

CONGREGATIONAL CHURCH OF AUSTIN, TEXAS

2013

# Annual Report

Congregational Church  
Of Austin





CONGREGATIONAL CHURCH OF AUSTIN, TEXAS

# 2013 Annual Report

Congregational Church Of Austin, United Church of Christ

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# Annual Meeting Agenda

Congregational Church Of Austin, United Church of Christ

1. Invocation
2. Minutes
3. Proposal to change the By Laws
4. Trustees' Report on structural issues and proposal.
5. Financial Secretary's Report
6. Treasurer
  - Report
  - Adoption of Budget
7. Nominating Committee
  - Report
  - Election of Officers, Boards, and Representatives
8. New Business
9. Adjourn

Following the meeting it is traditional to sing one verse of "Blessed Be the Tie That Binds."



CONGREGATIONAL CHURCH OF AUSTIN, TEXAS

# Annual Meeting Minutes

Congregational Church Of Austin, United Church of Christ

January 27, 2013

Prior to the meeting being called to order, Nodie Murphy presented a slide show and description of the restoration of the sanctuary tapestry recognizing those members participating in the effort. A “thimble of our appreciation” was presented to Christie Kuhner and Jaime Hadley for their efforts.

The meeting was called to order by moderator Reuel Nash at 12:32 pm. Thirty nine members were present.

Tom opened with prayer.

Minutes from the previous congregational meetings were approved without corrections following a motion by Joe McMillan and a second by Dennis Murphy.

## **Nominating Committee Report**

On behalf of the committee, Sharon Brown thanked those willing to serve.

Questions were raised about specific offices not present in the annual report including those one-year terms with external terms of more than one year. Though these positions had been included in the Nominating Committee’s report, they were inadvertently left out of the final published report. There are no changes in the members filling those positions. The administrative assistant will be asked by the Nominating Committee to include those items in a revised report.

An invitation for nominations from the floor for open slots did not yield more names.

If people come forward to fill the slots, they may begin their attendance of the Board meetings until such time as the congregation may vote them in.

Additional correction includes the correct spelling of Barbara Burnham’s name on the slate. The slate was voted in.

## **Financial Secretary Report:**

Pam Tucker noted the differences in practical aspects of the accounting by the financial secretary and the treasurer.

The budget is based on our actual pledges plus our reasonable expectations of income for the coming year, 2013.

Tenants in the building have been helpful to our budget.

More fund raising for our support of a Palestinian child will need to happen this year if we intend to continue that giving.

## **Treasurer’s Report:**

There are a few corrections for specific numbers which will be reflected in a revised copy of the report.

Items noted included:

Net assets have risen, having recovered from the recent economic downturn.

Last year we spent 97% of what was budgeted.

Not all rental income is used toward the budget; some rental goes into the capital fund.

All employees received a 4% raise although comparing strict numbers from last year to this year do not make that clear.

The expected cost for utilities is an estimate which may change since how the city is charging us for utilities, particularly water usage, is changing.

*continued from page 5*

Beth Gleason moved to increase the budget by \$100 in order to send money to the central office in support of Open and Affirming efforts.

Dennis Murphy seconded the motion which was passed.

No funds are in the budget for re-doing the downstairs kitchen. The church is currently discussing that project with Lifeworks. Lifeworks expects to do the work themselves with the financial help of one large \$10,000 donation. Concerns were expressed about bringing the kitchen into code compliance with this plan. Even with the participation of the trustees understood, members expressed strong feelings that any intentions to work on the kitchen should be brought before the congregation before plans proceed.

The budget was passed with the above mentioned amendment.

Dennis Murphy moved a formal vote of thanks for the many years of work by our Treasurer , David Ross, and Financial Secretary, Pam Tucker. There was universal approval with applause.

**Letter to our political leaders in response to gun violence (see text of letter in the annual report).**

A letter was introduced by the moderator which was written in response to recent gun violence. The letter may be sent as a statement from our congregation in regard to the issue; it would be sent on church letterhead to federal, state, city and county officials - any elected officials that represent our congregational members. We could either approve the letter as coming from the congregation, or, if members prefer, we could sign it as individuals.

Discussion of the letter followed resulting in one amendment.

Jaime Hadley moved the final sentence in the letter be changed from:

“Every other civilized country in the world would consider this list minimal at best and would point to their low gun death statistics in support.”

To read:

“Many countries in the world would consider this list minimal at best and would point to their low gun death statistics in support.”

This amendment was seconded and approved.

Following more discussion the members voted to approve the sending of the letter with the above amendment, and to sign with the statement the letter was passed at the congregational meeting of the church.

**Restructuring of church leadership**

There was discussion about how we organize our church leadership and whether a different structure might serve us better. After lengthy consideration, a motion was put forward by Bill Beardall that the Coordinating Council form an open committee to investigate restructuring the organization of the church and to have a proposal ready to present to the congregation by first Sunday after Easter.

The motion was seconded by Joe McMillan and passed.

**Other business**

Representing the nominating committee, Jen Howicz states that Steve Domingue has volunteered to take the financial secretary position. Jen put forth a motion that Steve be voted into the position, pending his confirming his willingness to serve.

Pam Tucker seconded and the motion passed.

Pat Oakes moved for adjournment. Seconded and passes.

The meeting ended with the singing of “Blessed be the Tie that Binds”.

Respectfully submitted  
Betty Bodman  
Clerk



# Meeting Minutes

Congregational Church Of Austin, United Church of Christ

April 7, 2012

Called to order by Reuel Nash at 12:49

Invocation offered by Tom

No minutes were submitted for approval

## 1. Nomination and election of Board Members

Jen Howicz offered the nomination of Ellie Nash to fill an open slot on the Board of Deacons.

Voted and approved.

## 2. Renovation of the Appel Room Kitchen

John Goff presented information on the renovation of the downstairs kitchen. See the attached description of the plan for the work which is to be done in phases. The work on this project is being overseen by the Coordinating Council and the Board of Trustees with Tom, John Goff and Reuel Nash doing the leg-work.

Lifeworks wants to re-do the kitchen using their funds and labor with the goal of bringing the kitchen up to food-service code. A donor is going to contribute financially to Lifeworks and Lifeworks will contract with Mitch Weynard who will oversee the work which will be done by Lifeworks employees. Mitch has done work in the church before. Tom also expects to be in the church every day to monitor the work.

