



# Vermont Conference United Church of Christ

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Greetings to you from the Board of Directors of the Vermont Conference, United Church of Christ,

As I am sure you are all aware, the Conference's Board of Directors voted this past March to cancel the 225th Annual Meeting of the Vermont Conference, UCC, originally planned for April 24-25 at Lake Morey Resort in Fairlee, Vermont.

It was a very painful decision that was made prior to Governor Phil Scott's State of Emergency, "Stay Home, Stay Safe", executive order issued on March 13.

The impact of that cancellation was widely felt. Not only did we not have the opportunity to gather the body of the Conference for inspiration and fellowship, but we were unable to hear the much anticipated keynote presentations by Rev. Traci Blackmon. (Advance notice: we have secured Rev. Blackmon for our 2021 Annual Meeting scheduled for April 23 and 24!)

There are also a number of business items having to do with the ongoing mission and ministry of the Conference that the gathered Conference was unable to execute. Thankfully, the by-laws of the Conference empower the Board of Directors to execute decisions, normally carried out by the gathered Conference, in between meetings.

Those decisions were carried out by the Board of Directors at its monthly meeting via Zoom video conferencing on May 2, 2020. These decisions include action on the 2019 Treasurer's Report, the Revised 2020 Operating Budget, the Proposed 2021 Operating Budget, and a number of other Financial Documents. In addition, the Board of Directors voted to approve the Nominating Committee's recommended slate of Officers and Committee members.

These documents are all included in this mailing, as are the minutes from that May 2, BOD meeting.

Please feel free to contact me, Conference Minister Rev. Lynn Bujnak, or any member of the Board of Directors with questions or comments about these decisions which sustain and empower the life and mission of our Vermont Conference.

Faithfully,

Rev. Doug Carter  
Chairperson, VTCUCC Board of Directors

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Rev. Dr. Lynn Bujnak, Conference Minister  
Rev. Paul Sangree, Associate Conference Minister  
Jesse Davis, Operations & Ministries Coordinator; Tanya Frazier, Bookkeeper

## Vermont Conference UCC Board of Directors Meeting

May 2, 2020

### Minutes

Attending: Laura Nassau, Eric Webster, Kim McKerley, Ed Sunday-Winters, Jeanne Zammataro, Julie Cadwallader Staub (notetaker), Douglas Carter (chair), Lynn Bujnak, Richard Dale, Peter Plagge.

We reviewed the sign-up list as people were settling. Kim will offer devotions and Julie will scribe for this meeting.

June: Dick will scribe; Julie will offer devotions

July: Kim will scribe and offer devotions

August: Ed will scribe and offer devotions

September: Peter will scribe and offer devotions

October: Dick will scribe and Eric will offer devotions

November: Laura will scribe and offer devotions.

The meeting was called to order at 9:05.

#### **1) Devotions**

Kim opened with devotions from Convergence, formerly the Center for Progressive Renewal, an essay by Cameron Tremble (attached).

#### **2) Check-In**

Everyone described what was going on for them during this time of COVID and sheltering in place. Peter was warmly welcomed as vice-moderator of the Annual Meeting. Jeanne will be the moderator for our 2021 Annual Meeting, and Peter will moderate the 2022 Annual Meeting.

#### **3) Approval of April 5th minutes**

Motion by Dick; second by Jeanne; motion carried.

#### **4) Financial Report including proposed 2021 Budget**

We reviewed the March financial report. There was no revenue from the Annual Meeting; refunds were issued. We ended the month very close to where we were a year ago. Our portfolio dropped by 8%. Laura will alert Doug if anything unexpected happens to our financial picture.

Laura then reviewed Document F, the financial resolutions document that would have been presented at the Annual Meeting. Because the Annual Meeting couldn't be held, the Board is acting on behalf of the Annual Meeting gathering. We briefly discussed whether to revise financial statements that were to be presented at the Annual Meeting due to COVID. We decided to leave the budget and financial statements as they were, since so much is still unknown, and revise the budget later in the year if needed. Dick Dale moved the approval of Document F; Jeanne Zammataro seconded. Motion carried. The budget of \$619,337 was adopted. Document F is attached.

