budget, even in this year that we implemented the "1234" system of payment prioritization.

#### Estimated income 2004

As of the writing of this report, Jan. 11, I have received 35 pledges for 2004 whose total is \$142,103.60; as noted above, of this total, \$11,841.60 has been prepaid in 2003. For 2003, I eventually received a total of 33 pledges whose total is \$135,916.00; of this total, \$16,174.55 had been prepaid in 2002. The increase in pledging for 2004 is due to the addition of a few new members and the transfer of a few donors from the non-pledging list to the pledging list. However, there are still a few donors who pledged in 2003, but did not turn in pledges for 2004, so the 2004 increase of some \$6,000 cannot be counted as completely net gain for the church. Where we can expect a showing of brand-new revenue will be in rental income. From January thru August of 2004, we can expect \$1800/month from Lifeworks, and from September thru December of 2004 their rent will increase to \$1,900/month. We will probably continue to rent the sanctuary to Reformed University Fellowship at \$100 a whack.

Respectfully submitted,

Lynne R. Lemley  
January 11, 2004

**Clerk's Report — Vital Statistics/Membership 2003**

TOTAL MEMBERSHIP, AS OF DECEMBER 31, 2003

126

Received 2003 by affirmation of faith or letter of transfer:

JENNIFER HOWICZ  
JIM HOWICZ  
JEFFREY LEMLEY  
SARAH MOORE  
ANNIE NASH  
JAMES ROSS  
LIZ SPENCER

TOTAL ADDITIONS 2003

7

Losses 2003 by transfer:

LOUISE FROELICH

TOTAL LOSSES 2003

1

TOTAL MEMBERSHIP, AS OF DECEMBER 31, 2003

126

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Baptisms:

Tess Howicz

Marriages:

Funerals and memorial services:

Dr. Phil Donnley

Sharon Brown, Clerk, December 31, 2003

TREASURER'S REPORT

12/31/03

David W. Ross

**Summary of local budget income and expenses**

Income to local budget (priorities 1-4)	\$155,073
Expenditures toward local budget	<u>\$157,703</u>
Local budget difference (deficit)	(\$2,630)
"Priority 0" expenditures (below)	\$12,760
Total local expenditures	<u>\$170,463</u>
Overall difference	(\$15,390)

In December I paid all outstanding debts and pledges (including priority 4), so we can start afresh. These figures are on a cash flow basis, assuming all pledge receipts and expenditures are counted in the year they are received or paid.

Priority 0 – expenditures that are non-budgeted or left over from the previous year:

2002 cooperative responsibilities (paid in January)	\$2,687
First quarter insurance due 12/31 (paid in January)	1,550
Pension Boards annuity adjustment	1,502
Photocopier taxes for 2002	157
IRS corrections, penalties and interest	5,201
Jay Harris medical expenses	981
Louise Whitworth gift from 2002	640
Medicare payment from 2002	21
<u>Personal reimbursement from 2002</u>	<u>21</u>
TOTAL	\$12,760

**Summary of account status**

	12/31/03	12/31/02	difference
Checking account	\$24,145	\$39,465	(\$15,320)
General Fund	7,028	10,322	(3,294)
Capital Fund	13,659	27,102	(13,443)

Including Edward Jones accounts:

General fund total	\$8,723	\$21,741	(\$13,018)
Capital fund total	40,297	40,737	(440)
Memorial fund total	8,410	9,197	(787)
Organ Fund	4,597	4,584	13

