



*Plymouth*

Congregational Church

United Church of Christ

~ 2022 Annual Report ~

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# Agenda

## Plymouth Congregational Church Annual Meeting

### January 29, 2023

1. Opening Prayer—Pastor Charles Wei
2. Review and Adoption of the January 2022 Annual Meeting Minutes
3. Highlights of Committee Reports
4. Presentation and Adoption of Proposed Budget for 2023
5. Discussion of Solar Panel Exploration
6. Election of Council Officers for 2022

Slate: Jan Clinard	Moderator
Lynn Bolin	Vice-Moderator
Jill VanAlstyne	Secretary
Terry Tatchell	Building and Ground Coordinator
Pat Christian	Treasurer/Financial Affairs
	Coordinator
Jennifer Jeffries Thompson	Mission and Outreach Coordinator
7. Recognition of Outgoing Council Members and Staff
8. Good of the Community
9. Closing Prayer—Pastor Charles Wei

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## **Plymouth Congregational UCC Annual Meeting Minutes**

### **January 30, 2022 – Mary Drysdale, Secretary**

1. Meeting began at 10:41 a.m. in the sanctuary immediately following the church service with 34 attendees. The annual report was passed out for review.
2. Opening prayer by Pastor Charles Wei.
3. Sunny Ray Mandeville moved to approve the minutes, Hal Fossum seconded, and minutes were approved unanimously.
4. Vice Moderator Liz Gundersen described the formation of a Personnel Committee and adoption of an Employee Handbook. The Care Committee is now Pastoral Care Committee. Pat Buell commented that a Personnel Committee was needed.
5. Mission and Outreach leader Jennifer Jeffries Thompson, discussed the 2021 Initiative Process: What is the Post-Covid Church? Unfortunately, we are not there yet, but she offered ideas for us to consider for this next year: outreach, execution, and celebration, and asked for volunteers.
6. Moderator Jan Clinard informed us that the Bylaws are a work in progress. Council is working to align committees to match practice. Council members will chair most of these committees. Council members should serve a minimum of 2 years and maximum of 5 years. A questionnaire was handed out and members were asked to prioritize the list of requested items such as a new boiler system, fire alarm system, day care windows, crash bars, etc. If people could return their preferences by Feb. 14th, council could proceed
7. Treasurer Pat Christian informed us that pledges and donations exceeded expectations in 2021. Our PPP loan helped pay staff and that loan has been forgiven. There was much discussion about the United Church Fund. The market value is currently over \$100,000 at which point we are allowed to withdraw money earned in interest. Pat Buell pointed out we should use the cost basis (which is not \$100,000) in order to draw income and not the market value. Don Harriott explained this is not a rainy-day fund. Nancy Michelson

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pointed out this is a good opportunity to have money for mission and outreach. Pat Christian will verify the requirements. Hal Fossum moved to allow for council discretion to withdraw up to \$4000 per year for mission and outreach as long as the value stays above \$100,000. Liz seconded and members approved with two dissenting votes.

8. Pat Buell asked if the Ken Davenport memorial has been finalized and it has.
9. Pat Buell questioned the Columbarium money and Pat Christian told her that we have a CD and money in checking designated for the Columbarium.
10. Linda Burns questioned why some of the line items for the pastor's salary are blank. Pat Christian explained that the pastor's salary is listed as total compensation because he pays his own health, housing, etc.
11. Hal Fossum expressed concern for continuing to support camp. We have a Youth CD and a Campership account that could be available if requested.
12. Robie Culver moved to accept approval of the budget, Lynn Bolin seconded and it passed unanimously.
13. There were no new nominations for council members. Sunny Ray Mandeville moved to accept the current council for the next year. Gus Byrom seconded. Unanimous approval.
14. Appreciation of the council's hard work was acknowledged.
15. Closing Prayer by Pastor Charles Wei.
16. Meeting adjourned at 11:55 a.m. with members moving to the Fireside Room for coffee and cookies.

## Moderator's Report

Jan Clinard

In 2022, Plymouth Church completed its transition to new leadership by installing Pastor Charles Wei as its settled pastor. The 2021 Council members kept their positions through 2022, and without pastoral and staffing searches, other issues were addressed. Keeping monthly Council meetings to 90 minutes was a challenge, but Charles helped sustain our energy by introducing us to unusual teas and baked specialties. Council meetings are filled with challenging issues, complex financial spreadsheets, amusing anecdotes, thoughtful decisions, and joyful comradery.

We began the year asking the congregation to complete a prioritization survey, which indicated that the top priorities included replacing the aging boiler, installing a fire alarm system, and upgrading the online worship experience. Now, we have two smaller, efficient boilers (total cost of \$106,172); a fire alarm system wired and awaiting approval from the city fire marshal; and cameras, microphones, and a computer set up for enhanced streaming. Also, with robust financial markets in January and a United Church Endowment Fund valued over \$100,000, we began withdrawing income from the fund for operations. Those withdrawals ended this summer.

In April, Plymouth filed a report to the UCC Yearbook showing 108 members, 70 participants, an average weekly attendance of 45 and a direct community impact of 454 people through a variety of outreach and hosted activities. A graph prepared for the Council showed a decline in membership since 2016, with a corresponding increase in pledges and offerings, which was necessary to maintain operations. For 2022, an average of 43 people attended Sunday worship in person and an average of 26 viewers watched the service online. In addition, 69 people attended the Installation Service for Pastor Charles and 83 people attended the Christmas Eve service.

