

Agenda for the
178th Annual Meeting of our Church
2nd Annual Meeting as Open Table United Church of Christ
Sunday, May 20, 2018

Agenda

Call to Order

Invocation – Prairie Association Minister Kathy Lawes

Approve Agenda

Approve Minutes of 2017 Annual Meeting - Action

Reports from the Ministry Teams

Report from the Nominating Committee - Action

Annual Budget and Financial Review-Treasurer Jen Swanson - Action

Comments from the Moderator

Benediction – Prairie Association Minister Kathy Lawes

Adjourn

Pastor's Report

As you receive this report, I am on a three-month sabbatical from my responsibilities and office as pastor of Open Table United Church of Christ. This is a new adventure for all of us. I have never taken a sabbatical before. And this congregation has not, at least in recent years, intentionally prepared for a pastor to take sabbatical time. It is yet another first in the life of Open Table United Church of Christ, and one of which I am certain we will all come out on the other side stronger, even better equipped for ministering as God intends us, and even more keenly aware of the many gifts and talents with which God has graced the people of OTUCC. So, before I share my report, thank you, church family, for the gift of this time and space to stretch, learn, and rejuvenate.

The beginning of our 2017-18 program year started, as it regularly will, with the Illinois Conference, UCC, Annual Celebration, which is the time when we conduct our annual business meeting and celebrate with almost 250 other congregations and non-parish ministry centers who we are together as a conference of the United Church of Christ. I currently serve as Vice President of the conference, and I have been slated by the conference nominating committee for election as President for 2018-2020. This is a time of great transition in the Illinois Conference as we examine our mission and vision and our sustainability as a church entity. I am blessed to have the experience of the work we have done together as Open Table UCC in such explorations to offer the conference, and I am excited about the opportunity to help lead in strengthening our conference to better serve and resource its congregations, including OTUCC!

Shortly after Annual Celebration, I attended the 2017 General Synod of the United Church of Christ in Baltimore, MD, where I served as a delegate on behalf of the Illinois Conference. Just as we are now looking at significant changes in the Illinois Conference, and more importantly, just as we have spent the past few years making significant changes to who we are and how we minister as Open Table United Church of Christ, the national setting of the UCC is in the midst of reshaping and restructuring to better meet the needs of and work on behalf of congregations and conferences. I encourage you to connect with our national ministries by going to the UCC website at www.ucc.org. There you will find, among many other things, reporting from the 2017 General Synod, which will give you information about the work that was done in Baltimore, and the work that continues to be done each and every day in Cleveland and beyond by our national and regional staff. I cannot express how important it is that we have a national voice, and that we as a congregation add impact to that voice, in a time when our nation and world continue to struggle with the rights of people who are LGBTQI and their families, with gun violence and racial and ethnic discrimination, with natural disasters and injustice in the economy and the work place, with war and famine and genocide and religious persecution and human trafficking, with so many ways that we continue to live as if some people count more than others or are less blessed in the eyes of God than others. The voice of OTUCC is so necessary at our conference and national level, so please be attentive, and please continue to find ways to share your gifts and talents in the wider church and the world!

Ministry at OTUCC continues to change and grow, which is exciting, and sometimes a bit unnerving. Just when we think we've hit an even stretch on the journey, the Holy Spirit takes hold and shakes loose something new. Ministries such as Community Outreach Teen Theater and our Youth Outlook Drop-In Center, which both began last spring, are in full swing. Youth Outlook not only impacts the lives of LGBTQI youth and allies every Tuesday evening, but impacts the lives of families, schools, and the community, as well as the youth involved, each and every day. And COTT has begun its second season, taking a big leap into the musical theater scene with a production of Don't Stop Believin'! COTT provides not only strong theatrical training and an opportunity to perform, but offers an avenue for the youth in our community to have a voice and share a positive, life-changing message. We also took the first steps toward building a church youth group this year. While we're still working out the kinks, it was

a great first season of middle and high school youth coming together for faith formation, community building, and fun.

This year, we offered adult spiritual nourishment opportunities on Sunday evenings. Wednesdays at the Well met most Wednesdays after choir rehearsals. We have found that a shorter, more compact format works best for this gathering. Vine, Brew, and Bean has been our Sunday evening faith formation program, which has been offered in segments throughout the program year. I am delighted that Rev. Winn Alley is once again sharing in the leadership responsibilities for this program.

In case you haven't noticed, a couple "minor" building renovation projects have been completed, as well. In November work was completed to replace the roofs on all four buildings on our campus. Damage from the tornado and hail storm that happened February 28th of 2017 led us, through the efforts of then moderator Dave McClure, to work with EcoShield, a company that specializes in storm damage work. They were able to secure funding from our insurance company to do the work on all four roofs for the cost of our deductible!

Additionally, the sitting room side of Fellowship Hall and our south entryway received a great deal of attention during this first part of 2018, with much scraping and mudding and painting, along with some restructuring and relighting. Thanks to Sarah Reckmeyer and Jerry Dalton and their crew for making our space brighter and more welcoming.

Of course, I cannot submit my report without a huge thank you to our staff. They are amazing, resilient, and incredibly innovative! And I would be remiss if I did not say, "thank you, thank you, thank you!" to our Leadership Table! Their dedication, determination, and ability to think outside the box has brought us to new and amazing places. Thank you to each and every one of you who is part of Open Table UCC, from the youngest to the oldest, the longest-standing member to the most recent additions to our church family! Each of you brings a unique and necessary part of who we are to the table.

We have learned over the years that it isn't the destination that has grown us into the church we are together, but instead it is the journey. Being stagnant is not who we are about, for when we settle in, we lose our momentum. So here is to a 2018-19 full of changes and growth and ministry together!