**Page 2: Status of accounts details**

**Page 3-4: Status of budgeted expenditures details**

**Page 4: Summary of pass-through items, Capital, and Memorial Funds**

**CONGREGATIONAL CHURCH OF AUSTIN  
STATEMENT OF ACCOUNTS**

<b>Assets</b>	<b>Current 31 Dec 03</b>	<b>Previous 31 Dec 02</b>	<b>Change</b>
<b>Bank of America</b>			
Checking Account	<b>\$24,145.04</b>	<b>\$39,465.72</b>	<b>(\$15,320.68)</b>
General Fund	<b>7,028.54</b>	<b>10,322.20</b>	<b>(3,293.66)</b>
Capital Fund	<b>13,659.80</b>	<b>27,102.44</b>	<b>(13,442.64)</b>
Centennial Fund	<b>81.58</b>	<b>81.58</b>	<b>\$0.00</b>
*Deacons' Emergency Fund	<b>2,116.00</b>	<b>1,000.00</b>	<b>1,116.00</b>
Honduras Fund	<b>597.00</b>	<b>597.00</b>	<b>\$0.00</b>
Sanctuary flowers	<b>215.79</b>	<b>87.50</b>	<b>128.29</b>
Faith Food Pantry	<b>0.00</b>	<b>100.00</b>	<b>(100.00)</b>
†Dr. Charles M. Nice Memorial		<b>100.00</b>	<b>(100.00)</b>
†Cortliss Gasparri Memorial		<b>75.00</b>	<b>(75.00)</b>
†memorial fund		<b>\$0.00</b>	<b>\$0.00</b>
Micah 6 concert proceeds	<b>\$239.00</b>		<b>239.00</b>
Christmas dinner	<b>\$207.33</b>		<b>207.33</b>
†All memorials include in Edward Jones account now			
CD (McNeely Estate)	<b>\$2,781.82</b>	<b>\$2,755.54</b>	<b>\$26.28</b>
<b>Wells Fargo Bank</b>			
CD (McNeely Estate)	<b>\$7,324.91</b>	<b>\$7,324.91</b>	<b>\$0.00</b>
<b>United Church Foundation</b>			
McNeely Account	<b>\$20,136.74</b>	<b>\$18,908.88</b>	<b>\$1,227.86</b>
<b>Edward Jones</b>			
Memorial Account 322-05104-1-0	<b>\$10,103.93</b>	<b>\$10,076.32</b>	<b>\$27.61</b>
Memorial Fund (Money Market)	<b>8,410.44</b>	<b>9,022.57</b>	<b>(612.13)</b>
General Fund (Stocks, previously)	<b>1,695.42</b>	<b>1,053.75</b>	<b>641.67</b>
Capital Account 322-04569-1-1	<b>\$31,234.99</b>	<b>\$28,585.26</b>	<b>\$2,649.73</b>
Organ Fund (Money Market)	<b>4,597.74</b>	<b>\$4,584.19</b>	<b>\$13.55</b>
Capital Fund (Money Market)	<b>13,675.33</b>	<b>13,635.04</b>	<b>\$40.29</b>
Capital Fund (Stock transfer)	<b>12,961.92</b>		<b>12,961.92</b>
General Fund (Stocks)	<b>0.00</b>	<b>10,366.03</b>	<b>(10,366.03)</b>
<b>General fund total</b>	<b>\$8,723.96</b>	<b>\$21,741.98</b>	<b>(\$13,018.02)</b>
<b>Capital fund total</b>	<b>\$40,297.05</b>	<b>\$40,737.48</b>	<b>(\$440.43)</b>
<b>Memorial fund total</b>	<b>\$8,410.44</b>	<b>\$9,197.57</b>	<b>(\$787.13)</b>
<b>Total Assets</b>	<b>\$95,727.43</b>	<b>\$107,116.63</b>	<b>(\$11,389.20)</b>

**CONGREGATIONAL CHURCH OF AUSTIN  
2003 BUDGET PROGRESS**

	<b>budget</b>	<b>Priority</b>	<b>spent</b>	<b>difference</b>	<b>ratio</b>
<b>Pastoral Leadership - Tom VandeStadt</b>					
10 Salary	35,347.82	1	36,312.07	(964.25)	1.03
11 Annuity	7,748.70	1	7,883.69	(134.99)	1.02
12 Health Insurance	0.00	1	0.00	0.00	
13 Family Protection	830.22	1	844.66	(14.44)	1.02
14 Continuing Education	767.46	1	423.82	343.64	0.55
15 Housing Allowance	20,000.00	1	20,000.00	(0.00)	1.00
16 Travel Expenses	1,805.80	1	1,035.94	769.86	0.57
<b>Pastoral Leadership - Subtotal</b>	<b>66,500.00</b>		<b>66,500.19</b>	<b>(0.19)</b>	<b>1.00</b>
<b>Cooperative Responsibilities</b>					
21 Our Church's Wider Mission (OCWM)	12,900.00	3	12,900.00	0.00	1.00
22 Austin Area Interreligious Ministries	600.00	4	650.00	(50.00)	1.08
23 Brazos Association Dues	480.00	4	504.00	(24.00)	1.05
24 Texas Conference of Churches	30.00	4	30.00	0.00	1.00
25 National Council of Churches	15.00	4	15.00	0.00	1.00
26 World Council of Churches	15.00	4	15.00	0.00	1.00
27 Regional Seminary Support	500.00	4	500.00	0.00	1.00
28 Eden Home	100.00	4	100.00	0.00	1.00
29 Back Bay Mission	500.00	4	500.00	0.00	1.00
30 Slumber Falls Camp	200.00	4	200.00	0.00	1.00
31 Austin Interfaith	300.00	4	300.00	0.00	1.00
32 Huston-Tillotson College	500.00	4	500.00	0.00	1.00
33 University Area Partners	100.00	4	100.00	0.00	1.00
34 Texas Impact	100.00	4	100.00	0.00	1.00
35 Religious Coalition for the Homeless	194.40	1	194.40	0.00	1.00
36 Micah 6	400.00	4	200.00	200.00	0.50
<b>Cooperative Responsibilities: Subtotal</b>	<b>16,934.40</b>		<b>16,808.40</b>	<b>126.00</b>	<b>0.99</b>
<b>Local Church Programs</b>					
41 Pastor's Discretionary Fund	200.00	1	0.00	200.00	0.00
42 Secretary - Salary	12,500.00	1	12,499.94	0.06	1.00
43 Secretary - FICA & Medicare	956.25	1	956.18	0.07	1.00
44 Music for Worship	250.00	3	84.99	165.01	0.34
45 Musicians	8,050.00	1	6,980.00	1,070.00	0.87
46 Choral Director - Salary	5,200.00	1	5,200.00	0.00	1.00
47 Choral Director - FICA & Medicare	398.00	1	397.80	0.20	1.00
48 Christian Education	2,500.00	2	929.72	1,570.28	0.37
49 Kitchen Supplies	150.00	3	89.74	60.26	0.60
50 Office Supplies	3,600.00	2	3,062.62	537.38	0.85
51 Postage	800.00	1	645.84	154.16	0.81
53 Electricity & Water	12,000.00	1	10,340.50	1,659.50	0.86
54 Gas	2,500.00	1	1,744.36	755.64	0.70
55 Telephone	3,500.00	1	3,292.08	207.92	0.94
56 Drinking Water	0.00				
57 Property Maintenance	4,000.00	2	3,749.03	250.97	0.94
58 Janitorial Supplies	1,000.00	3	487.98	512.02	0.49
59 Janitor - Salary	10,400.00	1	11,445.08	(1,045.08)	1.10
60 Janitor - FICA & Medicare)	796.00	1	862.08	(66.08)	1.08
61 SCC Annual Meeting Delegates	600.00	3	0.00	600.00	0.00