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Under the leadership of Rev. Marc Stewart, the Search Committee conducted a semi-annual review of Pastor Charles and recommended he be presented to the congregation as settled pastor. During the spring and summer, the Council drafted and redrafted updates to the bylaws. On September 18, at a special congregational meeting, Rev. Charles Wei was formally called as Plymouth's Settled Pastor and revised bylaws were adopted.

Each month, the Church Council discussed a variety of issues as Coordinators brought reports and requests to the Council about their committees, whose volunteers carry out church missions:

- Outreach and Social Justice hosted several events for the wider community. Jennifer Jeffries Thompson submitted and was awarded grants from the City of Helena and Town Pump to support outreach activities.
- Building and Grounds dealt with lawn care and snow removal, broken windows, leaks and overflows, breaks and repairs, the companies that removed and installed boilers, and began installation of a fire alarm system.
- Worship Committee planned special services and weekly worship.
- Personnel Committee conducted reviews, hired a new janitorial service, and conducted interviews with candidates for a combined Bookkeeper/Office Manager position, which has been filled.
- Financial Affairs reviewed investments and expenditures and developed a budget for 2023, with valuable input from book keeper Gail Tronstad.
- A Nominating Committee (Carol McKerrow and Gail Tronstad) found candidates for Council vacancies of Secretary, Building and Grounds Coordinator, and Vice Moderator.
- The Stewardship Committee, led by Chuck Butler, secured pledges to support the church in 2023.
- Fellowship Committee planned activities and special events, with meals for meetings and receptions for memorial services.
- Pastoral Care, led by Lynn Bolin, worked with the pastor to visit shut-ins and keep us informed about the health of members.

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- Ad-hoc committees were formed to pursue ideas from discussions on Rev. Dr. John Pentland's book, Fishing Tips, such as developing a logo and slogan, and contemplating ideas for the "North Forty."

We are grateful for the work of many hands, critical to worship, fellowship, and community:

- Nancy Michelson prepares key portions of the bulletin for projection on the front screen of the sanctuary through a computer operated by Pat Buell.
- Luke Michaelson upgraded sound and video systems to improve the online worship experience.
- Intern Clayton Ryerson worked on communications to increase our social media presence.
- Ed Fields took photos of members over a series of weeks and is preparing new directory.
- Disciple groups ensure that ushers greet the congregation, facilitate communion, collect and count the offering, and provide coffee and treats for fellowship after church. Terry and Janet Tatchell prepare the elements for Communion Sundays.
- Office Manager Gloria Soja began working with a website developer to update Plymouth's website.
- Host Cathy Campbell and cooks Rosanna and Dewey Skelton provided a fabulous "Breakfast under the Big Sky" on August 14.
- Plymouth provides space for a Community Garden, including a plot for Afghan refugees.
- Tarah Bullock, owner of Little Sprouts Daycare, continues to grow her business in our education wing, nurturing children in a secure environment and supplementing Plymouth's income.

Other portions of this **Annual Report** include details about the work of these committees and others, illustrating how many people are involved in the worship and missions of Plymouth Congregational Church. I am honored to "moderate" such an active church community.

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The Council, and its committees, welcome feedback from friends and members to improve your spiritual experiences and work together in a spirit of love, joy, hope, and faith to nurture our congregation and the wider community.



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## Vice-Moderator Report

Liz Gundersen

When Pastor Charles Wei assumed the position of Plymouth Designated Term Pastor in October 2021, he began a process of clarifying Council roles and responsibilities through revisions to the bylaws.

As Vice-Moderator for the past year, I have been responsible for participating in the hiring and performance evaluation of Plymouth Staff, and in evaluation of the Pastor in his performance as Staff Supervisor. I am assisted in this by a Committee of two other members on an 'as needed' basis. Three committee members are required in case of any resolution of employment complaints, or dismissal.

Our Office Manager, Gloria, had been hired in April 2021, and Bookkeeper Gail Tronstad hired in August 2021, so the team was quite new at the start of Charles' service as Designated Term Pastor. Steve and Nancy Michelson were hired as Co-Music Directors in January 2022 after a trial run during the Christmas Season, which proved very successful.

The Personnel Committee conducted Employee Evaluations, which were all very positive, and filed in the Office Personnel Files.

Both Gloria and Gail indicated they will be leaving their positions in February. With their assistance we developed a job description for Office Manager, which combines their duties, for approximately 25-28 hrs./week. Alane Dallas will join us as the new Office Manager, starting after the Annual Meeting. Gloria and Gail will help with the transition.

The new Janitor we had hired in November 2021 parted by mutual agreement in September, 2022.

We then contracted with Montana Deep Clean, Inc. The cleaning is provided by Delsa Dominguez, for 5-6 hours/week.

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Marilu Hanson was hired as a Part-Time Office Assistant in December, helping for one hour/week with church and office chores.

Our faithful nursery attendant, Briana Absher, has been removed from the staff because of lack of children to tend. She is still helping with the children of the Unitarian Universalists, who share our space, and indicates we can call on her if needed in the future.



