

**159th ANNUAL MEETING OF THE WINDHAM ASSOCIATION
Southern New England Conference, United Church of Christ**

**June 27, 2023 at 7:00 p.m.
On Zoom**

AGENDA

Call to Order and Opening Prayer

Determination of a Quorum

Approval of the Minutes of our 2022 Association Meeting

Financial report

Registrar's report

Report of the Moderator

Greetings from the Area Conference Minister for the North Central Region

Nominations and Election of the Windham Association Officers and Council

Approval of the 2023-2024 Budget

Adjournment

**Annual Meeting of the Windham Association,
Southern New England Conference, United Church of Christ
June 16, 2022**

Authorized Ministers, Delegates, Officers, Council members, and friends of the Windham Association gathered on June 16, 2022 at the First Church of Christ in Mansfield (Congregational) UCC. Those in attendance enjoyed a potluck supper at 5:00 p.m. after Rev. Sue Foster offered a blessing. The business meeting was called to order at 5:30 p.m.

A quorum could not be established with representation from only 8 of the 18 local congregations. Present:

- Brooklyn - Melissa Wilson, Rev. Jane Newall
- Canterbury - Kathleen Brown, Rev. Cheryl Caronna
- East Woodstock - Rev. Sue Foster, Jessica Weaver Boose
- Hampton - Rev. Mike Lake
- Mansfield - Deb Hubbell
- Scotland - Kathryn Huntington
- Westfield - Roberta Sharpe, Susan Waldron
- Woodstock First - Susan McKechnie, Rev. Kevin Downer

Others present included authorized ministers Rev. Lois Happe and Rev. Debbie Pallatto-Fontaine, as well as Conference staff members Debby Kirk, Rev. Liz Garrigan-Byerly, and Rev. David Cleaver Bartholomew.

There was a motion by Susan Waldron and a second by Jessica Boose to accept the **minutes** of the January 2021 Association meeting. Upon voting, the motion PASSED.

There was a motion by Rev. Cheryl Caronna and a second by Susan Waldron to accept the **Financial Report**. Upon voting, the motion PASSED.

Deb Hubbell summarized the **Registrar's Report** and drew attention to the passing of Rev. John Wilcox. She also noted the passing of Rev. Stan Possell who was a long-time minister at Storrs and also served a short time in Thompson before retiring and transferring his standing out of Windham.

Rev. Foster summarized the **Moderator's report**.

Rev. Liz Garrigan-Byerly, our Area Conference Minister for the North Central Region brought greetings from the Conference Minister and other Conference staff.

Rev. David Cleaver Bartholomew, the Conference Director of Stewardship and Donor Relations greeted those gathered and explained how he can be a resource to the local churches and the association.

Rev. Foster brought forward the **Nominations** for association officers and council, noting the last-minute additions of Rev. Caronna and Melissa Wilson as members at large. Rev. Jane Newall moved to accept the nominations, with a second from Jessica Boose. Upon

voting, the motion PASSED. Rev. Foster thanked outgoing Council members Kathleen Brown and Rev. Newall for their service to the association.

Deb Hubbell presented the **budget for 2022-2023** and explained how the local church dues is calculated as well as some changes in line items from previous years. There was a motion from Rev. Caronna to accept the budget, with a second from Melissa Wilson. Upon voting, the motion PASSED.

There being no further business, the meeting was adjourned at 6:00 p.m. so that attendees could attend the 6:30 p.m. presentation by Amy-Jill Levine.