### Discussion:

Essentially the only materials which need to be purchased would be the FRP which would be installed over existing walls. Lifeworks has other items such as stainless steel counters which can be used.

Because we are not moving any structures (walls) we should be grandfathered in and not have to re-wire, but some members were concerned about not having the electrical wiring put behind/inside the walls. John Goff explained that the expense of re-wiring/change to the concrete walls would be too great and the contractors who have looked at the work indicate it would not be necessary.

A city building permit would clarify if we need to re-wire for safety but it is not known if a city building permit will be required for this work; John Goff will determine the need for a permit.

If re-wiring is necessary, we will need information from the contractors about cost. The initial plan is to remove the dishwasher and not replace it since often paper products are used for sanitation concerns. However, there was strong opinion that a newer, better working dishwasher be included in the plan.

Other discussion followed about the placement/replacement/removal of refrigerators and freezers which are in various places around the church building (including in the choir room).

It was noted that bringing the space up to food service code is different from following all regulations for serving food to the public; this kitchen renovation plan only addresses creating a space which will meet code for the physical plant.

*continued from page 7*

The congregation needs to be aware that any work not finished by Lifeworks will become the financial responsibility of the church. Concern was voiced about the church's possible exposure to liability as well as the need to make sure the workers are paid fairly. Bill Beardall will look into these things.

Pam Tucker moved we endorse the project to renovate the kitchen, including a dishwasher, contingent upon passing city inspection. Seconded by several people including Bill Beardall, Christie Kuhner and Nodie Murphy.

Marilyn Vache offered an amendment to include a determination of the need for a city permit .  
Amendment seconded by Pat Oaks and the amendment was voted and passed.

The final motion reads: we endorse the project to renovate the kitchen, including a dishwasher, and to determine the need for a city building permit. Amended motion voted and passed.

Not included in the motion but also to be done include checking on the workers' pay (by Bill Beardall) and a survey of the appliances (refrigerators and freezers) in the building (by Tom, John , Reuel)

### **3. New Leadership structure**

In keeping with the request made at annual meeting for a report/plan from the Vision Committee to be presented to the congregation at Easter time, The Coordinating Council and the and Vision Committee suggest a trial reorganization for the Board of Christian Outreach. The suggestion is that two volunteers serve as outreach coordinators who would replace the Board. The proposed new organization and a job description for these coordinators follows:

#### Board of Christian Outreach Coordinators

- Coordinators will replace the Board of Christian Outreach.

- Teams will be organized to actually accomplish all Outreach tasks

- Coordinators will likely sacrifice heavy participation within the teams in order to focus on this role.

#### The Vision Committee involvement:

Vision committee will write the Job Description of the Outreach Coordinator and Vision committee will find the Outreach Coordinators and the coordinators themselves will define the job. They will likely split oversight responsibilities for the teams.

Coordinators may solicit assistance for project teams but are not responsible for the projects/talks; they are responsible for facilitating the success of the projects.

Coordinators are responsible for ensuring that the Coordinating Council is aware of the activities and that identified projects or tasks are completed as expected.

#### Coordinators may:

- Work with individual teams/project members to determine whether projects are ongoing or have a definite end-date.

- Assist project teams with recruiting members.

- Report project status to the Coordinating Council.

- Review all project/tasks and confirm there are people responsible for them; find leaders for 'orphan' projects; advise Coordinating Council of any projects for which participants cannot be found (these may be terminated).

- From time to time report on projects to the congregation, or assist project members in describing what they do to the congregation, thereby enhancing the visibility of the work of the church.

- Produce materials (print, electronic, web, or other) that give an overview of the outreach work of the church for the benefit of members and visitors.

Small teams of volunteers would take on various tasks: homeless ministries, forum, others.

Ideally there would be fewer meetings; the teams may have a leader but will accomplish the work and meet as they feel is necessary.

*continued from page 8*

This plan for the Board of Christian Outreach will transition in over the summer so that by the winter freeze-night season, the coordinators are ready to go. This would mean that the work on freeze-night shelters is not done by Tom alone, but can be taken on by volunteers who are committed to the work.

At some point the bylaws may need to be changed to accommodate this organizational shift, but the congregation is asked to live outside the bylaws temporarily so that we can try this experiment.

This allowance was granted at our last annual meeting.

A request is made of the congregation for help in drawing up all the workings and projects of the Board of Christian Outreach and that volunteers come forward to be part of a team to accomplish the tasks.

This is a way to tap the energy and interest of the congregation for more specific tasks

At annual meeting next January, there should be a report on how this new arrangement is working.

4. There was no new business.

5. Meeting was adjourned at 1:48pm following a motion by John Goff and seconded by Christie Kuhner.

### **Kitchen Plan**

Phase 1) Organize a church work day to remove pot, pans, dishware, utensils, etc., and make decisions about what to keep and what to donate or make available for members to grab.

Phase 2) Redo counter wall:

- Demolish and remove wood counter and cabinets, as well as shelving on wall
- Install FRP (fiber-reinforced paneling) on wall, and fill in any floor tile as needed.
- Install stainless steel counter top, cabinets, and hand-washing sink (Lifeworks has a suitable assembly in storage). Keep dishwasher or remove?
- Install stainless steel open shelving on wall above counter.

Phase 3) Redo remaining walls

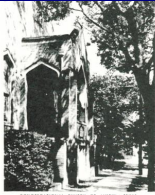
- Demolish and remove shelving on wall above stoves and in closet
- Install FRP on all walls
- Move sump pump to corner and possibly sink into foundation to allow “air gap” in drainage of sink (necessary to prevent back flow into sink).
- Modify sink plumbing and possibly extend with counter to left, where sump pump is now
- Install stainless steel open shelving on wall and in closet (which will be used as a pantry)
- Install pot rack over stove or sink?
- Possibly replace refrigerator with commercial-class?
- Possibly install fan vent over window (might require vent duct to higher level)?

Phase 4) Install mop sink in utility closet

Move or remove refrigerator in utility closet

Install sink in back-left corner (water lines are available in this room).

Install sump pump for drainage, which will also be connected with the washing machine in the closet under the stairs.