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## Pastor's Report

Rev. Charles Wei

2022 was certainly an eventful year, wasn't it? I got to experience Camp Mimanagish for the first time, after hearing how loved it was by the congregation. It is such a beautiful and spiritual place, and I was blessed by the opportunity to be a counselor there last summer. I look forward to being a summer camp counselor again this year. Also, for 2023, I have been asked to represent our conference at the United Church of Christ General Synod in Indianapolis, which is a great opportunity for me to get to know my colleagues in the UCC and do some networking.



All of the committees that I was so intent on getting up and running when I arrived did amazing work in 2022. As the pastor, I am the chair of the Worship Committee, which currently consists of our music directors Steve and Nancy Michelson, as well as Sunny Ray Mandeville, and Carol McKerrow. I could not have done this very important work of the church without them. It is such a pleasure to sit down with these four extremely talented, dedicated, and hardworking people every month to discuss worship at Plymouth Congregational Church, the beating heart of everything that we do as a congregation.

I also met with the church council on a monthly basis, and I can honestly say that I look forward to sitting down with them each time. This congregation is truly blessed with thoughtful and generous leadership, and it is a joy to hear about all of the things that are happening at the church. One thing that we noticed last year was how out of date our bylaws were, so the council worked for several months to update them, which the congregation adopted in September.

It fills my heart to see how many people in the congregation are involved in the

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life of the church, beyond attending worship services on Sunday morning. We truly have a robust and involved congregation, and I know from my interactions with people around Helena, that the wider community looks to Plymouth Congregational Church for leadership.

We were involved with several events and programs in the wider community, including, but not limited to:

- a beautiful Maundy Thursday service with First Christian Church
- providing overnight hosts for Family Promise
- donating food to Helena Food Share
- monthly meetings with the Montana/Northern Wyoming Conference Green Team
- hosting events for the Montana Jewish Project
- various projects to help the Afghan refugees in our midst

We had a wonderful summer reading group that went through Fishing Tips by Rev. Dr. John Pentland. This book, about a small church in Canada that revitalized through curiosity about their wider community, helped to give us perspective about Plymouth's role in Helena. It was the catalyst for a committee to begin work on coming up with a slogan for the church, for the council to look at adopting a logo for Plymouth, and for all of us to start talking about the possibilities for what we might do with the North 40 lot. It's also where the idea to start serving coffee before Sunday services came from, and was the impetus for a group of us to go to downtown Helena to give ashes to people on Ash Wednesday.

To wrap up my report for 2022, Gail Tronstad and Gloria Soja were invaluable in the church office, and I am sad to see them go. I will miss working with them every week. I hope Gail enjoys her return to retirement and that Gloria is successful in her new role as the Transitional Interim Minister of First Christian Church. I look forward to continuing to partner with First Christian and to working with our new office manager, Alane Dallas.

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There are already a lot of things in the works for 2023, including the decision of our own Outreach and Social Justice Committee to address the housing situation in Helena. We are currently working to put together a coalition of faith leaders in our community, so that we can work with government agencies and non-profits on this issue. 2023 promises to be another spirit-led and fulfilling year, and I look forward to walking with you all as we do this necessary work, together.

Grace and peace,

Rev. Charles Wei



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# Plymouth Congregational Church Committee Reports

## Outreach and Social Justice Committee

Jennifer Jeffries Thompson

OSJ Committee members: Gus Byrom, Patti Burke, Kathleen Culver, Frank Kromkowski, Brenda Senne, with Florence Mayer and Susan Butler when in summer residence.

In last year's Annual Report, we considered the question, "How will we recognize Plymouth as a post-COVID church?" We responded by looking forward to a time when we would break bread together in communion and in fellowship; when we could greet one another with handshakes or hugs; when we could be reasonably comfortable in groups of over 50; and when we could reach out to those who need our time, our resources, and collective energy in person, eyeball to eyeball, and hand to hand. The Outreach and Social Justice Committee is pleased that the health of the nation and our community is such that we can now extend our hands in fellowship, make connections, and serve our neighbors in more personal ways. It's been a fabulous year.

### Love and Good Will Gestures

Last December the congregation responded to a request to raise funds to assist with the acquisition of Temple Emanu-El, the synagogue built in 1891 and owned by the Catholic diocese. We hoped to raise \$500, but by the end of January almost \$2000 arrived through offerings and donations from afar to help us serve the local Jewish community. In August 2022 the Helena Jewish community celebrated the purchase of this beautiful and sacred building.

We helped Nathan Schroeder and his family with medical expenses as he traveled many times to Salt Lake City for care. The total raised for this young man, a child of Plymouth, was nearly \$3000 including a



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contribution from Town Pump.

You provided over \$500 to help honor the ministry of Dave Donaldson and his late partner, Sava, to purchase food for God's Love from February through May, 2023. Town Pump graciously matched the memorial in December which now totals over \$1000.

Through your support we donated \$100 to the Helena YWCA when they experienced flood damage during the summer deluge.

Carroll College Theater Department sponsored a "spectacular and wonderful" (quote from Kathleen Culver) play "The Hijabis". It was about three young Muslim American friends in a small town. Plymouth donated \$100 toward the production.

