

Church Conference 2020



Annual Reports

Green Street United Methodist Church

December 5th 2020

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The 2019 Green Street United Methodist Church Annual Church Conference
Saturday, November 16, 2019

District Superintendent Rev. Karen Munson called the meeting to order at 10:05AM. She said it was a transitional time for Green Street Church. We will be moving in new leadership and that all is a work in progress. The Bishop sends his love and greetings and is praying for us as always.

Lori Webber was elected secretary for the meeting.

Minutes from the 2018 Church Conference were reviewed. Henry Berry made a motion, seconded Gary Alexander, to accept the minutes as presented. The minutes were approved with no objections. Minutes from the Special Church Conference, held on January 15, 2019, were reviewed next. Reverend Munson made an addition, that the presiding Elder was Rev. Kristin White. Gary Alexander made a motion to accept the minutes as amended. It was seconded by Evelyn Horstman.

The 2018 Audit/Fund Balance Report was considered. The 2017 report was missing for the 2018 conference so was included in the packet for 2018. After reviewing both documents, they were approved.

Rev. Munson invited attendees to take a few moments to think about what God is longing for and working toward a more just world and what acts of justice, mercy, or humility has God required of us. The things lifted up were climate change, the government, racial injustice, relationships – some broken, some good, and some being mended, and generations without Christ. She then asked to give examples of how God is helping us in these areas. Those noted were responding to others in need, the Downeast Seacoast Missions teams, Maine passing legislation to help victims of domestic violence have their credit restored.

Trustee's Report

All bills are paid to date with a little money in the bank. The congregation has received at \$10,000 bequest from the Marjorie Tribou Estate without restrictions. The interest of some funds has been used as in the past for camperships and evangelism. There is \$10,038 in the Fifield-Tribou Fund that could be made available if the congregation chooses to do so. Sue Pattershall made a motion to remove the designated fund label on the Fifield-Tribou Fund so that they may be used at the discretion of the Church Board if necessary. The motion, if approved, would remove the constraints of spending interest only. This would provide a potential for the funds to be used in an emergency. The motion was approved. Pastor Kristin provided a prayer for the faithfulness of Marjorie Fifield and Virginia Tribou.

SPRC Report

The pastor's salary was considered. The pastor's cash salary was proposed at \$44,400 for 2020. The designation of housing exclusion was proposed at \$3000. The reimbursable expense funding was proposed at \$3200. All of the afore mentioned proposals were approved.

Finance Report

Sue Pattershall provided an update on the Year to Date finances. It appears that there will be a shortfall in the 2019 budget. One of the stopgap measures that may be helpful to decrease the shortfall would be to utilize the remaining Fifield-Tribou funds. In order to do so, it is necessary to remove the constraint of spending the interest only.

The District Superintendent asked the attendees to list ways how we have loved, received, or offered mercy this past year. She offered up the mercy and kindness the realtor showed her mom, who has Alzheimer's. It was difficult for her mom to sign her name at the closing on the sale of her mom. The realtor helped with each letter of her mom's name. Others said transportation to Sunday service, a son who is now clean and sober, Angel Food suppers, Thanksgiving Dinners, NA/AA meetings held at Green Street, Mission trips, program for female inmates getting ready to be released, and Prayer shawls.

Lay Leadership/Nominations Report

There were amendments made to this report. Valerie Gallagher (2021) is the Lay Leader as well as the Annual Conference Delegate. New Church Board members (all 2022) are Tina Noble, Lori Webber, and Chuck Horstman. Beverly St. Amand (2021) is a new member to the Nominations and Leadership Development committee. New to the SPRC are Sarah Barnum (2021), Sally Joy, Susan Cross, and Judy Adams (all 2022). The position of the Trustees Treasurer is still vacant. Sue Pattershall and John Webb will be assisting Deb Polzella as the Finance Secretary. The report was approved. Rev. Munson asked if any thought had been given to combining the Church and Trustees Treasurer position. This could streamline leadership. Though the start of the process may be a bit more time-consuming, the end result could make things easier overall. Connie Packard, the Trustees Treasurer said this is definitely something to consider.

Lay Servants/Lay Speakers/Certified Lay Ministers Report

Sally Joy and Robin Forbes are both certified lay servants. Their request for renewal was approved.

Candidate Report

DS Karen Munson indicated that there needed to be 50 new calls to ministry within a 6-year period. She was happy to report that 32 were already in progress.

Clergy Report

One year ago, in January, an idea for JFON (Justice for Our Neighbors) was provided. It was discovered that a 2-liter bottle when filled with dimes equaled about \$500. The challenge was made to Green Street Church to fill the bottle. The congregation did that and more. This challenge was spread throughout the District and has brought in more than \$40,000. It has also provided \$10,000 for the United Ministries. Pastor Kristin said that this past year was a challenging one. A year for decision making. She saw the deep faith, resiliency, and passion of each person in attendance as well as the congregation. She celebrated the gift of music and lifted up the devotional concert series (thanks to Sue Pattershall), Lynn the organist, and Dwight Tibbetts, who all have a connection to the community. She hoped that these relationships could be used to connect Green Street UMC to the wider community. Green Street has tried new things and will be asked to try more. GSUMC has change, and will change some more in the coming year.

Membership Update

The names of the deceased members were updated from Judith Blackstone, Bea Bragg, Alice French, Ellen Gilley and Marjorie Tribou to also include John Bridge, Karen True, and though not a formal member, Pearl DeSaltells. A list of members for which contact information was unavailable was presented. The 2017 third year list was reviewed so if anyone had a way to contact these people, the person could remain as a Green Street member. No one had anything for Gladys Cole, Jan Cowan, Alan Overlock, Marilyn Pease, Vera Shorey, or Carolyn Simpson. The membership report, as amended, was approved.

Other Business

The Church Board recommended that it amends, effective January 1, 2020, Green Street's Simplified Board administrative structure (adopted at Church Conference on 12/16/2017) as follows:

1. To establish a Staff-Parish Relations Committee (SPRC) at Green Street UMC separate from the Board.
2. The SPRC carries out the functions of the Staff- or Pastor-Parish Relations Committee described in the Book of Discipline, and the Simplified Board is divested of those functions.
3. The members of SPRC and its Chair are elected by the Church Conference on recommendation of the Committee on Nominations and Leadership Development.
4. The SPRC Chair serves as a member ex officio of the Simplified Board.
5. The Lay Leader does not serve ex officio as Vice Chair of the Simplified Board, but may still be elected to that position separately.

The SPRC Chair could have overlapping duties if elected to the Simplified Board as well. Point number 5 allows for the realignment of lay leader expectations. The amendment was approved.

Henry Berry, the Simplified Board Chair provided a summary of the work of the Board. He suggested that Green Street explore the cooperative church model for the following reasons: it will provide a sense of energy, hope, possibilities, presenting ideas from some of the people in other collaborating churches, and continue to have support from the Perry Rich Fund which is given to churches in the process of revitalizing. The DS will start conversations with area churches to see what is out there for assets and mission fields.

Rev. Munson asked the attendees how they have understood that they are part of God's project. The whole uncertainty this year and the next year will be one for us to trust God. We can do this by listening to one another and take one step at a time.

The 2019 Green Street UMC Annual Church Conference concluded at 12:15PM.

Green Street UMC Special Church Conference

Sunday, March 1, 2020

10:30 a.m.

A special Church Conference was held Sunday, March 1, 2020 to vote on whether or not to accept two recent monetary bequests made to Green St. UMC. District Superintendent Rev. Karen Munson opened the meeting following the final hymn during the worship service.

Karen asked for a volunteer to record minutes of the meeting. Ardyce Robbin volunteered and was elected.

Green Street has received a bequest in the amount of \$29,640.00 from John Bridge through the University of Maine Foundation. The bequest makes no restrictions on how this money may be used. Karen asked for a show of hands from those accepting this bequest; it was accepted unanimously.

Green Street has also received a bequest from the estate of Tommy and Bea Bragg in the amount of \$100,000.00. There are no restrictions on how this bequest may be used. Karen asked for a show of hands from those accepting this bequest; it was accepted unanimously.

Both bequests will be held in a church account until such a time as the Church Board has determined the best use for these generous gifts. Pastor Kristin offered a prayer of gratitude on behalf of the church for these bequests and for the many gifts of service given the church over the years by the Bragg and Bridge families. Karen then closed the Church Conference, and Kristin closed the worship service with a benediction and closing hymn.

Ardyce Robbin, recording secretary

Green Street United Methodist Church
Charge Conference, Sunday, June 28, 2020 following 9:30 a.m. worship

Members present via zoom: Kathleen Dunford*, Lori Webber*, Sally Joy, Kristin White*, John Webb, Tricia Webb, Tina Noble*, Patty Rogers, Sonny Richards, Sue Pattershall, Sandy Grady, Debbie Polzella, Jon Gallagher, Valerie Gallagher*, Gary Alexander*, Dave Robbin*, Henry Berry*, Tammy Roberts*, Jerry Robbin, Ardyce Robbin* (* denotes Board member)

This Charge Conference has been called with the authorization of our District Superintendent, Rev. Karen Munson, to officially accept a Paycheck Protection Plan (PPP) loan provided by the CARES Act, in accordance with church protocol. The Simplified Board had voted to apply for this loan at its April 14, 2020 meeting.**

Pastor Kristin White called the meeting to order, and opened with a reminder that while all church members are invited to participate in discussions during a Charge Conference, only Simplified Board members are eligible to vote. The first order of business was to elect a secretary; Ardyce Robbin volunteered and was elected to serve as secretary.

Kristin then asked Sue Pattershall, Operating Treasurer, to briefly explain the PPP loan. Sue gave general information on the \$23,161.00 loan and the expenses for which it could be used. One of the provisions of the loan is that it will not need to be paid back as long as we comply with its stipulations, one of which is that we not lay off staff. If for some reason the loan is not forgiven, we would pay slightly over 1% interest, with monthly payments of \$1,303.67.

Sue noted that because we have received the PPP loan, the Conference required us to return a portion of the equitable compensation we had received from them for the pastor's salary. We had also asked for pension forgiveness from the Conference and will need to return some of those funds. However, we have applied for and received equitable comp for the second half of the year.

There being no further discussion, Kristin called for a vote on whether or not we should accept the PPP loan. **The result of the vote by the 9 voting members present was to accept the loan.** Due to the online nature of this Charge Conference, this vote will need to be ratified at the next in-person Church Conference that Green Street UMC holds. There being no further business, Kristin adjourned the Charge Conference.

Ardyce Robbin, recording secretary

***Motion from April 14, 2020 regular meeting of the Simplified Board: "To apply for a loan through the Paycheck Protection Program sponsored by the CARES Act to pay our staff, pastor's benefits as stated in the application, and utilities. A separate account will be set up to facilitate the loan. The two signatories for this loan will be: Sue Pattershall, Operating Treasurer; and Gary Alexander, Trustees Chair." Motion passed at April 14, 2020 meeting.*

GREEN STREET UNITED METHODIST CHURCH
REPORT OF THE TREASURER OF THE TRUSTEE ACCOUNTS
Year End 2019

SAVINGS

RESTRICTED TRUST FUND

Balance on Hand 1/1/19		182.97
Income for this period -	interest	0.09
	transfer RJ	9,115.92
Expenses for this period -		
	transfer to Current Exp.	(9,268.98)
	safety deposit box	(30.00)
12/31/2019 Ending Balance		<u>-</u>
		CLOSED

BRIDGE FUND

Balance on Hand 1/1/19		818.11
Income for this period	interest	0.59
	transfer from Raymond James	7,500.00
	dividends	16.15
Expenses this period		
	Down East Brass	
	camperships	(2,460.00)
	student loan	(3,000.00)
	Holden workshop	(137.82)
	Downeast Brass	(875.00)
	Treasure material	(516.35)
12/31/2019 Ending Balance		<u>1,345.68</u>

BUILDING FUND

Balance on Hand 1/31/19		9,705.68
Deposits	interest	5.45
	donation	740.00
	Tribou bequest on hold	10,000.00
Expenses		
	dryer	(528.00)
	door	(586.00)
	glass repair	(290.00)
	door closer	(390.00)
	parsonage faucet	(89.10)
	lawnmower repair	(68.32)
	fix office window	(180.68)
	parsonage roof repa	(500.00)
	Boiler repair	(1,060.00)
12/31/2019 Ending Balance		<u>16,759.03</u>

BUILDING FUND BREAKOUT

Building & Capital	<i>includes budget items</i>	5,677.39
Steeple Lights/Locks		51.83
Stove Fund		64.47
Security		158.29
Upper Room/3rd floor		787.79
Interest Earnings		19.26
Balance		<u>6,759.03</u>

BUILDING FUND BUDGET

	Budget	Actual
Board 2/19/19	3,000.00	
door		586.00
glass repair		290.00
door closer		390.00
parsonage faucet		89.10
lawnmower repair		68.32
12/31/2019	3,000.00	1,423.42
		<i>included above</i>

INVESTMENTS

Year to Date

RESTRICTED TRUST FUND (Raymond James)

1/1/19	165,051.95
YTD income	7,685.28
YTD expense	(1,984.54)
YTD withdrawals	(9,115.92)
YTD deposits	
YTD change in value	25,976.18
12/31/2019	<u>187,612.95</u>

BRIDGE FUND (Raymond James)

1/1/19	441,722.34
YTD deposits/trades	15.50
YTD income	16,256.49
YTD expense	(5,276.19)
YTD withdrawals/trades	(8,500.00)
YTD change in value	42,824.50
12/31/2019	<u>487,042.64</u>
principal reserve 01/01/19	274,935.00

FIFIELD TRIBOU FUND (Raymond James)

1/1/19	9,120.49
YTD income	307.77
YTD deposit	
YTD withdrawals	-
YTD change in value	950.82
12/31/2019	<u>10,379.08</u>

HALCYON ROBERTS FUND (Raymond James)

1/1/19	209,974.39
YTD income	7,197.67
YTD expense	(2,141.46)
YTD deposits	
YTD change in value	36,072.45
12/31/2019	<u>251,103.05</u>

Restricted Principal	179,177.62
Unrestricted balance	71,925.43
	<u>251,103.05</u>

At the November Board meeting the following expenditures were approved but not spent by year end:

\$400	backfill preventer
\$1,700	sprinkler
\$475	test sprinkler
\$355	compressor, etc.
<u>\$2,930</u>	

**Green Street United Methodist Church
Permanent funds (Principal restricted)**

NAME	When Received	12/31/2019 Amount	Where Invested	Income	Increase in value	Use of Funds
Bridge Family Trust Fund	late 1980's	\$487,043	Raymond James	\$16,256	\$42,825	Youth Camperships Student loans Evangelism
Restricted Trust Funds	collected over 75 years	\$187,613	Raymond James	\$7,685	\$25,976	Care/Maintenance of Church
Halcyon Roberts Fund	2013/2015	\$251,103	Raymond James	\$7,198	\$36,072	Transportation for elderly to services and events
Dolber Funds		\$700	United Methodist Development fund	\$16		Youth activity
Unrestricted funds						
Fifield/Tribou Fund	2003	\$10,379	Raymond James	\$308	\$951	Designated by Church Conference



Fund Balance Report

The Committee on Finance is required to make provision for an annual audit of the records of all the financial officers (including the financial secretary or church business manager and treasurers) of the church and all its organizations and shall report to the Church Conference. Guidelines for handling of an accountability of funds can be found in the 2013-2016 United Methodist Church Financial Records Handbook and in Guidelines for Leading Your Congregation: FINANCE available at <http://www.cokesbury.com>, and The Local Church Audit Guide*, available at <http://www.gcfa.org>.

THIS REPORT IS TO BE COMPLETED AFTER THE END OF THE YEAR

THIS REPORT DOES NOT NEED TO BE INCLUDED WITH YOUR OTHER CHURCH CONFERENCE FORMS

Copies of this report should be filed with the recording secretary, pastor, district superintendent and chairperson of the committee on finance.

Green St United Methodist Church Mid-Maine	Church District	New England	Charge Annual Conference
For the period beginning	January 1, 2019	and ending December 31,	2019

1. Receipts, Disbursements, and Balances (Round to the nearest dollar)

Local Church Funds (Use those applicable to your church.)	(a) Balance at Beginning of Period	(b) Cash Received and Recorded	*(c) Total disburse- ments for Period (-)	*(d) Transfers + (-)	(e) Balance End Of Period
General Fund	\$ 14,545	\$ 173,529	\$ (174,246)		\$ 13,828
ACH - imprest for eff's	24	\$ 46,084	\$ (40,708)		5,400
Bevolence (Missions) Fund	11,459	\$ 18,521	\$ (23,874)		6,106
Maintenance Fund	183			\$ (183)	0
Board of Trustees Fund - checking	2,156		\$ (9,533)	\$ 8,468	1,091
Trustees Investment - Bridge Note A	441,722	\$ 59,096	\$ (5,276)	\$ (8,500)	487,042
Trustees Investment - Maintenance Note A	165,052	\$ 33,661	\$ (1,985)	\$ (9,116)	187,613
Trustees Investment - Fifield Tribou Note A	9,120	\$ 1,259			10,379
Trustees Investment- H Roberts Note A	209,974	\$ 43,270	\$ (2,141)		251,103
Trustees Investment - Capital	9,706	\$ 10,745	\$ (3,692)		16,759
United Methodist Women	1,746	\$ 1,857	\$ (1,865)		1,738
Other Organizations or Funds (enter name):					
Name: Memorial Savings	5,856	\$ 2,187	\$ (492)		7,551
Name: Hannaford Cards	1,762	\$ 55,524	\$ (53,462)	\$ (2,100)	1,725
Name: UM Development	700	\$8			708
Name: Choir	154			(154)	0
Name: Bridge	301	\$8,034	(6,989)		1,345
Name:					
Name:					
Name:					
Name:					
Name:					
Name:					
Name:					
Name:					
Name:					
Total amount of cash in all treasuries of the church	\$874,460	\$453,776	(\$324,262)	(\$11,585)	\$992,388

Note A - Fund Restrictions

Trustees Investment-Bridge: youth activities, youth school loans, Camp Mechuwana scholarships, evangelism, \$ 100,000 towards mortgage

Trustees Investment-Maintenance: interest only to be used for maintenance

Trustees Investment-Fifield Tribou: not restricted by donor, church restrictions only

Trustees Investment-H Roberts: income only for use by church to provide transportation of elderly to church service and church events

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Audit of Green St United Methodist Church for the year ending December 31, 2019

I have examined the accounts listed on the accompanying 2019 Fund Balance report as well as financial reports supporting these balances; reviewed procedures of counting and accounting under the current Book of Discipline; reviewed receipts and disbursements with bank deposits and bank balances; and have found the balances displayed to be correct, procedures proper, and records properly kept, except as noted below. My recommendations are based on Generally Accepted Accounting Principles and Financial Guidelines of the United Methodist Church.