# Nominating Committee Report

Congregational Church Of Austin, United Church of Christ

	Terms Ending at the Annual meeting following the end of :			
Position	2016	2015	2014	2013
<b>THREE YEAR TERMS:</b>				
Moderator	<b>Barbara Burnham</b>			Reuel Nash
Clerk	Betty Bodman	Betty Bodman	Betty Bodman	Betty Bodman (p)
Board of Trustees	<b>Tommie Pinkard</b> <b>Lynne Lemley</b>	Whit Bodman Bill Campbell	John Goff Bill Mueller	Elizabeth Nash
Board of Deacons	<b>Sarah Darter</b> <b>Janet Parsons</b>	Jaime Hadley Ruth Koenig	<b>Dennis Murphy (p)</b> <b>Jason Parkhill (p)</b>	Joe McMillan
Nominating Committee	<b>Reuel Nash</b>	Doyal Pinkard	<b>Sharon Brown (p)</b>	Barbara Burnham
<b>ONE YEAR TERMS:</b>				
Treasurer	<b>2014</b> <b>Gail Christeson</b>	<b>2013</b> David Ross	<b>2012</b> David Ross	<b>2011</b> David Ross
Financial Secretary	<b>Pam Tucker</b>	Steve Domingue	Pam Tucker	Pam Tucker
Coord Counc Mem at Large	<b>Bill Beardall</b>	Dennis Murphy	Dennis Murphy	Dennis Murphy
Christian Ed Co-Coordinator	<b>Rachel Dietz</b>			
Christian Ed Co-Coordinator	<b>Martin Garrison</b>			
Christian Outreach Co-Coord	Warinda Harris			
Christian Outreach Co-Coord	Marilyn Vache			
Historian	<b>Pat Oakes</b>	Jaime Hadley	Jaime Hadley	Whit Bodman
University Area Partners	Victoria Li	Victoria Li	Sharon Brown	Sharon Brown
Delegate SSC	Beth Gleason	Beth Gleason	Beth Gleason	Beth Gleason
<b>ONE YEAR TERMS (with external terms of two or more years length)</b>				
Delegate, Brazos	Sara Ross	Sara Ross	Sara Ross	Sara Ross
Delegate Micah 6	Elizabeth Nash	Elizabeth Nash	Elizabeth Nash	Elizabeth Nash

(p) Individuals serving a partial term

Respectfully submitted,  
Jennifer Howicz  
CCA Nominating Committee



CONGREGATIONAL CHURCH OF AUSTIN, TEXAS

# Pastor Report

Congregational Church Of Austin, United Church of Christ

In 2013, my ministry consisted of the usual things I do, from preparing and leading worship to visiting people in the hospital to working with various justice-advocacy groups to addressing the homelessness issue. However, a few things stand out for me, so I'll delve into them a bit more deeply.

In 2013, we began transitioning our outreach ministry from a board structure to a team format, with Marilyn Vache and Warinda Harris serving as Outreach Ministry Team Leaders. This change was most evident in our homeless ministry where a number of people took on a variety of responsibilities: John Goff and Jo Jenson for overseeing the broad contours of our homeless ministry, Jen Howicz for scheduling our freeze night shelter ministers, Dennis Murphy for coordinating the night-to-night operation of our freeze night shelter ministry, Christie Kuhner for determining our menu for the Christmas Open Door Dinner, and Liz Nash for the Micah 6 Drop-In Center. Through John Goff's initiative, 2013 saw the expansion of our Front Porch Lunch ministry to an additional Thursday with a hot lunch, and Jo Jensen helped us raise enough money to purchase several hundred sleeping bags. I'll continue to work with Marilyn and Warinda in 2014 as they give further support to the development our Green Team, seek to create a Micah 6 Ministry Team, and review our commitment to Austin Interfaith.

The new Team approach to our Outreach Ministry holds the promise of reinvigorating our outreach ministries by increasing the participation of our members in ministries for which they have passion. However, because it's a new organizational model for us, the new system needs to be treated like a new-born baby. I've asked the Coordinating Council to do all in its power to closely monitor, nurture, and support the transition to this new way of organizing ourselves so that the Team approach can fully develop and reach its highest potential.

Another highlight for me in 2013 was our church retreat at Slumber Falls. The topic was Creation as Sacrament, and preparing for the retreat enabled me to do a lot of reading on earth-care and sacramental spirituality. With wonderful weather and a beautiful setting, we reflected on creation as a revelation of God. Spending this time together with this focus helped prepare the ground for the birth of the Green Team ministry in our church. Related to this theme, I continued my work with the Interfaith Environmental Network, serving as co-chair of its Steering Committee (with Rabbi Steve Folberg as the other co-chair), and I represented the South Central Conference at a UCC conference on climate change held in Cleveland.

I continued meeting with our church's Discipleship Group in 2013. After struggling for a year or so with our focus and format, we finally found both and managed to create a strong circle of trust for intimate sharing and support. In this circle, we open up deeply to share the joys and concerns of our lives, the obstacles and openings in our spiritual journeys, and the ways we're struggling with our Christian faith or finding new ways to understand our faith. A palpable spirit of empathy and love arises amongst us at times, enabling us to really experience that "love that binds." I'm deeply grateful for those of you who come and risk being vulnerable in order to grow and to support others in their growth.

The Advent series in which I related the extinguishing of candles on Good Friday to the lighting of candles in Advent was another highlight in 2013, as it gave me a new way to reflect on Advent and Christmas spirituality. A number of you told me that

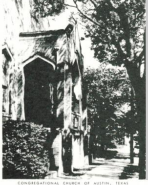
*continued from page 10*

this helped you relate Advent to the rest of the church's liturgical year in ways you hadn't considered before. Some of you also shared that you found yourself noticing all the things, big and small, that extinguish light in your world, as well as the ways, big and small, you can kindle a light.

Watching Dennis Murphy strengthen our children and youth Sunday School program was another highlight in 2013. I'm deeply grateful to Dennis for his efforts, and to all the members of our church who took the time to prepare lessons and teach Sunday School. Mentoring our children to live their life and respond to the challenges of a complex world in a Christ-like manner is the most important task we have as a church. Thanks to all of you who've taken this task to heart. I look forward to supporting the effort to strengthen this ministry even further with the possible hiring of a part-time youth teacher.

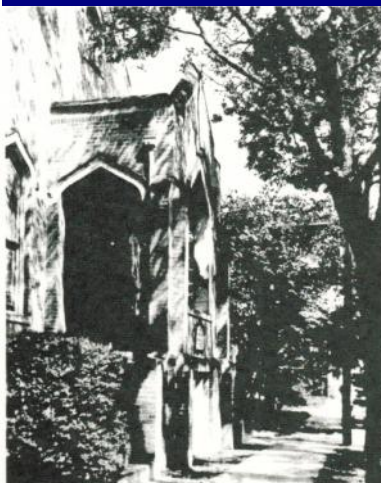
Finally, I want to thank the Trustees for the renovations to my office, which was another highlight in 2013. I love the new floor, desk, and shelving. I now enjoy working in a much brighter and cleaner looking work space.