Yours in Christ,

Rev. Kimberly Wood

Moderator's Report

I'm fairly certain no Moderator's tenure goes exactly as they imagine it and that most leave the position with work they had hoped to accomplish left behind incomplete. I can safely say mine has been no different. I have been feeling pretty down about all the things I had hoped to do but haven't been able to... but then thought about all that has been accomplished through the efforts of our Open Table UCC family. A partial list follows:

- Open Table UCC (OTUCC) held its first stewardship campaign in quite some time, gathered in cottage meetings and asked the OTUCC family to prayerfully consider its financial giving as well as its offerings of time and talent.
- Over a five month period, members of Leadership Table studied the budget, congregational giving, Illinois Conference guidelines for pastoral compensation, and Pastor's current contract, all the while crunching many numbers, which led to offering Pastor a one-year contract.
- A youth group started meeting on Sunday evenings and adults continued to gather for educational studies and discussions.
- Thanks to our insurance policy, new roofs were installed on all church properties after they sustained damage in the February 2017 tornado.
- We continued to reach out into the community as we fed many during our Second Sunday lunches, staffed the PADS shelter, and organized the food pantry.
- Community Outreach Teen Theater gave its inaugural performances, with area youth sharing their acting talents in some meaningful shows.
- OTUCC remained a "five-for-five" church, giving to all five of the greater UCC missions in addition to giving monthly to eight other "missions of the month".
- Our partnership with Youth Outlook continued to make a difference in the lives of LGBTQ+ youth and their allies.
- The east portion of our fellowship hall and Jackson Street entry hallway were renovated and look amazing.
- OTUCC continued to work in partnership with the Youth Service Bureau, YMCA, and Bridges Senior Center.
- A PFLAG chapter was established and had twenty individuals at its first meeting.
- The Illinois Conference of the UCC awarded OTUCC a \$10,000 LEEAP grant, to continue to help with our outreach programs.
- Preparations were put into place ahead of Pastor Kim's sabbatical, allowing her to take a three month leave for a time of rest, education, and rejuvenation.

All this... all this, while we continued to gather for meetings, rehearsals, and worship... all this while we continued to support each other, both inside and outside our walls... and all this while we continued to extend a most extravagant welcome to all. I am so proud of the Open Table UCC family.

I am a firm believer in the adage "give credit where credit is due". As such, as I step away from the Moderator position, I credit and thank Pastor Kim for her vision and help, both at Leadership Table and in the day-to-day workings and ministry of OTUCC. I credit and thank Ministry Team facilitators Ken Brown, Jenn Martin Olsen, and Steve Malinsky for their time and energy leading their teams. I credit and thank the other members of the '17-'18 Leadership Table: Moderator Elect Sarah Reckmeyer, Treasurer Jen Swanson, Clerk Jordan Johnson, and Member at Large (focusing on Communication and Care) Donna Martin for their seemingly tireless efforts, literally at all hours of the day and night. These individuals care deeply about OTUCC, its health, and its place in this community and it has been a pleasure working alongside them during this program year.

Open Table UCC makes a difference in the lives of many in a multitude of ways, and it is my fervent prayer that it will do so for generations to come. I look forward to gathering side by side with you all as we continue to celebrate diversity, nourish and serve others, work for justice, and grow together in faith.

Respectfully submitted,

Heather Francis

1st Annual Meeting of Open Table United Church of Christ
Minutes of the 177th Annual Meeting
Sunday, June 4, 2017

Moderator Dave McClure called the meeting to order at 9:58 a.m.
Pastor Kim Wood gave the invocation.

Greg Swanson moved to approve the Agenda for the meeting; Donna Martin seconded; the motion carried.

Dawn Haggard moved to approve the Minutes of the 2016 Annual Meeting. With 2 changes to items on page 7, Nelson seconded the motion; the motion passed.

Treasurer Jen Swanson presented a slideshow to highlight the Financial Report. This included a projected and proposed Budget for 2017-2018. See Financial Report on pages 15-16. Highlights for fiscal year 2016-2017:

- Income: Pledges - \$76,027
Grove Hayward - \$47,500
- From July until now we have not transferred any money from the Grove Hayward account. Dave McClure assured the congregation that our church's money is in good hands with Jen Swanson.

Reports from the moderator and each of the ministry teams, contained in the 2017 Annual meeting Booklet, were summarized for the congregation. Comments and discussion followed.

The church's constitution was suspended a year ago – Pastor Kim Wood, Jen Swanson, and Ken Brown devised a new basic Constitution with By/Laws, which was distributed to the congregation prior to the meeting. Discussion of the new constitution, included questions about the Statement of Faith and the number of Officers, took place. Article 6 was amended to state that there are four officers. (The At-Large member is not an officer, but has voting rights.)

Dawn Haggard moved to approve the new Constitution. Greg Swanson seconded. Motion carried.

An Outstanding Building Question from New Beginnings was revisited. Update – the Leadership Table acknowledges that the intent at last year's annual meeting was to stay in the current building for 1 year, at which time a decision on moving or staying would be decided. They now recommend we not make any changes at this time.

Wider United Church of Christ – Update - Pastor Kim

- Open Table UCC has received a Thank You certificate for the \$6,000 in offerings for OCWM.
- We have also received a certificate for the 5 For 5 offerings to the wider UCC for 2016.
- General Synod in Baltimore – “Churching Outside the Box”

Nominating Committee – New Officers for 2017

- Moderator: Heather Francis
- Moderator-Elect: Sarah Reckmeyer
- Treasurer: Jen Swanson
- Clerk: Jordan Johnson
- At Large/Care: Donna Martin

The congregation voted to confirm the slate of officers brought by the Nominating Committee.

Building – Mary commented on the great support for caring for the building.

Ministry Teams Facilitators

- Peace and Justice Ken Brown
- Spiritual Nourishment Jenn Martin-Olsen
- Community Outreach Steve Malinsky

Pastor Kim Wood affirmed the ministry of and installed the new Leadership Table. She offered a **Benediction**.