62 Camps & Workshops	0.00				
63 Advertising	1,950.00	1	1,793.00	157.00	0.92
64 Pulpit Supply - Speaker Stipends	900.00	1	775.00	125.00	0.86
65 Nursery Attendants	1,560.00	2	1,755.00	(195.00)	1.13
66 Insurance	3,192.00	1	3,192.00	0.00	1.00
66b Workers Compensation	1,550.00	1	1,069.00	481.00	0.69
67 Fun & Fellowship Committee Expense	475.00	3	311.86	163.14	0.66
68 Archives	100.00	3	0.00	100.00	0.00
69 Deacons' Discretionary Fund	150.00	3	0.00	150.00	0.00
70 Printing - Newsletter & Bulletin	2,500.00	1	1,512.77	987.23	0.61
71 Retreat	0.00		150.00	(150.00)	
73 Missionary Outreach (Freeze Night)	250.00	3	280.99	(30.99)	1.12
74 Parking	400.00	3	100.00	300.00	0.25
Local Church Programs: Subtotal	82,427.25		73,707.57	8,719.68	0.89
<b>76 TOTAL</b>	<b>165,861.65</b>		<b>157,046.16</b>	<b>8,815.49</b>	<b>0.95</b>
petty cash*			400.00		
IRS correction**			256.55		
<b>GRAND TOTAL</b>	<b>165,861.65</b>		<b>157,702.71</b>	<b>8,158.94</b>	<b>0.95</b>

\*Petty cash expenditures remain to be distributed among postage, office supplies, and other categories.

\*\*IRS correction occurs because 4<sup>th</sup> quarter payroll taxes are paid in January of the following year, which is not taken into account in the above tabulation.

#### Pass-through items

Item	12/31/02		12/31/03	
	Initial value	Income	Payout	Final Value
Deacons emergency*	\$1,000	\$7,376	\$6,260	\$2,116
Faith Food Pantry	100	200	300	0
New Church Development	0	68	68	0
One Great Hour	0	1,892	1,892	0
Neighbors in Need	0	679	679	0
Christmas Fund	0	1,088	1,088	0
Pastors health Fund	0	589	589	0
Sanctuary flowers	82	539	405	216
Christmas dinner	0	375	168	207
Strengthen church	0	146	146	0
Faith Works	0	10	10	0
Micah 6 (concerts)	0	304	65	239
Hymnals**	0	128	128	0
Confirmands' gifts**	0	195	195	0
Retreat***	0	594	594	0
<b>TOTALS</b>	<b>\$1,182</b>	<b>\$14,163</b>	<b>\$12,567</b>	<b>\$2,778</b>

<b>Capital Fund</b>	<b>Initial value</b>	<b>Income</b>	<b>Payout</b>	<b>Final Value</b>
	\$40,737	\$12,460	\$12,940	\$40,297
<b>Memorial Fund</b>	<b>Initial value</b>	<b>Income</b>	<b>Payout</b>	<b>Final Value</b>
	\$9,197	\$26	\$813	\$8,410

\*Bukasa-Karasi family included in Deacons emergency fund.

\*\*Any additional expense for hymnals or confirmands' gifts was paid from the general fund.

\*\*\*The retreat costs exceeded attendees' payments by \$150, paid from the general fund. line 71.

## 2004 BUDGET PROPOSAL

On January 4, 2003, after consideration of the report by the Budget Committee (Dave Ross, Pam Tucker, John Goff, Marilyn Vache, and Kathi Foster), the Trustees approved the following for presentation to the Congregation.

### Estimated income to the General Fund:

Pledges 2004	\$141,572
Non-pledged	11,000
Loose plate	3,400
Miscellaneous	1,000
United Church Foundation	500
<u>Rents</u>	<u>21,140</u>
<b>TOTAL</b>	<b>\$178,612</b>

Non-pledged, loose plate and miscellaneous are estimated from previous years. The United Church Foundation income consists of dividends paid from John McNeely's legacy.

Rental income is estimated as follows. The Trustees wish to apply \$6,000 of this (\$500 per month) to maintain and build up the Capital Fund.

<u>Expected</u>	<u>months</u>	<u>monthly</u>	<u>total</u>	<u>to Cap Fund</u>	<u>to Gen Fund</u>
LifeWorks rent	8	\$1,800	\$14,400	\$4,000	\$10,400
	4	1,900	7,600	2,000	5,600
LifeWorks utilities	12	120	1,440		1,440
Reformed Univ. Fell.	8	400	3,200		3200
<u>Misc</u>			<u>500</u>		<u>500</u>
<b>TOTAL</b>			<b>\$27,140</b>	<b>\$6,000</b>	<b>\$21,140</b>

### Proposed Expenditure Budget

On the following pages a budget is proposed that approximately balances expected income to the General Fund. This has necessitated scaling back some items from the version distributed in November 2003.