Lynn noted that she will focus the next E-Kit on the documents that would have been reviewed and vetted at the Annual Meeting, including Document F, and will note the provision in the Bylaws that directs the Board to make decisions when Annual Meeting cannot be held.

- 5) We reviewed Doug's document with Paul's additions: Prioritizing the Work of the Vermont Conference.

Changes were as follows:

- Change Appreciative Inquiry to Appreciative Way throughout, and include a reference to Rob Voyle's website and leadership
- Halfway down the first page, change the first sentence to "How the work of the Conference should be led by Conference Minister" and remove the reference to staff.
- Three-quarters down the first page, add the word "secured," before the words "utilized and expended."
- In Paul's first paragraph, last sentence, strengthen it to read something like "We seek out, welcome, and support new expressions and ways of doing and being Church together."
- In Paul's second paragraph, last sentence, gifted clergy should be recruited for all churches, not only larger ones.

Doug will make these changes and will bring the final document to our June meeting. We clarified that the intention of the document was to create a set of guiding principles, based on

the last two years' work on the Appreciative Way, as a practical guide for our work. It is an internal memo to guide the work of the Board and staff.

## **6) Conference Minister's Report**

It appears that we will receive approximately \$10,000 from the estate of Betty Ludwig of Newbury. She was an active member of the local church and in the Women's Conference Association.

Lynn is leading a clergy Zoom call each Tuesday at 10:30, and about 35 clergy attend each week, to help support and resource each other.

Lynn will put out next week the Vermont version of the WI model for re-opening church. Patience is the by-word; there is no silver date by which church will re-open.

It will be important to continue to connect with people for whom Zoom made church attendance possible or easier; it can be a tool of evangelism.

Lynn is holding a staff meeting once a week. Jesse will start working from the office on Monday, but the office will remain closed. Paul is working from home near Boston.

Lynn did not apply for the Payroll Protection Program because of our unrestricted endowment and the burdensome paperwork requirements.

She is paying particular attention to pastors who are either just starting their pastorate or trying to end it, in the midst of COVID.

Few profiles are coming into the office, but churches are still calling pastors.

Elliot Munn is candidating in Vergennes.

Part-time churches continue to struggle to find pastors, and Lynn continues to encourage working together; there is a church cluster in Springfield area that is promising.

A pastoral preparation program is being developed by Lynn and Paul.

Appreciation was expressed to Lynn for her leadership during this time. We've marched right off the map – and there be dragons.

## **7) Nominating Report**

Appreciation was expressed to Susannah's work on the Nominating Committee. There remain openings in Addison, Washington, and Grafton-Orange. There were a few typos that were corrected, but with those changes, Dick moved and Jeanne seconded the adoption of the

Nominating committee's report, and it was approved. Doug with revise it with Susannah before it goes out to E-Kit.

#### 8) By-laws

We began a discussion of changes to the By-laws. Appreciation was expressed to Jeanne and Dick for their work on this document. We spent some time discussing the need for a preamble, and did not have time to discuss other aspects of the changes made. A more full discussion will take place at our next meeting. There was an apparent conflict of interest noted in Ministerial Standards and Standing Committee.

#### 9) New Business

No meeting in July and August, but the Board retreat will happen in August as usual.

There are conflicts for our usual meeting on the first Saturday of December.

Next meeting Saturday April 4, 2020 at 10 AM.

Eric will scribe; Laura will bring devotions.

Resolutions Recommended by the Board of Directors  
Pertaining to the 2021 Budget

- 1) That the division of undesignated Basic Support for Our Church's Wider Mission income for 2021 be 70% for the Vermont Conference and 30% for the United Church of Christ beyond Vermont.
- 2) That the Vermont Conference share with the national setting of the United Church of Christ 70% of any Basic Support for Our Church's Wider Mission budget surplus at the conclusion of the 2021 fiscal year.
- 3) That the Conference continues to encourage each church to increase its Basic Support for Our Church's Wider Mission by 1% per year of its operating budget expenses; moving toward a full tithe (10%) and beyond if possible.
- 4) That the 2021 Vermont Per Capita be set a \$13.36. (Note: The association portion of Per Capita is in addition to the Conference amount.)
- 5) That the churches be encouraged to pay Basic Support for Our Church's Wider Mission and Per Capita at least quarterly.
- 6) That the Board of Directors be authorized to take funds from the unrestricted reserves for any emergency deficit in 2021.
- 7) That the Board of Directors be authorized to adjust the 2021 operating budget as unforeseen circumstances require, within the spending limits established in the budget.
- 8) That the Conference adopt a 2021 Operating Budget of not more than \$619,337 in expense and not less than \$619,337 in income, with the goal of ending 2021 with a balanced budget.