Condition

Most paid invoices reviewed had no indication of the account they were charged to, the date paid, check number and the individual authorizing and processing the expenditure.

Recommendation

Invoices paid should provide indication of the four items noted in the condition above. This supporting documentation helps verify that payments were made and appropriately reviewed and authorized.

Condition

The bank reconciliation file reviewed for the operating account had no indication that the bank balance was reconciled to the checkbook balance by adjusting for any outstanding checks or deposits. Accounting software should provide the option for bank reconciliation and if it does not, a clear record documenting the reconciliation should be manually prepared. Also, as with paid invoices and other financial records, the person preparing and the date it is completed should be indicated on the document.

Recommendation

Ensure that bank reconciliations are properly documented and indicate the person who is completing and date completed. Bank reconciliations should be done by someone other than the person preparing and signing checks, or as an alternative, another individual should regularly review the bank reconciliations.

Condition

The church maintains a separate checking account used solely for automated transfers to the Conference for the minister's pension and health care expenses. Transfers are as needed from the operating account to cover these withdrawals.

Recommendation

Eliminate this separate account and have the automated transfers come directly from the operating expenses bank account. This would eliminate the need for transfers and reduce the number of bank accounts and related reconciliations and statements.

General Recommendation

I recommend that written procedures be developed that document all the financial activities of the church. Building on the experience of the individuals currently performing these functions, written procedures would help ensure a continuation of appropriate financial management during times of transition.

Prior year finding**Condition**

The church maintains a separate account for Missions which includes the Mission Shares (Fund 1 & 2) as identified by the New England Conference as well as other dedicated funds for benevolence. Ten percent of pledged income is directed to this account for the Fund 1 & 2 Mission shares.

Recommendation

Mission share Funds 1 & 2 are part of an annual allocation from the New England Conference and moving them to the operating budget and financial report with Fund 3 would provide a clearer and more unified presentation of this financial commitment and financial position of the church. This should also simplify the identification and recording of the ten percent of pledges.

Resolution: *Notes reviewed during the audit indicated the church is including the Missions Share Funds 1 & 2 in the operating budget.*

Jeff Toothaker

Winthrop Maine

November 2, 2020



Report of the Trustees

The trustees are amenable to the Charge Conference and as such are required to make an annual report

(¶ 2550). Additional reports should be made as requested by the Charge Conference or Church Council or equivalent. Numbers in parentheses refer to paragraphs in the 2016 Book of Discipline.

Copies of this report should be filed with the recording secretary, pastor, district superintendent and the board of trustees.

Green St United Methodist Church
Mid-Maine District New England Charge
For the period beginning Jan 15, 2019, and ending Nov 16, 2019
DATE OF PRIOR CHARGE CONFERENCE DATE OF CURRENT CHARGE CONFERENCE

1. Organization for the present conference year was effective (date) , by electing the following officers (no less than three, and up to nine persons):

	Name	Term Expires
President	Gary Alexander	Dec 2020
Vice President	Henry Berry	Dec 2020
Secretary	combined with simplified Bd minutes	
Treasurer	Constance Packard	Dec 2019
Member	Sue Patterson	Dec 2019
Member	Mary Saunders	Dec 2019
Member	David Robbin	Dec 2021
Member	Tammy Roberts	Dec 2021
Member		

2. Is the local church incorporated (¶ 2529.1a)? ☐ Yes ☐ No

3. a. Name or names in which title to each piece of property is recorded, as shown by civil land records (¶¶ 2536, 2538):

	Name(s)	Office	Book	Page
Church Buildings	Methodist Episcopal	Kennebec County	415	599
Church Buildings				
Parsonages	Trustees/Green St. UMC	Kennebec County	1198	132
Parsonages				
Other				
Other				

- b. Who is the custodian of deeds and other legal papers? Trustees

- c. Where are they kept? Safety Deposit Box, Camden National Bank, State St. Branch

4. Does each deed contain trust clause (¶ 2503)? ☐ Yes ☐ No

5. Do you have a long-term plan for the replacement of facilities and equipment as they deteriorate? ☐ Yes ☒ No

6. a. Insurance (¶ 2533.2, 2550.7)

Short term maintenance/repair plan

Item Insured/ Insurance	Replacement Value	Amount of Coverage <i>blanket limit</i>	Type of Coverage	Company	Restricted By Coinsurance (Yes or No and amount)	Expires When
Church Buildings 13 Green St.	\$ 3,155,996	\$ 3,552,793	Property	Church Mutual	Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Amount::	8/1/2020
Parsonages 3 Macomber St	\$ 240,820	\$ 3,552,793	Property	Church Mutual	Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Amount::	8/1/2020
Church Furnishings and Equipment	\$ 131,716	\$	Property	Church Mutual	Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Amount::	8/1/2020
Parsonage Furnishings and Equipment	\$ 10,086	\$	Property	Church Mutual	Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Amount::	8/1/2020
Vehicle(s)	\$ none	\$			Y <input type="checkbox"/> N <input type="checkbox"/> Amount::	
General Liability		\$ 1,000,000	liability	Church Mutual	Y <input type="checkbox"/> N <input type="checkbox"/> Amount::	8/1/2020
Worker's Compensation				Church Mutual	Y <input type="checkbox"/> N <input type="checkbox"/> Amount::	1/1/2021
Directors and Officers/Errors and Omissions/Crime		\$ 10,000,000	Liability	Great American	Y <input type="checkbox"/> N <input type="checkbox"/> Amount::	8/1/2020
Professional Liability Coverage (Including Sexual Misconduct)		\$ 5,000,000	Liability	Church Mutual	Y <input type="checkbox"/> N <input type="checkbox"/> Amount::	8/1/2020

- b. Have the buildings been inspected for fire and other safety hazards within the past year? ☒ Yes ☐ No
- c. Have you assessed the of replacement value within the last 5 years? ☐ Yes ☒ No
- d. Who performed the assessment?
- e. Does the church have a Safe Sanctuary Policy? ☒ Yes ☐ No
- f. Is the amount of insurance adequate? ☒ Yes ☐ No
(to determine adequacy of coverage, please use the GCFA Insurance Worksheet found at <http://www.gcfa.org/gcfa/united-methodist-church-minimum-insurance-requirements>)
7. a. Has an annual accessibility audit for church properties been conducted (§ 2533.6)? ☐ Yes ☐ No
(attach as a report; an example accessibility audit form may be found at <http://www.gcfa.org/forms-and-resources>)
- b. If needed, have you developed an accessibility plan? ☐ Yes ☐ No (Attach plan)
8. Provide a detailed list of income-producing and permanent funds:

Item	Date Received	Amount	Where Invested	Income	How Income is Used for Ministry

(Attach as a supplement a statement "clarifying the manner in which these investments made a positive contribution toward the realization of the goals outlined in the Social Principles of the church and showing the investments are socially responsible..." § 2533.5 and § 2550.9)

President of Trustees

Gary T. Alexander

Printed Name:

GARY T. Alexander

Date:

01-31-2020

Annual Report of the Board of Trustees, 2017-2020

Prepared and edited by the General Council on Finance and Administration and authorized as the official form for this purpose.

1. All bequests received this year were acceptable at a special Church Conference earlier this year.
2. Yes. \$8,993.55, All available funds from the Restricted Fund investment were used to transferred to the current expense account to pay operating expenses.

\$8,000 of the Marjorie Tribou bequest was transferred to the current expense account.

The table below is a list of expenditures from the John Bridge bequest:

1/26/2020	Initial Bridge bequest	29,640.00	
	Copier replacement	(5,295.00)	
	Purchase of new laptop	(1,085.06)	
	Purchase of new WIFI for church	(526.45)	
	Roof repair - Burkes Roofing	(5,253.00)	
	Efficiency Maine Small Business Initiative (SBI) - energy efficiency retrofit	(3,501.75)	Estimated cost of \$3,335 +10%
	Total Remaining	13,978.74	

3. No.

Recommended Pastoral Compensation, 2021

FROM THE STAFF-PARISH RELATIONS COMMITTEE

But we appeal to you, brothers and sisters, to respect those who labor among you, and have charge of you in the Lord and admonish you; esteem them very highly in love because of their work. Be at peace among yourselves. And we urge you, beloved, to admonish the idlers, encourage the fainthearted, help the weak, be patient with all of them. See that none of you repays evil for evil, but always seek to do good to one another and to all.

1 THESSALONIANS 5:12-15

To the Simplified Board:

We present here the SPRC's recommendation to Green Street's Board and its Church Conference for Rev. Kristin White's 2021 compensation.

For her cash salary, we unfortunately recommend paying the New England Conference minimum: congregations paying more than the minimum are ineligible for aid from the Commission on Equitable Compensation. Green Street depends on this aid.

We also recommend pension contributions and health-insurance premiums in line with Conference rules. However, these amounts reflect a 5% (\$1,467.63) discount because Green Street uses the Automated Clearinghouse for these transactions.

Motion from the Committee: That the Board accept the SPRC recommendation for Rev. Kristin L. White's 2021 compensation, and further that the Board recommend the same to the 2020 session of the Green Street Church Conference.

Our final note is that for 2021, Green Street's treasurer will begin withholding from the pastor's paychecks, and sending to the IRS, amounts necessary to cover her estimated income- and self-employment-tax liabilities. This is for the pastor's convenience and will not change costs for Green Street: it is a way we can minister to our minister.

In Christ,

The Staff-Parish Relations Committee

2021	Sarah Barnum she/her/hers/[none] barnumsarah54@gmail.com	Evelyn Horstman she/her/hers/Mrs. horstman3c@aol.com	Dave Robbin, Chair he/him/his/Mr. dwrobbin@gmail.com
	Judy Adams she/her/hers/[none] judy.adams@maine.gov	Susan Cross she/her/hers/Ms. mainecross@gmail.com	Sally Joy she/her/hers/[none] srjoy43@gmail.com
2022	Valerie Gallagher, Lay Leader she/her/hers/Ms. exJV Gallagher2@gmail.com	Kristin White, Pastor she/her/hers/Rev. pastor.greenstreetumc@gmail.com	

An unsigned copy of this report is due in the District Office two weeks prior to your scheduled church conference (or no later than December 1 for later conferences). Obtain signatures (pg. 2) after church conference approval of pastoral compensation and email or mail this form immediately to the District Office. Retain copies for church/pastor. Please complete a separate form for each pastor at this church, and a separate form for each church a pastor serves.

Use the "Tab" key to navigate to the next field or the "Shift-Tab" keys to go to the previous field.

Church	Green Street United Methodist Church (000204)			Date	2020-11-05
City/Town + Zip Code	13 Green St., Augusta, ME 04330				
Pastor	Rev. Kristin L. White				
Percent of appointment at this church FT <input checked="" type="checkbox"/> 3/4 <input type="checkbox"/> 1/2 <input type="checkbox"/> 1/4 <input type="checkbox"/> <1/4 <input type="checkbox"/> CP <input checked="" type="checkbox"/>					
S/PPRC Chairperson	David Robbin				
SPR Chair: Email	dwrobbin@gmail.com			Phone #s	612-747-1168

Prior to the Church Conference, the Staff/Pastor Parish Relations Committee recommends compensation to the Church Council. The Church Council recommends pastoral compensation to the Church Conference. It is important that the information indicated be accurate and complete. The S/PPR Committee's responsibility is to indicate what is understood to be salary, reimbursable expenses (vouchered) and, where applicable, housing allowance. Indicate figures for each category on this report. See reverse side for the minimum salary amounts for 2021.

1. 2021 Pastor's Cash Salary \$45,400

Report the total cash paid to the clergyperson by the church/charge here.

Total cash salary consists of base pay, cash bonuses, equitable compensation, cash allowances, as well as cash paid to the clergyperson for benefits and pre- or after-tax deferrals such as Housing Exclusion, personal contributions to the Personal Investment Plan (PIP), Medical Reimbursement Account (MRA), Dependent Care Reimbursement Account (DCA), Health Insurance Co-pay /Retiree stabilization. Cash allowances in lieu of a parsonage are not included in the cash salary.

A Housing Exclusion Resolution must be submitted and passed at the Church Conference if the pastor claims one. This is included in the cash salary. Please indicate amount:

Housing Exclusion (IRC Section 107) \$ 3,000

2. Reimbursable Expenses

This is a method of claiming and reimbursing church-related business vouchered expenses not included in cash salary. Minimum amounts for reimbursable accounts (professional expenses, continuing education and travel) for full-time pastors in 2021 must total at least \$3,200.

Travel.....	\$
Business	\$
Continuing Education.....	\$
Other.....	\$
Total reimbursable expenses	\$3,200

3. Housing (check only one box below):

- ☒ Parsonage provided
☐ Housing allowance in lieu of a parsonage – amount: \$
☐ No housing or parsonage provided

continued on page 2

2021 Pastoral Compensation Report

Please sign below after the pastor's compensation has been approved at the church conference.

SIGNATURES

Pastor		Date	
SPRC Chair		Date	
Treasurer		Date	
District Superintendent		Date	

PASTOR SERVING MORE THAN ONE CHURCH

Percent this church pays for health insurance (if these are not equal to the percent of appointment time):

Health Insurance % _____ CoPay % _____ Flexible Spending Account % _____

Please provide the following information for the other churches in the charge.

<u>Church</u>	<u>Cash Salary</u>	<u>Reimbursables</u>	<u>Health Insurance</u>	<u>Non-Parsonage Housing Expenses</u>

ADDITIONAL COMPENSATION INFORMATION

(Read Pastoral Compensation 2021 document for full details.)

Minimum Salary 2021

\$ 43,900 full-time elders, deacons, provisional elders, provisional deacons, associate members

\$ 41,800 full-time local pastors with completed Master of Divinity or Advanced Course of Study

\$ 40,800 full-time local pastors with completed Course of Study or Equivalent

\$ 39,800 full-time local pastors

For completed years of service under appointment add:

3-5 years \$600 6-10 years \$1,200 11-15 years \$1,500 Over 15 years \$2,000

Part-time pastors are entitled to a prorated portion of minimum salary plus appropriate years of service.

The minimum amount for reimbursable accounts for 2021 for full-time pastors is \$3,200.

The 2021 annual health insurance blended rate for the church portion will be \$19,692. This does not include the pastor portion. The pastor's co-pay depends on which plan is chosen.



Housing Exclusion/Housing Allowance Designation Form

For use at Church Conference or Council if pastor
designates housing allowance/exclusion

Church: Green Street United Methodist Church
(000204)

Church Conference/ 2020-12-05/
Church Council Date: 2020-11-10

Pastor: Rev. Kristin L. White

See page 2 for resources on designating a Housing Allowance/Exclusion

DESIGNATION OF HOUSING EXCLUSION

(When the church provides a parsonage as part of pastoral compensation – worksheet on page 2)

Whereas Section 107 of the *Internal Revenue Service Code (1986)* permits an ordained minister of the gospel to exclude from gross income “the rental value of a home furnished as part of compensation or the rental allowance paid as part of compensation, to the extent used to rent or provide a home”; and

Whereas Rev./Pastor Kristin L. White is compensated by the
Green Street United Methodist Church exclusively for services as a
minister of the gospel; and

Whereas the Green Street United Methodist Church owns the parsonage;

Therefore, it is hereby resolved that of the total compensation paid to

Rev./Pastor Kristin L. White for calendar year 2021, \$ 3,000.00 is hereby
designated as the housing exclusion pursuant to Section 107 of the *Internal Revenue Service Code*.

The minister shall also have the rent-free use of the home located at:

3 MACOMBER AVE., AUGUSTA, ME 04330 for the year 2021 and for every
year thereafter as long as he/she is minister of the
Green Street United Methodist Church.