Kevin Francis moved to adjourn the meeting. Mary Malinsky seconded. The motion carried.

Adjourned at 11:25

Respectfully submitted,

Sharon Loudon, Clerk

Special Congregational Meeting Minutes
Open Table UCC, Ottawa, IL
August 27, 2017

Called to order at 11:30 am

The meeting was opened in prayer by Kim

Ministries update

- Community Outreach Teen Theater
 - 23 youth & 23 adult volunteers
 - Production Aug 3-5
 - 250 people attended
 - Ticket sales and donations generated about \$4,000
 - The next production will be held next summer
 - Fundraising will be ongoing throughout the year
- Youth Outlook
 - \$488 for library donations
 - 42 books purchased
 - 36 total youth have participated
 - 12 core/weekly participants, from a span of 6 zip codes

Financial Summary

- JULY INCOME: \$28,801.65
 - \$5,104 offering
 - \$10,203 Grove Hayward Trust
 - \$3,139 COTT income
 - \$488 donations for library
 - \$715 rental/building use
- JULY EXPENSES: \$25,934.31
 - \$400 extra utility
 - \$390 maintenance on organ
 - \$7,694 transferred to disaster relief account
 - \$1,002 expenses for COTT
 - \$5,334 quarterly payments
- Expenses to come:
 - Pastor's 2017 Pension: \$8,400
 - Elevator repair bill to be received
 - \$2,000 insurance deductibles
 - \$392 air conditioner repair
 - \$4,892 Designated for COTT
- Balance of Investment Account: \$28,133.55
- Transferred \$8,418 In the last 14 months

Air conditioning

- At the end of July, 2 of 3 units cooling the sanctuary were not working.
- Mucci & Kirkpatrick serviced them:
 - 1 needed a small part replaced. Completed for \$329.
 - The other had extensive lightning damage.

- Pastor Kim & Bill Mucci worked with our insurance company to cover replacing the lightning damaged unit.
- Replacement cost was \$5,310.62, of which the church will pay our \$1,000 deductible.
- Work was completed in time to cool the sanctuary for the play.
- We are in the process of gathering quotes for a maintenance contract.

Roof

- Patching and repairing needs to be done
- The February tornado caused some damage
- EcoShield began working with our insurance company to repair/replace all of our roofs.
- Estimated replacements
 - Church \$135,347.99
 - Parsonage \$38,456.85
 - Brick House \$52,597.72
 - Garage \$2,710.85
 - TOTAL \$229,111.41
- Insurance will cover 100% of replacement cost for 4 roofs: church, parsonage, brick house, and garage.
 - Church will pay \$1,000 deductible
- Insurance will NOT cover repairing or replacement on the steeples.
 - Estimate for repair of the steeples \$4,000-\$5,000 with most of the cost attributed to equipment rental
- The Leadership Table would like the congregation to consider approving the following motion:
 - We will borrow the funds for repairs to the steeples and exterior repairs, not to exceed _____, exploring various lenders in order to find the best rate and repayment agreement possible.
- Discussion of the motion
 - Would we also want to paint the west façade, as we will already have the equipment rented?
 - On the steeples, will they be replacing the missing flashing or all of it?
 - They will definitely replace what is missing. If they cannot match the new flashing with what is still left, all of it will be replaced
 - Bats are getting into the building. We need to explore our options for keeping them out.
 - There is a broken outer (not stained glass) window on the west face.
 - We have not yet voted whether to remain in the building
 - However, these repairs will raise the appeal of the building, should we decide to leave.
 - Second story windows require glazing/painting/etc done. Should we include that too?
 - We should explore our lending options, in order to make sure we get the best rate possible.
 - The contractors may not be willing to extend their work beyond what we have already been quoted, due to the nature of their business.
 - Did we look into the company and make sure it is reputable?
 - Yes, they have been registered with Ottawa, they have positive reviews, and have acted in a very professional manner.
 - Would we consider holding a special offering to help pay what is needed?
- Steve Malinsky makes motion to approve the motion, Jenn Martin-Olsen seconds.
 - Current wording: We will borrow the funds for repairs to the steeples and exterior repairs, not to exceed \$15,000, exploring various lenders in order to find the best rate and repayment agreement possible.

- is 15,000 enough considering everything? Do we only have the option of UCC borrowing once or should we consider a larger sum?
- Dawn Haggard moves to amend the amount to \$25,000, Wendy Asphahani seconds.
- Both the amendment and the motion pass by consensus.
 - Final wording: We will borrow the funds for repairs to the steeples and exterior repairs, not to exceed \$25,000, exploring various lenders in order to find the best rate and repayment agreement possible.

Looking ahead

- Pastor's call: any changes that are made will be brought to the congregation for approval.
- A vote will need to be taken on whether to remain in the building.
- Stewardship: a group is in the process of getting together, still accepting those who want to be involved

Motion to adjourn made by Ron Wood, seconded by Jenn Martin-Olsen.

Meeting adjourned at 12:30 pm

Respectfully submitted by Jordan Johnson, Clerk – Open Table UCC

Special Congregational Meeting Minutes

Open Table UCC, Ottawa, IL

October 1, 2017

Called to order at 11:18 a.m.