**Vermont Conference United Church Of Christ  
2021 Proposed Budget**

Acct #	Account Name	2019 ACTUAL (Unaudited)			2020 BUDGET (Approved)			2020 BUDGET (Revised)			2021 PROPOSED BUDGET		
		Operating	Special	Total	Operating	Special	Total	Operating	Special	Total	Operating	Special	Total
<b>INCOME</b>													
<i>General Income</i>													
3002	Basic Support For OCWM	\$ 341,270		\$ 341,270	\$ 360,000		\$ 360,000	\$ 343,000		\$ 343,000	\$ 351,000		\$ 351,000
3204	Friends of the VT Conference	20,276		20,276	25,000		25,000	25,000		25,000	26,000		26,000
3212	Synod Travel Pool	6,332		6,332	-		-	-		-	7,500		7,500
3300	Per Capita Income	129,227		129,227	132,000		132,000	132,000		132,000	135,000		135,000
3405	Unrestricted Fund Draw (4.25%)	17,980		17,980	45,399		45,399	45,399		45,399	48,137		48,137
3502	Interest Earned	299		299	400		400	400		400	1,000		1,000
3508	Restricted Fund Income	957		957	1,200		1,200	1,200		1,200	1,200		1,200
3507	Miscellaneous	-		-	-		-	-		-	-		-
3604	Annual Meeting Income	36,840		36,840	38,000		38,000	38,000		38,000	38,000		38,000
3404	Additional Draw from Unrestricted Fund	-		-	-		-	-		-	-		-
3540	Repayment CM Loan Income	-		-	-		-	-		-	-		-
9104	Miller and Atkinson Income	1,603		1,603	1,000		1,000	1,600		1,600	1,600		1,600
<i>Departmental Income</i>													
0002	Dept. Church & Ministry Income	8,415	813	9,228	7,400	1,000	8,400	7,900	1,000	8,900	7,900	1,000	8,900
0003	Dept. Mission Income	-		-	-		-	-		-	-		-
0004	Dept. Christian Education Income	-		-	1,500	10,000	11,500	1,500	4,000	5,500	1,500	4,000	5,500
3 0005	Dept. Stewardship Income	160		160	2,000		2,000	1,000		1,000	500		500
	<b>TOTAL INCOME</b>	\$ 563,359	\$ 813	\$ 564,172	\$ 613,899	\$ 11,000	\$ 624,899	\$ 596,999	\$ 5,000	\$ 601,999	\$ 619,337	\$ 5,000	\$ 624,337
<b>EXPENDITURES</b>													
3004	Basic Support to National OCWM	\$ 102,381		\$ 102,381	\$ 108,000		\$ 108,000	\$ 102,900		\$ 102,900	\$ 105,300		\$ 105,300
4000	Dept. of Church and Ministry	10,413		10,413	8,000	1,000	9,000	8,500	1,000	9,500	8,000	1,000	9,000
5000	Dept. of Mission	15,550		15,550	13,800		13,800	16,300		16,300	16,300		16,300
6000	Dept. of Christian Education	5,870		5,870	4,535	10,000	14,535	5,035	4,000	9,035	5,535	4,000	9,535
6500	Communications Resource Ctr	1,223		1,223									
6999	Uncategorized Expenses	136		136									
7000	Dept. of Stewardship	10,020		10,020	21,000		21,000	28,000		28,000	28,000		28,000
8000	Staff Compensation/Insurance	230,316		230,316	266,625		266,625	248,549		248,549	250,349		250,349
8300	Travel & Expenses	14,960		14,960	20,200		20,200	20,200		20,200	19,200		19,200
8401	Conference Office	107,296		107,296	120,514		120,514	116,291		116,291	115,504		115,504
8550	Conf. Board & Committees	34,800		34,800	13,225		13,225	13,224		13,224	31,149		31,149
8600	Long Range Planning	-		-	-		-	-		-	-		-
8710	Annual Meeting	30,394		30,394	38,000		38,000	38,000		38,000	38,000		38,000
9800	Transfer to Unrestricted Fund	-		-	-		-	-		-	-		-
8149	Salary, Sabbatical Coverage	-		-	-		-	-		-	2,000		2,000
	<b>TOTAL EXPENDITURES</b>	\$ 563,359	\$ - 0	\$ 563,359	\$ 613,899	\$ 11,000	\$ 624,899	\$ 596,999	\$ 5,000	\$ 601,999	\$ 619,337	\$ 5,000	\$ 624,337
	<b>SURPLUS/(DEFICIT)</b>	\$ - 0	\$ 813	\$ 813	\$ - 0	\$ - 0	\$ - 0	\$ - 0	\$ - 0	\$ - 0	\$ - 0	\$ - 0	\$ - 0
	2019 Per Capita Rate:	\$ 12.87			2020 Per Capita Rate:	\$ 13.06					2021 Per Capita Rate:	\$ 13.36	
	2017 CPI:	1.70%			2018 CPI:	1.50%					2019 CPI:	2.30%	