DESIGNATION OF HOUSING ALLOWANCE

(When the church does not provide a parsonage as part of pastoral compensation—worksheet on page 3)

Whereas Section 107 of the *Internal Revenue Service Code (1986)* permits an ordained minister of the gospel to exclude from gross income “the rental value of a home furnished as part of compensation or the rental allowance paid as part of compensation, to the extent used to rent or provide a home”; and

Whereas Rev./Pastor _____ is compensated by the
_____ United Methodist Church exclusively for services as a
minister of the gospel; and

Whereas the _____ United Methodist Church does not provide
Rev./Pastor _____ with a parsonage;

Therefore, it is hereby resolved, that of the total compensation paid to

Rev./Pastor _____ for calendar year _____, \$ _____ is hereby
designated as the housing allowance pursuant to Section 107 of the *Internal Revenue Service Code*; and it is
further resolved, that the designation of \$ _____ as a housing allowance shall apply to calendar year
_____ and all future years unless otherwise provided for.

For additional information on Housing Allowance/Exclusion, see these webpages:

<https://www.umcdiscipleship.org/resources/housing-allowance-qas-for-united-methodist-clergy>

see page 9 of <https://www.irs.gov/pub/irs-pdf/p517.pdf>

HOUSING EXCLUSION

(When the church provides a parsonage as part of pastoral compensation)

The IRS has specifically excluded the following from the costs “to provide a home”

- a. the cost of food
- b. the cost for domestic help (this probably excludes clothing as well)

“To provide a home”, i.e. dwelling place and related structures (e.g. garage, etc.)

- Insurance: tenant’s/renter’s insurance – fire, theft, accident liability
- Repairs & maintenance not paid by the church: to the home, appliances, lawn equipment, TV; light bulbs, cleaning supplies like brooms, cleaners
- Furniture and appliances (TV, computers, etc.)
- Decorating accessories not paid by the church: linens, carpets, drapes, pictures & paintings, lamps, etc.
- Utilities not paid by the church: garbage removal, cable TV, telephone
- Miscellaneous not paid by the church: lawn care, tools, plants, snow removal

HOUSING EXCLUSION WORKSHEET

Minister’s Estimate of Expenses

<u>Item:</u>	<u>Amount:</u>
Insurance (tenants’/renters’ on contents)	\$ _____
Repairs & maintenance (not paid by church)	\$ _____
Furnishings	\$ _____
Decorating accessories	\$ _____
Utilities (not provided by church)	\$ _____
Other housing expenses	\$ _____
Total	\$ 3,000.00 _____

2021 PENSION/DEATH & DISABILITY BILLING RATE CALCULATION WORKSHEET

Note: If Total Appointment time is 25% or less the Pastor is not eligible for Pension or Death & Disability Benefits. If the Conference Relationship is AF-Affiliate Member please contact the Benefits Office.

Pension Benefit does not apply to the Conference Relationship or Status below:

CP- Coordinating Pastor	DR- Retired Diaconal Member	LM- Lay Minister, Certified	OR- Retired Full Elder other Annual Conference
RA- Retired Associate Member	RD- Retired Full Deacon	RE- Retired Full Member	RL- Retired Local Pastor
RO- Retired Full Member of Other Denomination	RP- Retired Provisional Member	SY- Supply Pastor	SM- Supervising Mentor
SAC- sacramental Minister	Status: Sabbatical or Medical Leave (not CPP approved)		

Be sure to fill in each Grey Box and click in each Green Box to chose from Dropdown (Yellow Box contain formula)

<u>Pastor Name:</u>	Kristin L. White	<u>Effective Start Date:</u>	July 1, 2020
<u>Church Name:</u>	Green Street United Methodist Church	<u>Church Number:</u>	204
<u>Pastor appointed to additional Church? If Yes what is the appointment % with the other Church</u>	0	<u>District:</u>	Many Waters (D31502)

Annual Plan Compensation Figure

Cash Salary:		\$	45,400.00
Housing Allowance: (paid to Clergy in lieu of Parsonage)		\$	-
Parsonage: Drop-down box Yes or No	Yes	\$	11,350.00
Total Plan Compensation Figure:	Annual:	\$	56,750.00

APPOINTMENT

Conference Relationship: Scroll to view all options in Drop-down box

FE-Elder in Full Connection

Percent of Appointment Time? 100, 75, 50, 25 Drop-down box

100

*Part Time is prorated by % of appointment, 3/4 time=75%, 1/2 time=50%, 1/time=25%

2021 Pension/Death & Disability Rate

Defined Contribution Amount (DC), plus CPP or UNUM Life Options if applicable

\$ 3,972.50

Defined Benefit Amount (DB)

\$ 5,700.00

Total Pension/Death & Disability Billing Rate:

\$ 9,672.50

Church using ACH?

ACH 5% Discounted Amount:

Yes	\$	9,188.88
	\$	765.74
		per month

2021 HEALTH INSURANCE

Health Insurance Local Church Share 2021 *Blended Rate*

\$19,692 Annual Blended Rate

\$1,641 Monthly

Incentive Amount If Using Automatic Clearing House (ACH)

\$18,708 ACH Annual Blended Rate

\$1,559 Monthly

ACH Forms: complete the online [ACH Authorization Health Insurance Form](#) - online
or the paper version [ACH Health Insurance authorization form](#).

Return the paper form to Accounts Receivable – Kpatles@neumc.org

2021 Pastor's Share

The Conference will be transitioning to the HealthFlex Exchange for 2021. In order to provide smarter health care to best serve all participants, we will offer full range of coverage options through Health Flex Exchange effective January 1, 2021.

By moving to the HealthFlex Exchange, HealthFlex participants will have more plans to choose from, giving you more control over managing your health and how you pay for it.

Insurance Premium Co-payment for the Pastor will be determined by the plan the Pastor elects. The plan options and their costs will be provided to the Pastor prior to the annual election period October 28th through November 12th.

Wespath HealthFlex Incentive

Pastor and eligible Spouse **must complete** the WebMD Health Quotient (HQ) health risk assessment online by September 30th to avoid a higher deductible in 2021

[Wespath Log In to take HQ](#)



Report of the Finance Committee

The report of the Finance Committee shall be made on this form, or one revised and adapted by the Annual Conference. Numbers in parentheses refer to paragraphs of the 2016 *Book of Discipline*.

Copies of this report should be filed with the recording secretary, pastor, district superintendent and chairperson of the committee on finance

Green Street United Methodist Church Green Street Charge
Many Waters District New England Annual Conference

For the period beginning 16 November 2019 and ending 5 December 2020
DATE OF PRIOR CHARGE CONFERENCE DATE OF CURRENT CHARGE CONFERENCE

I. ORGANIZATION

1.a. Has the committee been organized according to the 2016 *Book of Discipline* (§258.4)? ☐ Yes ☒ No

b. Names of officers?

Chairperson Kathleen Dunford (Church Board) Vice Chairperson _____
Treasurer(s) Susan Pattershall, Tammy Roberts, Kimberly Mills, Ardyce Robbin Financial Secretary Debora Polzella

II. BUDGET AND COMMITMENT PLAN

2.a. Has the committee submitted to the Church Council, or its equivalent, a complete budget for the ensuing year? ☒ Yes ☐ No

If not, why not?

b. Did the committee give the Church Council an opportunity to request financial support for recommended ministries (§258.4)? ☒ Yes ☐ No

If not, why not?

3. How frequently does the Financial Secretary/Treasurer send members and contributors regular reports of their giving?

☐ Monthly ☐ Quarterly ☒ Semi-annually ☐ Annually ☐ No, we do not send reports

4. Is giving by individual participants in the local church regularly reviewed? ☒ Yes ☐ No;

If not, why not?

5. What are the plans for raising sufficient income to meet the budget adopted by the Church Council (§258.4)?

Sustainable Budget Task Force created to recommend a 3-year finance plan to the Church Board to wean Green Street from Conference support. New ministries under consideration include a clothes closet ministry, a contemplative Christian subscription ministry, and finding a ministry partner for the Upper Room of the Wesley Center.

6. Does the Financial Secretary/Treasurer report regularly to the Church Council on the giving trends in the church/charge? ☒ Yes ☐ No

If not, why not?

III. THE HANDLING OF CHURCH FUNDS

7. Does the Treasurer regularly make reports to the Committee on Finance and the Church Council on the financial position of the church (¶258.4b)? ☒ Yes ☐ No

If not, why not?

8. Are all benevolences and other connectional funds remitted monthly to the conference treasurer (¶258.4b)?

☐ Yes ☒ No

If not, why not?

Tight cash flow sometimes makes this difficult. This year year we are more up to date than other years thanks to Mission-Share Relief.

9.a. What bank(s) have been designated by the Church Council as a depository (¶258.4d)?

Camden National Bank

Kennebec Savings Bank

b. Are all accounts FDIC insured and in amounts at or below the current FDIC insurable limit? ☒ Yes ☐ No

If not, why not?

c. Are all accounts in the name of the church? ☒ Yes ☐ No

If not, why not?

10.a. Has the committee established written financial policies to document the internal controls of the local church (¶258.4d)? (*Attach as a supplement.*) ☐ Yes ☒ No

b. Have these policies been reviewed by the committee and found to be adequate and effective (¶258.4d)?

☐ Yes ☒ No

11. Are the church offerings counted by a counting committee in accordance with the mandates of the Discipline (¶258.4a)? ☒ Yes ☐ No

If not, why not?

12. Are all funds deposited promptly in accordance with procedures developed by the Committee on Finance (¶258.4a, d)? ☒ Yes ☐ No

If not, why not?

13. Are financial officers of the church bonded (¶258.4b)? ☐ Yes ☒ No

If not, why not?

We have been told that bond was unnecessary.

14.a. Have the financial records of the church and all its organizations been audited for the prior fiscal year (¶258.4c)? ☒ Yes ☐ No

b. If not, why not?

c. Were there any recommendations or exceptions? ☒ Yes ☐ No

d. If there were recommendations or exceptions, how has the church addressed them?

The Church Board referred the auditor's report and recommendations to the Treasurers and Financial Secretary, who are to review them and report back to the Board with a plan to either meet the recommendations or to provide an alternative to the recommendations.

Signed _____

Printed Name: Susan Pattershall, Operating Treasurer

Date: _____

Green Street United Methodist Church

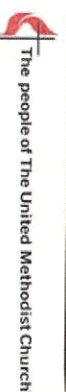
Report of the Finance Committee 2017-2020

Prepared and edited by the General Council on Finance and Administration and authorized as the official form for this purpose.

Green St UMC Missions Team Treasurer's Report

November 10, 2020

Our Faith In Action.



2020 Undesignated Income

	Estimated	Actual
First Sunday Loose Offering	100.00	75.75
Card Fundraisers	50.00	24.15
Other, misc.	50.00	29.05

Undesignated Revenue, Total 200.00 128.95

2019 Undesignated Expenses Budgeted Actual

Total

Special Collections	
NEC Human Relations, Jan.	60.00
NEC UMCOR, March	-
NEC Native American, April	-
NEC Peace with Justice, June	25.00
NEC World Communion, Oct.	25.00
NEC Student Day, Nov.	-
NEC COVID, UMCOR	475.00
NEC UMCOR, wildfires	150.00
Total	735.00



2020 Designated Income

	2019 Balance Forwarded	2020 Estimated Income	Actual Income
NEC NEC/Other Special Collections	-	750.00	735.00
L Adult Mission Trip	627.37	450.00	600.00
L Angel Food Suppers	1,183.26	500.00	199.69
L Augusta Food Bank	-	500.00	323.88
L Garden Give Away	227.81	-	-
L Local Benevolence	860.46	300.00	125.00
L Thanksgiving Dinner	638.99	250.00	-
L United Way, Kennebec Valley	-	-	250.00

	2020 Estimated Expenses	2020 Actual Expenses	Available Desig. Funds
NEC Conference Specials	750.00	735.00	-
L Adult Missions	500.00	175.00	1,052.37
L Angel Food Suppers	500.00	107.29	1,275.66
L Augusta Food Bank	500.00	323.88	-
L Garden Give Away	-	-	227.81
L Local Benevolence	300.00	300.00	685.46
L Thanksgiving Dinner	400.00	-	638.99
L United Way, Kennebec	-	250.00	-

Designated Revenues, Totals 3,537.89 2,750.00 2,233.57 Designated Expenses, Totals 2,950.00 1,641.17 3,880.29

Total 2020 Estimated Income 2,950.00

Total 2020 Actual Income 2,362.52

Total 2020 Estimated Expenses 2,950.00

Total 2020 Actual Expenses 1,641.17

Checking Acct Balance \$ 6,554.33 11/04/2020

Available Undesignated Funds \$ 2,674.04

The Missions Team hasn't voted on a budget this year, this "budget" is the treasurer's best estimates of expected income and expenses based on budgets from previous years and the changes in giving brought about by the pandemic.

Memorial Gifts 2019

Beginning Balance \$ 5856.13

Deposits

1. Memorial Donations \$ 1740.00
2. Easter Flower Donations \$ 443.00
3. Interest Accrued \$ 3.51

Expenditures

1. Malmark Bell Craftsmen \$ 64.45
2. Malmark Bell Craftsmen \$ 173.88
3. Kimberly Mills \$ 163.35
2019 Easter Flower Supplies
4. Trisha Webb \$ 85.97
5. Bank check \$ 4.00

GREEN STREET UNITED METHODIST CHURCH
REPORT OF THE TREASURER OF THE TRUSTEE ACCOUNTS

September 2, 2020

SAVINGS

BRAGG MONEY MARKET FUND

Initial Deposit (2/28/2020)	100,000.00
interest (rate of 0.1%)	57.80
9/1/2020 Ending Balance	<u>100,057.80</u>

BRIDGE FUND

Balance on Hand 1/1/2020	1,345.68
Income	
interest	0.31
dividends (1/2020 & 7/2020 from Doliber Fur	16.57
Expenses	
Transfer to Operating Account for Zoom and One License	(384.21)
Leadership Institute 6 Registrations	(294.00)
Soul Reset expenses (up to \$1300):	
Books	(604.50)
9/1/2020 Ending Balance	<u>79.85</u>

BUILDING FUND

Balance on Hand 1/1/2020	16,759.03
Deposits	
interest	11.59
1/26/2020 deposit Bridge bequest	29,640.00
Monthly thru August Donation	805.00
Furnace/Chimney <i>Total</i>	1,675.00
Reimbursement from Conf.	9,545.00
Expenses	
ADT & Sprinkler System Inspection	(707.50)
Install/Replace Backflow Device	(420.00)
Furnace/Chimney Chimney Cleaning	(1,200.00)
Aug Nat Gas (Furnace	
Furnace/Chimney work due to squirrels)	(505.00)
Tribou bequest to CE	(8,000.00)
Copier replacement (Bridge bequest)	(5,295.00)
Transfer for New Lawn mower	(151.10)
Purchase of new laptop (Bridge bequest)	(1,085.06)
Purchase of new WIFI for church (Bridge bequest)	(526.45)
Roof repair - Burkes Roofing (Bridge bequest)	(5,253.00)
9/1/2020 Ending Balance	<u>35,292.51</u>

BUILDING FUND BREAKOUT

Tribou bequest on hold	2,000.00
Bridge remaining bequest on hold	17,480.49
Reimbursement from conference for property insurance	9,545.00
Building & Capital <i>includes budget items</i>	5,019.15
Steeple Lights/Locks	51.83
Stove Fund	64.47
Security	158.29
Upper Room/3rd floor	787.79
Interest Earnings	11.59
Balance	<u>6,093.12</u>

BUILDING FUND BUDGET

	Budget	Actual
Board 2/2020	2,000.00	
Furnace/Chimney		30.00

INVESTMENTS

Year to Date

RESTRICTED TRUST FUND (Raymond James)

1/1/2020	187,612.95
YTD income	1,927.24
YTD expense	(1,474.08)
YTD withdrawals	(785.00)
YTD deposits	94.34
YTD change in value	(5,394.44)
7/31/2020	<u>181,981.01</u>

BRIDGE FUND (Raymond James)

1/1/2020	487,042.64
YTD deposits/trades	162.86
YTD income	7,652.31
YTD expense	(3,781.79)
YTD withdrawals/trades	-
YTD change in value	(29,192.68)
7/31/2020	<u>461,883.34</u>
principal reserve 01/01/20	284,557.68

FIFIELD TRIBOU FUND (Raymond James)

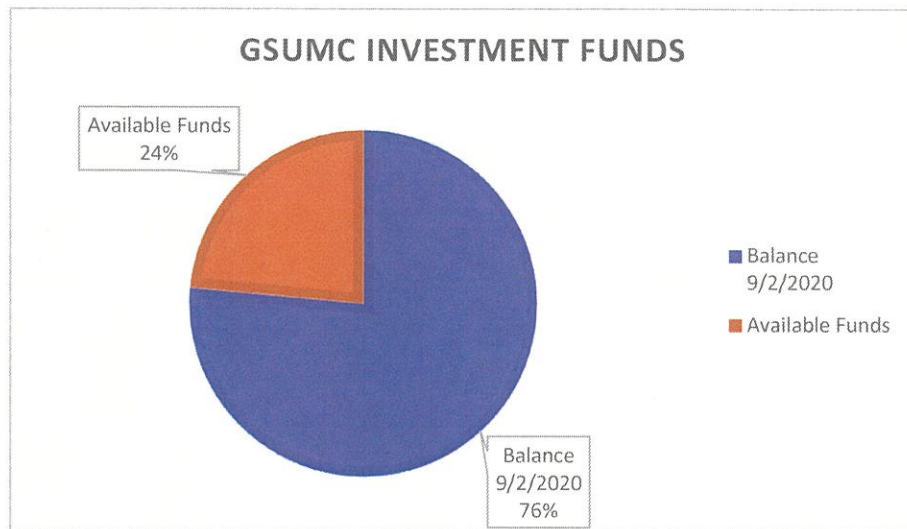
1/1/2020	10,379.08
YTD income	124.54
YTD deposit	7.94
YTD withdrawals	-
YTD change in value	269.85
7/31/2020	<u>10,781.41</u>

