

160th ANNUAL MEETING OF THE WINDHAM ASSOCIATION
Southern New England Conference, United Church of Christ
June 4, 2024 7:00 p.m. via zoom

Zoom Link

<https://windham-ucc.us7.list-manage.com/track/click?u=ee7251bec5bd19ebd901e4dea&id=cdc302ac9c&e=e126f351e1>

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|-------|---|--------------------|
| I. | Call to Order | Kevin Downer |
| II. | Opening Prayer | Diane Seaborn |
| III. | Determination of a Quorum | Deb Hubbell |
| IV. | Approval of the Minutes of our 2023 Association Meeting | |
| V. | Financial report | Deb Hubbell |
| VI. | Registrar's report | Deb Hubbell |
| VII. | Report of the Moderator | Susan Foster |
| VIII. | North Central Region Area Conference Minister | Carol Steinbrecher |
| IX. | Nominations and Election of the Windham Association Officers and Council | |
| X. | Approval of the 2023-2024 Budget | |
| XI. | Other Business – Eastern Regional Youth Event July 28-31 at Silver Lake | |
| XII. | Adjournment of the 160 th Annual Meeting | |

Ecclesiastical Council for the examination of Jim Mercurial for Ordination in the United Church of Christ will begin immediately following the adjournment of the 160th Annual Meeting of the Windham Association

**Annual Meeting of the Windham Association,
Southern New England Conference, United Church of Christ
June 27, 2023**

Authorized Ministers, Delegates, Officers, Council members, and friends of the Windham Association gathered on June 27, 2023 via Zoom. The meeting was called to order at 7:00 p.m. by the Moderator, the Rev. Dr. Sue Foster who led an opening prayer.

A quorum was established with the following congregations represented:

East Woodstock Congregational – Rev. Dr. Susan Foster, Rev. Dr. Denise Esslinger
Federated Church of Brooklyn – Melissa Wilson, Rev. Jane Newall
First Church of Christ in Mansfield – Rev. Joseph Blotz, Deborah Hubbell
First Congregational, Willimantic – Rev. Richard Duvall, Rev. Robin Blundon
First Congregational, Woodstock – Rev. Dr. Kevin Downer, Noah Gourlie, James Nowak, Jennifer Duggan
Hampton Congregational – Rev. Dr. Michael Lake, Melissa Telford, Mary Oliver
Storrs Congregational – Rev. Diane Seaborn, Nancy Rucker, Annetta Miller
Westfield Congregational – Rev. Dr. Jonathan Chapman, Roberta Sharpe, Susan Waldron

Also present was Rev. Carol Steinbrecher, Area Conference Minister for the North Central Region, SNEUCC.

There was a motion by Susan Waldron and a second by Melissa Wilson to accept the **minutes** of the June 2022 Association meeting. Upon voting, the motion PASSED.

There was a motion by Mary Oliver and a second by Melissa Wilson to accept the **Financial Report**. Upon voting, the motion PASSED.

Deb Hubbell summarized the **Registrar's Report**. There was a motion by Melissa Wilson and a second by Susan Waldron to accept. Upon voting, the motion PASSED.

Rev. Foster presented the **Moderator's report**, summarizing:

- The Council meets about every other month.
- Welcome to the newest ministers to the Association.
- Description of the Mustard Seed Grant and indicated there were no applicants this year.
- Introduction of Noah Gourlie as a Member In Discernment.
- Indicated that the Council, in its role as the Committee on Ministry, will receive training on the MID process in September.

Rev. Carol Steinbrecher, our Area Conference Minister for the North Central Region introduced herself and brought **greetings** from the Conference Minister and other Conference staff. She highlighted the "Finding Hope Now" initiative and also encouraged people to listen to the Conference Annual Meeting recordings of the presentations by

Executive Conference Minister Rev. Darrell Goodwin and by UCC General Minister nominee Rev. Dr. Karen Georgia Thompson.