This past Christmas the "Empty Stocking" campaign yielded donations of fresh fruit to Tamarack House, a group home associated with Spring Meadow Resources. Each month throughout 2023 members and friends of Plymouth will deliver fruit to the residents, celebrating the warmth of Christmas throughout the year.

In partial appreciation for and in recognition of the great association we enjoy with Little Sprouts Day Care, members of the committee served hot cocoa, coffee, and candy canes during the day care's annual holiday program held in our sanctuary. The Worship Committee also provided a joyful calliope recital at another time for the kids. We can't forget how helpful the teachers and staff were in assisting with flooding evacuations in the lower level of the church in the summer when the outdoor faucet created some issues. (Just ask Don H. if you're are curious.)

Hope you enjoyed the displays of art in the Fireside Room throughout the past year. We are so grateful for the amazing contributions of Pat Buell, Ed Field, Valerie Hellermann, Rev. Charles Wei, and the kids at Little Sprouts. Thank you, Pat, for your help in scheming, nailing, patching, cleaning, and making myriad marks on the long white wall. And thank you,



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Ed and Kathy, for the loan of the beautiful Teton photo above the fireplace and for the benefit donation.

### From Fireside Chats...

- we learned about UCC missions in the Philippines with the help of Andrew Larsen, Global Ministries missionary;
- we visited with Eleanor Edmunds Miller who provided information in her sermon meditation about Afghanistan culture and the Afghan refugees in Helena. Eleanor also provided two cultural awareness workshops so that we would be more comfortable meeting and greeting our new neighbors;
- we welcomed Valerie Hellermann, Executive Director of Hands on Global, who provided riveting accounts of her medical mission in Ukraine, and exhibited some of her art in the Fireside Room;
- Rev. Dr. Jeff Buscher of Helena United Way preached about the unsheltered population in Helena, met with many interested members following worship, and serves as an advisor as we explore the possibilities of a “clergy advocate” team.



### To a Book Read and Discussions...

Fishing Tips: How Curiosity Transformed a Community of Faith, by Rev. Dr. John Pentland, provided some exciting and workable ideas designed to inspire congregations to grow. We enjoyed two classes offered during the summer, and met as a group over a pot luck lunch in September to explore three over-arching themes: budget for growth; say who you are; and connect to culture and pay it forward. The legacy continues as friends continue to meet regarding the church

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logo and tagline; the possibilities concerning the lower lot; and energy given and received as we identify new neighbors.

### **Speaking of Neighbors, who is ours?**

Plymouth collaborated with Helena Afghan Refugee Resettlement Team (HARRT) throughout the year in providing resources, food, and fun for the Afghan families new to Helena. The Women's Fellowship hosted a baby shower for four Afghan women. Although a totally new concept to them, the women were delighted with our gifts.



With financial help from the City of Helena we were awarded about \$1900 to prepare, grow, water, and weed a plot in Plymouth's Community Garden. The produce - cabbage, carrots, radishes, lettuce, tomatoes, peppers and a few eggplant – were donated to Afghan families. The bunnies also appreciated the vegetables.

The city grant, and another gift from Town Pump, enabled us to purchase infant car seats for the four new babies. Because of unanticipated escalating costs, we found ourselves full of promises and about \$400 short of cash. So, in hopes of raising that amount, Frank Kromkowski, along with friends and committee members, orchestrated a ping-pong benefit attended by the finest players in the state. Our Afghan friends cooked a delicious lunch, we purchased books and kites



for the kids, and by the end of the day we not only covered the \$400 deficit, we brought in an additional \$3,600! Some of that went to cover costs of the event, but most assisted HARRT in purchasing coats and school supplies.

As a committee we are most grateful for the support of Town Pump, the City of

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Helena, and many local businesses who would not bill us for supplies and were happy to contribute to our efforts. Amazing generosity!

On Thanksgiving Day HARRT and Hands on Global hosted a Thanksgiving meal in our Fellowship Hall. Some of our church folks attended along with about 40 members of the Afghan community and friends. Plymouth people contributed a variety of beautiful desserts, and the OSJ Committee provided games, art supplies, little tables, chairs, and a new high chair for the kids to enjoy. It was a grand celebration.



### **How else can we help?**

In the year coming we look forward to identifying and serving “our neighbors”. For certain we hope to continue providing some assistance through a UCC “Migrant Community Program Seed Grant” for Afghan women who are learning English.

The Committee’s most significant energies will be applied to learning more, and conveying information to you, about the housing crisis in Helena. Through Jeff Buscher and United Way, we are linked to Action Teams and other faith leaders in the community who are committed to addressing the struggles of unsheltered neighbors.

Thanks to Charles’ willingness to oversee the development of a clergy advocacy group, the Committee will continue to assist him in this important work on behalf of the unsheltered.

We look forward to another summer read; to more exhibits in the Fireside Room; to a “Hold the Green Jello” class which assists participants as they think through their own story and plan end of life celebrations.

And for sure, expect the unexpected. There’s bound to be a happy surprise along the way.

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## **Pastoral Care Committee**

Lynn Bolin RN, Parish Nurse

The Committee members include: Linda Burns, Carol Ann Jacobsen, Kathleen Culver, Amy Demaree, and Evelyn Nelson, Emeritus.

The Pastoral Care Committee met regularly with Pastor Charles Wei throughout the year in order both to continuously adjust our goals, as well as address any ongoing concerns he had related to Church members and friends.