TOM



# Financial Secretary Report

Congregational Church Of Austin, United Church of Christ



CONGREGATIONAL CHURCH OF AUSTIN, TEXAS

# Clerk Report

Congregational Church Of Austin, United Church of Christ

Total membership, January 1, 2013  
132

Received into membership by confirmation, affirmation of faith or letter of transfer:

Van Herd by letter of transfer 4/2013

Kohrt, Debborah

Darter, Sarah

Total additions 2013:  
+3

Losses from membership by request, transfer or death:

Paul Deisler: transfer to friend

Carol Scott by transfer of membership

Fred Scott by transfer of membership

Total losses 2013:  
-3

**Total membership December 31, 2013**  
**132**

Total members living outside 100 miles of the church:  
19

Number for quorum calculation:  
113

Baptisms and marriages: none

Funerals and memorial services: none

Respectfully submitted  
Betty Bodman  
Clerk



CONGREGATIONAL CHURCH OF AUSTIN, TEXAS

# Treasurer Report and Budget Proposal

Congregational Church Of Austin, United Church of Christ

## SUMMARY

Details are given in the following three pages. The final two pages detail the proposed budget for 2014. We have a checking account and investments with the United Church Funds (UCF), where share values have *increased by 12.4% in the Balanced Fund and by 22.4% in the Equity Fund.*

**Local Budget** The Local Budget is administered through the General Fund. We began the year with **\$44,337.55**. Total contributed income of \$232,118.93 and a gain of \$3,555.46 in the UCF added up to \$235,674.39 as of December 31. Expenditures were \$231,719.24, for a surplus of \$3,955.15. Expenses were 97% of the budget; that is, we underspent the budget in a number of areas, with a closing balance of **\$48,292.70**.

**Capital Fund** We began with **\$30,855.65**. Income consisted of \$7,400.00 from Lifeworks and Gracepoint rents. We spent \$8,626.29 for improvements and furnishings. Accrual in the UCF was \$3,853.46. The closing balance was **\$33,482.82**.

**Centennial Fund** We began the year with **\$11,883.37**. Income consisted of donations of \$350.00 and gain in the UCF of \$1,034.58. There were no expenditures, and a closing balance of **\$13,267.96**.

**Gracepoint Fund** We began the year with **\$13,948.53**. There was income. Reduced Gracepoint payments were diverted to the Capital Fund. There were no expenditures. This fund is being held in reserve for a "rainy day," has accrued \$1,524.06 in the UCF and has a closing balance of **\$15,472.59**.

**Memorial Fund** We began with **\$11,142.24**, received a donation of \$50.00 in memory of Matt Blackstock and a gain of \$1,225.42 in the UCF and no expenditures. The closing balance was **\$12,417.66**.

**Music Fund (formerly Organ Fund)** We began the year with **\$2,345.08**. There were no income or expenditures, but a gain of \$257.04 in the UCF, leading to a final balance of **\$2,602.11**.

**McNeely Funds** The legacy from the McNeely estate is kept in UCF Equity fund and began the year at **\$36,135.68**. We reinvested the dividends from the UCF, leading to an accrual of \$8,276.82 and a final balance of **\$44,412.50**.

**Sabbatical Fund** We are putting in \$1,020 per year from the general fund into this fund, which we established four years ago. We began the year with **\$3,3374.17**, and gained \$421.86 in the UCF Fund, for a final balance of **\$4,816.03**.

**Miscellaneous Pass-through Items** As detailed on the third of the following pages, we began the year with a balance of **\$8,172.60** in designated or pass-through funds. We took in \$8,111.41 and doled out \$5,364.08, for a final balance of **\$10,919.93**.

**Special Donation** We received an anonymous donation of **\$50,000.00**. Currently invested in the UCF Balanced fund its value is **\$51,053.60**.

STATEMENT OF ACCOUNTS (boxes represent breakdown of account value.)

<b>Bank of America</b>	<b>31 Dec 2013</b>	<b>31 Dec 2012</b>	<b>Change</b>
<b>Checking Account</b>	<b>\$26,575.65</b>	<b>\$24,148.78</b>	<b>\$2,426.87</b>
General Fund	\$21,758.94	\$22,044.32	(\$285.38)
Capital Fund	\$0.00	\$200.00	(\$200.00)
Palestinian Child fund	\$16.10	\$216.10	(\$200.00)
Youth Mission Trip	(\$217.19)	(\$217.19)	\$0.00
El Salvador Mission Trip	\$826.00	\$317.00	\$509.00
AGE Wheelchair fund	\$119.00	\$0.00	119.00
Front Porch hot meals	\$75.00	\$0.00	\$75.00
Strengthen The Church	\$0.00	\$50.00	\$75.00
Christmas Fund	\$350.00	\$251.00	\$99.00
Bibles and Hymnals	\$81.19	\$81.19	(\$50.00)
Retreat	\$0.00	\$42.35	\$0.00
Sleeping Bag Ministry	\$2,340.00	\$0.00	(\$42.35)
Fine Arts Committee	\$728.52	\$728.52	\$2,340.00
Christmas dinner	\$75.00	\$0.00	\$0.00
Equal Exchange	\$423.09	\$435.49	(\$12.40)
<b>United Church Foundation</b>	<b>\$50,346.89</b>	<b>\$40,964.12</b>	<b>\$9,382.77</b>
<b>McNeely Account (Equity Fund)</b>			
Capital Fund	\$5,934.39	\$4,828.44	\$1,105.95
McNeely Fund	\$44,412.50	\$36,135.68	\$8,276.82
<b>Capital, Memorial &amp; Organ Fund</b>	<b>\$149,871.77</b>	<b>\$95,831.32</b>	<b>\$62,807.82</b>
<i>Moderate Balanced Fund</i>			
General Fund	\$24,044.21	\$22,163.18	\$1,881.03
Centennial Fund	\$10,746.96	\$9,312.37	\$1,434.58
Capital Fund	\$26,045.98	\$22,374.05	\$3,671.92
Gracepoint	\$15,428.89	\$13,904.83	\$1,524.06
Sabbatical Fund	\$4,816.03	\$3,374.17	\$1,441.86
Special donation	\$51,053.60	\$0.00	\$51,053.60
Memorial Fund	\$12,417.66	\$11,142.24	\$1,275.42
Music Fund	\$2,602.11	\$2,345.08	\$257.04
Lifeworks Deposit	\$2,716.33	\$2,448.02	\$268.32
<i>Cash Equivalent Fund</i>			
General Fund	\$2,489.558	\$130.05	\$2,359.50
Centennial Fund	\$2,521.00	\$2,571.00	(\$50.00)
Capital Fund	\$1,502.45	\$3,453.15	(\$1,950.70)
Gracepoint	\$43.70	\$43.70	\$0.00
Deacons' Emergency Fund	\$1,345.76	\$2,156.26	(\$810.50)
Deacons' Remembrance Fund	\$315.79	\$315.79	\$0.00
Sanctuary Flowers	\$550.08	\$97.50	\$452.58
<b>Fund Totals</b>			
General fund total	\$48,292.70	\$44,337.55	\$3,955.15
Centennial fund total	\$13,267.96	\$11,883.37	\$1,384.58
Capital fund total	\$33,482.82	\$30,855.65	\$2,627.17
Sabbatical Fund total	\$4,816.03	\$3,374.17	\$1,441.86
Memorial fund total	\$12,417.66	\$11,142.24	\$1,275.42
Gracepoint total	\$15,472.59	\$13,948.53	\$1,524.06
Music fund total	\$2,602.11	\$2,345.08	\$257.04
McNeely Fund total	\$44,412.50	\$36,135.68	\$8,276.82
Miscellaneous total (including special donation)	\$60,798.27	\$6,922.03	\$53,876.25
<b>Total Gross Assets</b>	<b>\$235,562.64</b>	<b>\$160,944.30</b>	<b>\$74,618.34</b>