HALCYON ROBERTS FUND (Raymond James)

1/1/2020	251,103.05
YTD income	3,526.10
YTD expense	(1,756.63)
YTD deposits	926.09
YTD change in value	(5,167.95)
7/31/2020	<u>248,630.66</u>
Restricted Principal	180,002.42
Unrestricted balance	68,628.24
	<u>248,630.66</u>

Original Bridge Bequest	29,640.00
Expenses	(12,159.51)
Remaining	<u>17,480.49</u>

SUMMARY OF GSUMC INVESTMENT FUNDS					
RAYMOND JAMES FUNDS	Balances				Available Funds
	1/1/2020	4/5/2020	7/31/2020	9/2/2020	9/2/2020
Restricted Trust Fund	187,612.95	154,941.14	181,981.01	190,220.89	8,208.00
Bridge Fund	487,042.64	398,890.70	461,883.34	473,417.29	188,859.61
Fifield Tribou Fund	10,379.08	9,238.42	10,781.41	11,081.45	11,081.45
Halcyon Roberts Fund	251,103.05	206,759.85	248,630.66	259,798.02	79,795.60
<i>Total</i>	<i>936,137.72</i>	<i>769,830.11</i>	<i>903,276.42</i>	<i>934,517.65</i>	<i>287,944.66</i>



GREEN STREET UNITED METHODIST CHURCH
REPORT OF THE TREASURER OF THE TRUSTEE ACCOUNTS
11/2020 SUMMARY OF ENDOWMENTS AND INVESTMENTS

	Balance 10/30/2020	Restricted Principal	Available Funds
RAYMOND JAMES INVESTMENT			
Restricted Trust Fund	173,733.75	173,733.75	0
Bridge Family Memorial Fund	456,326.08	284,557.68	171,768.40
Fifield Tribou Fund	11,032.83	0	11,032.83
Halcyon Roberts Fund	250,656.99	180,002.42	70,654.57
<i>Total</i>	<i>891,749.65</i>	<i>638,293.85</i>	<i>253,455.80</i>

CAMDEN NATIONAL BANK	Balance 10/30/2020	Restricted	Designated	Available Funds	Notes
Bragg Bequest (Money Market Account)	100,074.75	0	50,000.00	50,074.75	Funds designated for renovations to support rental of upper room of Wesley Center.
John Bridge Bequest (Held in Building Fund Account)	13,978.74	0	3,501.75	10,476.99	Funds designated for estimated cost of Efficiency Maine Small Business Initiative - energy efficiency retrofit.
Marjorie Tribou Bequest (Held in Building Fund Account)	2,000.00	0	-	2,000.00	Remainder of bequest intended to be used in memory of Marjorie. Specific designation yet to be determined.

	Balance 10/30/2020
CAMDEN NATIONAL BANK	
Doliver Fund	700.00

Bequest Funds received in 2020	Original Value	Note
John Bridge	29,640.00	Accepted at special Church Conference on Sunday March 1, 2020.
Beatrice Bragg	100,000.00	Accepted at special Church Conference on Sunday March 1, 2020.
Halcyon Roberts	824.80	Third & final check from estate

Green Street United Methodist Church - Augusta ME
Treasurer's Report as of November 2020

Wednesday, November 4, 2020

Account # Account Name

Period Activity Monthly Budget YTTD Balance Annual Budget Annual Budget Remaining

Page 1 of 4

Income

Sunday Collections

401.115	Current Year Pledge	0	5,357	55,424	64,280	8,855
401.198	Year End Gift	0	417	0	5,000	5,000
401.201	Non-pledgers	0	1,058	12,219	12,700	480
401.302	Loose Change Offering	0	0	202	0	(202)
401.701	Initial Offering	0		2		
	Sunday Collections	\$0	\$6,832	\$67,847	\$81,980	\$14,134

Fundraisers

401.502	Pie Auction	0	63	0	750	750
401.506	Fundraisers - Other	0	0	10	0	(10)
401.509	Hannaford Card Program	0	152	1,100	1,820	720
401.601	Fuel Days	0	109	1,252	1,302	50
401.705	Building Use	0	43	513	513	(0)
	Fundraisers	\$0	\$367	\$2,875	\$4,385	\$1,509

Holidays

401.402	Lenten	0		50		
401.403	Easter	0		165		
401.404	Thanksgiving	0		125		
	Holidays	\$0	\$68	\$340	815	\$475

Grants

401.132	Strategic Grant	0	833	8,300	10,000	1,700
401.133	Perry Rich Grant	0	1,979	11,871	23,742	11,871
	Grants	\$0	\$2,812	\$20,171	\$33,742	\$13,571

Transfers

401.804	Transfer from Trustees	0	0	8,785	4,500	(4,285)
	Transfers	\$0	\$0	\$8,785	\$4,500	(\$4,285)

Misc Income

401.200	Annuity Giving	0	0	5,000	2,500	(2,500)
401.708	Repay office Expense	0		8,298		
401.710	Bible Study	0		74		
401.805	Earned Interest	0		5		
	Misc Income	\$0	\$0	\$13,379	\$2,500	(\$2,500)

405.302	Loose-1st Sunday	0		75		
410.407	Peace with Justice	0		25		
410.408	Worlds Communion	0		25		

Green Street United Methodist Church - Augusta ME
Treasurer's Report as of November 2020

Wednesday, November 4, 2020

Account # Account Name

Period Activity Monthly Budget YTTD Balance Annual Budget Annual Budget Remaining

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410.411	Human Relations Day	0		60			
410.415	Angels Food Suppers	0		229			
410.430	Other Conference Collections	0		325			
450.455	Food bank	0		100			
450.456	Local Benevolence	0		250			
450.460	Souper Bowl	0		223			
450.469	Greeting Card Fundraiser	0		24			
450.470	Adult Mission Trip	0		600			
450.499	Other Local Missions	0		375			
460.116	Building Fund2017	0		31,640			
460.118	Building Fund - 2019	0		610			
Total Income		\$0	\$10,079	\$147,961	\$127,922	\$22,904	

Expense

Pastor Salary & Benefits

501.201	Pastor Salary (ps)	0	2,805	28,481	33,658	5,176	
501.202	Pastors PIP (ps)	370	370	4,134	4,440	306	
501.203	Pastors Pension	0	757	6,057	9,086	3,028	
501.204	Pastors Health Insurance	0	0	12,176	9,132	(3,044)	
501.205	Pastors Health Insurance Co-pay (ps)	0	250	2,000	3,000	1,000	
501.206	Pastors Flex - Medical (ps)	0	25	200	300	100	
501.207	Pastor Reimbursement	0	267	500	3,200	2,700	
501.212	Furnishing Allowance (ps)	0	250	2,500	3,000	500	
Pastor Salary & Benefits		\$370	\$4,724	\$56,049	\$65,816	\$9,766	

Parsonage

501.210	Parsonage Fuel	0	201	1,678	2,409	730	
501.213	Parsonage Taxes	0	216	2,586	2,589	2	
Parsonage		\$0	\$417	\$4,264	\$4,998	\$733	

Parsonage Utilities

501.214	Parsonage Internet & Phone	0	118	1,097	1,410	312	
501.215	Parsonage Electricity	0	37	356	447	90	
501.216	Parsonage Water & Sewer	46	45	453	535	81	
Parsonage Utilities		\$46	\$200	\$1,908	\$2,392	\$483	

Other Staff

501.301	Organist	0	842	7,700	10,108	2,408	
501.302	Custodian	0	815	8,448	9,784	1,336	
501.304	Administrative Assistant	0	1,628	16,323	19,535	3,211	

Green Street United Methodist Church - Augusta ME
Treasurer's Report as of November 2020

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Account # Account Name

Period Activity Monthly Budget YTD Balance Annual Budget Annual Budget Remaining

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501.305	Nursery Caregiver	0	130	1,356	1,560	203
501.306	Workers Comp	119	105	524	1,260	735
501.308	Choir Director	0	106	1,015	1,276	260
501.601	Payroll Expenses/FICA	0	642	5,826	7,706	1,879
	Other Staff	\$119	\$4,268	\$41,194	\$51,229	\$10,034

Building						
501.402	Parking Contract	0	233	1,800	2,800	1,000
501.404	Maintenance Supplies	73	83	516	1,000	483
501.405	Church/Parsonage PLOWING	0	83	726	994	268
501.409	Church Heating/Gas	0	714	7,532	8,567	1,034
	Building	\$73	\$1,113	\$10,575	\$13,361	\$2,785

Church Utilities						
501.410	Church Internet & Phone	144	137	1,526	1,640	113
501.411	Church Electricity	200	291	2,680	3,494	813
501.412	Church Water & Sewer	297	301	2,949	3,608	658
501.413	Church OneCall	0	35	346	418	71
	Church Utilities	\$641	\$764	\$7,503	\$9,160	\$1,656

Building Maintenance						
501.513	Church Fire Alarm	0	35	982	417	(565)
501.514	Organ	0	81	375	976	601
501.515	Elevator	0	138	1,654	1,660	5
501.516	Sprinkler	0	33	1,488	400	(1,088)
501.517	Boiler Maintenance	0	144	2,395	1,729	(666)
501.518	Church repairs	0	160	240	1,922	1,681
	Building Maintenance	\$0	\$591	\$7,136	\$7,104	(\$32)

Office						
501.406	Computer Software Upgrade	0	35	0	420	420
501.501	Communications/Postage/Web	275	92	1,265	1,100	(165)
501.502	Office Supplies	37	60	566	715	148
501.503	Advertising	0	106	779	1,266	486
501.507	Bank Fees - Vanco	0	37	165	442	276
501.510	Copier Contract	0	102	1,226	1,227	0
	Office	\$312	\$432	\$4,004	\$5,170	\$1,165

Ministry						
501.504	Worship	14	44	114	530	415
501.505	Music-Combined	0	51	256	607	350

Wednesday, November 4, 2020

Account # Account Name

Green Street United Methodist Church - Augusta ME
Treasurer's Report as of November 2020

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	Annual Budget Remaining
501.506	Christian Education	0	29	139	350	210
501.509	Stewardship/Evangelism	0	8	0	100	100
501.511	New Ministries	0	38	0	450	450
501.512	Banner Ministry	0	11	0	130	130
	Ministry	\$14	\$181	\$510	\$2,167	\$1,656
501.101	Mission Shares Fund 1	961	0	3,844	2,883	(961)
501.102	Mission Shares Fund 2	0	0	0	2,943	2,943
501.103	Mission Shares Fund 3	1,384	0	5,418	8,067	2,649
501.560	Audit Fees	175	0	175	200	25
	Total Expense	\$4,099	\$12,690	\$142,583	\$175,490	\$32,906
	Difference	(\$4,099)	(\$2,611)	\$5,378	(\$47,568)	

Category Summary

as adopted by Church Board, 10 November 2020

Sum. Code	Expense Categories	2020 budget	2021 budget	Notes
M	Ministry & Outreach	\$ (4,966.00)	\$ (3,730.65)	Shift to rely on donations.
A	Mission Shares	\$ (27,784.00)	\$ (29,173.20)	Full apportioned value of our Mission-Share obligation.
B	Green Street Building	\$ (38,752.00)	\$ (39,149.60)	
P	Pastor	\$ (82,337.97)	\$ (84,671.04)	All spending on salary, benefits, and housing.
L	Lay Staff	\$ (52,481.00)	\$ (42,269.51)	Corrected tax estimates and 10% reduction in Lay Staff spending.
O	Overhead & Misc.	\$ (3,123.84)	\$ (3,071.69)	
	subtotal	<u>\$(209,444.81)</u>	<u>\$(202,065.69)</u>	
Sum. Code	Regular Income Categories	2020 budget	2021 budget	Notes
CR	from Congregation	\$ 77,795.00	\$ 79,350.90	Pledges, other Sunday and Holiday collections, loose-change offerings.
FR	from Fundraisers	\$ 3,882.00	\$ 5,621.40	Pie Auction, Hannaford Cards, Fuel Days & Ministry Hours, etc.
AR	from Ancestors	\$ 5,010.00	\$ 5,010.20	Annuity Giving, Interest Earned
MR	from Ministry	\$ 1,469.00	\$ 1,498.38	Concerts, Bible Studies, Spiritual Life Center
OR	from Other Sources	\$ 513.00	\$ 750.00	Status quo Building Use (not leases from Upper Room Task Force).
CP	from Cooperative	\$ 10,000.00	\$ 20,000.00	Cooperative Parish Stipend
	subtotal	<u>\$ 98,669.00</u>	<u>\$ 112,230.88</u>	
	less Expenses	\$ (209,444.81)	\$ (202,065.69)	
	Structural Shortfall	<u>\$(110,775.81)</u>	<u>\$(89,834.81)</u>	
Sum. Code	Extraordinary Support Categories	2020 budget	2021 budget	Notes
CE	from Congregation	\$ 5,000.00	\$ 5,100.00	Year-end appeal
FE	from Fundraisers	\$ -	\$ -	Asset sales, Special Campaigns
AE	from Ancestors	\$ 16,993.00	\$ 9,000.00	Use of bequest funds (principal and interest)
NE	from Conference	\$ 52,239.00	\$ 62,508.69	Perry Rich Grant, Minimum Salary Grant, Property-Ins. Waiver, Mission-Share Relief
OE	from Other Sources	\$ 23,161.00	\$ -	PPP Loan/Grant (2020 only)
	subtotal	<u>\$ 97,393.00</u>	<u>\$ 76,608.69</u>	
	less Structural Shortfall	\$ (110,775.81)	\$ (89,834.81)	
	Total (Shortfall)/Surplus	<u>\$ (13,382.81)</u>	<u>\$ (13,226.12)</u>	



Totals of Income Forecasts and Expense Estimates

as adopted by Church Board, 10 November 2020

Line	Sum. Code		2020 BUDGET	2021 REVISION	NOTES
TOTALS					
		<i>Total Income</i>	\$ 196,062.00	\$ 188,839.57	Income continues to drop as Conference support expires. Expenses continue to grow without sacrifices to shrink them. Shortfalls expand rapidly after 2021. Must plan to contain them.
		<i>Total Expenses</i>	\$ (209,444.81)	\$ (202,065.69)	
		(Shortfall)/Surplus	\$ (13,382.81)	\$ (13,226.12)	

Approximate Current Balance	Approved to			
	Cover	Remaining		
	2020 Shortfall	2020 Shortfall		Notes
#N/A	Bridge Family Memorial Fund	\$ 384.21	\$ (12,998.60)	Approved for online evangelism (to license Zoom and obtain Onelicense).
#N/A	New Minimum Salary Grant	\$ 4,600.00	\$ (8,398.60)	Actual amount received from the Commission on Equitable Compensation.
#N/A	Funds in Operating Account	\$ 3,000.00	\$ (5,398.60)	Reduces available cash in Operating Account.
\$ 7,500.00	Memorial Gifts	\$ 5,500.00	\$ -	Would leave about \$2,101.40 in Memorial Gifts.
#N/A	Nonpmt. of Fund 3 M.Shares	\$ 4,034.00	\$ -	Whether this is needed to cover 2020 actuals remains to be seen.

Listed in order to be used.

Approximate Current Balance	Possible 2021			
	Cover	Remaining		
	2021 Shortfall	2021 Shortfall		Notes
#N/A	Subscription Box Ministry	\$ 3,000.00	\$ (10,226.12)	Assumes return of \$5.00/box, averaging 100 boxes every two months.
#N/A	Clothes Closet Ministry	\$ 4,000.00	\$ (6,226.12)	Depends on progress against Covid-19. Would take committed effort.
#N/A	Other Fundraisers	\$ 200.00	\$ (6,026.12)	Depends on progress against Covid-19. Would take some effort.
\$ 10,855.00	Fifield-Tribou Fund	\$ 6,026.12	\$ -	Would leave \$4829 in fund.