We ministered to many Plymouth members that have health issues or those unable to attend Church. We also delivered cards and treats to those members to celebrate various holidays throughout the year.

## **Building and Grounds Committee**

Boyce Fowler

The Building and Grounds Committee members are: Boyce Fowler, Terry Tatchell, Don Harriott, and Hal Fossum.

Little Sprouts Daycare, in the second year of a five-year contract, serves many children and keeps the education wing busy. Little Sprouts staff have re-painted most of the classrooms and added needed shelving. Due to crowding, Director Tarah Bullock asked that we remove our meeting tables and chairs from Room 7. The plan for those 12 chairs and the modular tables, now stored in the Fellowship Hall, is to set them up in the meeting room downstairs and make the room more useful and inviting.

Linda and Richard Burns assisted me in the effort to review, inventory, and clean out, the storage spaces within the church. Since the women's group had purchased new round tables for the dining room, the unneeded old tables were taken to the Re-Store. In June, we held the annual church cleanup with many members assisting both inside and outside. Richard Burns helped to remove tree branches from the day care roof which were causing drainage problems. After the

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cleanup, we enjoyed lunch together, provided by the Women's Fellowship

We renewed annual contracts for lawn care and snow removal, and dealt with several repairs and crises. Don Harriott assisted with replacing a window in the day care that had broken due to frost. He also helped to fix a kitchen faucet leak and helped repair the door closure for the day care door. Many hands pitched in to cleanup water in the fellowship hall, stockade room, and record storage room, that had flooded due to a sprinkler being left on in front of the church. That sprinkler valve was relocated to the north 40 and replaced. We also reopened hot water pipes that had frozen during the cold spell this winter and will work to replace these when it warms up.

An initial inspection by the Fire Marshal required us to lower some of our fire extinguishers, which we did. I worked with NICO for equipment needs for the new fire alarm system and with Steve Bingham to do the electrical plan. Third Element was selected to install the new fire alarm system. We are waiting for the Fire Marshall to complete another inspection so the work can be completed.

The year has been very busy for our committee. With the new boiler in place and the fire alarm system being installed, our church will be more comfortable and safer in the coming years.



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## **Stewardship: What You Do with What You Have**

Chuck Butler

It was my privilege to be asked by Jan Clinard to serve as the 2023 Stewardship Chair. Thanks to the generosity of Plymouth's congregation, we raised \$124,000 in pledges.

And, thanks to Jay Sheldon, Florence Mayer, Nancy Michaelson for sharing their personal stories about the meaning of giving and how much Plymouth and the congregation means to each of them.

Our appreciation to Pastor Charles for his support and Gloria Soja and Gail Tronstad for their assistance with the Stewardship Campaign.

So now, Plymouth Can Do with What WE Have.

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## Treasurer's Report

Pat Christian

Financial Affairs Committee members are: Lynn Bolin, Gail Tronstad, Jan Clinard, and Don Harriott.

### Recap of the 2022 Plymouth Congregational Church UCC Budget Year

The big news of 2022 is that we purchased a new boiler that was successfully installed, with only a few hiccups, before the beginning of the heating season. The facilities report may have more to say about that, but I will report here on how we paid for it. A year or so ago the council had the foresight to put some of our funds from generous bequests into CDs for different purposes. We put \$100,000 into a "Boiler" CD, and when we cashed it out it had grown to \$100,330.59. That came close to covering the \$106,172 boiler cost. The rest came from some additional donations with just \$541.42 paid from our general funds. In addition to the boiler, we are also significantly upgrading our fire alarm system. We paid \$11,523 for the work that was done in 2022; we expect to pay another \$20,000 in 2023 as they complete the job in the coming months. We paid the \$11,523 out of current accounts but anticipate paying the rest out of our building reserve savings account.

As a congregation we should be very proud of the fact that our income from pledges came in at 99% of what was pledged in 2021. That is a very respectable statistic. Our "other donations" category was higher than what we anticipated in our budget, providing relief from anxieties about covering expenses.

You may recall our decision at last year's annual meeting to add to the endowment fund at United Church Funds, bringing it to \$100,000 in order to be able to draw on the interest. Unfortunately, the market declined so our fund fell below the threshold of \$100,000, so we only ended up getting \$2000. The fund is recovering along with the rest of the economy but is still below \$100,000. It currently stands at around \$91,000.

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In terms of expenses, most categories were close to what we had budgeted, a little over in some places and a little under in others. The notable deviations are in a few areas. First, we made a substantial investment in our music program by purchasing more music for the Plymouth Singers and making improvements to the piano resulting in the worship category ending the year about sixteen percent over what was budgeted. Accounting fees were higher than anticipated due the need to straighten out some issues with QuickBooks. Lastly, Facility Maintenance was significantly over budget due to the boiler and fire alarm systems. The fire alarm system is required for the day care to keep its license and for us to be able to use the kitchen, so it was not really a discretionary expense.

To clarify and keep better track of the many activities our church is involved in the council decided to move certain designated funds out of the general fund into an account we are calling the pass-through account. As the balance sheet (p. xx) shows, this account is where money comes in – from grants and special donations – and goes out to the designated beneficiaries. It demonstrates the large number of projects we are involved in. The grants from the City and Town Pump are part of our Afghan refugee outreach project. The funds donated in honor of Dave Donaldson and Savah to purchase meat for God’s Love are here, as is the Just Coffee funds and more.