JME





## **Nominating to Board of Directors: Slate     April 16, 2020**

Attached please find the Slate for 2020

Some slots are **Open** and Nominating would welcome your help in filling them:

- some because of Associations' difficulty in finding candidates
- Some because of late withdrawal of candidates
- We have added the category **Member-at-Large** to compensate for Associations that have not filled positions after repeated requests

This has been a hard year for the Nominating Committee. We missed Jay Sprout after his completion of his work on the committee. Susanna Griefen, Lucia Jackson and Sally Ann Silfies and Elisa Lucozzi all faced serious health challenges for themselves or their spouses, or both. And then, of course, there's the novel coronavirus.

We consider our work a ministry. There may be mistakes in this report, but it is a document that is faithful to our task of finding, not just people to fill the slots, but people called to the work that they have graciously agreed to do.

We would be very glad for your advice and help in filling the remaining, and we will keep working.

May you be blessed in your work, and your work be a blessing,

Faithfully, Susanna Griefen

Nominating Committee

Susanna Griefen (Retiring)

Sally Ann Silfies

Lucia Jackson

Elisa Lucozzi

## VTCUCC Nominating Slate: 2020

### Board of Directors

Addison, Grafton-Orange and Washington are open (Marissa had to withdraw)

- Moderator 2020-2021 Jeanne Zammataro
- V. Moderator 2020-2021 Peter Plagge
- Treasurer 2020-2021 Laura Nassau
- Addison 2020-2023 **Open** (see member-at-large)
- Washington 2020-2023 **Open** see member-at-large)
- Member-at-Large 2020-2023 Doug Carter Chair
- Member at Large 2020-2023 Kathy Clark
- Past Chair 2020-2021 **Open**

### Personal: OK

### Nominating

- 2020-2021 Evelyn LaValley

### Annual Meeting Planning

- 2020-2023 Daun Smith

**Disaster Response** On Hold

### Convocation: OK

### MSSC

- 2021-2021 Katelyn McCrae
- 2020-2023 Doug Cameron
- 2020-2023 Rev. Lucia Jackson
- 2020-2023 Rec. Jared Hamilton

### Justice and Witness

- Grafton-Orange 2020-2023 Rev. Mary Brownlow
- Windsor-Orange 2020-2023 Rev. Kim McKerley
- Windsor-Union 2020-2023 Jeanne Zammataro V.Chair
- Member-at-Large 2020-2021 Sally May (unfilled term)
- Member-at-Large 2020-2023 Sally May
- Champlain 2020-2023 **Open**

### Synod

- Addison 2020-2021 Andy Lloyd ?
- Champlain 2020-2023 **Open**
- Southwest 2020-2023 Jim Grey
- Member-at Large 2020-2023 Doug Carter
- Washington 2020-2023 **Open**

**Finance** 2020-2021 **Open**

### Investment: OK

**Congregational Home** 2020-2021 **Open**  
2020-2023 **Open**