Rev. Foster brought forward the **Nominations** for association officers and council, noting the addition of Mary Oliver as a member at large and Rev. Joseph Blotz as Vice Moderator. She also asked for anyone interested in volunteering for the other member at large vacancy to contact her. Melissa Wilson moved to accept the nominations, with a second from Rev. Richard Duvall. Upon voting, the motion PASSED.

Deb Hubbell presented the **Budget for 2023-2024** 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. Kevin Downer to accept the budget, with a second from Rev. Jane Newall. Upon voting, the motion PASSED.

Rev. Foster then opened the floor to the delegation for an **opportunity to share** exciting things that are happening in their congregations.

There being no further business, Rev. Foster wished safe travels to those attending General Synod, then **adjourned** the meeting at 7:40 p.m.

Submitted by,
Deborah Hubbell, Registrar

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

2023-2024 FINANCIAL REPORT

	2023-24 Actual	2023-24 Budgeted	% of Budgeted
INCOME			
Dues from member congregations	\$ 3,281.00 ¹	\$ 3,520.00	93%
Cornerstone Fund Interest	\$ 103.66	\$ 80.00	130%
Misc Income			
Workshops (From Collaborators)	\$ -	\$ 1,000.00	0%
Reimbursements	\$ 1,000.00 ²		not budgeted
Special Collections	\$ 5,000.00 ³		not budgeted
Usage of a prior year's revenue surplus	\$ 229.74	\$ 1,838.00	12%
Total Income	\$ 9,614.40	\$ 6,438.00	
EXPENDITURES			
Administrative			
Registrar Honorarium	\$ 1,000.00	\$ 1,000.00	100%
Misc. Admin. Expenses	\$ 26.40	\$ 50.00	53%
Synod Delegate Expenses	\$ 2,088.00	\$ 2,088.00	100%
Programs and Special Projects			
Meetings/Workshops/Clergy Gathering	\$ -	\$ 1,500.00	0%
Gifts, Grants, Scholarships, Support			
Gifts	\$ -	\$ 50.00	0%
Mustard Seed Grant	\$ -	\$ 1,000.00	0%
Scholarships and Support	\$ 1,500.00 ⁴	\$ 750.00	200%
Total Expenditures	\$ 4,614.40	\$ 6,438.00	
TRANSFERS			
Transfer from Liberty Bank to Cornerstone	\$ 6,000.00		
END OF YEAR ACCOUNT BALANCES			
LIBERTY BANK CHECKING	\$ 5,873.90		
CORNERSTONE FUNDS	\$ 9,422.08		(6-month note @ 2.125%; matures 10/22/24)
	\$ 3,251.04		(36-month note @ 1.625%; matures 11/2/24)
TOTAL ASSETS	\$ 18,547.02		

NOTES

- ¹ Dues was not received from Plainfield or Storrs Korean
- ² Reimbursement from Woodstock First and MID for psych assessment costs
- ³ South Killingly donation to Mustard Seed Fund
- ⁴ Payment for MID Psychological Assessment

Respectfully submitted,
Deborah Hubbell
5/1/2024

Report of the Registrar

Windham Association
Ministerial and Ecclesiastical Changes
as reported by the Conference Registrar during FY23/24

Seaborn, Diane
Transfer of standing from Metropolitan Boston Association to Windham Association
On 5/2/23

Seaborn, Diane
Installation at Storrs Congregational Church
On 6/4/23

Lake, Robert Michael
Left Hampton Congregational Church, UCC as Interim Pastor
Effective: 8/15/2023

Mehmel, Paula
Called to Hampton Congregational Church, UCC as Part-Time Settled Pastor
Effective: 8/15/2023

Felletter, Patricia
Passed away on 10/6/2023

Bridle, Pamela
Called to Congregational Church of Putnam as Bridge Pastor
Effective: 12/3/2023

Mercurio, James
Accepted as a Member In Discernment (MID)
On 1/9/2024

Caronna, Cheryl
Left First Congregational Church of Canterbury as Pastor
Effective: 1/21/2024

Bridle, Pamela
Called to Congregational Church of Putnam from Bridge Pastor to Settled Pastor
Effective: 1/21/2024