### **Proposed 2023 Budget**

The proposed budget the council puts before you today is the product of much work by our tireless bookkeeper, Gail Tronstad, the council, and the members of the Financial Affairs Committee (Don Harriot, Lynn Bolin, Gail Tronstad, and Jan Clinard).

The Stewardship Committee is to be highly commended for their efforts to secure pledges totaling \$124,200. We anticipate continued use of our building by the daycare and other users resulting in a total anticipated income of \$204,070.

For expenses in 2023, we are budgeting more for our office staff due to the hiring of an office manager who will combine the skills of both office management and

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bookkeeping. Our new office manager will be in the office around 26 hours a week. We will purchase a new laptop for this new position – much needed as the existing machines are quite old and slow.

Our custodial costs are also up as we have hired a service to clean the church weekly. They are reliable and are doing a good job, and given the state of hiring in Helena, this is what is required to keep our building clean and ready for us and our other users.

Please feel free to ask questions during the meeting or at any time.

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	2022 Budget	2022 Actual	2023 Proposed
1			
2	<b>Ordinary Income/Expense</b>		
3	Income		
4	4100 · Donated Income		
5	4110 · Pledge	113,740.00	112,620.00
6	4111 · Non-Pledge Donations	12,700.00	16,236.47
7	4120 · Boiler/Special Donations	5,000.00	0.00
8	4125 · Misc/Other Donations	5,500.00	17,309.54
9	4510 · Memorial Fund	1,000.00	250.00
10	<b>Total 4100 · Donated Income</b>	<b>137,940.00</b>	<b>146,416.01</b>
11	4150 · General Fundraisers	100.00	197.53
12	4170 · Endowment Funds		2,000.00
13	4200 · Facility use Donations		
14	4210 · Use Donations - Monthly	48,600.00	49,925.00
15	4230 · Use Donations - Ad Hoc	800.00	1,658.30
16	4240 · Use Donations - Cmty Garden	770.00	770.00
17	<b>Total 4200 · Facility use Donations</b>	<b>50,170.00</b>	<b>52,353.30</b>
18	4223 · Interest - From Investments	8,300.00	5,514.95
19	4224 · Interest - Saving/Checking Acco	100.00	25.70
20	4901 · Grant Income	500.00	0.00
21	<b>Total Income</b>	<b>197,110.00</b>	<b>206,507.49</b>
22	<b>Gross Profit</b>	<b>197,110.00</b>	<b>204,070.00</b>
23			
24	Transfers from other sources		
25	Boiler CD		100,330.59
26	Transfer of special donation from pass-thru		5,300.00
27	<b>Total transfers</b>		<b>105,630.59</b>
28			
29	Expense		
30	6000 · Administrative Expense		
31	6001 · Accounting Fees	2,000.00	3,875.00
32	6002 · Bank service Charges	40.00	254.75
33	6003 · Pay Pal Expense	50.00	49.91
34	6006 · License and Permits	56.00	132.00
35	6010 · Postage and Delivery	1,000.00	792.19
36	6022 · Printing Service Contract	2,300.00	1,940.53
37	<b>Total 6000 · Administrative Expense</b>	<b>5,446.00</b>	<b>7,044.38</b>
38			
39	6030 · Montana/N Wyoming Conference		
40	6031 · Conf. Annual Meeting Fees	200.00	0.00
41	6032 · OCWM Pledge	10,000.00	9,999.96
42	6033 · Conference Per Capita Dues	2,200.00	2,183.33
43	<b>Total 6030 · Montana/N Wyoming Conference</b>	<b>12,400.00</b>	<b>12,183.29</b>
44			
45	6115 · Education		
46	6115b · Adult Ed - Faith Develop.	250.00	247.92
47	6115c · Educational Supplies	250.00	0.00
48	<b>Total 6115 · Education</b>	<b>500.00</b>	<b>247.92</b>
49			
50	6130 · Supplies		
51	6130a · Office & Computer Supplies	1,300.00	1,049.72
52	6130e · Cleaning/Lavatory Supplies	1,350.00	1,514.08
53	6130f · Supplies - Other	120.00	157.76
54	<b>Total 6130 · Supplies</b>	<b>2,770.00</b>	<b>2,721.56</b>
55			
56	6190 · Advertising		
57	6192 · Advertising Events	600.00	550.61