Line	Sum. Code	EXPENSES	2020 BUDGET	2021 REVISION	NOTES
		Pastor's Salary and Benefits	\$ 74,948.00	\$ 77,097.00	
501.201	P	Cash Salary*	\$ 33,658.00	\$ 35,019.48	Lines marked * add up to Conference Minimum Salary.
501.202	P	PIP Contrib. (by Pastor)*	\$ 4,440.00	\$ 4,540.00	Pre-tax cash salary, after deducting other items with (*).
501.203	P	Pension Contrib. (by GS)	\$ 9,086.00	\$ 9,189.00	Set by Pastor.
501.204	P	Health Ins. Premiums	\$ 18,264.00	\$ 18,708.00	Set by Conference (this is the discounted amount for using ACH).
501.205	P	Health Ins. Co-pays*	\$ 3,000.00	\$ 2,339.52	Set by Wespeth, based on the plan chosen by the Pastor.
501.206	P	FSA (Medical)*	\$ 300.00	\$ 501.00	Set by Pastor.
501.207	P	Prof'l Reimb. Allowance	\$ 3,200.00	\$ 3,200.00	Set by Conference.
501.212	P	Furnishing Allowance*	\$ 3,000.00	\$ 3,000.00	Set by Pastor.
###.###	P	Annual Leave Pulpit Supply	\$ -	\$ 600.00	\$100/week for 6 weeks to hire supply preachers.
		Parsonage	\$ 4,997.97	\$ 5,102.94	
501.210	P	Parsonage Fuel	\$ 2,408.97	\$ 2,529.42	Assumes a 5% increase over 2020.
501.213	P	Parsonage Prop'ty Taxes	\$ 2,589.00	\$ 2,573.53	Re-calculated by Task Force based on Augusta mill rate and assessed value.
		Parsonage Utilities	\$ 2,392.00	\$ 2,471.10	
501.214	P	Parsonage Internet & Phone	\$ 1,410.00	\$ 1,440.00	Increase in 2021 because of full-year cell phone.
501.215	P	Parsonage Electric	\$ 447.00	\$ 469.35	Assumes a 5% increase from 2020.
501.216	P	Parsonage Water & Sewer	\$ 535.00	\$ 561.75	Assumes a 5% increase from 2020.
		Lay Staff	\$ 52,481.00	\$ 42,269.51	
###.###	L	<i>All Lay Staff (wages)</i>	<i>\$ 42,263.00</i>	<i>\$ 38,036.70</i>	10% reduction from 2020.
501.301	#N/A	Organist (Stipend)	\$ 10,108.00	\$ -	Does not set wages and hours (rec. must come from SPRC).
501.302	#N/A	Maintenance Custodian (Hourly)	\$ 9,784.00	\$ -	Does not set wages and hours (rec. must come from SPRC).
501.304	#N/A	Administrative Ass't (Hourly)	\$ 19,535.00	\$ -	Does not set wages and hours (rec. must come from SPRC).
501.305	#N/A	Nursery Caregiver (Hourly)	\$ 1,560.00	\$ -	Does not set wages and hours (rec. must come from SPRC).
501.306	L	Workers' Compensation	\$ 1,260.00	\$ 1,323.00	Assumes 5% increase from 2020.
501.308	#N/A	Choir Director (Stipend)	\$ 1,276.00	\$ -	Does not set wages and hours (rec. must come from SPRC).
501.601	L	Payroll Expenses/FICA	\$ 7,706.00	\$ 2,909.81	Calculated by Task Force for 2021 (7.65% of total lay-staff spending).
###.###	L	State taxes	\$ 390.00	\$ -	Should be zero (churches don't pay unemployment tax.)
###.###	L	IRS Quarterly	\$ 862.00	\$ -	Should be zero (income taxes come from wages, FICA taxes from FICA line.)

Expense Estimates

as adopted by Church Board, 10 November 2020

Line	Sum. Code	EXPENSES	2020 BUDGET	2021 REVISION	NOTES
		Green Street Building (GSB)	\$ 22,906.00	\$ 23,511.30	
501.402	B	GSB Parking Contract	\$ 2,800.00	\$ 2,400.00	Return to schedule for 2021 (2020 included arrearage payments).
501.404	B	GSB Maintenance Supplies	\$ 1,000.00	\$ 1,050.00	
501.405	B	GSB/Parsonage Plowing	\$ 994.00	\$ 1,043.70	
501.407	B	GSB Property Insurance	\$ 9,545.00	\$ 10,022.25	
501.409	B	GSB Heating/Gas	\$ 8,567.00	\$ 8,995.35	Assumes 5% increase from 2020.
		GSB Utilities	\$ 9,295.00	\$ 8,759.75	
501.410	B	GSB Internet & Phone	\$ 1,640.00	\$ 1,722.00	Assumes 5% increase from 2020.
501.411	B	GSB Electric	\$ 3,494.00	\$ 2,668.70	Assumes 5% increase less \$1,000/year in savings from LED change-over.
501.412	B	GSB Water & Sewer	\$ 3,608.00	\$ 3,788.40	Assumes 5% increase from 2020.
501.413	M	OneCall	\$ 418.00	\$ 438.90	Assumes 5% increase from 2020.
###.###	M	Zoom	\$ 135.00	\$ 141.75	Assumes 5% increase from 2020.
		GSB Maintenance	\$ 7,104.00	\$ 7,459.20	
501.513	B	Fire Monitoring	\$ 278.00	\$ 291.90	Assumes 5% increase from 2020.
501.514	B	Organ	\$ 976.00	\$ 1,024.80	Assumes 5% increase from 2020.
501.515	B	Elevator	\$ 1,660.00	\$ 1,743.00	Assumes 5% increase from 2020.
501.516	B	Sprinkler	\$ 400.00	\$ 420.00	Assumes 5% increase from 2020.
501.517	B	Boiler Maintenance	\$ 1,729.00	\$ 1,815.45	Assumes 5% increase from 2020.
501.518	B	GSB Repairs	\$ 1,922.00	\$ 2,018.10	Assumes 5% increase from 2020.
###.###	B	Fire extinguisher inspection	\$ 139.00	\$ 145.95	Assumes 5% increase from 2020.
		Office	\$ 5,349.84	\$ 5,821.69	
501.406	O	Computer Software	\$ 400.00	\$ 420.00	Assumes 5% increase from 2020.
501.501	M	Comm's/Postage/Web	\$ 1,100.00	\$ 1,250.00	Larger increase to support stronger outreach.
501.502	O	Office Supplies	\$ 715.00	\$ 750.75	Assumes 5% increase from 2020.
501.503	M	Advertising	\$ 1,266.00	\$ 1,500.00	Larger increase to support stronger outreach.
501.507	O	Bank Fees/VANCO	\$ 442.00	\$ 464.10	Assumes 5% increase from 2020.
501.510	O	Copier Contract	\$ 1,226.84	\$ 1,226.84	Assumed constant.
501.560	O	Audit Fees	\$ 200.00	\$ 210.00	Assumes 5% increase from 2020.

Line	Sum. Code	EXPENSES	2020 BUDGET	2021 REVISION	NOTES
		Ministry & Misc.	\$ 2,187.00	\$ 400.00	
501.307	O	Ann. Conf. Delegate	\$ -	\$ -	Relies on donations.
501.504	M	Worship	\$ 410.00	\$ 200.00	
501.505	M	Music	\$ 607.00	\$ -	Relies on donations.
501.506	M	Christian Ed.	\$ 350.00	\$ 200.00	
501.509	M	Stewardship/Evangelism	\$ 100.00	\$ -	Relies on donations.
501.511	M	New Ministries	\$ 450.00	\$ -	Relies on donations.
###.###	M	Banner Ministry	\$ 130.00	\$ -	Relies on donations.
501.508	O	Misc.	\$ 140.00	\$ -	Relies on donations.
501.101	A	Mission Shares	\$ 27,784.00	\$ 29,173.20	Assumes 5% increase from 2020.
	A	Mission Shares Fund 1	\$ 5,765.00	\$ 6,053.25	Fund 1 not subject to relief.
	A	Mission Shares Fund 2	\$ 5,885.00	\$ 6,179.25	Expected Fund 2 relief counted as income.
	A	Mission Shares Fund 3	\$ 16,134.00	\$ 16,940.70	Expected Fund 3 relief counted as income.
###.###	P	Escrowed Expenses	\$ -	\$ -	Section is new Task-Force recommendation.
###.###	P	Pastor's Moving Expenses	\$ -	\$ -	\$3,000/5 years.
###.###	P	Pastor's Long-term Leave Supply	\$ -	\$ -	\$800/3 years.
###.###	B	Sprinkler Testing/Inspection	\$ -	\$ -	\$650/3 years.
###.###	P	Parsonage Maintenance/Escrow	\$ -	\$ -	Based on New England Conference guidelines and tax-assessed value.
		Total Expenses	\$ 209,444.81	\$ 202,065.69	
		Change from 2020	#N/A	\$ (7,379.12)	Without more effort, expenses will continue to grow.

Income Forecasts

as adopted by Church Board, 10 November 2020

Line	Sum. Code	INCOME	2020 BUDGET	2021 REVISION	NOTES
401.115	CR	Sunday Collections	\$ 81,980.00	\$ 83,619.60	Section assumes 2% increase from 2020.
401.198	CE	Pledges	\$ -	\$ 60,000.00	Estimate based on section total.
401.201	CR	Year-end Gift	\$ 5,000.00	\$ 5,100.00	Assumes 2% increase from 2020.
401.302	CR	Identified Givers (Non-pledged)	\$ 76,980.00	\$ 16,500.00	Estimate based on section total.
		Loose-change Offering (no ID)	\$ -	\$ 2,019.60	Estimate based on section total.
401.502	FR	Fundraisers	\$ 4,395.00	\$ 6,371.40	
401.506	FR	Pie Auction	\$ 750.00	\$ 765.00	Assumes 2% increase from 2020.
401.509	FR	Fundraisers (Other)	\$ 10.00	\$ -	Does not rely on a fundraising team.
401.601	FR	Hannaford Card Program	\$ 1,820.00	\$ 1,856.40	Assumes 2% increase from 2020.
401.602	FR	Fuel Days	\$ 1,302.00	\$ 1,500.00	Assumes two 30-day challenges at \$25/day.
401.705	OR	Ministry Hours	\$ -	\$ 1,500.00	Assumes two 30-day challenges at \$25/day.
####.###	OR	Building Use (Licensed Users)	\$ 513.00	\$ 750.00	Estimate based on suspected interest voiced by Board members.
####.###	MR	Building Use (Leased Spaces)	\$ -	\$ -	
####.###	MR	Subscription Boxes	\$ -	\$ -	
####.###	MR	Bell Concerts	\$ -	\$ -	Does not rely on box sales (until discernment is complete).
401.401	CR	Special Holiday Offerings	\$ 815.00	\$ 831.30	Section total assumes 2% increase from 2020.
401.402		Ash Weds./M. Thurs./Good Fri.	\$ -	\$ 75.00	Estimate based on section total.
401.403		Lent	\$ -	\$ 40.00	Estimate based on section total.
401.404		Easter	\$ -	\$ 300.65	Estimate based on section total.
401.405		Thanksgiving	\$ -	\$ 75.00	Estimate based on section total.
401.406		Advent	\$ -	\$ 40.00	Estimate based on section total.
		Christmas	\$ -	\$ 300.65	Estimate based on section total.
401.132	NE	Grants	\$ 28,742.00	\$ 37,836.84	
401.133	NE	Equitable Compensation	\$ 5,000.00	\$ 13,620.00	Amount based on CEC rules. (Assumes Green Street receives full award.)
####.###	OE	Perry Rich Grant	\$ 23,742.00	\$ 24,216.84	Assumes 2% increase from 2020.
####.###		Your Choice Grant	\$ -	\$ -	

Income Forecasts

as adopted by Church Board, 10 November 2020

Line	Sum. Code	INCOME	2020 BUDGET	2021 REVISION	NOTES
401.712	AE	Transfers from Fifield-Tribou fund from Missions Treasurer from Restricted Trust Fund	\$ 8,993.00	\$ 9,000.00	Previously approved as emergency funds. Value = \$10,855 as of 9/30/2020. Zeroed out to save missions money for specific missions work. Task-Force estimate based on market conditions.
401.802	CE		\$ -	\$ -	
401.804	AE		\$ 8,993.00	\$ 9,000.00	
401.200	AR	Misc. Income	\$ 6,479.00	\$ 6,508.58	Assumed constant.
401.512	AR	Annuity Giving	\$ 5,000.00	\$ 5,000.00	
401.708	MR	Property Insurance Dividend	\$ -	\$ -	
401.710	MR	Repay Office Exp. to members	\$ 1,469.00	\$ 1,498.38	Assumes 2% increase from 2020.
401.805	AR	Bible Study	\$ -	\$ -	Assumes 2% increase from 2020.
		Interest Earned	\$ 10.00	\$ 10.20	
		Unclassified Income	\$ -	\$ -	
401.101	AE	Prior-Year Carryforward	\$ -	\$ -	Preserves cash for Prudent Minimum Balance recommendation.
401.510	MR	Spiritual Life Center	\$ -	\$ -	Awaiting discernment on the future of this ministry.
####.###	OE	Other Inflows	\$ 64,658.00	\$ 44,671.85	Will not repeat in 2021. Assumes no changes to Cooperative Parish arrangement. Matches cost on expense page. Assumes maximum relief amount: 100% of Fund 2 and 50% of Fund 3.
####.###	CP	PPP Loan Proceeds	\$ 23,161.00	\$ -	
####.###	NE	Randolph UMC Stipend	\$ 10,000.00	\$ 20,000.00	
####.###	NE	Property Insurance Relief	\$ 9,545.00	\$ 10,022.25	Assumes maximum relief amount: 100% of Fund 2 and 50% of Fund 3.
####.###	NE	Mission-Share Relief	\$ 13,952.00	\$ 14,649.60	
####.###	AE	Marjorie Tribou Bequest	\$ 8,000.00	\$ -	
		Total Income	\$ 196,062.00	\$ 188,839.57	Must make up decreases with new revenue or else cut costs.
		Change from 2020	#N/A	\$ (7,222.43)	

Preliminary* 2020 Lay Leadership Report

FROM THE COMMITTEE ON NOMINATIONS AND LEADERSHIP DEVELOPMENT
TO THE CHARGE CONFERENCE, GREEN STREET UNITED METHODIST CHURCH

Church Board (Church Council, Committee on Finance, and Board of Trustees)

Term Expires 2021	Term expires 2022	Term expires 2023
Valerie Gallagher	Kathleen Dunford, <i>Chair</i>	
David Robbin	Tina Noble	
Tammy Roberts	Lori Webber	
	Ardyce Robbin, <i>Recording Secretary</i> (no vote)	

Committee on Nominations and Leadership Development

Term Expires 2021	Term expires 2022	Term expires 2023
Jessa Mitchell	Donna Alexander	
Beverly St. Amand	Mary Saunders	

Committee on Staff–Parish Relations

Term Expires 2021	Term expires 2022	Term expires 2023
Sarah Barnum	Judy Adams	Gary Alexander
Evelyn Horstman	Susan Cross	
David Robbin, <i>Chair</i>	Sally Joy	

Lay Officers

Lay Leader and Annual Conference Delegate: (term expires 2021)	Valerie Gallagher	Membership Secretary: (no set term)	Pat Gelinas
Jesse Lee Cluster Rep: (no set term)	Sally Joy		
		Financial Secretary: (term expires 2021)	Deb Polzella
Memorial Gifts Treasurer: (term expires 2021)	Kimberly Mills	Counters: (no set term)	Bessie Goudreau Elsie Ware
Missions Treasurer: (term expires 2021)	Ardyce Robbin	Counters: (no set term)	Emma Roberts Tammy Roberts
Operating Treasurer: (term expires 2021)	Susan Pattershall	Counters: (no set term)	Lori Webber Tom Webber
Trustees' Treasurer: (term expires 2022)	Tammy Roberts	Counters: (no set term)	Susan Pattershall Terri Williamson

*Updates will be shared live during Church Conference.

CERTIFIED LAY SERVANT
ANNUAL REPORT TO THE CHARGE CONFERENCE
Initial Application or Request for Renewal



Report for year ending 2020

SECTION I: DATA ON THE LAY SERVANT

Name (Mrs. ☐ Ms. ☒ Mr. ☐) Sally Joy
Address 16 Riverton Street City/State/Zip Augusta, ME 04330
Telephone (207) 622-7637 E-mail srjoy43@gmail.com
Name of District Many Waters
Name of Church Green Street UMC
Church Address 13 Green Street City/State/Zip Augusta, ME 04330
Church Telephone (207) 622-0843

SECTION II: STATUS OF THE LAY SERVANT

☐ **For initial application** as a Certified Lay Servant

1. What year did you complete your Basic Course? _____
2. What year did you complete your Advanced Course? _____
3. What was the title of your Advanced Course? _____

☒ **For renewal** as a Certified Lay Servant

1. What year did you complete your last Advanced Course? 2019
2. What was the title of your last Advanced Course? Aging & Ministry in the 21st Century

SECTION III: REQUEST OF THE LAY SERVANT

I request recommendation of my pastor and my church council/charge conference to begin/renew as a Certified Lay Servant for the ensuing year.

Date 11/2/2020 Lay Servant Sally R. Joy

SECTION IV: RECOMMENDATION OF THE PASTOR

I recommend concurrence with the request of this person to begin/renew as a Certified Lay Servant for the ensuing year.

Date _____ Pastor _____

SECTION V: RECOMMENDATION OF THE CHURCH COUNCIL/CHARGE CONFERENCE

The church council/charge conference of _____ (church/charge)
recommends the above person begin/renew as a Certified Lay Servant for the ensuing year.

Date _____ Church Council Chair or District Superintendent _____

(To be completed by those requesting renewal as a Certified Lay Servant)

SECTION VI: MINISTRIES BY THE LAY SERVANT

During the past year, I have participated in ***caring ministries*** as follows:

- ☐ served as a volunteer in a care-giving institution ☐ provided one-on-one caring
☐ at a hospital, nursing home, or to a shut-in ☐ in membership/evangelism visitation
☐ served in caring/outreach projects (food pantry, prison ministry, etc)
☐ other caring activities (Please list) Made weekly contact with 2 people for our Caring Ministry Team

During the past year, I have participated in ***leading ministries*** as follows:

- ☒ served as member of committee, board, commission, council, task force, etc.
☐ as a volunteer at a community agency
☒ at my local church
☐ beyond my local church
☐ on my District ☐ Conference ☐ Jurisdiction ☐ General Church level
☒ other leading activities (Please list) Organized 2 poetry readings on Zoom (Bible stories and poems of childhood)

During the past year, I have participated in ***communicating ministries*** as follows:

- ☐ brought message in _____ worship services
☐ served as worship leader in _____ services
☐ delivered _____ devotional messages
☐ taught _____ classes
☒ shared my faith story _____ ?
☐ other speaking activities (Please list) One of 3 facilitators for adult study group - in person, then on Zoom

During the past year I have participated in additional opportunities for ministry as follows *(Additional writing space below)*:

SECTION VII: PERSONAL AND SPIRITUAL GROWTH BY THE LAY SERVANT

In what activities have you engaged and/or what books have you read or used during the past year to help you develop your devotional life; improve your understanding of the Bible; improve your understanding of The United Methodist Church; and to improve your skills in caring, leading, communicating and speaking?