Refigure the Facilities Recommendations

- Gathered in March 2015 -- Made a mission and a goal to weigh our needs and options
- Gathered in April 2016 -- Proposed remaining in our current building for a trial period
- Risks of staying that were identified
 - The cost of maintaining the building
 - Need to supplement income
 - Repairs
 - Size of the building much more than needed for our congregation
 - Risk of complacency
- Risks of leaving that were identified
 - Location/Identity
 - Remaining good stewards of the building if we move
 - The facilities that we need and use are here
 - Rental and partnership opportunities to explore
 - Kicking off ministries
- Overcoming risks
 - Moved the office to the church building and are renting the brick building
 - Cost of moving office: \$10,600
 - Rental income to date: \$8,455 (brick building and church building activities)
 - Applied for grants to cover ministry expenses
 - LEEAP (\$15,000), Omni Arts Foundation Grant (\$500)
 - Capital Campaign for covering remodeling & renovation
 - Donations, memorials, fundraising: \$8,538
 - Capital donations for furnace repair: \$4,125
 - Elevator
 - Repairs completed Jan 2015-June 2016 \$10,034.50
 - Repairs completed July 2016-present: \$346
 - Furnace was repaired for \$16,067 in 2016
 - Insurance claim submitted for repair of roof/windows due to storm damage in February 2016
 - Received \$10,698.31 used to complete some roof repairs ourselves and replace 2 windows in the office.
 - Increased income anticipated from Grove-Hayward Farm sale and investments
 - A year of disbursements from trust: \$47,437
 - Previously, an average year of income from farm: \$12,000

Building repairs

- Since April 24, 2016
 - Air conditioning: \$1,000 (deductible for \$5,310.62 claim)
 - 2016 Roof repairs
 - Office widow replacement: \$1,730
 - Elevator repair: \$346 (August 2017)

- 2017 Roof replacement: \$1,000 (deductible for \$131,779 claim for roofs on all 4 buildings)
- Will the roof work be done by winter?
 - Work will begin October 16 and is expected to be completed in a timely manner
- Roof work no longer includes steeples

Building Renovations

- Office
- Youth room
- ADA-compliant bathroom (in progress)

Building use

- Church use
 - Worship on main level
 - Office hours
 - Ministry teams & work
 - Social Justice Speaker Series
 - Choir
 - Vine, Brew, and Bean, Wednesdays at the Well
 - Youth group
 - Puritan Chapter
 - Other People's Poetry
- Community use
 - Bridges
 - Youth Outlook
 - Community Outreach Teen Theater
 - YMCA
 - Youth Services Bureau
 - Community groups
 - Music lessons, recitals, concerts
 - GSA
- Child Welfare Guild no longer uses the building for Treasures & Trash, but they are happy to come back if we have the time/ability to host them

Recommendation/Motion

- Dawn Haggard made a motion to stay in the building, Marshall Wahlstrom Helgren seconded
- Discussion
 - Discussion ensued regarding utilization of the building and space and included: organ, COTT, community programs, accessibility, style of worship.
 - Should we put the motion in the words of a time frame to revisit?
 - The one year deadline we set the last time may have made us more proactive in taking the steps we have.
 - Clarification about the sanctuary
 - The elevator is an important factor in why it is not largely used, but it is not the only one
 - We would need to do some modifications to make the space more flexible if we were to worship up there
- Jenn Martin-Olsen moved to amend the motion that the Leadership Table reassess the viability of staying or leaving every two years. Jennifer Swanson seconded.

- Discussion
 - Steeples will no longer be repaired with the roof. The Leadership Table needs to consider all of the repairs and the projects that the building needs and the sustainability thereof
- Vote on the amendment. Motion passes.
- Discussion
 - It is the responsibility of the Leadership Table to schedule a building reassessment every two years.
 - A plan needs to be made to communicate this schedule to future Leadership Tables.
- Vote on the motion. Motion passes.

Motion to adjourn made by Kevin Francis, seconded by Meredith Martin Olsen

Meeting adjourned at 12:08 p.m.

Respectfully submitted by Jordan Johnson, Clerk – Open Table UCC

Treasurer's Report

INCOME	Current July 2017-March 2018	Previous Year July 2016-March 2017
Church Useage/Rent	\$5,980	\$4,440
Offering	\$57,593.30	\$59,846
Special Offering	\$745	\$1,000
Schoch Trust	\$12,974.04	\$13,189.52
Grove Hayward Trust	\$38,912.38	\$39,617.82
LEEAP Grant	\$7,500	\$0
Other	\$3,400.55	\$2,590.69
Second Sunday Lunch	\$226	\$1,086.55
Insurance Payments	\$4,310.62	\$10,698.31
TOTAL	\$131,641.89	\$132,468.89

EXPENSES	Current July 2017-March 2018	Previous Year July 2016-March 2017
LEEAP Grant Related	\$7,110.09	\$1,500
Worship Related	\$2,367.06	\$2,533.38
Operating Expenses	\$2,789.87	\$8,695.30
Maintenance	\$9,942.16	\$11,432.56
Insurance	\$11,507.72	\$10,792.73
Utilities	\$14,160.61	\$15,085.91
Ministry Expenses	\$1,268.04	\$2,225.93
Pastoral Expenses	\$54,001.28 ¹	\$50,042.68 ²
Payroll	\$28,239.85	\$24,147.34
TOTAL	\$131,796.51	\$126,455.83

General Notes:

¹ Reflects 6 quarters of pension payment due to needing to catch up in 2017 calendar year.

² This number does not reflect full pension payments for 2016-2017 fiscal year.

- We switched phone and internet carriers for the church and office and are saving about \$100 a month with our new plan.
- The majority of our ministry expenses (Second Sunday Lunch, Youth Outlook, COTT, adult education programs) are self-funding with the majority of costs offset by donations.
- We have moved to a cash rewards credit card for purchases. To date we have earned and applied credits of \$410.15 to our bills.
- Restricted funds for COTT, Youth Outlook, LEEAP, and Peace and Justice: \$12,466.09.

Edward Jones Church Investment Account

- Balance as of 4/27/18 \$29,588.73
 - Mutual Funds: \$29,089.47
 - Money Market: \$499.26
- From July 1, 2015-June 30, 2016 we transferred \$46,500 to supplement cashflow.
- From July 1, 2016-June 30, 2017 we transferred \$8,418.20 to supplement cashflow.
- From July 1, 2016-May 20, 2018 we have transferred \$2,000 to supplement cashflow.