<b>CONGREGATIONAL CHURCH OF AUSTIN</b>		November		<b>Per cent</b>
<b>2004 BUDGET PROPOSAL</b>		Updated	Draft	<b>Change</b>
		<b>2003</b>	<b>2004</b>	<b>from 2003</b>
			<b>Proposed</b>	
			<b>2004</b>	
<b>Pastoral Leadership - Tom VandeStadt</b>				
10	Salary	\$35,348	\$37,823	7.0%
11	Annuity	7,749	8,291	7.0%
12	Health Insurance	0	0	
13	Family Protection	830	888	7.0%
14	Continuing Education	767	821	7.0%
15	Housing Allowance	20,000	21,400	7.0%
16	Travel Expenses	1,806	1,932	7.0%
*	<b>Pastoral Leadership Subtotal</b>	<b>66,500</b>	<b>71,155</b>	<b>7.0%</b>
<b>Cooperative Responsibilities</b>				
21	Our Church's Wider Mission (OCWM)	12,900	12,900	0.0%
22	Austin Area Interreligious Ministries	600	600	0.0%
23	Brazos Association Dues	480	480	5.0%
24	Texas Conference of Churches	30	30	0.0%
25	National Council of Churches	15	15	0.0%
26	World Council of Churches	15	15	0.0%
27	Seminary Scholarship Fund	500	500	0.0%
28	Eden Home	100		
29	Back Bay Mission	500	500	0.0%
30	Slumber Falls Camp	200	200	0.0%
31	Austin Interfaith	300		
32	Huston-Tillotson College	500	500	0.0%
33	University Area Partners	100	100	0.0%
34	Texas Impact	100	100	0.0%
35	Religious Coalition for the Homeless	194	200	2.9%
36	Micah 6	400	3,000	525.0%
37	Mission Outreach - freeze night staff support		1,000	New
	<b>Cooperative Responsibilities Subtotal</b>	<b>16,934</b>	<b>20,140</b>	<b>16.1%</b>
<b>Local Church Programs</b>				
41	Pastor's Discretionary Fund	200	200	0.0%
42	Administrative Assistant - Salary	12,500	13,125	5.0%
43	Admin. Assistant - FICA & Med @7.65%	956	1,004	5.0%
44	Music for Worship	250	250	0.0%
45	Musicians	8,050	8,700	8.1%
46	Choral Director - Salary	5,200	5,460	5.0%
47	Choral Director - FICA & Medicare	398	417	4.9%
48	Christian Education	2,500	6,000	20.0%
49	Kitchen Supplies	150	150	0.0%
50	Office Supplies	3,600	3,600	0.0%
51	Postage	800	800	0.0%
53	Electricity & Water	12,000	12,500	4.2%
54	Gas	2,500	2,500	0.0%
55	Telephone	3,500	3,500	0.0%
56	Drinking Water	0		
57	Property Maintenance	4,000	10,000	50.0%
58	Janitorial Supplies	1,000	500	-50.0%
59	Janitor - Salary	10,400	12,000	0%
60	Janitor - FICA & Medicare	796	918	0%
61	SCC Annual Meeting Delegates	600	300	-50.0%
62	Camps & Workshops	0		
63	Membership Outreach	1,950	2,500	28.2%
64	Pulpit Supply - Speaker Stipends	900	900	0.0%

	Updated 2003	Draft 2004	Proposed 2004	Change from 2003
65 Nursery Attendants	1,560	2,184	2,184	40.0%
66 Insurance	3,192	3,192	3,192	0.0%
66B Workers Compensation	1,550	1,800	1,800	16.1%
67 Fun & Fellowship Committee Expense	475	475	475	0.0%
68 Archives	100	100	100	0.0%
69 Deacons' Discretionary Fund	150	1,000	500	233.3%
70 Printing - Newsletter & Bulletin	2,500	2,500	2,500	0.0%
74 Retreat	0			
73 Outreach discretionary	250	400	400	60.0%
74 Parking	400			
<b>Local Church Programs: Subtotal</b>	<b>82,427</b>	<b>96,975</b>	<b>87,753</b>	<b>6.5%</b>
<b>76 TOTAL</b>	<b>\$165,861</b>	<b>\$188,270</b>	<b>\$178,572</b>	<b>7.7%</b>

#### Notes

\*Pastor salary package increased 7% as per CC, 8/28/03

23 Brazos Association dues proportional to membership. May change slightly.

27 Name change from Regional Seminary Support

32 H-T fund

35 Religious Coalition for homeless is drainage fee in lieu of City of Austin utility payment.

36 Micah 6 participation now approved by congregation.

The amount is an initial goal for each church. Actual dues remain to be negotiated.

37 New category: Freeze night staff support requested by Mission Outreach Committee

42-43 Changed Secretary to Administrative Assistant, which is the official title

42-43 Administrative Assistant salary increase 5% as per CC, 8/28/03

44-45 Music and musicians approved by Nodie Murphy. Allows significant raises.

Could pay up to \$72/Sunday for trio head, \$42 for other instrumentalists, and \$60 for vocal soloist.