Participated in Women's Bible Study, books listed on page 3, morning prayer group on Zoom, Vital Conversations

SECTION VIII: FEEDBACK BY THE LAY SERVANT

1. Do you feel called to be in service in any area of ministry, either in the church or outside the church, in which you are not currently involved? ☐ Yes ☒ No (If yes, please list those areas below.)

2. What additional training or support do you need or would suggest to further your ministry:

3. Give any recommendations you have for improving Lay Servant Ministries in your District or Conference:
Consider classes on Zoom -- 5 2-hour sessions

(Note: District Directors are encouraged to respond to any comments within this section.)

NOTICE: After this form is completed and signed by those listed above, the Recording Secretary of the Church Council or Charge Conference is requested to reproduce **THREE** copies: (1)Lay Servant, (2)District Director of Lay Servant Ministries, (3)District Superintendent. The Recording Secretary of the Church Council or Charge Conference keeps the **ORIGINAL**. **(Revised April 2014)**

Additional Writing Space

(Please be sure to indicate which question you are answering.)

Section VII - Personal Spiritual Growth:

Regular attendance at Sunday Worship (currently on Zoom). Have a prayer partner, check in with a small group 6 mornings a week for prayer and sharing. Participated in Vital Conversations on race relations and inclusion.

Read and ponder daily online offerings from Steve Garnaas-Holmes, read Guideposts Walking in Grace 2020 and The Upper Room.

Participated in weekly Women's Bible Study: Max Lucado's "Daniel & Esther" and Priscilla Shirer's "Gideon, Your Weakness, God's Strength"

Adult Study: "Breathing Under Water" by Richard Rohr

Read "Soul Reset" by Junius B. Dotson, heard sermons based on the book and participated in online discussions with fellow church members.

Read "Who Stole My Church" by Gordon MacDonald.

Initial Application or Request for Renewal

Name (Mrs. ☐ Ms. ☒ Mr. ☐) Robin Forbes
Address 631 Church Hill City/State/Zip Augusta, ME 04230
Telephone 207-623-9013 E-mail RLFSAND2SEA@gmail.com
Name of District Mid-Maine/many waters
Name of Church Green Street
Church Address 13 Green Street City/State/Zip Augusta, ME 04230
Church Telephone 622-0843

1. What year did you complete your Basic Course? _____
2. What year did you complete your Advanced Course? _____
3. What was the title of your Advanced Course? _____

1. What year did you complete your last Advanced Course? 2018

2. What was the title of your last Advanced Course? _____

Date 11/12/2020 Lay Servant Bolton Under

Date _____ Pastor _____

Date _____ Church Council Chair or District Superintendent _____

(To be completed by those requesting renewal as a Certified Lay Servant)

SECTION VI: MINISTRIES BY THE LAY SERVANT

During the past year, I have participated in ***caring ministries*** as follows:

- | | |
|---|--|
| <input type="checkbox"/> served as a volunteer in a care-giving institution | <input checked="" type="checkbox"/> provided one-on-one caring |
| <input type="checkbox"/> at a hospital, nursing home, or to a shut-in | <input type="checkbox"/> in membership/evangelism visitation |
| <input type="checkbox"/> served in caring/outreach projects (food pantry, prison ministry, etc) | |
| <input type="checkbox"/> other caring activities (Please list) _____ | |

During the past year, I have participated in ***leading ministries*** as follows:

- | |
|---|
| <input type="checkbox"/> served as member of committee, board, commission, council, task force, etc. |
| <input type="checkbox"/> as a volunteer at a community agency |
| <input checked="" type="checkbox"/> at my local church |
| <input checked="" type="checkbox"/> beyond my local church |
| <input type="checkbox"/> on my District <input type="checkbox"/> Conference <input type="checkbox"/> Jurisdiction <input type="checkbox"/> General Church level |
| <input type="checkbox"/> other leading activities (Please list) _____ |

During the past year, I have participated in ***communicating ministries*** as follows:

- | |
|---|
| <input checked="" type="checkbox"/> brought message in <u>26+</u> worship services |
| <input checked="" type="checkbox"/> served as worship leader in <u>26+</u> services |
| <input checked="" type="checkbox"/> delivered <u>1</u> devotional messages |
| <input type="checkbox"/> taught _____ classes |
| <input type="checkbox"/> shared my faith story _____ |
| <input type="checkbox"/> other speaking activities (Please list) _____ |

During the past year I have participated in additional opportunities for ministry as follows *(Additional writing space below):*

SECTION VII: PERSONAL AND SPIRITUAL GROWTH BY THE LAY SERVANT

In what activities have you engaged and/or what books have you read or used during the past year to help you develop your devotional life; improve your understanding of the Bible; improve your understanding of The United Methodist Church; and to improve your skills in caring, leading, communicating and speaking?

Soul Reset - Junius Dobson, The Walk - Adam Hamilton, Finding treasure within - Marie Louise made for His good pleasure - Alister Begg, Zoom Green St. prayer service/group, termite eating

SECTION VIII: FEEDBACK BY THE LAY SERVANT

1. Do you feel called to be in service in any area of ministry, either in the church or outside the church, in which you are not currently involved? ☐ Yes ☒ No (If yes, please list those areas below.)

2. What additional training or support do you need or would suggest to further your ministry:

3. Give any recommendations you have for improving Lay Servant Ministries in your District or Conference:

(Note: District Directors are encouraged to respond to any comments within this section.)

NOTICE: After this form is completed and signed by those listed above, the Recording Secretary of the Church Council or Charge Conference is requested to reproduce **THREE** copies: (1)Lay Servant, (2)District Director of Lay Servant Ministries, (3)District Superintendent. The Recording Secretary of the Church Council or Charge Conference keeps the **ORIGINAL**. **(Revised April 2014)**



Report of the Pastor

The report of the pastor shall include the names of all persons involved in the changes in membership and other items as outlined in the 2016 *Book of Discipline* (§§ 234, 340). This report should cover as fully as possible the work of the pastor. Care should be taken not to duplicate the reports of the Church Council, committees, organizations, and officers of the charge.

Copies of this report should be filed with the recording secretary, pastor, district superintendent and chairperson of witness or evangelism ministries.

Green Street United Methodist	Church	Green Street	Charge
Many Waters	District	New England	Annual Conference

For the period beginning 16 November 2019 and ending 5 December 2020

DATE OF PRIOR CHARGE CONFERENCE

DATE OF CURRENT CHARGE CONFERENCE

1. List those who have been received into baptized membership since the last report.
(*Attach as a supplement.*)
2. List those who have been received into professing membership since the last report.
(*Attach as a supplement.*)
 - a. On profession of faith or restored.
 - b. From other United Methodist churches.
 - c. From other non-United Methodist churches.
3. List those who have been removed from the professing membership since the last report.
(*Attach as a supplement.*)
 - a. By action of the Charge Conference, or trial court, or by withdrawal.
 - b. By transfer to other United Methodist churches.
 - c. By transfer to other non-United Methodist churches.
 - d. By death.
4. Have the membership records and rolls been audited (§231)? ☐ Yes ☒ No
If not, why not? Due to Covid-19 building and gathering restrictions.
5. The Pastor shall give a report on the state of the church and an account of pastoral ministry as it relates to (§ 340): providing support, guidance, and training to the lay membership in the church; ministering within the congregation and to the world; and administering the temporal affairs of the congregation. Include as a part of the report a statement outlining the pastor's program of continuing education and spiritual growth for the past year and plans for the year to come (§ 349). (*Attach as a supplement.*)

Signed _____

Printed Name _____

Date _____

Report of Pastor / Church Conference 2017-2020

Prepared and edited by the General Council on Finance and Administration and authorized as the official form for this purpose.

- What is essential for the church to preserve?
- What does the church need to let go?
- What innovation do we need to carry the best of the church into the future?

Ron Heifetz, a keynote speaker at the 2020 Leadership Institute, raised these three questions that churches should explore during times of change. During the months of the covid-19 pandemic, Green Street has discussed these questions in various forms. Two additional questions include: 1) What makes us a church, if we're not in the building; and 2) What does ministry look like for us without a building or a fixed location? Financial challenges, changes in worship, and a pandemic exile from our building has prompted a discernment of our identity.

One clear identity of Green Street is discipleship. Even away from the building and with no in-person gatherings, discipleship practices have flourished. A morning prayer group, formed in March, continues to meet daily except for Sundays. The congregation embraced the summer *Soul Reset* series, including daily spiritual practices and a weekly Zoom discussion group. Music ministry teams, women's Bible Study group, and the guided meditation group have adapted to online Zoom gatherings. The Angel Food team served spring and fall meals, and will provide a community Thanksgiving meal this month. Two conversation series – one on *Realities of Race & Racism*, and one on *The Bible, The Church & Full Inclusion of LGBTQ Persons* – have met during the fall, with plans underway for a January discussion topic.

In July, Green Street and Randolph churches created a cooperative parish ministry. We have worshipped together on Zoom, supported each other in mission, and provided shared leadership and discernment. In November, Green Street moved forward with a proposal to open a clothes closet ministry in the Wesley Center upper room. A Task Force formed to continue developing this proposal. Green Street will be supported in this new ministry by Randolph's clothes closet.

In January, Green Street will begin a discernment process of our purpose, using the book *The Art of Gathering: How We Gather and Why It Matters* in worship and small groups.

Rev. Kristin L. White

Church Membership Report
Many Waters District
New England Conference United Methodist Church

Year to Date Report for 2020
Green Street United Methodist Church

Report completed by: Darby Rock

Total membership as of November 16, 2019: 249

Received by:

Transfer from other United Methodist Churches	0
Transfer from other Denominations	0
Profession of Faith	0

Removed by:

Death	6
Transfer to other United Methodist Churches	0
Transfer to other denominations	0
Charge Conference	4
Withdrawal	0

Total Membership as of December 5, 2020: 239

Number of persons baptized this year: 1
Number of persons on the Constituent Roll: 50
Names of deceased members: Margaret Goodale, Nancy Miner,
Fenton Nickerson, Donna Nutting (2015), Ernest Gorton (2016),
Norman Morehouse (2019)

First Year List (2020)

Second Year List (2019)

Third Year List (2018)

Jeff Choate
Melinda Choate
Andrew Choate
Alma Hinkley
Brad Kelso
Storm Kelso
Chris Landreth
Susan Landreth

Kim Brennan
Susanne Laforge
Carolyn Roberge
Joseph Ulmer

Green Street Growing in Faith



Green Street United Methodist Church

13 Green Street

Augusta, ME 04330

(207) 623-0843 www.greenstumc.net

18 November 2020

Beloved Green Streeters:

“A Safe Sanctuaries Policy is an overt expression of a congregation in creating safe place—a sanctuary—where children, youth and adults of all ages and abilities may experience the abiding love of God and fellowship within the community of faith. It is an explicit covenant between the leadership and people of a congregation grounded in our covenant with Jesus Christ.”

What a wonderful description! I have been asked to present a report at this year’s Church Conference about the state of our Safe Sanctuaries Policy. This part is less wonderful.

Our current policy suffers from several defects, primarily neglect. The New England Annual Conference updated their own policy, and by extension, the guidelines for local churches, in 2017. Our policy has not been updated since 2006.

My pledge to you, is this: before our regular Church Conference session in 2021, Green Street will revitalize its Safe Sanctuaries Policy, bringing it into compliance with Conference requirements. Though there is a current task force working on this important expression of our love, I believe that there is a role for the Staff–Parish Relations Committee. Next year, SPRC will ensure forward movement on revisions and robust enforcement of our revised policy. As a gesture of our commitment to you, I’ve included our current policy, updated in format to match more recent policies implemented by Green Street, such as our Building-Use Policy.

I’ll leave you with the Conference introduction to “Why Your Congregation Should Have a Safe Sanctuaries Policy”:

A Safe Sanctuaries Policy ... provides clear steps for action and reporting abuse by those within the congregation. It helps us protect and serve our congregations in their homes, schools and workplaces when we suspect something is not as it should be.

We pray that we never need to implement the steps laid out in our Safe Sanctuaries policies, but when an incident occurs or a situation of abuse/neglect concerns us, the policy gives us clear direction and steps to follow which minimize anxiety and guide us to take the necessary legal action and provide appropriate pastoral care.

In Christ,

David Robbin

he/him/his/Mr.

Chair, Committee on Staff–Parish Relations

Safe Sanctuaries Policy and Procedures

GREEN STREET UNITED METHODIST CHURCH

13 Green Street, Augusta, ME 04330

greenstreetumc@gmail.com

(207) 622-0843

Revision History

Approval Date:	Unknown
Approved By:	Unknown
Version:	1.0 (approved)
Update Description:	N/A
Content Owner/Maintainer:	Committee on Staff–Parish Relations
Appendices:	N/A
External References:	N/A
Replaces:	N/A

Safe Sanctuaries Policy and Procedures

Contents

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Section 4. Policy	3

Section 1. Purpose. To prevent child abuse and ensure the safety of all children and youth at Green Street United Methodist Church (GSUMC).

Section 2. Policy. All volunteers to work with children/youth will undergo a screening process before working with the children/youth. All paid staff will also undergo the screening process.

- (A) All volunteers to work with children and/or youth must be actively involved at GSUMC as perceived by the Sunday School Superintendent and/or Pastor.
- (B) All volunteers to work with children and/or youth will complete a Volunteer Application Form. The application form will be submitted to either the Pastor or the Sunday School Superintendent for review and acceptance by the Christian Education Committee.
- (C) Youth Leaders and all Paid Staff will be required upon application (volunteers) or hiring (paid staff) to submit to a criminal background check through the Maine State Police.
- (D) The reports from the Background check on youth leaders will be received and reviewed only by the Pastor or Sunday School Superintendent. The reviewer will create a report with a recommendation to accept or not to accept the applicant. The Christian Education Committee will review the recommendation and accept or not accept the volunteer, keeping the fact that someone might apply and be turned down confidential within the committee.
- (E) The reports from the Background check on paid staff will be received and reviewed by the Chair of the Staff Pastor Parish Relations Committee. Items of concern will be shared confidentially with the SPPRC who will consider that information in their hiring decision. Current staff will also be subject to the background check and review by SPPRC.
- (F) Background checks will be renewed on each Youth Leader and paid staff person every five years.
- (G) Those who have had a background check through the Annual Conference or the Department of Education within the last five years do not need to have a new

check until the five years has expired. (Note for information: all United Methodist pastors in New England, many Annual Conference employees and volunteers, and most teachers have required background checks as a part of their employment).

- (H) As an example for others, the pastor will have a State police check 2 ½ years after the last five year check performed by the Annual Conference.

Section 3. Policy. Basic procedures are set forth to guide the day-to-day children's and youth ministries at GSUMC. These procedures will demonstrate to members and visitors GSUMC's commitment to being a safe and holy place where children and youth can grow in the faith.

- (A) New church school volunteers (starting from the date of adoption of this document) will be on a probationary period of three months during which time they will be partnered with another church school worker who is not in a probationary period. Exceptions may be granted by the Christian Education Committee upon recommendation of the pastor.
- (B) An adult is not to be alone with one child. At least two adults will be present at all events involving children. With specific parental permission, a lone adult may supervise or drive a child from one location to another; this is to be avoided if possible, however.
- (C) Overnight events with female children/youth must include a female chaperone; overnight events with male children/youth must include a male chaperone.
- (D) The "two adult" policy does not apply to Sunday School Classes for fifth grade and above held in rooms with open doors or doors with windows at a time when education rooms are in general use.
- (E) Classrooms or childcare rooms may be visited at anytime by parents, church staff, or volunteers.
- (F) Every room specifically designated for activities involving children and youth shall have a door with a window in it within 6 months of adopting this policy.
- (G) All children below 3rd Grade Level will be kept in the classroom at the end of church school until a parent, guardian or authorized adult or sibling picks them up.
- (H) The pastor's office and education office shall have interior windows within 6 months of adopting this policy.
- (I) Parents will always be given advance notice and full information regarding the events in which their children will be participating. For activities held away from the GSUMC campus, a Permission for Participation form will be required.

Section 4. Policy. Appropriate discipline procedures which focus on the behavior and not the child will always be used.

- (A) If a child is behaving inappropriately, the teacher or worker will tell the child the specific behavior that is unacceptable and state what the acceptable behavior is. For example, "We do not throw blocks. We use blocks for building". (Use of

verbal direction)

- (B) If this measure is not effective the child will be guided to another activity.
(Redirection of activity)
- (C) If the inappropriate behavior continues, the child may be placed at the table to work alone away from the other students.
- (D) If the child's disruptive behavior continues after these steps have been taken, the Sunday School Superintendent or someone covering for him/her may locate the child's parent(s) or take the child out of the activity.
- (E) Physical punishment or verbal abuse will never be used at any time.

Administration Ministry Team

TO THE CHARGE CONFERENCE, GREEN STREET UNITED METHODIST CHURCH

Ministry Teams perform the hands-on ministry at Green Street; their role is managing church ministries rather than governing the church body.

Team Leaders: Please complete a summary of your team's work over the past year (November to October). Email your completed summary to the office (or leave it in person) **by the first day of November** for inclusion in the charge conference packet.