Hay Scholarship Account

- Balance as of 4/27/18 \$58,249.54
- Over the past 5 years, the PRINCIPAL of the investment has grown by over \$18,000 because capital gains were reinvested rather than made available for distribution. Per the language of the trust, all of the proceeds are to be made available to for distribution.
- Edward Jones has been directed to pay out capital gains, which has increased the cash available for scholarships by nearly \$4,000 for the next award period
- Three scholarships totaling \$1,335 were awarded to three applicants in 2017.

Capital Fund

- Balance as of 4/30/18: \$152.17
- Gifts to the Capital Fund for FY 2017-2018 were \$1,500
- Received \$4,310.62 insurance money for air conditioning repairs to the sanctuary made in August.
- We paid \$1,000 for our deductible for roof replacement for the sanctuary, the parsonage, the brick rental building.

Memorial Account

- Balance as of 4/30/18: \$1,946.28
- We have received no gifts into this account this fiscal year.
- Honorariums for Peace & Justice speakers totaling \$400 were disbursed

Rabenstein Education Fund

- Balance as of 4/30/18: \$10,595.17
- Includes \$2,250 of LEEAP funds deposited into this low activity account to protect from monthly cash flow.

Disaster Relief Fund

- Balance as of 4/30/18: \$7,155.68
- No gifts have been received into this account this fiscal year.
- Payments have been made as needs arise related to tornado recovery (\$542 for the fiscal year to date).

GROVE HAYWARD TRUST DISBURSEMENTS:

	2016 (previous FY)	2017 (current FY)		2016 (previous FY)	2017 (current FY)
July	\$10,128.51	\$10,203.50	Jan.	\$11,648.84	\$12,773.06
Aug.	\$161.11	\$1,294.21	Feb.	\$205.43	\$1,314.32
Sept.	\$3,624.17	\$1,091.79	March	\$0.00	\$578.83
Oct.	\$9,429.38	\$9,133.15	April	\$5,496.36	\$9,338.25
Nov.	\$2,322.35	\$1,008.03	May	\$592.08	\$1,106.22
Dec.	\$2,098.03	\$1,515.49	June	\$1,731.23	
Last FY Total thru May: \$45,706.26			This FY Total thru May: \$49,356.85		
Last FY Total: \$47,437.39					

Please be sure to talk to me if you have any questions about this information. I wish to thank Sharon Loudon, Steve Malinsky, Heather Francis, Jenn Martin-Olsen, Donna Martin, Steve Bruns-Revell, Dawn Haggard, and Kevin Francis for their time, efforts, and diligence in counting our financial gifts each week. My thanks also to Wendy Arceo for her bookkeeping skills and above all her patience with me as I get her financial information to share with all of you!

Respectfully Submitted and in the Service of God,

Jennifer Swanson
Treasurer

**Open Table United Church of Christ
2018-19 Budget**

EXPENSES: OPERATING EXPENSES	Budgeted	Actual Thru 3/31/18	Projected Thru 6/30/18	Proposed 7/1/2018 – 6/30/2019
OCWM	\$6,000.00	\$4,500.00	\$6,000.00	\$6,000.00
Pulpit Supply	\$1350.00	\$600.00	\$1,525.00	\$1700.00
Worship Supplies	\$500.00	\$611.38	\$611.38	\$500.00
Kitchen & Cleaning Supplies	\$1000.00	\$715.09	\$825.00	\$1,000.00
Office Supplies	\$2,000.00	\$1,238.63	\$1,400.00	\$3,000.00
Choir Supplies	\$350.00	\$205.68	\$250.00	\$350.00
Instrument Maintenance	\$1,200.00	\$950.00	\$1,200.00	\$1,200.00
Subscriptions	\$1,200.00	\$655.70	\$725.00	\$600.00
Church/Rental Property Maintenance & Repair	\$10,000.00	\$8,953.50	\$10,000.00	\$10,000.00
Parsonage Maintenance	\$2,500.00	\$988.66	\$1,140.00	\$2,500.00
Insurance	\$12,500.00	\$10,831.25	\$12,500.00	\$14,392.00
Waste Removal	\$1,056.00	\$864.89	\$1,145.09	\$1,120.80
TV, Internet, Phone	\$5,000.00	\$3,250.78	\$4,237.78	\$4,000.00
Electricity	\$6,000.00	\$3,983.16	\$5,310.88	\$5,500.00
Gas	\$5,500.00	\$4,930.35	\$6,500.00	\$5,500.00
Water	\$2,000.00	\$1,131.43	\$1,500.00	\$1,500.00
Advertising/Promotions	\$500.00	\$180.55	\$180.55	\$500.00
Professional Services	\$500.00	\$0.00	\$0.00	\$500.00
Total Operating Expenses	\$59,156.00	\$44,591.05	\$55,050.68	\$59,862.80
PAYROLL EXPENSES				
Administrative Assistant/Bookkeeper	\$20,000.00	\$14,674.50	\$19,500.00	\$20,000.00
Organist (including substitute)	\$5,500.00	\$3,938.46	\$5,500.00	\$5,500.00
Choir Director (including substitute)	\$2,100.00	\$1,607.44	\$2,143.25	\$2,100.00
Housekeeper	\$8,160.00	\$6,014.46	\$8,019.28	\$8,160.00
FICA	\$1,700.00	\$1,624.95	\$2,200.00	\$2,200.00
Medicare	\$500.00	\$380.04	\$506.72	\$500.00
Total Payroll Expenses	\$37,960.00	\$28,239.85	\$37,869.25	\$38,460.00
PASTORAL EXPENSES				
Salary+ Experience & Health Bonuses	\$45,000.00	\$36,918.48	\$49,461.96	\$50,174.00
Pension	\$8,418.20	\$8,418.20	\$12,369.79	\$7,903.17
Equity Allowance	\$2,184.00	\$1,628.49	\$2,171.28	\$2,171.28
Professional Expenses	\$5,000.00	\$2,726.00	\$5,000.00	\$4,500.00
Social Security Offset	\$3,750.00	\$2,883.32	\$3,838.32	\$3,838.32
Pastor Disability Insurance	\$900.00	\$676.47	\$901.96	\$901.96
Backpay and Contract Extension	\$0.00	\$1,771.96	\$1,771.96	\$0.00
Sabbatical Related Expenses	0	0	\$1,255.30	\$500.00
Total Pastoral Expenses	\$65,252.20	\$55,022.92	\$75,515.27	\$69,488.73