**CONGREGATIONAL CHURCH OF AUSTIN  
2013 BUDGET vs. EXPENSES**

	Budget	Spent	Difference	Ratio
<b>Pastoral Leadership - Tom VandeStadt</b>				
10 Salary	\$58,520.00	58,520.00	0.00	100%
11 Annuity	11,692.80	11,806.20	(113.40)	101%
12 Health Insurance	0.00	0.00	0.00	
13 Life and Disability insurance	1,252.80	1,264.95	(12.15)	101%
14 Continuing Education	500.00	500.00	0.00	100%
15 Housing Allowance	25,000.00	25,000.00	0.00	100%
16 Travel Expenses	1,260.40	1,260.40	(0.00)	100%
		\$98,351.55	(125.55)	
Pastoral Leadership - Subtotal	\$98,226.00			100%
<b>Cooperative Responsibilities</b>				
21 Our Church's Wider Mission (OCWM)	14,500.00	\$14,500.00	\$0.00	100%
21a LGBT Coalition	100.00	215.11	(115.11)	215%
22 Austin Area Interreligious Ministries (iACT)	600.00	600.00	0.00	100%
23 Brazos Association Dues	660.00	660.00	0.00	100%
24 Texas Conference of Churches	30.00	30.00	0.00	100%
25 National Council of Churches	100.00	100.00	0.00	100%
26 World Council of Churches	100.00	103.00	(3.00)	103%
27 Regional Seminary Support	500.00	500.00	0.00	100%
29 Back Bay Mission	1,100.00	1,100.00	0.00	100%
30 Slumber Falls Camp	200.00	200.00	0.00	100%
32 Huston-Tillotson University	500.00	500.00	0.00	100%
34 Texas Impact	100.00	100.00	0.00	100%
35 Religious Coalition for the Homeless	423.84	431.02	(7.18)	102%
36 Micah 6	3,000.00	3,000.00	0.00	100%
37 Ministry to homeless	2,200.00	1,248.76	951.24	57%
38a Workers Defense Project	500.00	500.00	0.00	100%
38b Austin Interfaith	2,100.00	2,100.00	0.00	100%
38c Austin Interfaith Environmental Network	100.00	100.00	0.00	100%
39 Equal Justice Center	500.00	500.00	0.00	100%
Cooperative Responsibilities: Subtotal	\$27,313.84	\$26,487.89	\$825.95	97%
<b>Local Church Programs</b>				
41 Pastor's Discretionary Fund	\$800.00	632.69	167.31	79%
42 Secretary - Salary	16,618.37	16,620.00	(1.63)	100%
43 Secretary – FICA & Medicare	1,271.31	1,271.51	(0.20)	100%
44 Music for Worship	500.00	427.57	72.43	86%
45 Musicians	12,575.68	13,077.18	(501.50)	104%
45d Musicians – Social Security and Medicare	898.00	795.84	102.16	89%
46 Choral Director - Salary	7,540.00	7,540.00	0.00	100%
47 Choral Director - FICA & Medicare	576.81	576.80	0.01	100%
47b Choral Director – Continuing education	1,000.00	518.70	481.30	52%
48 Christian Education	1,000.00	1,297.27	(297.27)	130%
49 Church Safety Policy Implementation	150.00	34.00	116.00	23%
50 Supplies - office, janitor, kitchen	2,000.00	2,443.85	(443.85)	122%
51 Postage	100.00	179.60	(79.60)	180%
53 Electricity & Water	11,000.00	9,828.94	1,171.06	89%
54 Gas	700.00	617.48	82.52	88%
55 Telephone	2,500.00	2,412.59	87.41	97%
57 Property Maintenance	6,000.00	3,337.16	2,662.84	56%
59 Custodian - Salary	16,320.00	15,701.76	618.24	96%
		1,201.11	47.37	96%
60 Custodian - FICA & Medicare)				
61 UCC Meeting Expenses	700.00	2,489.27	(1,789.27)	356%
63 Membership Outreach	200.00	0.00	200.00	0%
64 Pulpit Supply - Speaker Stipends	900.00	750.00	150.00	83%