Submitted by,
Deborah Hubbell, Registrar

**Windham Association
Southern New England Conference
United Church of Christ**

2022-2023 Financial Report

	<u>Budgeted</u>	<u>Actual</u>	<u>% of Budget</u>
INCOME			
Dues from member congregations	\$ 3,625.00	\$ 3,581.00	98.8%
Cornerstone Fund Interest	\$ 115.00	\$ 82.58	71.8%
Delegate Expense Reimbursement	\$ 1,200.00 ¹		0.0%
Misc Income			
Workshops (from collaborators)	\$ 1,000.00		0.0%
Special Collections	\$ -	\$ 704.00 ²	
Carry-over from previous year	\$ 780.00	\$ 14.61	1.9%
Total Income	<u>\$ 6,720.00</u>	<u>\$ 4,382.19</u>	
EXPENDITURES			
Administrative			
Registrar Honorarium	\$ 1,000.00	\$ 1,000.00	100.0%
Website fees	\$ 170.00	\$ 166.49	97.9%
Misc admin expenses	\$ 50.00	\$ 24.00	48.0%
Delegate Expenses	\$ 2,200.00	\$ 2,088.00	94.9%
Programs and Special Projects			
Clergy Gathering/Workshop	\$ 1,500.00		0.0%
Grants, Support, and Scholarships			
Gifts	\$ 50.00	\$ 103.70 ³	207.4%
Mustard Seed Grant	\$ 1,000.00		0.0%
Scholarships and Support	\$ 750.00	\$ 1,000.00 ⁴	133.33%
Total Expenditures	<u>\$ 6,720.00</u>	<u>\$ 4,382.19</u>	
<u>ACCOUNT BALANCES</u>			
LIBERTY BANK CHECKING	\$ 7,207.30		
CORNERSTONE FUNDS	\$ 3,348.50		(6-month note @ 2.1255%; matures 10/22/23)
	\$ 3,198.85		(36-month note @1.625%; matures 11/2/24)
TOTAL ASSETS	<u>\$ 13,754.65</u>		

¹ This line was carried over from a previous budget. It was later discovered that this income does not exist.

² \$75 from annual meeting collection was earmarked for supporting the Woodstock Academy Fund for Displaced Students and \$629 from installation offering was earmarked for Mustard Seed

³ Alice O'Donovan retirement gift; Woodstock Academy Fund for Displaced Students

⁴ Reimbursement for OWL training and offset of curriculum cost

Respectfully submitted,
Deborah Hubbell
5/1/2023

Report of the Registrar

Windham Association
Ministerial and Ecclesiastical Changes
as reported to Conference Registrar during FY22/23

Mayer, Howard

Transfer of standing from Windham Association to Hartford Association
Effective: April 2023

Pallatto-Fontaine, Debbie

Called to Second Congregational Church of Coventry, Inc., CT as Settled Pastor
Effective: 2/1/2023 (Standing transferred to Tolland Association)

Michaud, Norman

Leaving Congregational Church of Putnam, CT as Pastor
Effective: 12/31/2022

O'Donovan, Alice

Passed: 11/8/2022

Downer, Kevin

Installation at First Congregational Church of Woodstock
On 10/23/2022

Pallatto-Fontaine, Debbie

Called to Church of the Good Shepherd, Woodstock, CT as Bridge Pastor
Effective: 9/18/2022

Seaborn, Diane

Called to Storrs Congregational Church UCC, Storrs, CT as Settled Pastor
Effective: 9/1/2022

Huntington, Katheryn

Serving as Lay Minister at Scotland Congregational, Scotland, CT
Effective: 7/1/2022

Haverly, Richard

Transfer of standing from Windham Association to Litchfield South Association
Effective: 6/2/2022

O'Donovan, Alice

Retired from Church of the Good Shepherd, Woodstock, CT as Pastor
Effective: 5/22/2022

Pallatto-Fontaine, Debra

Left Storrs Congregational Church UCC, CT as Interim Pastor
Effective: 5/21/2022

2023-2024 OFFICER AND COUNCIL NOMINATIONS
Windham Association
Southern New England Conference
United Church of Christ

Windham Association Council *

(3-year terms, limited to two consecutive terms; no term limit for Treasurer and Registrar)

Officers

Moderator, Rev. Dr. Susan Foster (East Woodstock)	1 st term	Term expires June 2024
Vice Moderator, Rev. Joseph Blotz	1 st term	Term expires June 2026
Registrar, Deborah Hubbell (Mansfield)	5 th term	Term expires June 2026
Treasurer, Deborah Hubbell (Mansfield)	2 nd term	Term expires June 2025