Statement of Purpose (from your Ministry Team Charter)

We strive to learn how to prepare and file all conference-required reports for the congregation at Green Street, and to prepare for our congregation's yearly charge conference session. The goal is to shift paperwork from a clergy-centric ministry to a lay-led ministry, freeing the Pastor's time for building relationships and leading the transformation of our church.

Statement of Intentions For the coming year, we intend (check one)

☒ to be active

☐ to suspend

☐ to disband

For suspensions and disbandments, please describe how you were led to this decision:

Click or tap here to enter text.

Participation summary

Did your Ministry Team meet this year? ☐ Yes ☒ No

If so, list the dates your team met: Because of the Covid-19 pandemic, business was conducted remotely.

List everyone who took part as team members during the year: Ardyce Robbin, David Robbin

Ministry activities

What ongoing ministries did you provide? We learned the ropes of preparing for our yearly Church Conference session, as well as leading the preparation of Green Street's applications for Mission-Share relief and Minimum Salary grants.

How many people did you serve? All consitutents of the congregation at Green Street.

How do those ministries relate to your purpose? We took the lead on several key administrative tasks the otherwise would have fallen to the Pastor, instead of allowing her to invest her time in more spiritual pursuits.

New ministry summary (active Teams only)

Did you discuss any new initiatives or material changes to your ministries? ☐ Yes ☒ No

Describe any new initiatives or material changes are you working on.

Include such information as

- When you expect to tell the congregation and when you expect to launch.
- What you *need* from the Board to support the initiative (those items without which the initiative will fail) and what you *would like* from the Board to support it.

Click or tap here to enter text.

What else do you want the Church to know?

You may include anything on your heart, such as stories of spiritual growth and transformation.

Click or tap here to enter text.

Adult Sunday School/Forum Ministry Team

TO THE CHARGE CONFERENCE, GREEN STREET UNITED METHODIST CHURCH

Ministry Teams perform the hands-on ministry at Green Street; their role is managing church ministries rather than governing the church body.

Team Leaders: Please complete a summary of your team's work over the past year (November to October). Email your completed summary to the office (or leave it in person) **by the first day of November** for inclusion in the charge conference packet.

Statement of Purpose (from your Ministry Team Charter)

To engage interested persons in conversations/discussions on a variety of Christian topics using books, videos, and online resources.

Statement of Intentions For the coming year, we intend (check one)

☐ to be active

☒ to suspend

☐ to disband

For suspensions and disbandments, please describe how you were led to this decision:

We have opted to suspend our gatherings at this time due to our inability to interest others in joining these conversations.

Participation summary

Did your Ministry Team meet this year? ☒ Yes ☐ No

If so, list the dates your team met: Sunday mornings for the first part of the year, then Sunday afternoons until going on hiatus in September.

List everyone who took part as team members during the year: Henry Berry, Sally Joy, Ardyce Robbin

Ministry activities

What ongoing ministries did you provide? Weekly discussion opportunities

How many people did you serve? About 8 including team members

How do those ministries relate to your purpose? [Click or tap here to enter text.](#)

New ministry summary (active Teams only)

Did you discuss any new initiatives or material changes to your ministries? ☐ Yes ☐ No

Describe any new initiatives or material changes are you working on.

Include such information as

- When you expect to tell the congregation and when you expect to launch.
- What you *need* from the Board to support the initiative (those items without which the initiative will fail) and what you *would like* from the Board to support it.

Click or tap here to enter text.

What else do you want the Church to know?

You may include anything on your heart, such as stories of spiritual growth and transformation.

Even though we solicited ideas for discussion topics and formats from the congregation and considered alternate gathering times, we were unable to generate enough interest to continue meeting. Our numbers were affected significantly by the February 2019 Special Conference decision and have continued to dwindle since then.

~~Ministry Team Name~~ Ministry Team

TO THE CHARGE CONFERENCE, GREEN STREET UNITED METHODIST CHURCH

Ministry Teams perform the hands-on ministry at Green Street; their role is managing church ministries rather than governing the church body.

Team Leaders: Please complete a summary of your team's work over the past year (November to October). Email your completed summary to the office (or leave it in person) **by the first day of November** for inclusion in the charge conference packet.

Statement of Purpose (from your Ministry Team Charter)

Click or tap here to enter text.

Statement of Intentions For the coming year, we intend (check one)



to be active



to suspend



to disband

For suspensions and disbandments, please describe how you were led to this decision:

Click or tap here to enter text.

Participation summary

List the dates your team met during the year: Click or tap here to enter text.

List everyone who took part as team members during the year: Click or tap here to enter text.

Ministry activities

What ongoing ministries did you provide? Click or tap here to enter text.

How many people did you serve? Click or tap here to enter text.

How do those ministries relate to your purpose? Click or tap here to enter text.

New ministry summary (active Teams only)

What new initiatives or changes to your ministries do you hope for in the coming year?

Include such information as

When you expect to launch and when you expect to tell the congregation.

What you *need* to support the initiative (those items without which the initiative will fail) and what you *would like* to support that initiative.

Click or tap here to enter text.

- See Attached

~~Banners~~

All Saints Memorial
Team

What else do you want the Church to know?

You may include anything on your heart, such as stories of spiritual growth and transformation.

Click or tap here to enter text.

All Saints Memorial Team

Our purpose is to remember church members and attendees who have died within the year. We reach out to the families of the deceased. A narrative about each life is composed — and a banner is made to reflect each life. These are presented on All Saint's Sunday. The collection of narrative and banners is saved & displayed in subsequent All Saint's Sundays.

Intend to be active

With the pandemic, our implementation of our project has been different in ²⁰²⁰. Our team didn't meet as normally. Individuals interviewed family members via phone and a power point presentation was presented on All Saints. Seven narrative + power points were made — representing seven families we reached out to.

Our team: Sue Pattershall, Terri Williamson, Carol Chaverie, Patty Rogers, Sarah Barnum, Tricia Webb, Donna Alexander

Who knows what 2021 will bring? We hope to be able to again meet as a team in person — to continue to make banners for 2020's memorial narratives — and to keep remembering our saints.

BELL CHOIR Ministry Team

TO THE CHARGE CONFERENCE, GREEN STREET UNITED METHODIST CHURCH

Ministry Teams perform the hands-on ministry at Green Street; their role is managing church ministries rather than governing the church body.

Team Leaders: Please complete a summary of your team's work over the past year (November to October). Email your completed summary to the office (or leave it in person) **by the first day of November** for inclusion in the charge conference packet.

Statement of Purpose (from your Ministry Team Charter)

To praise God through music, to broaden the congregation's experience of holy music, to expose the congregation to music that is outside the norm, to set a mood, to quiet souls, to uplift souls, to create a certain mood or tone, not just for the congregation for ourselves, to reach out, to be spiritual, and to create smiles.

Statement of Intentions For the coming year, we intend (check one)

☒ to be active

☐ to suspend

☐ to disband

For suspensions and disbandments, please describe how you were led to this decision:

Click or tap here to enter text.

Participation summary

List the dates your team met during the year: January – March; October - November

List everyone who took part as team members during the year: Carol Chavarie, Sharon Beaver, Marianne Tibbetts, Kathleen Dunford, Jeannie Fuller-Lehtis, Deborah Thibodeau, Debbie Polzella, Tammy Roberts, Evelyn Horstman, Donna Alexander, Jessie Maske, Ed Wilkins, Sue Pattershall - Director

Ministry activities

What ongoing ministries did you provide? Bell choir met to rehearse music to be played for the congregation in order to enhance their worship

How many people did you serve? 40-55

How do those ministries relate to your purpose? We were able to broaden the congregation's experience by providing sacred music in a unique way. We played contemplative music as well as uplifting music. Unfortunately we stopped playing in March due to COVID, resumed for about 5 weeks in October and most likely will be postponing future rehearsals due to increased risk of the spreading virus.

New ministry summary (active Teams only)

What new initiatives or changes to your ministries do you hope for in the coming year?

Include such information as

- When you expect to launch and when you expect to tell the congregation.
- What you *need* to support the initiative (those items without which the initiative will fail) and what you *would like* to support that initiative.

The biggest hope is that we can meet together to share our music.

What else do you want the Church to know?

You may include anything on your heart, such as stories of spiritual growth and transformation.

The bell choir has played for our own congregation as well as taken our music outside the church to play for others, we hope that this might once again be possible.

CHOIR Ministry Team

TO THE CHARGE CONFERENCE, GREEN STREET UNITED METHODIST CHURCH

Ministry Teams perform the hands-on ministry at Green Street; their role is managing church ministries rather than governing the church body.

Team Leaders: Please complete a summary of your team's work over the past year (November to October). Email your completed summary to the office (or leave it in person) **by the first day of November** for inclusion in the charge conference packet.

Statement of Purpose (from your Ministry Team Charter)

To celebrate God through song, to provide vocal music for worship, to enhance the worship service, to let people know they can have fun in song, and to fellowship with each other.

Statement of Intentions For the coming year, we intend (check one)

☒ to be active

☐ to suspend

☐ to disband

For suspensions and disbandments, please describe how you were led to this decision:

Click or tap here to enter text.

Participation summary

List the dates your team met during the year: January-March; late April – end of June; September - present

List everyone who took part as team members during the year: Evelyn Horstman, Jessie Maske, Terri Williamson, Kathleen Dunford, Ardyce Robbin, Debbie Polzella, Valerie Gallagher, David Robbin, Henry Berry, Jon Gallagher, Ed Wilkins, Lynne Burney – accompanist, Sue Pattershall - director

Ministry activities

What ongoing ministries did you provide? Leading of hymns; choral invitation to prayer, choir anthem, special music, choral benediction; learning of song history amongst members, nurturing of members, fellowship

How many people did you serve? Anywhere from 6 to as many as 55-60

How do those ministries relate to your purpose? We provided vocal music, celebrating God, for the enhancement of worship.

New ministry summary (active Teams only) We had intended to do a cantata before covid canceled in house gatherings.

What new initiatives or changes to your ministries to you hope for in the coming year?

Include such information as

- When you expect to launch and when you expect to tell the congregation.
- What you *need* to support the initiative (those items without which the initiative will fail) and what you *would like* to support that initiative.

Since worshipping on zoom, the choir meets virtually; Accompanist sends music to choir director who creates parts and sends to members of the choir to record and send back to the director for compilation into one sound piece. It is my eventual hope to record video to accompany the audio as we continue to meet virtually.

What else do you want the Church to know?

You may include anything on your heart, such as stories of spiritual growth and transformation.

It has certainly been a year of growth as we have been challenged to share music in a different way. Several of the choir members have been able to get on board with this new learning. For some the whole technology piece has been too much. The dedication of the members of this group has remarkable as we have found ways to continue to fellowship together through Zoom and engage in music together.

Congregational Care Ministry Team

TO THE CHARGE CONFERENCE, GREEN STREET UNITED METHODIST CHURCH

Ministry Teams perform the hands-on ministry at Green Street; their role is managing church ministries rather than governing the church body.

Team Leaders: Please complete a summary of your team's work over the past year (November to October). Email your completed summary to the office (or leave it in person) **by the first day of November** for inclusion in the charge conference packet.

Statement of Purpose (from your Ministry Team Charter)

The Congregational Care team provides ongoing connection and outreach to homebound members of the Green Street congregation, through phone calls, visitation, and/or written communication. The care team informs the pastor of members who could use a pastoral visit and/or would like to receive communion.

Statement of Intentions For the coming year, we intend (check one)

☒ to be active

☐ to suspend

☐ to disband

For suspensions and disbandments, please describe how you were led to this decision:

[Click or tap here to enter text.](#)

Participation summary

Did your Ministry Team meet this year? ☐ Yes ☒ No

If so, list the dates your team met: [Click or tap here to enter text.](#)

List everyone who took part as team members during the year: Sally Joy, Donna & Gary Alexander, Susan Cross, Kathleen Dunford, Evelyn Hortsman, Sue Pattershall, Tricia & John Webb, Sarah Barnum

Ministry activities

What ongoing ministries did you provide? Tried to provide contact for church members unable to join us for worship on Zoom. Several team members made phone calls and sent cards – not only to those with no Internet access or those “shut in” under “normal” circumstances.

How many people did you serve? No exact numbers to offer here.

How do those ministries relate to your purpose? To help folks feel somewhat connected with their church during these difficult times.

New ministry summary (active Teams only)

Did you discuss any new initiatives or material changes to your ministries? ☐ Yes ☐ No

Describe any new initiatives or material changes are you working on.

Include such information as

- When you expect to tell the congregation and when you expect to launch.
- What you *need* from the Board to support the initiative (those items without which the initiative will fail) and what you *would like* from the Board to support it.

[Click or tap here to enter text.](#)

What else do you want the Church to know?

You may include anything on your heart, such as stories of spiritual growth and transformation.

When this ministry team began, it was called the Visitation Ministry Team. Shasta Beane was the Team Leader. A small group met with her in her home once a month. She also checked in with Pastor Kristin on a regular basis. Sue Pattershall took notes at our meetings. These were shared with team members and with the pastor. We started with a relatively short list of people who were no longer able to attend worship services. Since that time, about half of the people we had agreed to contact have either died or moved out of the area. We have not met as a group since Shasta was unable to host us (late in 2019); and any contact with the pastor has been one-on-one from people who have found out things about fellow church members that she should know.

More importantly, we do not currently have a team leader; and those of us most concerned about “congregational care” do not see it as confined to shut-ins. We recognize that much “congregational care” takes place apart from any organized ministry team. We are also aware that there are people who join us for worship who have not really connected with others. We would like to see us, as a church, improve in that regard. Christian fellowship and congregational care seem closely related and essential elements of being a church. This group needs a team leader and perhaps a redefinition of its purpose.

Garden Giveaway Ministry Team

TO THE CHARGE CONFERENCE, GREEN STREET UNITED METHODIST CHURCH

Ministry Teams perform the hands-on ministry at Green Street; their role is managing church ministries rather than governing the church body.

Team Leaders: Please complete a summary of your team's work over the past year (November to October). Email your completed summary to the office (or leave it in person) **by the first day of November** for inclusion in the charge conference packet.

Statement of Purpose (from your Ministry Team Charter)

To share God's abundance. Offering more than food—an abundance of fresh produce, Spirit, and presence. Providing human touch and connection.

Statement of Intentions For the coming year, we intend (check one)

☐ to be active

☐ to suspend

☒ to disband

For suspensions and disbandments, please describe how you were led to this decision:

The two gardeners who were chiefly responsible for what we had to offer are unable to continue to provide that, and the "head honcho" for the Monday Morning Giveaway moved out of this geographical area.

Participation summary

We did not meet, and we were unable to offer the Garden Giveaway this year for the reasons listed above. Even without the pandemic, we would not have been in a position to continue this ministry.

What else do you want the Church to know?

You may include anything on your heart, such as stories of spiritual growth and transformation.

This was a wonderful ministry – the brainchild of Shasta Beane, made possible chiefly through the hard work and generosity of Johnnie Beane and Tricia Webb and the faithfulness of Lynn Kennard who set up the tables and staffed them each Monday morning for several years with the help of volunteers. In addition to what Johnnie and Tricia brought us each week, there were always others who showed up to offer what they could spare from their own gardening efforts. I sat with Lynn and others on Monday mornings after my retirement and thoroughly enjoyed it. For the last several years, we began each Monday morning with a simple prayer: "Lord, we have veggies. Please send us people." And it happened. There was sharing among those at the table

and with those who came to accept goods from what we had to offer. To those who stopped and wanted to buy from us, we refused donations and asked that they pray for the success of what we were doing, which was simply “to share God’s abundance.” It flourished for six years.

Sally Joy -- For the Garden Giveaway

Hannaford Card Sales Ministry Team

TO THE CHARGE CONFERENCE, GREEN STREET UNITED METHODIST CHURCH

Ministry Teams perform the hands-on ministry at Green Street; their role is managing church ministries rather than governing the church body.

Team Leaders: Please complete a summary of your team's work over the past year (November to October). Email your completed summary to the office (or leave it in person) **by the first day of November** for inclusion in the charge conference packet.

Statement of Purpose (from your Ministry Team Charter)

Purchase or reload cash value cards in bulk from the Hannaford grocery store chain at a discount that can be sold at face value to members of the congregation to be used for regular shopping. This is a fund-raiser for the church that doesn't cost participants anything. It is a promotional program offered by Hannaford to non-profit organizations.

Statement of Intentions For the coming year, we intend (check one)

☒ to be active ☐ to suspend ☐ to disband

For suspensions and disbandments, please describe how you were led to this decision:
[Click or tap here to enter text.](#)

Participation summary

Did your Ministry Team meet this year? ☒ Yes ☐ No

If so, list the dates your team met:

Generally two or three times a year to schedule staffing at the sales table. Sometimes in person or sometimes by email. Since we have been unable to sell or reload cards in person since March, we haven't met since then. We have continued to fill online reloads monthly to those who participate through automatic bank deposits.

List everyone who took part as a team member during the year:

Henry Berry, John Webb, Sue Pattershall, Evelyn Horstman, Tammy Roberts. Darby Rock helps by selling cards for us from the church office when asked.

Ministry activities

What ongoing ministries did you provide?

Card sales and reloads after worship services each Sunday, card sales by Darby during regular office hours until the building was closed. Automatic reloads by email and online banking throughout the year and still continuing.

How many people did you serve?