2024-2025 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. Kevin Downer (Woodstock First)	1 st term	Term expires June 2027
Vice Moderator - <i>Vacancy</i>		Term expires June 2027
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

Melissa Wilson (Brooklyn)	1 st term	Term expires June 2025
Rev. Diane Seaborn (Storrs)	(filling vacant term)	Term expires June 2026
<i>Vacancy</i>	(vacant unexpired term)	Term expires June 2026
Rev. Dr. Jonathan Chapman (Westfield)	1 st term	Term expires June 2027
<i>Vacancy</i>		Term expires June 2027

General Synod Delegate

Noah Gourlie (Woodstock)	Term expires after the 2025 Synod
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* In the Windham Association, the Council is also the COM (Committee on Ministry)

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

2024-2025 Budget Proposal

	<u>2023-24 Budgeted</u>	<u>2023-24 Actual</u>	<u>2024-25 Proposed</u>
REVENUE			
Dues from member congregations	\$ 3,520.00	\$ 3,281.00	\$ 3,290.00 ¹
Cornerstone Fund Interest	\$ 80.00	\$ 103.66	\$ 300.00
Misc Income			
Workshops (cost sharing from Collaborators)	\$ 1,000.00	\$ -	\$ 1,000.00
Reimbursement	\$ -	\$ 1,000.00	\$ 1,000.00 ²
Usage of a prior year's revenue surplus	<u>\$ 1,838.00</u>	<u>\$ 229.74</u>	<u>\$ 610.00</u>
Total Income	<u>\$ 6,438.00</u>	<u>\$ 4,614.40</u>	<u>\$ 6,200.00</u>
EXPENSES			
Administrative			
Registrar Honorarium	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Misc. Admin. Expenses	\$ 50.00	\$ 26.40	\$ 50.00
Delegate Expenses	\$ 2,088.00	\$ 2,088.00	\$ 2,100.00 ³
Programs and Special Projects			
Meetings/Workshops/Clergy Gathering	\$ 1,500.00		\$ 1,500.00
Gifts, Grants, Scholarships, Support			
Gifts	\$ 50.00		\$ 50.00
Mustard Seed Grant	\$ 1,000.00		\$ - ⁴
Scholarships and Support	<u>\$ 750.00</u>	<u>\$ 1,500.00</u>	<u>\$ 1,500.00</u> ²
Total Expenditures	<u>\$ 6,438.00</u>	<u>\$ 4,614.40</u>	<u>\$ 6,200.00</u>

¹ Estimate as of 5/20/24 because 2024 membership numbers are not published yet. This figure takes into account that Central Village is ending its ministry.

² These figures are estimates for the MID psychological assessment. WA will the entire bill and be reimbursed for 1/3 from MID and 1/3 from sponsor church.

³ This is an estimate based on the cost of sending two delegates to Synod in 2023, half of which will be paid to the SNEUCC at the end of this budget year and the other half will be paid at the start of the next budget year.

⁴ Did not budget for Mustard Seed Grant in operating budget because there is \$5000 earmarked for Mustard Seed in the Cornerstone Fund due to targeted donation from South Killingly church.

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	15	=	\$0.00
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	38	=	\$107.00
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	66	=	\$149.00
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	76	=	\$164.00
First Congregational Church of Woodstock, UCC	\$50 +	\$1.50 per member	x	113	=	\$219.50
Hampton Congregational Church	\$50 +	\$1.50 per member	x	95	=	\$192.50
Scotland Congregational Church, UCC	\$50 +	\$1.50 per member	x	43	=	\$114.50
Storrs Congregational Church UCC	\$50 +	\$1.50 per member	x	259	=	\$438.50
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	21	=	\$81.50
The First Congregational Church of Willimantic	\$50 +	\$1.50 per member	x	214	=	\$371.00
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
						\$3,291.50

¹ Membership figures will be from Access UCC (2024 Yearbook); currently estimated as of 5/20/24 because 2024 numbers aren't published yet