EXPENSES: OPERATING EXPENSES	Budgeted	Actual Thru 3/31/18	Projected Thru 6/30/18	Proposed 7/1/2018 – 6/30/2019
MINISTRY EXPENSES				
<i>Community Outreach</i>				
Programming/MISC	\$0.00	\$0.00	\$0.00	\$300.00
Pastor's Discretionary Fund	\$1,000.00	\$379.40	\$1,000.00	\$1,000.00
Second Sunday Lunch	\$0.00	\$250.40	\$630*	\$0.00**
Outdoor Ministries	\$300.00	\$300.00	\$300.00	\$300.00
COTT	\$0.00	\$1,286.14	\$1,286.14*	\$0.00**
<i>Peace & Justice</i>				
Programming/MISC	\$0.00	\$400.00	\$400.00*	\$0.00**
IL Conf ONA Ministry	\$300.00	\$300.00	\$300.00	\$300.00
Open and Affirming Coalition of the UCC	\$300.00	\$0.00	\$300.00	\$300.00
Youth Outlook	\$0.00	\$1,879.33	\$1,879.33*	\$0.00**
<i>Spiritual Nourishment</i>				
Programming/MISC	\$0.00	\$140.09	\$140.09	\$300.00
CUE	\$300.00	\$300.00	\$300.00	\$300.00
Camp Scholarships	\$0.00	\$0.00	\$0.00	\$0.00
Conference Expenses (Laity)	\$250.00	\$60.00	\$250.00	\$250.00
Total Ministry Expenses	\$2,450.00	\$1,479.49	\$2,590.09	\$3,050.00
TOTAL EXPENSES	\$164,818.20	\$129,333.31	\$171,025.29	\$170,861.53
INCOME				
Rent & Building Use	\$10,260.00	\$5,980.00	\$7,973.33	\$7,975.00
Pledges	\$80,000.00	\$55,326.00	\$72,000.00	\$75,000.00
Loose Offering	\$0.00	\$2,267.30	\$3,200.00	\$0.00
Schoch Trust	\$13,000.00	\$12,974.04	\$12,974.04	\$13,000.00
Grove Hayward Farm	\$45,000.00	\$38,912.38	\$50,300.00	\$50,000.00
Other Income	\$2,500.00	\$3,400.55	\$3,471.66	\$2,500.00
Special Offerings	\$1,500.00	\$745.00	\$900.00	\$1,000.00
Insurance Payments	\$0.00	\$4,310.62	\$4,310.62	\$0.00
Fundraising	\$0.00	\$500.00	\$2,004.00	\$0.00
TOTAL INCOME	\$152,260.00	\$124,415.89	\$157,133.65	\$149,475.00
Shortfall	\$12,558.20	\$4,917.42	\$13,891.64	\$21,386.53

*indicates an expense that was paid for by restricted donations and gifts for that specific cause

**indicates not budgeted as the ministry has been provided for by donations and gifts to be applied to future expenses

Green means the item is under budget or represents a decrease in the budget.

Yellow indicates over budget or an increase in the budget item.

Report of Church Membership

Membership, July 2017	98
Added	5
Removed	8
Adjustment (Removed)	1
Membership, June 2018	94

Baptisms
Weddings

Received in Membership

Affirmation

July 16, 2017	James R. Lindig Mary Sharon Lindig Natalie-Anne Lindig Cori Lindig
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Transfer

September 24, 2017	Marshall Wahlstrom-Helgren
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Removed from Membership

Death

July 17, 2017	Betty Wunder
September 28, 2017	Lola Sellers
March 25, 2018	Louise Stisser

Transfer

October 2, 2017	Mike James Terri James Victoria James
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Request

July 01, 2017	Randall Olsen
November 16, 2017	Peg Kramer

Audit Report

Monthly audits continue to be conducted in order to review accuracy of records and ensure proper financial processes. Our auditors, Mary Malinsky, David Hayes, and Sarah Reckmeyer, gather with me on the last Monday of each month in order to review the records from the month previous. They review all checks and deposits for all bank accounts, complete the reconciliation in QuickBooks, and ensure the proper financial processes are being followed by the treasurer, the bookkeeper, the pastor, and any others who spend money on behalf of the church.

No anomalies have been identified in the past 9 months of audits, but our auditors have helped me identify errors in bookkeeping, reporting, and documentation. They have helped me accept that we are all in fact human and make mistakes. I am very grateful that our auditors are so good at catching the mistakes so that they do not grow into bigger problems for our church!

Recently added to the auditing process, is a review of the monthly credit card statement and verification that each purchase has a receipt attached for proper tracking and bookkeeping.

I wish to thank the auditors for their service to the church, their patience with me, and their efficiency in completing their work!

Respectfully submitted,

Jennifer Swanson
Treasurer

Communication and Care Annual Report 2017-2018

The Leadership Table member-at-large position for 2017-18 was designated as “Communication and Care”. The position has been extended for a second year.