<b>Local Church Programs (cont)</b>	<b>Budget</b>	<b>Spent</b>	<b>Difference</b>	<b>Ratio</b>
64b Sabbatical Fund	1,020.00	1,020.00	0.00	100%
65 Nursery Attendants	3,239.60	3,241.02	(1.42)	100%
65d Nursery Attendants – FICA & Medicare	247.83	239.39	8.44	97%
165 Sunday School teacher	5,408.00	4,617.06	790.94	85%
165d SS teacher – FICA & Medicare	413.71	353.32	60.39	85%
66 Insurance	9,588.00	9,722.25	(134.25)	101%
66b Workers Compensation	1,708.80	1,522.40	186.40	89%
67 Fun & Fellowship Committee Expense	450.00	447.78	2.22	100%
68 Archives	100.00	0.00	100.00	0%
69 Deacons' Discretionary Fund	1,000.00	521.40	478.60	52%
70 Admin Assistant and custodian mileage	230.00	144.64	85.36	63%
71 Parking	3,600.00	3,600.00	0.00	100%
<b>Local Church Programs: Subtotal</b>	<b>\$111,604.58</b>	<b>\$107,182.58</b>	<b>\$4,422.01</b>	<b>96%</b>
<b>76 TOTAL</b>	<b>\$237,144.42</b>	<b>\$232,022.02</b>	<b>\$5,122.41</b>	<b>98%</b>
IRS correction**		<b>(\$302.77)</b>		
<b>GRAND TOTAL</b>	<b>\$237,144.42</b>	<b>\$231,719.24</b>	<b>\$5,425.18</b>	<b>97%</b>

\*\*IRS correction: 4<sup>th</sup> quarter payroll taxes paid in January of the following year

<b>Pass-through items</b>	<b>12/31/2011</b>		<b>12/31/2012</b>	
<b>Item</b>	<b>Initial value</b>	<b>Income</b>	<b>Payout</b>	<b>Final Value</b>
One Great Hour of Sharing	\$0.00	\$355.00	\$355.00	\$0.00
Christmas Fund	\$251.00	\$350.00	\$251.00	\$350.00
Strengthen the Church	\$50.00	\$552.00	\$602.00	\$0.00
Palestinian Child	\$216.10	\$100.00	\$300.00	\$16.10
Equal Exchange	\$435.49	\$1,029.30	\$1,041.70	\$423.09
Calvert Foundation	\$1,250.00	\$0.00	\$0.00	\$1,250.00
Deacons Emergency	\$2,156.26	\$25.00	\$1,286.31	\$1,345.76
Flowers (Easter Lilies, Poinsettias)	\$97.50	\$970.00	\$517.42	\$550.08
Christmas Dinner	\$0.00	\$75.00	\$0.00	\$75.00
Deacons Remembrance fund	\$315.79	\$0.00	\$0.00	\$315.79
Spring Retreat	\$42.35	\$290.00	\$332.35	\$0.00
Youth Mission trip	(\$217.19)	\$0.00	\$0.00	(\$217.19)
El Salvador Mission trip	\$317.00	\$509.00	0.00	\$826.00
Fine Arts Committee	\$728.52	\$0.00	\$0.00	\$728.52
Bibles and hymnals	\$81.19	\$0.00	\$0.00	\$81.19
Typhoon Hayan	\$0.00	\$100.00	\$100.00	\$0.00
LGBT Coalition	\$0.00	\$115.11	\$115.11	\$0.00
AGE Wheelchair Fund	\$0.00	\$963.00	\$844.00	\$119.00
Sleeping Bag Ministry	\$0.00	\$2,340.00	\$0.00	\$2,340.00
Equal Justice center	\$0.00	\$70.00	\$70.00	\$0.00
Lifeworks security deposit	\$2,448.02	\$268.32	\$0.00	\$2,716.34
<b>TOTALS</b>	<b>\$8,172.60</b>	<b>\$8,111.41</b>	<b>\$5,364.08</b>	<b>\$10,919.93</b>

2014 BUDGET PROPOSAL

Making use of input from the Coordinating Council, the Boards of Deacons and Outreach, and our spending experience in 2013, the Trustees prepared and offered the budget proposal. We chose to offer modest salary increases. You will see from the previous two pages, that we underspent last year's budget by \$5,122. Our healthy reserve fund allows us to feel comfortable with this proposal. Ad hoc funds, including the generous special gift of \$50,000 are not included here.

**CONGREGATIONAL CHURCH OF AUSTIN**

**2013 PROPOSAL**

	<b>Adopted</b>	<b>Proposed</b>		
	<b>2013</b>	<b>2014</b>	<b>\$ change</b>	<b>% change</b>
<b>Pastoral Leadership - Tom VandeStadt</b>				
10 Salary	58,520	distribution determined by Tom and Robin		
11 Annuity	11,693			
12 Health Insurance	0			
13 Life and Disability Insurance	1,253			
14 Continuing Education	500			
15 Housing Allowance	25,000		25,000.00	
16 Travel Expenses	1,260			
<b>Pastoral Leadership Subtotal</b>	<b>\$98,226</b>	<b>\$100,191</b>	<b>\$1,965</b>	<b>2.0%</b>

	<b>2013</b>	<b>2014</b>		
<b>Cooperative Responsibilities</b>				
21 Our Church's Wider Mission (OCWM)	\$14,500	\$14,500	\$0	0.0%
21a LGBT Coalition	100	200	100	100%
22 IACT	660	660	0	0.0%
23 Brazos Association Dues	615	660	45	5.7%
24 Texas Conference of Churches	30	30	0	0.0%
25 National Council of Churches	100	100	0	0.0%
26 World Council of Churches	100	100	0	0.0%
27 Seminary support	500	500	0	0.0%
29 Back Bay Mission	1,100	1,100	0	0.0%
30 Slumber Falls Camp	200	200	0	0.0%
32 Huston-Tillotson College scholarship fund	500	500	0	0.0%
34 Texas Impact	100	100	0	0.0%
35 Religious Coalition for the Homeless	424	467	43	10.2%
36 Micah 6	3,000	3,000	0	0.0%
37 Ministry to Homeless	2,200	2,200	0	0.0%
38a Workers Defense Project	500	0	Ended	
38b Austin Interfaith	2,100	2,100	0	0.0%
38c Austin Interfaith Environmental network	100	600	500	0.0%
38d Green team	0	500	New	
39 Equal Justice center	500	500	0	0.0%
<b>Cooperative Subtotal</b>	<b>\$27,314</b>	<b>\$27,957</b>	<b>\$643</b>	<b>2.4%</b>