Members-at-Large

Rev. Dr. Kevin Downer (Woodstock First)	1 st term	Term expires June 2024
Melissa Wilson (Brooklyn)	1 st term	Term expires June 2025
Rev. Cheryl Caronna (Canterbury)	1 st term	Term expires June 2025
Mary Oliver (Hampton)	1 st term	Term expires June 2026
<i>Vacancy</i>		Term expires June 2026

General Synod Delegates

Rev. Jane Newall (Brooklyn)	Term expires after the 2023 Synod
Noah Gourlie (Woodstock)	Term expires after the 2025 Synod

* In the Windham Association, the Council is also the COM (Committee on Ministry)

**Windham Association
Southern New England Conference
United Church of Christ**

2023-2024 Budget Proposal

	<u>2022-23 Budgeted</u>	<u>2022-23 Actual</u>	<u>2023-24 Proposed</u>
REVENUE			
Dues from member congregations	3,625	3,581.00	3,520
Cornerstone Fund Interest	115	82.58	80
Misc Income			
Workshops (From Collaborators)	1,000	-	1,000
Special Collections		704.00	
Carry-over from previous year	<u>1,980</u>	<u>643.61</u>	<u>1,838</u>
Total Income	<u><u>6,720</u></u>	<u><u>5,011.19</u></u>	<u><u>6,438</u></u>
EXPENSES			
Administrative			
Registrar Honorarium	1,000	1,000.00	1,000
Website fees	170	166.49	- ¹
Misc. Admin. Expenses	50	24.00	50
Delegate Expenses	2,200	2,088.00	2,088 ²
Programs and Special Projects			
Meetings/Workshops/Clergy Gathering	1,500		1,500
Gifts, Grants, Scholarships, Support			
Gifts	50	103.70	50
Mustard Seed Grant	1,000		1,000
Scholarships and Support	<u>750</u>	<u>1,000.00</u>	<u>750</u>
Total Expenditures	<u><u>6,720</u></u>	<u><u>4,382.19</u></u>	<u><u>6,438</u></u>

¹ The SNEUCC is now hosting a set of pages for the Association.

² The estimated cost of sending two delegates to Synod in 2023 was \$4176, half of which was paid to the SNEUCC in the last budget year with the other half being paid in this budget year.

Windham Association Dues for 2023-2024

Congregation	Base +	Capitation	x	Members ¹	=	Dues
Abington Congregational Church, UCC	\$50 +	\$1.50 per member	x	50	=	\$125.00
Central Village Congregational Church	\$50 +	\$1.50 per member	x	29	=	\$93.50
Church of the Good Shepherd	\$50 +	\$1.50 per member	x	27	=	\$90.50
Congregational Church of Putnam UCC	\$50 +	\$1.50 per member	x	85	=	\$177.50
East Woodstock Congregational Church UCC	\$50 +	\$1.50 per member	x	230	=	\$395.00
Federated Church of Christ UCC, Brooklyn	\$50 +	\$1.50 per member	x	65	=	\$147.50
First Church of Christ in Mansfield, Congregational, UCC	\$50 +	\$1.50 per member	x	103	=	\$204.50
First Congregational Church of Canterbury, UCC	\$50 +	\$1.50 per member	x	85	=	\$177.50
First Congregational Church of Woodstock, UCC	\$50 +	\$1.50 per member	x	134	=	\$251.00
Hampton Congregational Church	\$50 +	\$1.50 per member	x	99	=	\$198.50
Scotland Congregational Church, UCC	\$50 +	\$1.50 per member	x	43	=	\$114.50
Storrs Congregational Church UCC	\$50 +	\$1.50 per member	x	268	=	\$452.00
Storrs Korean Church UCC	\$50 +	\$1.50 per member	x	24	=	\$86.00
The First Congregational Church of Plainfield	\$50 +	\$1.50 per member	x	20	=	\$80.00
The First Congregational Church of Willimantic	\$50 +	\$1.50 per member	x	216	=	\$374.00
Thompson Congregational Church, UCC	\$50 +	\$1.50 per member	x	67	=	\$150.50
Westfield Congregational Church UCC	\$50 +	\$1.50 per member	x	235	=	\$402.50
						\$3,520.00

¹ Membership figures from Access UCC (2023 Yearbook)