The following items were implemented as part of the Communication and Care position:

- Weekly Menu to members and friends
- Education about and increased activity on Open Table UCC Facebook page: <https://www.facebook.com/OpenTableOttawa/>
- Partial update of Open Table’s website (ongoing) <http://uccottawa.org>
- Registered as a non-profit with PayPal
- Added donate buttons to Open Table’s website and Facebook page
- Leadership Table minutes and reports sent at the beginning of each month
- Published pastoral office hours
- Establishment of Congregational Care Assistant position during sabbatical

Future goals are:

- Establish a regular visiting schedule with members unable to attend worship
- Explore and implement most effective ways to communicate with members and friends
- Register as a non-profit with Facebook
- Use Facebook to share the vision and ministries of Open Table UCC
- Increase activity on Instagram @opentableucc
- Update and/or redesign Open Table’s website
- Respond to requests of Leadership Table for future projects

Thank you for the opportunity to serve as the “Communication and Care” member of the Leadership Table.

Sincerely,

Donna Martin
Communication and Care
Leadership Table

Community Outreach Ministry Report 2017-2018

Among the projects of the Community Outreach Ministry Team are: Mission of the Month, Second Sunday Lunch, Community Outreach Teen Theater (COTT), PADS team, and Labor of Love. In addition we had a team of volunteers that helped sort and shelve food donated to the Community Food Basket during Freezin' for a Reason and during the Mail Carriers' food drive in May. Bridges Senior Center is renting space in the church to provide programming. Ottawa YMCA has been partnering with our church for several years to be able to provide breakfast and lunch to children in their summer day camp program.

Mission of the Month is a special offering each month that is given to local nonprofits and special UCC projects chosen by the church. Thanks to Dawn Haggard for leading the effort to continue to provide a community lunch each second Sunday of the month. Church members and friends sign up to be responsible for the menu, shopping, preparation of the meal. There has always been plenty of help from the congregation making some people comment that the Holy Spirit must be helping us.

Our PADS (Public Action to Deliver Shelter) team once again volunteered on the second Sunday night each month. Thanks to our devoted regulars, Sharon Loudon and Ken Brown, Pam Simon, Terry O'Brien, Donna Martin and Sarah Reckmeyer, Nelson Nussbaum and Dave McClure. Jenn and Meredith Martin Olsen and Mary Malinsky helped us by subbing.

In spring of 2017 we helped repair a home that was damaged in the tornado. Labor of Love is an annual United Way event to repair homes whose owners are unable to maintain the homes themselves. We had a big group help with Labor of Love and we did more work on the same home that we had already started working on following the tornado.

Mary Lindig initiated a major outreach project last summer with the creation of the Community Outreach Teen Theater. The first edition of the COTT presentations in July of 2017 was a big hit. Mary will work with area teenagers to prepare and present theater productions each summer.

New project ideas are always welcome. In fact everything that this team does started out as an idea in the mind of one person. Keep those ideas coming and let's help this ministry grow!

Steve Malinsky, Facilitator

Peace and Justice Ministry Report

This past year, the Peace and Justice Ministry Team continued with the programs it started in 2016-17, and it moved forward with some other projects.

YOUTH OUTLOOK DROP-IN CENTER

In December of 2016, our team partnered with Youth Outlook, the first social service agency in Illinois dedicated solely to supporting LGBTQ+ youth. On April 11, 2017, we opened our drop-in center for LGBTQ+ youth and their allies. It is held at the church and meets every Tuesday from 6:30 to 9:00 p.m. The drop-in center has thrived under the leadership of Program Director Heather Francis. The center celebrated its first birthday with a party on April 10, 2018. During the past year, more than 80 youth have attended the drop-in center. On a weekly basis, an average of 20 youth attend the center.

SOCIAL JUSTICE SPEAKER SERIES

Our Social Justice Speaker Series continued with two events in the fall of 2017:

- September 24, 2017: Local attorney John Breslin spoke on the topic “Anti-Immigration Fever.” John explored the reasons behind the anti-immigration sentiment in our country, and addressed the myths that surround the issue of immigration.
- October 27, 2017: We held a forum on the “Humanity of Homelessness,” to discuss issues of youth and adult homelessness in rural and urban areas. Sam Barbour led a panel discussion. The panelists were Carol Alcorn of Illinois Valley PADS, Rev. Ben Adams of Holy Trinity Lutheran Church in Chicago, Dan Stribling of 360 Youth Services in Naperville, and Kelly Shymanski of Youth Service Bureau of the Illinois Valley.

PFLAG OTTAWA CHAPTER

We focused much of our energy this year toward starting a PFLAG chapter in Ottawa. We recruited four persons from the church and four persons from the wider community to serve as a leadership team. This eight-member team met as a group, contacted the national PFLAG organization, and prepared the paperwork to become affiliated with PFLAG national. On February 22, 2018, PFLAG Ottawa became an official chapter of the national organization.

The first meeting of PFLAG Ottawa took place on April 22, 2018. Twenty people were in attendance. PFLAG meetings are designed to offer a non-judgmental outlet for sharing, confidential support, and opportunities to learn facts about sexual orientation and gender identity through guest speakers, educational videos, and open discussion. PFLAG Ottawa will meet at Open Table Church on the fourth Sunday of each month from 2:30 to 4:00 p.m.

OTHER PEOPLE’S POETRY

Other People’s Poetry (OPP) continues to meet at Open Table Church on the third Thursday of each month, from 7:00 to 8:30 p.m. Led by Sam Barbour and Dave McClure, OPP provides a space to share original poetry and poetry written by others (together with some occasional music).

SANCTUARY

In late September of 2017, the Peace and Justice Team met with attorney John Breslin to discuss some of the steps necessary for our church to be a Sanctuary. In subsequent meetings of the Peace and Justice Team, the following concerns were expressed: 1) do we have the space to provide for sanctuary at our church building; and 2) do we have the “people power” or “energy” to pursue this initiative, in light of all the other commitments we have engaged in over the last year or so.

In light of these concerns, we decided to keep the door open to pursuing and/or promoting sanctuary. At this point, we want to explore further and obtain some answers in the following areas.