<b>Local Church Programs</b>		<b>2013</b>	<b>2014</b>	<b>\$ change</b>	<b>% change</b>
41	Pastor's Discretionary Fund	\$800	\$800	0	0.0%
42	Administrative Assistant - Salary	16,618	16,951	332	2.0%
43	Admin. Assistant - FICA & Med @7.65%	1,271	1,297	25	2.0%
44	Music for Worship	500	500	0	0.0%
45	Musicians	12,576	13,079	503	4.0%
45b	Musicians - FICA & Med @7.65%	898	934	36	4.0%
46	Choral Director - Salary	7,540	7,691	151	2.0%
47	Choral Director - FICA & Medicare @7.65%	577	588	12	2.0%
47b	Choral Director – continuing education	1,000	1,000	0	0.0%
48	Christian Education	1,000	1,500	500	50.0%
48b	Youth teacher	0	500	500	New!
49	Church Safety Policies Implementation	150	50	(100)	-66.7%
50	Supplies - office, janitor, kitchen	2,000	2,000	0	0.0%
51	Postage	100	100	0	0.0%
52	Accounting expenses	0	650	650	New !
53	Electricity & Water	11,000	11,000	0	0.0%
54	Gas	700	770	70	10.0%
55	Telephone	2,500	2,600	100	4.0%
57	Property Maintenance	6,000	6,500	500	8.3%
59	Custodian - Salary	16,320	16,320	0	0.0%
60	Custodian - FICA & Medicare	1,248	1,248	0	0.0%
	UCC Meeting Expenses		700	0	0.0%
61		700			
63	Membership Outreach	200	200	0	0.0%
64	Pulpit Supply - Speaker Stipends	900	900	0	0.0%
64b	Sabbatical Fund	1,020	1,020	0	0.0%
65	Nursery Attendants	3,240	2,800	(440)	-13.6%
65b	Nursery attendant - FICA & Medicare	248	214	(34)	-13.6%
65c	Sunday School Teacher	5,408	5,500	92	1.7%
65d	SS Teacher - FICA & Medicare	414	421	7	1.7%
66	Insurance	9,588	10,044	456	4.8%
66b	Workers Compensation	1,709	1,709	0	0.0%
67	Fun & Fellowship Committee Expense	450	650	200	44.4%
68	Archives	100	100	0	0.0%
69	Deacons' Discretionary Fund	1000	1000	0	0.0%
70	Admin Assistant & Custodian mileage	230	230	0	0.0%
71	Parking – Sunday in garage	3,600	3,600	0	0.0%
<b>Local Church Programs: Subtotal</b>		<b>\$111,605</b>	<b>\$115,165</b>	<b>\$3,561</b>	<b>3.2%</b>
<b>76</b>	<b>TOTAL</b>	<b>\$237,145</b>	<b>\$243,313</b>	<b>\$6,168</b>	<b>2.6%</b>

**Notes**

- 23 *Brazos Association dues are \$5 per member for 132 members.*
- 35 *Religious Coalition for Homeless paid in lieu of city drainage fee.*
- 59 *Custodian rate increased 2%; assumed fewer maintenance hours*
- 65c *New Sunday School teacher expected at lower salary in mid-year*

Respectfully submitted  
 Dave Ross  
 Treasurer



CONGREGATIONAL CHURCH OF AUSTIN, TEXAS

# Board of Deacons Report

Congregational Church Of Austin, United Church of Christ

2013... greetings, fiestas, bibles, ordinations, lots of washing dishes. We each serve as we are able.

Most of 2013 we served as a smaller than normal group. Ellie, Ruth, Shannon and Jaime wrangled communion and sent prayers of healing to past president Joe as he recovered from a heart attack and dealt with radiation and chemotherapy treatments.

One big focus this year was our In-Care support. Both Jo Jensen and Martin Garrison presented ordination papers to the Board in 2013 and both were recommended by the Board for Ordination. Jo's Ecclesiastical Council was held in November at our church as we hosted the Fall Brazos Association Meeting, and her ordination service was the very next day in our Sanctuary as well. At the time of this writing, Martin has been recommended to the Ecclesiastical Council by the Brazos Association Church and Ministry Committee, and we eagerly anticipate his Council in the spring of 2014.

On the Christian Education front, Shannon spearheaded the effort to hire a new Nursery teacher, Sarah, and also to say goodbye to the previous one, Thaisa, as she headed off on a new adventure to teach English in Korea. We recognized several graduates this year, including: Olivia Vaché, Annie Nash and Thaisa Howorth from college and Jo Jensen from her D Min program, The Deacons also belatedly presented new personalized bibles to those children in our CE program who finished third or fourth grade in 2013.

The deacons welcomed Debby Kohrt and Sarah Darter as new members of our congregation this year, and immediately began putting them to work, adding Debby to the Ushers rotation and recruiting Sarah as a future Deacon.

With Pat Oakes battling knee issues, the Deacons tried to step in to assist her with Fellowship Hour preparations, and noticed a decline in the number of folks volunteering to host. In an effort to simplify the process, Ruth led the charge to map out the kitchen and prepare basic instructions for anyone hosting. The Deacons asked the Office Manager to purchase supplies for Fellowship Hour during the regular shopping trips, and we then tried to make sure there was something to nibble on each week, even if no one volunteered to host. Fellowship after the service each week is an important part of our life as a community and a great way to get to know visitors and make them feel welcome. The Deacons are still eager for the congregation to sign up for Fellowship duty which now is as simple as setting out snacks and putting dirty cups in the dishwasher.

With the success of the new model of leadership adopted by the church in regards to Outreach activities, the Board of Deacons asked a few folks from the congregation to act as official greeters for visitors at our church. Some new forms were created to keep track of folks as they are with us the first few times and getting to know us, and the Deacons then review that information each month at our meetings. This approach of a separate small team laser-focused on a particular aspect of our congregational life has so far seemed to work well.

Also in 2013, aside from regular monthly Communion duties, your Deacons hosted Facebook Fiesta to get members of the congregation more familiar with Facebook and how it can be used to enhance community. We also arranged special treats to recognize our educators, and we provided food and labor for the Fall Brazos Association Meeting hosted at our church this year.

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We would like to express our appreciation for all those persons who provide leadership and service in support of our congregational life and ministry, particularly our Pastor, Rev. Tom VandeStadt; all the member of the Board of Deacons; our Music Director, Nodie Murphy; the musicians; Sunday School and Nursery Teachers and Youth Education Volunteers; Office Manager; Ushers; Nursery Assistant volunteers; and everyone who helps with Fellowship Hour.