46 Choral Director salary increase 5% as per CC, 8/28/03

48 Christian Ed increase is reduced from program request.

53-54 Utility rates for 2004 not yet known. Gas, in particular, may go up. We may be able to implement better conservation.

57 Maintenance increase reduced to accommodate immediate needs - will not cover major projects.

59-60 Janitor salary can remain at \$8 with new person.

1,200 hours: 1,040 hours custodial, 20 hours special occasions, 140 hours outside groups from fees.

61 Annual meeting, follow Tom's recommendation to allow funding for one delegate.

63 Name change from Advertising to Membership Outreach - Deacons requested amount

65 Nursery attendants now \$42/week.

67 F & F requests same as last year

69 Discretionary increase reduced from Deacons' initial request.

73 Name change (from freeze night) and increase requested by Missionary Outreach

(May include Freeze night expenses other than staffing, see line 37).

#### Lines to be deleted

~~28 Eden Home - Outreach Committee Suggestion~~

~~31 Austin Interfaith - Outreach committee suggestion~~

~~56 Drinking Water - terminated in 2003~~

~~62 Camps & Workshops - terminated in 2003~~

~~71 Retreat - terminated in 2003. However, we ran a deficit in 2003.~~

~~74 Parking - terminated in 2003.~~

## COORDINATING COUNCIL

The Coordinating Council works to address issues of churchwide importance that are not delegated to another church board or committee. The Council also engages in setting long-range goals, planning programs, and presenting recommendations to the congregation concerning the future of the church. It is composed of a representative from each of the boards, a member at large, the church clerk, the church moderator (chair), and the pastor.

This has been an eventful year in the life of our church. As a result of the visioning process in 2002, the council recommended that the church concentrate on three areas: mission outreach, improving our visibility in this community, and more effective utilization of our building.

Under the leadership of John Goff, a very active Christian Outreach Committee was established. It has been so successful that the council is now recommending it be raised to the status of a church board. Among the exciting activities the committee is promoting is the sponsorship of a child in Jamaica through the Global Ministries Program. They plan to make this a joint project with the Board of Christian Education, engaging our youngsters in working to sponsor a child and also in gaining an understanding of the child's situation and the environment in which the child lives.

We are improving our visibility by providing programs that are of interest to the community -- through the efforts of Sharon Brown, organizing evening concerts, and Whit Bodman and Richard Jackson, organizing forums with guest speakers on important issue of the day.

And we are certainly utilizing our building to the utmost: The Board of Trustees has worked out an agreement with LifeWorks to use the third floor office space as well as our basement for offices, clinic, counseling rooms, and a drop in center for homeless youth. The council has set up an oversight committee to work with LifeWorks, to protect the church's interests and make sure the concerns of members are addressed.

Today, we dedicate the Corliss Room, a combination library-meeting room directly behind the choir loft. Credit Mary Sinclair for re-covering the couches and selecting the area rug. A library committee, composed of Cathy Hubbs, Mary Sinclair, and Doyal Pinkard, have completed their work. Books are on the shelves and available for reference or checkout.

Today the Coordinating Council is recommending we start on some new paths:

We have studied the Open and Affirming Program (material on this topic is available in the Corliss Room), and we are ready to ask the church to embark on a study program that may lead to our proclaiming ourselves an Open and Affirming church.

We have seen the vitality that has emanated throughout the church from the activities of our Christian Outreach Committee, and we are asking the church to give this committee the full status of a board.

Tommie Pinkard, Moderator

## Board of Christian Education Report, 2003

CoCA's educational opportunities continued to grow as the BCE capitalized on last year's projects -- and on the congregation's wealth of talent and dedication.

### Ongoing activities included:

Seasonal gatherings such as the start-of-school waffle breakfast and Christmas pageant,  
Child and youth participation in church services,  
Monthly rotation of teachers in the classrooms,  
Adult Sunday school and special educational series (Lent, Advent, Lectio Divina) led by Rev Tom VandeStadt,  
Sunday School Light, which encourages congregation members who aren't regular teachers to spend some time with the children,  
Preparing and serving food for a homeless meals program,  
Confirmation classes, and  
Gifts of Bibles to children completing the third grade, and gift certificates to high school graduates and confirmands.

### Changes included:

Contracting with a professional child care service for expert attendants each Sunday morning  
Purchasing a new curriculum with lively hands-on activities for elementary age students and challenging discussion topics for older youth.

### New projects included:

The Austin Forum, featuring excellent speakers and in-depth discussions of topics that challenge us as citizens and as Christians,  
Preparation of abundant Easter baskets for children hospitalized at Shoal Creek Hospital,  
Introductions to classic hymns during the children's time during worship service,  
Involvement by the youth in the congregation's "Joys and Concerns" as they circulated greeting cards after services,  
Renovations in the youth room,  
An in-depth adult educational series on healing, and  
Children's participation in the Easter service, helping transform the cross with a profusion of flowers.

### And our commitment to the year ahead:

An adult education program on end-of-life issues,  
Support for the Open and Affirming process,  
Involvement in the life and community of a child in Palestine, and  
New initiatives to strengthen inter-generational ties.