First, we want to learn more about sanctuary from a church that is actually doing it. Second, the space in

our church building is utilized by a number of other groups on a regular basis, e.g., Youth Outlook, Bridges Senior Center, and the YMCA. We concluded it would be best to ask these groups whether a sanctuary space could co-exist with their programs, and what effect it would have on their operations. Third, the group spoke of contacting other churches in the area (not necessarily limited to Ottawa) that might be interested in partnering with us to provide a space for sanctuary. As we move forward, the issue of Sanctuary is unfinished and can still be addressed.

CONCLUDING THOUGHTS

It has been my privilege to serve as the facilitator of the Peace and Justice Team for the last two years. May the Team continue to flourish in the future.

Peace (and Justice),

Ken Brown, Facilitator

Spiritual Nourishment Ministry Annual Report

This year so far has been a very eventful year. We are growing in the amount of people that have decided to help out with Spiritual Nourishment for Open Table UCC. First and foremost I would like to take the time to thank all of you that have volunteered and stepped up to help out with the team. You have truly made a difference and I appreciate each and every one of you.

This year we started a Youth Group and saw it grow in leaps and bounds as Pastor Kim and I witnessed, not just the church's youth coming to youth group, but others as well. At one point, we were seeing numbers over 10 youth. Some had never been to church. We had fun working with our youth and hope to continue in the Fall. Here are some of the highlights from the youth group this year:

- × Christmas shopping for a needy boy and girl
- × 5\$ gift exchange
- × Planned and executed a worship service
- × Learned about Martin Luther King Jr.
- × Put down on paper what our dreams for Ottawa were
- × Made trust masks with foil and decorated them
- × Played lots of Chicken Charades and other games as well
- × We asked questions
- × Asked God questions
- × Did trust walks
- × We did The Souper Bowl of Caring
- × We just hung out

We continue to love our youth. They are the future of this church. They are truly super individuals and leaders. It has been my pleasure to work with them, have fun with them and continue to learn with them. I also continue to learn from them. They never cease to amaze me!

We continue with Vine Brew and Bean! Pastor Winn Alley is doing a study by Walter Brueggemann right now and previously did a study on death and dying. Other Vine Brew and Bean highlights have been a Study on White Privilege, 8 Preachers Go to Hell and others just as interesting! We continue to be pushed out of our comfort zones at times and are free to question everything. We are free to grow in our faith!

We also continue with Wednesdays at the Well! Pastor Kim continues to help us understand the Bible, ourselves, and others, as well as life. This is a class where we are free to question and learn. It is an interesting way to grow in our faith!

As the year continues Steve Bruns-Revell has helped us grow as liturgists by hosting a workshop for readers. He also continues to work with the Spiritual Nourishment Team and helps to grow the Liturgists for Worship. I look forward to growing along with The Spiritual Nourishment Team. Right now we are working on leading four of our Worship services while Pastor Kim is on her well earned Sabbatical. We are honored to do our Memorial Day Service and then in June hold a Pride Vigil on a Saturday. The next day we will do things a little differently and go to Aurora to support their Pride Parade. We also look forward to doing a camp themed worship service and hosting John Breslin as he asks, "Why God?"

All in all there is a common theme to Spiritual Nourishment this year and that is growth. We continue to grow. For without growth we can only hope to remain stagnant and not moving forward. We continue to grow into The Spiritual Nourishment Team so the Spiritual Nourishment Team can grow with the church we so dearly love.

Respectfully Submitted,

Jennifer Martin Olsen

Puritan Chapter Financial Report

Balance on Hand May 1, 2017 \$1803.12

Receipts

Dues	\$150.00
Pecans	<u>\$1668.00</u>
Total receipts	\$1818.00
Total balance	\$3621.12

Disbursements

SRRC (Easter Seals)	\$100.00
Red Stocking Fund	\$100.00
Stamps & Shut Ins	\$9.00
Christmas gifts; Brenda, Wendy, Dale and Dave	\$100.00
Schermer Pecans	\$1351.44
Open Table UCC	<u>\$500</u>
Total disbursements	\$2160.44

Balance on hand May 1, 2018 \$1406.68

Submitted by Gloria Gregor, Treasurer

Benevolence Summary
July 2017 – April 2018

MISSION	RECEIVED	DISBURSED
CUE* (2017)	---	\$300
Illinois Conf. ONA Ministry* (2017)	---	\$300
OCWM* (2017-2018)	---	\$4,500³
Outdoor Ministries* (2017)	---	\$300
UCC Coalition for LGBT Concerns* (2017)	---	\$300
Pastor's Discretionary Fund*	---	\$729.40
<i>Second Sunday Lunch</i>	\$260.19	\$476.40
<i>Christmas Fund (2017)</i>	\$560	\$560
<i>One Great Hour of Sharing (2018)</i>	\$630	\$630
<i>Neighbors In Need (2017)</i>	\$482.20	\$482.20
<i>Strengthen the Church (2018)⁴</i>		
<i>Community Outreach Teen Theater Ministry</i>	\$575	\$530.14
<i>Youth Outlook Ministry</i>	\$1,696⁵	\$379.33
<i>Ann Marie Foundation</i>	\$562	\$562
<i>Gay Straight Alliance</i>	\$340⁶	\$0
<i>Youth Service Bureau</i>	\$515	\$515
<i>Bridges Senior Center</i>	\$195	\$195
<i>Community Food Basket⁷</i>	\$379	\$0
<i>Disaster Relief</i>	---	\$542.09
TOTAL Benevolence (to date)	\$6,194.39	\$11,301.56

* Indicates budgeted giving

³ \$1,500 of this amount credits the 2016-2017 fiscal year. Remaining \$3,000 to be paid by end of June.

⁴ Mission of the month for May 2018

⁵ Includes mission of the month, other donations, and donation for the library

⁶ Awaiting direction on payment--will likely split between a few local GSA organizations

⁷ Mission of the month for April. Will be paid in May.