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58	<b>Total 6190 · Advertising</b>	600.00	550.61	1,000.00
59				
60	<b>6204 · Board Discretionary Fund</b>	200.00	0.00	100.00
61				
62	<b>6209 · Programs &amp; Ministries/Social Justice</b>			
63	6210 · Special Ministries/social justice	1,000.00	572.16	1,500.00
64	6214 · Fellowship Events	0.00	149.97	200.00
65	<b>Total 6209 · Programs and Ministries</b>	1,000.00	722.13	1,700.00
66				
67	<b>6250 · Worship</b>			
68	6251 · Instrument Repairs/Tuning	1,216.00	1,318.43	150.00
69	6252 · Music/Choir	702.00	751.63	500.00
70	6253 · Supplies for Services	80.00	209.45	600.00
71	6255a · Guest Speakers/Preachers	600.00	850.00	900.00
72	6255b · Guest accompanist	400.00	250.00	600.00
73	6255c · Musicians	1,350.00	1,127.00	1,350.00
74	6256 · Worship - Online Costs	5,277.00	6,753.20	500.00
75	<b>Total 6250 · Worship</b>	9,625.00	11,259.71	4,600.00
76				
77	<b>6300 · Personnel - Salaries &amp; Benefits</b>			
78	6310 · Staff Wages, Compensation			
79	6304 · Office Manager - Hourly	11,250.00	8,673.75	23,000.00
80	6306 · Bookkeeper - Hourly	11,625.00	10,330.04	-
81	6315 · Computer Technician	550.00	1,175.00	1,352.00
82	6316 · Social Media & Communications	1,000.00	1,813.20	-
83	6321 · Nursery Attendant	850.00	1,275.00	-
84	6326 · Music Leadership	10,800.00	10,400.00	11,340.00
85	6330 · Custodian contract	2,300.00	3,878.75	9,100.00
86	Office assistant			720.00
87	<b>Total 6310 · Wages, Compensation</b>	38,375.00	37,545.74	44,792.00
88				
89	6360 · Pastor Compensation			
90	6350 · Pastor Salary	31,162.00	46,324.92	31,500.00
91	6355 · Pastor SE Allowance	3,802.00	0.00	2,835.00
92	6352 · Pastor Housing Allowance	22,800.00	22,800.00	23,940.00
93	6353 · Pastor Life/Disability	90.00	358.74	2,381.00
94	6354 · Pastor Pension	10,150.00	697.57	7,761.60
95	6356 · Pastor Professional Ministry Ex	2,500.00	368.12	2,500.00
96	6357 · Pastor FSA	750.00	239.86	1,500.00
97	6361 · Pastor Health Insurance	7,980.00	2,384.50	8,658.00
98	6362 · Pastor Dental Insurance	318.00	176.86	655.00
99	<b>Total 6360 · Pastor Payroll Costs</b>	79,552.00	73,350.57	81,730.60
100	<b>Total 6300 · Personnel - Salaries &amp; Benefits</b>	117,927.00	110,896.31	126,522.60
101				
102	<b>6370 · Payroll Tax Expenses</b>			
103	6372 · Fed Soc Sec/Fed Medc	1,763.79	-1,497.79	3,000.00
104	6376 · Unemployment	768.00	608.96	1,000.00
105	6378 · Workers Compensation/MT state Fund		573.80	767.00
106	<b>Total 6370 · Payroll Tax Expenses</b>	2,531.79	-315.03	4,767.00
107				
108	<b>6410 · Facility Maintenance</b>			
109	6414 · Fire Security	450.00	386.00	500.00
110	6416a · Building Repairs	1,110.00	118,734.45	1,000.00
111	6416c · Equipment Repairs	700.00	70.00	500.00
112	6416e · Lawn Care	2,800.00	1,582.25	2,000.00
113	6416f · Snow Removal	4,245.00	4,246.00	4,686.00
114	<b>Total 6410 · Facility Maintenance</b>	9,305.00	125,018.70	8,686.00
115				
116	<b>6420 · Insurance - Prop &amp; Liability</b>	16,500.00	11,992.50	16,500.00

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117				
118	6425 · Property Assess,emt	10,000.00	9,517.39	10,000.00
119				
120	6430 · Utilities			
121	6431 · Gas and Electric	9,000.00	9,072.46	9,000.00
122	6432 · Sanitation	850.00	898.20	935.00
123	6433 · Water/Sewer	5,500.00	5,010.23	5,000.00
124	6434 · Internet / Web page	840.00	1,873.40	1,440.00
125	6435 · Telephone	840.00	639.70	600.00
126	<b>Total 6430 · Utilities</b>	<b>17,030.00</b>	<b>17,493.99</b>	<b>16,975.00</b>
127				
128	6440 · Miscellaneous Expense	500.00	290.31	500.00
129				
130	<b>Total Expense</b>	<b>206,334.79</b>	<b>309,623.77</b>	<b>213,750.60</b>
131				
132	<b>Net Ordinary Income</b>	<b>-9,224.79</b>	<b>2,514.31</b>	<b>(9,680.60)</b>

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Large expenses 2022: Boiler and Fire alarm System	
Total cost of new boiler	106,172.00
Sources of funds to cover	
CD	100,330.59
Special donations	5,300.00
General Funds	541.41
	<u>106,172.00</u>
Paid for fire alarm system 2022 (still owe at least \$20,000 more)	
	<u>11,523.00</u>
Paid out of General Fund	11,523.00