## **ANNUAL REPORT OF THE BOARD OF DEACONS**

The Board of Deacons is charged with assisting with all aspects of our worship service, with assisting in the nurturing and care of our members, with welcoming visitors and prospective members, with providing written information about the church to visitors, and with offering programs that draw the attention of the community and encourage people to visit us. Our work also includes liaison with and support of the Fun and Fellowship Committee, our music ministry, and (currently) the library restoration committee. In all of these endeavors, we work closely with our minister, Tom Vandestadt. Our group, consisting of Joe McMillan (chair), Cecile Ervin Adam, Pat Oakes, Kathi Foster (secretary), Brita Jenquin, and Liz Nash, has enjoyed a sense of cooperation and friendship as we have worked together this year.

### **Worship**

In addition to regular ushering and liturgical duties during worship, the Board plans special services and occasionally has thoughtful discussions aimed at helping Tom evaluate worship services. Each month, we provide the elements and serve communion, with a different deacon acting as steward each time. Our board enjoyed working with Tom under his able and creative leadership to plan several special services this year, including our Ash Wednesday and Maundy Thursday worship at the church, our annual community Easter sunrise service on Mt. Bonnell, and our Advent worship services. We appreciated Whit Bodman's memorable preaching at the Mt. Bonnell worship, and we rejoiced in the substantial number of community members who filled the park area to join us in welcoming the dawn of Christ's resurrection. The deacons coordinated the provision of abundant donuts, coffee, and juice to complete the celebration.

We also had the great privilege of assisting Cecile Ervin Adam with the planning of her ordination service this fall. It was such a joy to affirm the gifts of one who gives so much of herself to us and to the patients at the Seton hospitals where she serves on the chaplaincy staff. The Deacons joined, too, with Suzanne VanderPoel to host a reception after the service to honor Cecile and welcome all those who led worship and attended the service.

### **Nurturing and Care**

The Deacons devote time at each meeting to a heartfelt discussion of the current pastoral needs of members of our church, and we discuss how the church can care for those among us who have special needs. We try to make sure church members visit with and help our members who have special needs. Occasionally, we work with Tom to organize these efforts when a church member has substantial, ongoing needs.

This year, we have used our Deacons' Emergency Fund to respond to families who are in financial crisis. These have included local members and the Bukasas, the refugee family we sponsored who now live in New Hampshire. Our thanks go to the many church members who have contributed money to this caring effort.

Recently, too, the Deacons coordinated the honoring of Louise Whitworth, church office administrator during former pastor Yoshi Kaneda's ministry. Louise retired soon after Tom was called. This celebration was delayed because she was ill for an extended period. Sara Ross, Pat Oakes, Tommie Pinkard, and Joe McMillan brought lunch to Louise's home, joined her for the meal and a time of reminiscing, and presented a gift from the church and letter from Yoshi.

### **Welcoming**

This year, the Deacons brought before the church, as is our tradition, motions (which, of course, passed) to welcome the following people to covenant in membership with our church: Jennifer Howicz, Jim Howicz, Jeffrey Lemley, Sarah Moore, Annie Nash, James Ross, and Liz Spencer. Of these, Jeff,

Sarah, and Annie joined through confirmation of their Christian baptism. All of these fine people add a great deal to the life of our church, and we have received them with joy.

We have also sponsored outreach efforts to bring attention and visitors to our church. Brita Jenquin, in particular, worked hard in this area. She was responsible for the colorful and inviting banner that now hangs outside the church proclaiming the Congregational Church of Austin as a place of "Peace, Fellowship, and Diversity." Brita has done the research and legwork to get us ready to send cards to new members in the Austin area that inform them about our church and invite them to worship with us. This is an initiative we hope to begin in early 2004. We continue to look at other ways to welcome visitors, including placing visitor cards in the pews and updating our welcoming packets.

One other significant and helpful initiative in this area has been the start of a welcoming ministry. Led by Tom's initiative, the board considered who in the church has special gifts in the area of welcoming new people (we have many to pick from) and making them comfortable among us. We then recruited several of these individuals to serve as welcoming ministers for both adults and children, including Vic Appel, Tommie Pinkard, Robin Chapman, Alex Vandestadt, Becky Nash, Pat Oakes, Maggie Smith, and Richard Jackson. The members of this group take special initiative in welcoming visitors and making new children feel included. They also help Tom and the Deacons with the task of knowing who our visitors are, how to get in touch with them, and how to get acquainted with them.

#### **Other Activities to Support the Church's Ministry**

The Deacons have also provided liaisons to various groups in the church. This work has included support of the committee renovating the Corliss Gaspari Memorial Library, receiving reports about our music ministry as Nodie Murphy has guided the church through substantial changes this year (and trying to be helpful in this process), and providing liaison to the work of the Fun and Fellowship Committee. The Library work is nearly complete and looks great. Along with her weekly work with our wonderful choir, Nodie has guided us through a period of transition after our magnificent pianist, Florence Castle, experienced an injury that brought her retirement. Aaron Carter-Cohn now does a fine job each Sunday as our pianist. We have continued to enjoy excellent music with our trio throughout the year with Aaron as pianist, Robin Rosson as cellist, Julia Ross occasionally playing the flute, and several different violinists from the community. Nodie also has started a creative ministry of teaching hymns to our children each month through movement, singing, and sharing about the meaning of what they sing. We have appreciated and supported the longtime contributions of Suzanne VanderPoel as chair of the Fun and Fellowship Committee. This January, we plan to honor Suzanne for the hard work and energy she has brought to the committee, and we will recruit a new group to continue this work.