Respectfully submitted,  
Jaime Hadley  
Chair - Board of Deacons



CONGREGATIONAL CHURCH OF AUSTIN, TEXAS

# Board of Trustees Report

Congregational Church Of Austin, United Church of Christ

The Trustees, along with the Treasurer and Financial Secretary, oversee the church's finances and its buildings and grounds. This last year has been a busy one for the Trustees as we have undertaken a number of capital renovations for the church. These include:

1. Installation of a new sound system in the sanctuary. This work is being directed by Martin Garrison, with a big assist from Liz Nash and Jaime Hadley. This work is partially complete, with the installation of an amplifier and speakers. The next phase will include mixer and microphones, along with provisions for assistance to hearing impaired worshippers.
2. Purchase of wood-framed, cloth-upholstered stackable chairs. These chairs will be used widely around the church: choir, musicians, ushers, library, offices and adult Sunday school room. They should be completed by the end of January (perhaps even in time for the annual meeting!). Locally constructed and very sturdy, they should enhance appearance and comfort and last for many years. An ad hoc furniture committee, consisting of Jaime Hadley, Nodie Murphy, Sharon Brown, Rachel Dietz, and John Goff did yeoman's work in selecting design, wood stain and fabric.
3. Renovations to both offices (new flooring) and library (removal of old carpet and refinishing of wood flooring) and purchase of new furniture and computers for both Tom and Kathy. We will also purchase new couches for the nursery room. The ad hoc furniture committee is also participating in this project.
4. Renovations to the downstairs kitchen to improve safe food handling – although we cannot take too much credit as this was paid for by a donation to Lifeworks and they did all the work. Changes include removal of old, water damaged wood cabinetry and shelving, installation of stainless steel counters and hand washing sink, and adding easy-clean paneling on the walls.

A particularly irksome recurring problem has been flooding in both the Appel and choir practice rooms during heavy downpours. We thought we had reasoned out how the water was getting into these places, but brilliant countermeasures to these flow pathways constructed by Whit Bodman failed to stop the floods – and we're back to square one. Noah is probably laughing at us, but we will continue to investigate the issue and seek a permanent solution. Any insight would be greatly appreciated!

Recently the church received an incredibly generous, and anonymous, \$50,000 donation with the sole directive that the Trustees use it to benefit the church. Spending this money wisely will be a focus of our efforts in the coming year. We have begun soliciting ideas, via the Coordinating Council, from other boards and teams, and will welcome ideas from the membership at large. The Trustees will compile ideas, cost and prioritize ideas, and present them to the church for approval. We would like to see these funds improve both the physical structure and the mission of the church. We also look forward in the coming year to input from the Green Team in making recommendations for improving our energy efficiency and lowering our carbon footprint.

But the very biggest news is the retirement of Dave Ross from the Treasurer position, after serving in that capacity for 11(!) years (give or take a year). Dave has been the steady hand on the tiller through calm and storm, and the Trustees both current and past can hardly express our gratitude for the tremendous work he has done. But we'll try: THANK YOU DAVE!!

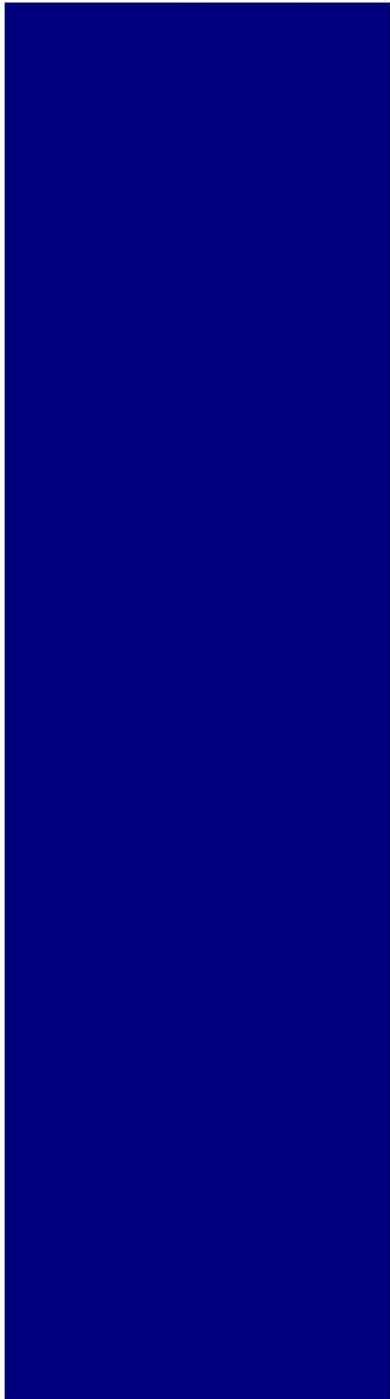
Respectfully submitted,  
John Goff  
Board of Trustees Chair



CONGREGATIONAL CHURCH OF AUSTIN, TEXAS

# Christian Outreach Report

Congregational Church Of Austin, United Church of Christ





CONGREGATIONAL CHURCH OF AUSTIN, TEXAS

# Moderator Report

Congregational Church Of Austin, United Church of Christ

January 26, 2014

At the 2013 Annual Meeting, the Congregation adopted a proposal to study and restructure the Board of Christian Outreach to be more effective. With the work of the Vision Committee, the Coordinating Council, and the Board, the Board structure has been replaced with a pair of Outreach Coordinators and a flexible team structure. This restructuring moves some of the day-to-day responsibilities from Pastor Tom to other church members who are equally passionate, and should result in more involvement from more members of the Congregation. Today we will adopt new By Laws describing the new structure for Outreach and similar restructuring for Christian Education that has been in place for some time. The new By Laws will allow details of the implementation to be adjusted and tuned as we become familiar with a new way of working together.

One responsibility of the Coordinating Council is to evaluate the Pastor. Over the years we have tried various ways of doing this, with varying degrees of success. This year the Council will use the Pastor's Job Description as a basis for discussion, with the goal of improving the overall effectiveness of the Church by acknowledging the Pastor's strengths and weaknesses among items on the list and discovering areas where the Church needs to support the Pastor's efforts more strongly.

I will take this opportunity to thank all of you who have served the Church in some way: on Boards and committees, as representatives to outside organizations, in teaching or other leadership roles, as employees, and as supportive members. The Church will face big challenges in the coming months and we will need everyone's prayerful wisdom.

Respectfully submitted,  
Reuel Nash  
Moderator