16 people participated regularly, 9 of whom are continuing through automatic, no-contact monthly reloads. A few more participants from last year are no longer at the church.

How do those ministries relate to your purpose?
It's what we do.

New ministry summary (active Teams only)

Did you discuss any new initiatives or material changes to your ministries?

☐ Yes ☒ No

(continued other side)

Describe any new initiatives or material changes are you working on.

Include such information as

- When you expect to tell the congregation and when you expect to launch.
- What you *need* from the Board to support the initiative (those items without which the initiative will fail) and what you *would like* from the Board to support it.

[Click or tap here to enter text.](#)

What else do you want the Church to know?

You may include anything on your heart, such as stories of spiritual growth and transformation.

Several participants have remarked how this program has connected their regular food shopping to supporting the church's ministry. We all need to eat, and paying with a Green Street card at the register is a reminder of the connection to the church in a practical way. It is an act of stewardship that takes very little effort.

Angel Food Suppers

Click or tap here to enter text. **Ministry Team**

TO THE CHARGE CONFERENCE, GREEN STREET UNITED METHODIST CHURCH

Ministry Teams perform the hands-on ministry at Green Street; their role is managing church ministries rather than governing the church body.

Team Leaders: Please complete a summary of your team's work over the past year (November to October). Email your completed summary to the office (or leave it in person) by the first day of November for inclusion in the charge conference packet.

Statement of Purpose (from your Ministry Team Charter)

to be examples of God's love in our community. To provide support and outreach to our community and the world. To connect with the congregation with opportunities to serve in mission.

Statement of Intentions For the coming year, we intend (check one)☐ to be active☒ to suspend☐ to disband

For suspensions and disbandments, please describe how you were led to this decision:

Click or tap here to enter text.

Due to Covid19, the team will suspend until the pandemic is under control.

1 Participation summary

Did your Ministry Team meet this year? ☒ Yes ☐ No

If so, list the dates your team met: Click or tap here to enter text.

Jan. 18
Feb 15
Mar. 21

April 18
May 16
Sept. 19

Oct. 17

List everyone who took part as team members during the year: Click or tap here to enter text.

Randy Grady
Evelyn + Chuck Hostman
Kristin White

Tina Noble
Sandy Barriger
Gary + Donna Alexander

2 Ministry activities

What ongoing ministries did you provide? Click or tap here to enter text.

Angel Food Suppers

How many people did you serve? Click or tap here to enter text.

Jan - March - approx 45 people
Sept - Oct - 10-12 people.

How do those ministries relate to your purpose? Click or tap here to enter text.

out reach to local community

New ministry summary (active Teams only)

Did you discuss any new initiatives or material changes to your ministries? ☐ Yes ☒ No

Describe any new initiatives or material changes are you working on.

Include such information as

- When you expect to tell the congregation and when you expect to launch.
- What you need from the Board to support the initiative (those items without which

4 What else do you want the Board to know?

You may include anything on your heart, such as stories of spiritual growth and transformation. **If you have a request for funds, you must make that request here to be eligible to receive church funds (October report only).**

Click or tap here to enter text.

Prayer Shawls Ministry Team

TO THE CHARGE CONFERENCE, GREEN STREET UNITED METHODIST CHURCH

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Team Leaders: Please complete a summary of your team's work over the past year (November to October). Email your completed summary to the office (or leave it in person) **by the first day of November** for inclusion in the charge conference packet.

Statement of Purpose (from your Ministry Team Charter)

Click or tap here to enter text.

Statement of Intentions For the coming year, we intend (check one)

☒ to be active

☐ to suspend

☐ to disband

For suspensions and disbandments, please describe how you were led to this decision:

Click or tap here to enter text.

Participation summary

Did your Ministry Team meet this year? ☐ Yes ☐ No

If so, list the dates your team met:

Click or tap here to enter text.

List everyone who took part as a team member during the year:

Click or tap here to enter text.

Ministry activities

What ongoing ministries did you provide?

Click or tap here to enter text.

How many people did you serve?

Click or tap here to enter text.

How do those ministries relate to your purpose?

Click or tap here to enter text.

New ministry summary (active Teams only)

Did you discuss any new initiatives or material changes to your ministries?

☐ Yes ☐ No

(continued other side)

Describe any new initiatives or material changes are you working on.

Include such information as

- When you expect to tell the congregation and when you expect to launch.
- What you *need* from the Board to support the initiative (those items without which the initiative will fail) and what you *would like* from the Board to support it.

Click or tap here to enter text.

What else do you want the Church to know?

You may include anything on your heart, such as stories of spiritual growth and transformation.

Click or tap here to enter text.

Welcome Table Ministry Team

TO THE CHARGE CONFERENCE, GREEN STREET UNITED METHODIST CHURCH

Ministry Teams perform the hands-on ministry at Green Street; their role is managing church ministries rather than governing the church body.

Team Leaders: Please complete a summary of your team's work over the past year (November to October). Email your completed summary to the office (or leave it in person) **by the first day of November** for inclusion in the charge conference packet.

Statement of Purpose (from your Ministry Team Charter)

Support the food needs and preferences of the church family and guests. Provide education and awareness of food needs and preferences. Provide freedom of choices at food events. Work with other churches to develop similar ministries within the district.

Statement of Intentions For the coming year, we intend (check one)

☒ to be active

☐ to suspend

☐ to disband

For suspensions and disbandments, please describe how you were led to this decision:

Click or tap here to enter text.

Participation summary

Did your Ministry Team meet this year? ☒ Yes ☐ No

If so, list the dates your team met: We basically met via email exchanges or informally before/after church to organize who was bringing what for a food dish to an event. We have a very small core group who is well-versed in allergy awareness and how to set up the table for events, so this team runs quite smoothly.

List everyone who took part as team members during the year: Valerie Gallagher (team leader), Debbie Polzella, Tammy Roberts, Jon Gallagher, Pastor Kristin White. Various members of the congregation at times also contributed food dishes for The Welcome Table at various events (this has involved an on-going learning process for the congregation).

Ministry activities

What ongoing ministries did you provide? Pre-pandemic, The Welcome Table has been responsible for providing the bread for Communion at church services. The Welcome Table also provided refreshments for Welcoming Task Force events as well as

most events involving the whole congregation coming together. We also hosted refreshments for the New England Annual Conference Open Spirit Task Force presentation for the Many Waters District just prior to moving out of our church building due to coronavirus. We were organizing the church potluck for the MaineTransNet presentation sponsored by the Welcoming Task Force however this did not play out due to coronavirus. During non-pandemic times, The Welcome Table would likely have been present with allergy friendly food dishes for the Music Ministry Team events such as Palm Sunday Choir Fest. Currently, we have monthly articles in the Grapevine for allergy-friendly meal prep and recipes.

How many people did you serve? Too many to count – those from within and outside of Green Street UMC.

How do those ministries relate to your purpose? By offering refreshments free of the top 8 allergens so that those with food allergies/sensitivities may also have the opportunity for nourishment and a shared experience when food is present.

New ministry summary (active Teams only)

Did you discuss any new initiatives or material changes to your ministries? ☒ Yes ☐ No

Describe any new initiatives or material changes are you working on.

Include such information as

- When you expect to tell the congregation and when you expect to launch.
- What you *need* from the Board to support the initiative (those items without which the initiative will fail) and what you *would like* from the Board to support it.

During the presence of the coronavirus, we are striving for a more consistent presence in the Grapevine with monthly articles.

What else do you want the Church to know?

You may include anything on your heart, such as stories of spiritual growth and transformation.

Green Street has been very supportive of The Welcome Table ministry team. There is a lot to consider in preparing a food dish for placement on the Welcome Table at food events, and various members of the church have been willing to learn this process and make contributions. The Welcome Table Ministry Team is appreciative of this support.

~~Ministry Team Name~~ Ministry Team

TO THE CHARGE CONFERENCE, GREEN STREET UNITED METHODIST CHURCH

Ministry Teams perform the hands-on ministry at Green Street; their role is managing church ministries rather than governing the church body.

Team Leaders: Please complete a summary of your team's work over the past year (November to October). Email your completed summary to the office (or leave it in person) **by the first day of November** for inclusion in the charge conference packet.

Statement of Purpose (from your Ministry Team Charter)

Click or tap here to enter text.

Statement of Intentions For the coming year, we intend (check one)

☒ to be active

☐ to suspend

☐ to disband

For suspensions and disbandments, please describe how you were led to this decision:

Click or tap here to enter text.

Participation summary

List the dates your team met during the year: Click or tap here to enter text.

List everyone who took part as team members during the year: Click or tap here to enter text.

Ministry activities

What ongoing ministries did you provide? Click or tap here to enter text.

How many people did you serve? Click or tap here to enter text.

How do those ministries relate to your purpose? Click or tap here to enter text.

New ministry summary (active Teams only)

What new initiatives or changes to your ministries do you hope for in the coming year?

Include such information as

When you expect to launch and when you expect to tell the congregation.

What you *need* to support the initiative (those items without which the initiative will fail) and what you *would like* to support that initiative.

Click or tap here to enter text.

What else do you want the Church to know?

You may include anything on your heart, such as stories of spiritual growth and transformation.

Click or tap here to enter text.

Worship

Purpose: To help brainstorm, plan, and implement worship at GSUMC. To support and encourage the pastor. To manage the details to support worship.

Intend to be active

Our meetings have all been through zoom - and much less frequently than in a normal year.

Team Members

Kim Mills, Tricia Webb, Kristin White, Ardyea Robbin,
Sandy Grady, Sally Joy, Sue Pattershall, Donna Alexander
Special Advent Team,

Sue Pattershall, Donna Gary Alexander, Evelyn Chuck Horstman,
Sarah Barnham, Tricia Webb, Patty Rogers, Kristin White
Ardyea-Jerry Robbin

Ministry Team Name Ministry Team

TO THE CHARGE CONFERENCE, GREEN STREET UNITED METHODIST CHURCH

Ministry Teams perform the hands-on ministry at Green Street; their role is managing church ministries rather than governing the church body.

Team Leaders: Please complete a summary of your team's work over the past year (November to October). Email your completed summary to the office (or leave it in person) **by the first day of November** for inclusion in the charge conference packet.

Statement of Purpose (from your Ministry Team Charter)

Click or tap here to enter text.

Statement of Intentions For the coming year, we intend (check one)

☒ to be active

☐ to suspend

☐ to disband

For suspensions and disbandments, please describe how you were led to this decision:

Click or tap here to enter text.

Participation summary

List the dates your team met during the year: Click or tap here to enter text.

List everyone who took part as team members during the year: Click or tap here to enter text.

Ministry activities

What ongoing ministries did you provide? Click or tap here to enter text.

How many people did you serve? Click or tap here to enter text.

How do those ministries relate to your purpose? Click or tap here to enter text.

New ministry summary (active Teams only)

What new initiatives or changes to your ministries do you hope for in the coming year?

Include such information as

When you expect to launch and when you expect to tell the congregation.

What you *need* to support the initiative (those items without which the initiative will fail) and what you *would like* to support that initiative.

Click or tap here to enter text.

What else do you want the Church to know?

You may include anything on your heart, such as stories of spiritual growth and transformation.

Click or tap here to enter text.

Woman's Bible Study

Purpose - A fellowship group available to any woman in the church for sharing, caring, praying and studying the Bible

Will be active as we have been all year using the zoom meeting format - until safe to meet @ church

We meet on Mondays at 3 o'clock until no later than 4:30. Typically we take a summer break but due to COVID the need was to meet. We gathered in zoom all summer for connection and prayer.

Participating this year: Tercia Webb, Kristin White, Sally Joy, Candy Schorr, Cheryl Leighton, Terri Williamson, Patty Rogers, Sandy Grady, Beth Fogg, Sarah Barnum

We - Esther + Daniel study by Max Lucado

studied Gideon, Your Weakness God's Strength by Rupert Allier

Presently studying Matthew with a guide by

Max Lucado. Currently those involved are - Kristin White,

Sandy Grady, Sally Joy, Cheryl Leighton, Patty Rogers, Sarah Barnum and Terria Webb

This group is always welcoming to new women.

Memorandum of Understanding

CONCERNING PASTORAL APPOINTMENT TO RANDOLPH UMC & GREEN STREET UMC

Background

Section 1. Randolph United Methodist Church (“Randolph”) and Green Street United Methodist Church (“Green Street”) are members of a collaborative of United Methodist congregations along the Kennebec River known as the River Churches.

Section 2. Both congregations have recently completed their own viability studies. A chief recommendation of those studies was to shift ministry from the inward focus of the past toward the outward, community-building focus of the future.

Section 3. Each congregation seeks to strengthen the identity and ministry of its own pastoral charge, while also supporting the growth of United Methodist ministries in central Maine and committing to mutual support, growing discipleship, and deepening connection.

Section 4. With this Memorandum of Understanding, the congregations at Randolph and Green Street begin a new phase of their partnership to achieve their mutual goals and lay further groundwork for potential expansion of cooperative ministry by the River Churches.

Call to Shared Ministry

Section 5. Appointment to Shared Ministry.

(A) Beginning 1 July 2020, the pastor-in-charge appointed to Green Street by the Bishop of the New England Annual Conference of The United Methodist Church will also serve as Coordinating Pastor for Randolph.

(B) The Pastor will provide each congregation with

- (1) administration of the sacraments (holy baptism and holy communion) and the other duties specific to licensed and ordained ministry;
- (2) training for and supervision of administrative matters, such as completing conference-required reports and preparing for charge conference sessions, annual conference sessions, and the like;
- (3) presence at each congregation’s SPRC meetings and, unless the cooperative coordinating committee sets a different meeting portfolio, their regular church council (or alternative structure) meetings;
- (4) support for leadership development and congregational development (such as asset mapping, goal setting, ministry planning); and
- (5) strategic vision for outreach and ministry into the communities in which the congregations meet.

Section 6. Preparing for Shared Ministry.

(A) Coordinating Committee. Beginning 1 May 2020, each congregation will participate in a

cooperative coordinating committee (a “Committee”).

- (1) **Membership.** Each congregation will provide four lay members of the Committee, including the SPRC Chair and Lay Leader elected by their respective charge conferences, and further including two at-large members each. The Pastor will be a member ex officio of the Committee.
 - (2) **Duties.** The Committee will equitably structure the schedules (including weekly worship for each congregation), ministry support, and collaboration between Randolph and Green Street, taking account of the gifts and needs of each congregation. Specifically, the Committee
 - (a) must schedule the Pastor to administer the sacrament of Holy Communion at least monthly in Randolph; and
 - (b) may enlist other members of the congregations as needed to work out details (for example, design of worship services, topics of study).
- (B) Special teams.** Before 1 July 2020, each congregation will establish teams for administration and visitation.
- (1) **Administration Team.** Each administration team will work with the Pastor to learn how to prepare and file all conference-required reports for its congregation, and to prepare for its congregation’s yearly charge conference. The goal is to shift paperwork from a clergy-centric ministry to a lay-led ministry of each congregation. The Pastor remains ultimately responsible for timely, accurate reporting.
 - (2) **Visitation Team.**
 - (a) For the first year of the partnership (ending 30 June 2021), each visitation team will work with the Pastor to coordinate continuing visitation with key homebound members of each congregation.
 - (b) For the second and following years of the partnership (beginning 1 July 2021), the goal is to shift visitation from a clergy-centric ministry to a lay-led ministry of each congregation. Each visitation team will coordinate and carry out continuing visitation with key homebound members of each congregation, reporting to the Pastor. When the Pastor discerns a need for a pastoral visit, the Pastor will make visits appropriate for that need.
 - (c) If mutually preferred, the congregations may form a single visitation team.

Section 7. Supporting Shared Ministry.

- (A) Mutual support.** Each congregation will provide the other with encouragement of and prayerful support for their community ministries and for the shared ministry of the two.
- (B) Support from Randolph.** Randolph will provide Green Street
 - (1) an annual stipend of \$20,000 (to be prorated to \$10,000 for 2020);
 - (2) participation in their Clothes Closet ministry;
 - (3) inspiration and focus for children’s ministry; and
 - (4) participants for a worship coordinating team.

(C) Support from Green Street. Green Street will provide Randolph

- (1) prayerful support of, and collaboration with, Randolph's Lay Leadership Team as they plan and carry out ministry in the church and community;
- (2) office support as reasonably needed by Randolph, only through the Pastor or Randolph's council chair;
- (3) preaching teams and coordination of worship services; and
- (4) access to opportunities for spiritual formation (for example, adult Sunday school and other study fora).

Section 8. Assessing Shared Ministry. The Committee, the Pastor, and the District Superintendent will consult with each congregation's SPRC during November 2020 and again during February 2021 to assess the ministry impact of this partnership.

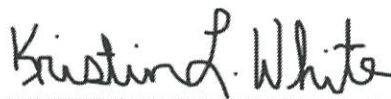
Section 9. Term. This Memorandum of Understanding continues in force until canceled by mutual agreement (and then approved by the District Superintendent) or until the Bishop changes the appointment model for the participating congregations.

Manifestations of Assent

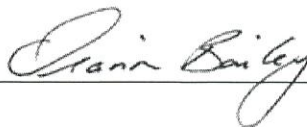
With the guidance of the Holy Spirit, praying that it will enhance our witness to one another and to the world, we covenant to show forth the love of Jesus Christ through the mutual cooperation outlined above.

Rev. Dr. Karen L. Munson
District Superintendent

Rev. Kristin L. White
Pastor



Diann Bailey
SPRC Chair, Randolph



David Robbin
SPRC Chair, Green Street



Date 22 April 2020