May the church continue to be blessed with the gifts of God's love and our gratitude for one another.

Respectfully submitted,  
Liz Nash  
For the Board of Deacons

## **Annual Report of the Trustees for 2003**

The meeting of January 29<sup>th</sup>, 2003 voted John Moore as the Chair of the Trustees, David Foster as the secretary and Pam Tucker as the representative of the Trustees to the Coordinating Council. Richard Jackson and Carol Barrett replaced David Foster and Mark McCoy, respectively, in mid-year. The final membership was therefore: John Moore (chair), David Ross (treasurer), Pam Tucker, Vic Appel, Carol Barrett, Lynn Lemley (financial secretary), Frances Alford, Tom VandeStadt (Pastor) and Richard Jackson (secretary).

### **Major Issues:**

During the spring, a commercial leasing broker inspected the suitability of our third floor for rental. The broker observed the following: [a] our third floor space is desirable, [b] \$1,000 per month is reasonable rent for it, [c] the carpet should be removed, and [d] the shower should be repaired. Arrangements were made to rent the space to LifeWorks, which moved in during September. Prior to the move, renovation was undertaken by a team lead by Mel Oakes, Sharon Brown, Gail Christeson and John Goff and included many others. Much of the work was done professionally and paid for out of our Capital Improvement Fund. This expense was reimbursed by Lifeworks, and, in addition, one half of the rent from LifeWorks and from the Reformed University Fellowship group is now invested in the Capital Fund.

The Trustees would like to see a major capital funds drive undertaken as was approved in a recent annual meeting vote.

Repairs, such as to the plumbing adjacent to the Appel room have been a concern. Further major repairs, such as preserving the sanctuary windows, will have to be undertaken soon. The Trustees believe that the Capital Fund should not be used for these and are considering instituting special fund drives for them.

### **Minor Issues:**

In February, a motion was passed to form a task force that will recommend which of our Financial Secretary's accounting duties should transfer to Trish Karli. This project was implemented provisionally at the year end and awaits congregational approval.

The Treasurer consulted with a Tax Advocate and the IRS to resolve the outstanding debt owed by the Church to the IRS. By the year's end most of this debt had been repaid, with the remainder to be announced in late January. The Trustees were gratified at the use of the Sanctuary during the fall by the Austin Forum, organized by Whit Bodman and Richard Jackson, and the Music Evenings, organized by Sharon Brown.

Following the occupation of the third floor and the Cave area by LifeWorks, Pam Tucker changed the locks on Trish and Tom's office doors and the same lock is to be added to the kitchen door adjacent to the Appel Room. Late in the year, we lost the services Jay Harris, our long-time custodian. He was replaced temporarily by Michael Hammock who had begun working at the Church as part of a group of workmen repairing the sewers and drainage system. Michael will be considered during the hiring process.

### **Finances**

The Church ended the year with a budget deficit of \$2,630. However, taking into account a number of non-budgeted items and obligations from previous years the overall deficit is \$15,390. Nevertheless, we end the year in the black, ready for a fresh start (details in the treasurer's report).

Respectfully Submitted  
Richard Jackson  
Secretary, Board of Trustees  
January 12, 2004

## **Report of the Christian Outreach Committee for 2003**

The Christian Outreach Committee began its existence in March of 2003 by vote of the Coordinating Council, and as a direct outgrowth of our Church's visioning process held in 2002. Matt Blackstock, Robin Chapman, John Goff, Dennis Murphy, Liz Nash and Tom VandeStadt agreed to serve on the committee during its formative year, with John serving as Chair. The Committee took on oversight of a number of projects during the year, some continuing and some new.

**Mt. Bonnell cleanup project.** Begun originally by Vic Appel, the Mt. Bonnell cleanup project is intended to beautify the park where we annually hold our sunrise Easter service. Participation in the cleanup continues to be very high and we consider this to be a very successful project worthy of continued support. During the year, Vic stepped down as coordinator of the project. The Committee, unable to find someone to replace Vic (is that ever possible?), decided that the task was not too onerous and so took it upon itself to do it. Future cleanups will be scheduled for March, June, and October. The next cleanup will be scheduled for a week or two before Easter, so the park will be presentable for our sunrise service.

**Micah 6.** Following a vote of the congregation in August of 2003, our church signed the Micah 6 covenant to participate in the activities of the University-area churches. 2003 marked an important formative year for Micah 6, as plans finally solidified into action and the first cooperative project, a food pantry to be hosted by University Baptist, will commence this February. The food pantry will provide great volunteer opportunities for our members. The committee has requested a substantial increase in our Micah 6 cooperative ministries budgetary contribution to help pay for food to stock the pantry.

**Freeze Night.** For more than three years in a row, our church is participating in the Freeze Night program to provide shelter for homeless youth on winter nights when the temperature drops below freezing. This program works exceptionally well, with paid Lifeworks staff and community volunteers to cover the overnight hours, and church volunteers to help set up, serve dinner and breakfast, and clean up. The Lifeworks staff provide a very structured environment that ensures a safe and enjoyable evening for all. As last winter, we are blessed with an abundance of volunteers from the church. The Committee has requested \$1000 from our cooperative ministries budget to help pay for the Lifeworks staffing for Freeze night, which has until now been provided entirely by St. Austin's Catholic parish, our partner in the Freeze Night ministry.