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1	<b>As of December 31, 2022</b>		
2	<b>Accounts</b>		<b>Account Balances</b>
3	<b>Checking -- General Operations</b>		
4	--Cash on Hand	\$ 34,693.89	
5	Committed Funds Within		
6	Funeral Assistance	\$ (2,795.00)	
7	Monitor in Back of Sanctuary	\$ (676.00)	
8	North Forty Sign	\$ (600.00)	
9	Pastor's Discretion	\$ (1,741.02)	
10	Memorials	\$ (250.00)	
11	Mission Money	\$ (505.00)	
12	Total Available Cash on Hand	\$ 28,126.87	\$ 28,126.87
13			
14	<b>Checking -- Pass Through Account</b>	\$ 15,737.69	\$ 15,737.69
15	Campership -- \$1940.87		
16	Columbarium -- \$11,280.69		
17	Just Coffee -- \$506.40		
18	UCC Christmas Fund -- \$400.00		
19	City Grant -- \$455.01		
20	Town Pump Grant -- \$504.72		
21	Mission Money -- \$10.00		
22	Afghan Resettlement -- \$26.00		
23	God's Love - Donaldson -- \$514.00		
24	Gay Pride Banner -- \$100.00		
25			
26	<b>Savings -- Betty Purvis</b>		\$ 56,401.82
27	<b>Savings -- Building Reserve</b>		\$ 25,085.63
28	<b>Savings -- Memorial</b>		\$ 21,016.26
29			
30	<b>CD -- Sabbatical</b>		\$ 9,090.31
31	<b>CD -- Youth</b>		\$ 5,046.14
32			
33	<b>UCF Investment Account</b>		\$ 91,298.97
34			
35	<b>Total Cash on Hand -- All Accounts</b>		<b>\$ 251,803.69</b>

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## Exploration of Solar Panels for Plymouth Congregational Church

### Current Electrical Costs

What is Plymouth's annual electric bill? The annual electric bill for 2021 was \$3,000.59 and for 2022, \$3,546.90. Over these last two years, the increase of \$545.47 was 18%, which could have been a combination of usage and inflationary rates.

### Projected Electrical Costs

At an inflationary rate of 10% per year in electrical costs, we could spend \$56,515 on electricity over the next ten-year period. The solar energy companies project a savings of about \$3,000 per year with solar panels.

### Possible Costs of Solar Panels

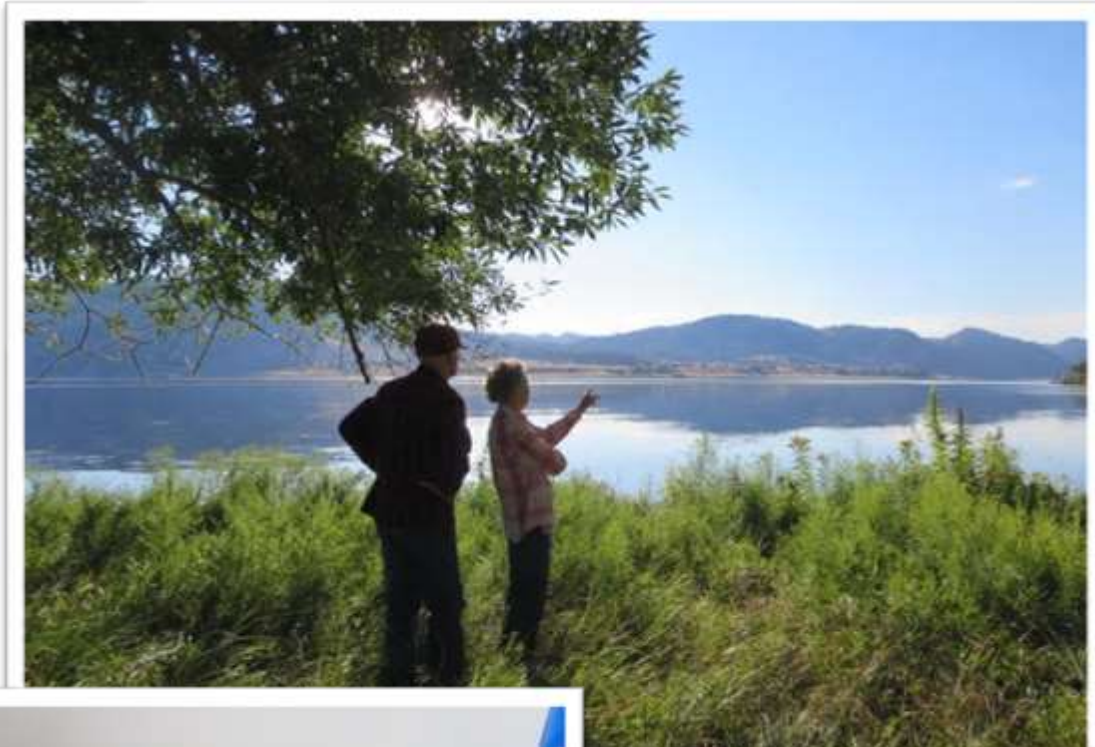
Recently, Plymouth obtained bids from Pure Light Power and Solar Montana for the cost of about 50 solar panels, installation, and the necessary wiring, etc., needed to supplant or augment our electric source with solar power. Both companies believe the south-facing roof is ideal, with panels arranged in three rows near the peak:

1. Those bids were in the \$50-60,000 range.
2. The existing roofing may need to be replaced before installing panels. We have yet to estimate that cost.
3. Grants and other incentives may be available to help offset the initial cost.

### Questions for Congregation

1. Should the Church Council continue to pursue the option of installing solar panels?
2. Should a Study Group be formed to research grant funding and incentives, estimate all costs, and bring a proposal to the Council?
3. Should a designated fund be established to begin collecting donations?

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