**Christmas Dinner.** As is becoming tradition, our church once again hosted a Christmas dinner for the homeless. This year, Joe McMillan, his friend Gwen, and Cecile Adam served as kitchen coordinators, and there was plenty of volunteers and food to feed the 80+ guests who arrived.

**Front Porch Ministry.** In perhaps our one disappointment during the year, the committee endeavored to begin a "Front Porch" ministry to assist Tom in waking up the homeless youth who usually camp out on our front porch every night. However, the front porch has had to be closed numerous times this year due to violations of our rules for staying on their porch. The committee will continue to evaluate this situation.

**Child Sponsorship.** In cooperation with the Christian Education committee, we will take up sponsorship of a child through the UCC global ministries. We believe this will provide a great opportunity for our Sunday School kids, as well as the rest of us, to learn about other children in the world and the often difficult circumstances in which they live. Sponsorship includes a small monthly contribution, which we will try to raise through creative fund raising opportunities involving the children. Letters are also exchanged with the sponsored child.

**Meals at the United Methodist Church.** Robin Chapman continues to coordinate our church's volunteer effort to serve monthly at the meal on Saturdays at University Methodist. Robin also involves the Sunday school youth in providing trail mix bags for this effort.

## **Stewardship Committee**

This year our stewardship committee adopted a visioning process originally suggested by our pastor, Tom VandeStadt. This process endeavored to focus the attention of our whole church – board by board, committee by committee, member by member – on envisioning what we could do, what we could achieve, what we could become in the year ahead. The resulting vision – part blueprint, part goal statement, part pipe dream – then became the galvanizing force in our fall enlistment campaign.

That campaign produced, in bare bone numbers:

- Thirty-five pledges, four more than at the same time last year.
- \$142,104 of pledged income – nearly \$10,000 more than the amount pledged at this time last year.

But these numbers, happy as they are, don't tell the whole story. The enlistment effort and the vision on which it was based – the Vision of Our Church in 2004 – also produced:

- Wonderful statements during worship in September and October from representatives of Christian Education (Marilyn Vache), the Deacons (Joe Macmillan), the Trustees (John Moore), and Outreach (John Goff), all of whom spoke very meaningfully from their own perspective about the church's vision for 2004.
- Strong, prompt response – nearly 90% of the pledges tallied were received by Pledge Sunday, October 19 (a great help to the Budget Committee, which had a tight deadline for developing a concrete financial plan for 2004).
- And perhaps most important of all, new energy and enthusiasm for our church's future and mission.

The stewardship committee is very grateful to the entire congregation for its support and for getting involved in our church's visioning approach to good stewardship. Without your interest, your participation and commitment, nothing that we did would have mattered. With them, we've had a very good year. Thank you!

Dennis Murphy & Sara Ross

## Nominating Committee Report 2004

### One Year Terms

<b>Office</b>	<b>Incumbents</b>	<b>Nominees</b>
Treasurer	David Ross	David Ross
Financial Secretary	Lynne Lemley	Lynne Lemley
Coordinating Council, Member at Large	David Foster	David Foster
Superintendent of Christian Education	John Burlinson	John Burlinson
Historian	Cathy Hubbs	Cathy Hubbs
Publicity	Chester Rosson	Tommie Pinkard
Austin Area Interreligious Ministries	Suzanne Vanderpoel Whit Bodman	Suzanne Vanderpoel Whit Bodman
University Area Partners	Vic Appel	Vc Appel
Brazos Association Lay/clerical Representative	Tommie Pinkard	John Drachenberg
Delegate to South Central Conference, UCC	John Burlinson	Liz Nash
	<b>Three Year Terms</b>	
<b>Office</b>	<b>Incumbents</b>	<b>Nominees</b>
Moderator	2001-03 Tommie Pinkard	2004-06 Carol Barrett
Clerk	2003-05 Sharon Brown	(Sharon Brown continues in office)
Board of Trustees	2001-03 John Moore 2001-03 Carol Barrett 2002-04 Vic Appel 2002-04 Frances Alford 2003-05 Richard Jackson 2003-05 Pam Tucker	2004-06 John Moore 2004-06 Gail Christeson
Board of Deacons	2001-03 Joe McMillan 2001-03 Cecile Ervin Adam 2002-04 Brita Jenquin 2002-04 Pat Oakes 2003-05 Kathi Foster 2003-05 Liz Nash	2004-06 Graylin Grissett 2004-06 Liz Spencer 2004 Jim Howitz
Board of Christian Education	2001-03 Julia Deisler 2001-03 Lisa Kirch 2002-04 Robin Chapman 2002-04 John Goff 2003-05 Marilyn Vaché 2003-05 Jeri Winter	2004-06 Cecile Adam 2004-06 Jen Howitz
Enlistment and Stewardship Committee	2003 Sara Ross 2003-05 Dennis Murphy	2004-06 Sara Ross
Music Committee	2001-03 Matt Blackstock 2002-04 Lisa Kirch 2003-05 Nodie Murphy	2004-06 Julia Deisler
Nominating Committee	2001-03 Richard Jackson 2002-04 Cathy Hubbs 2003-05 Doyal Pinkard	2004-06 Suzanne Bradford

Submitted by: Cathy Hubbs, Richard Jackson, Doyal Pinkard

25 Jan 2004