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Church Conference Reports

January 3, 2021



# 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.

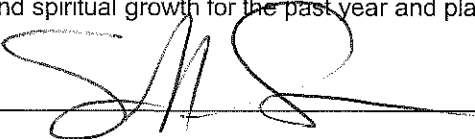
*Copies of this report should be filed with the recording secretary, pastor, district superintendent and chairperson of witness or evangelism ministries.*

Newtonville Church Newtonville Charge  
Albany District Upper New York Annual Conference

For the period beginning 1/5/20 and ending 1/3/21  
DATE OF PRIOR CHARGE CONFERENCE (01/01/2020) DATE OF CURRENT CHARGE CONFERENCE (01/01/2020)

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?  
In process

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 Steven M. Smith

Date 12/30/20

## 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.

This year certainly did not turn out the way any of us had planned or envisioned at its outset. For example, the SPRC and I had set certain goals, like forming a team to create a spiritual event, that did not happen, however we did engage in racism studies that reached many people. We had also set a goal of developing mission and vision statements, however that work was suspended due to the pandemic, and our context is changing rapidly so that work has taken on a different meaning.

What I hope you also know are the inspirational ways in which you have responded to this moment in history and risen to meet the challenges before us, both as individuals and as a congregation. When we stopped meeting in person people mailed their offerings to the church office. When our Brooks Barbecues were canceled you responded with donations to offset the loss of income. When the Garage Sale couldn't be held people held their own sales at home and donated the proceeds back to the church. And in the midst of it all, the congregation has maintained pledged giving at over 98% - outpacing many prior years.

What stands out to me the most, however, are all the ways in which we have grown in relationship and discipleship. I know of people who have forged new relationships within the congregation, visiting an elder member for lunch and conversation, running errands, or just calling to check in. People donated from their stimulus checks to help others in need. We have worshipped through Facebook and YouTube, studied racism on Zoom, and the Little Food Pantry has become a ministry not only of the church, but of the community.

While both the context and work of ministry has changed, it has not only continued but in many ways has grown. The number of people needed to reopen safely for worship and ministry has been immense, from the Reopening Task Force to Sunday greeters and ushers. The Little Food Pantry has had dozens of volunteers. Eighteen people participated in racism studies, several others in Lay Servant Ministry courses, and countless children in online Sunday and Vacation Bible Schools.

We are still in the process of catching up on baptisms that had been postponed, and will have at least a few by the end of the calendar year. There are also people who will be transferring their membership to NUMC, and some others who may be joining by profession of faith. We wanted to be back in person for that to happen. We have made some new connections through our online worship, and are seeking ways to integrate those people more deeply into the life and ministry of the congregation.

For continuing education this year, I continued, and completed, my participation in the leadership incubator offered by the Upper New York Annual Conference. I also participated in the Festival of Homiletics online, and I sat in on a few other online lectures and Zoom discussions through Drew Theological School. I have not entirely formulated my plan for the coming year, but do expect to be spending time exploring other models for developing an intentional discipleship plan in the local church.

I'm grateful for the opportunity to walk together in ministry with you during this challenging time, and encourage you to see this as an opportunity for us to reimagine the role of the church in the community and the meaning of discipleship as we look beyond our current context to the future.

Peace for the journey,  
Pastor Steve

2020 Membership Report  
Newtonville UMC

***Total membership carried forward from December 31, 2019*** **296**

***Received into Professing Membership***

Profession of Faith

Transfer from UM Church

Transfer from non-UM Church

***Removed from Professing Membership***

Charge Conference Action

Transfer to other UM Church

Transfer to other non-UM Church

Withdrawal

-1

Eileen Cummings

Death

-6

David Hardwick, Sr

Donald Krauss

Sharon Maron

Shirley Reittenger

Agnes Walker

Arthur Walker

***Total membership as of December 31, 2020***

**289**

***Received into Preparatory Membership - Baptized***

Nathan Garrett Pangburn

2021 UNY CLERGY COMPENSATION REPORT FORM

Pastor Name: Steven M. Smith  
Church: Newtonville GCFA Number: 042287

Effective Date: \_\_\_\_\_

Acknowledgement: This form has been reviewed and approved by the Church Conference.

Signature of Pastor: \_\_\_\_\_

Signature of S/PPRC Chair: \_\_\_\_\_

Signature of District Supt: \_\_\_\_\_

**CHURCH is to provide an approved copy to the Church Treasurer**

**DISTRICT is to provide ONE COPY to the Conference Benefits Office**

OPTIONAL WORKSHEETS ARE AVAILABLE ON THE NEXT 2 TABS . PLEASE USE THE FORM BELOW TO REPORT COMPENSATION.

| LINE # |  | Church A     | Church B | Church C | Church D |              |
|--------|--|--------------|----------|----------|----------|--------------|
| 1      | When reporting more than one church on this form, enter name of each church and % of TOTAL COMPENSATION paid by that church (see #NOTE below for explanation)  |              |          |          |          | TOTAL= 100%  |
| 2      | Is this a change in Percentage? <input type="checkbox"/> YES <input type="checkbox"/> NO   | 0.0%         | 0.0%     | 0.0%     | 0.0%     | 0.0%         |
| 3      | Gross Salary: (see optional worksheet for items included)  | \$ 52,480.00 | \$ -     | \$ -     | \$ -     | \$ 52,480.00 |
| 4      | Parsonage: <b>IN THE BOX BELOW:</b> Is Pastor living in church-provided parsonage? Type Yes or No (If YES Line 3 will be multiplied by .25) This will apply to ALL churches in the Charge that owns the parsonage.   | \$ 13,120.00 | \$ -     | \$ -     | \$ -     | \$ 13,120.00 |
|        | <b>yes</b>   |              |          |          |          |              |
| 5      | If #4 is No, enter housing allowance (in lieu of parsonage)  | \$ -         | \$ -     | \$ -     | \$ -     | \$ -         |
| 6      | Pension Base Compensation: (add lines 3-5) This is the basis for CRSP, CPP, and UMPIP contributions.   | \$ 65,600.00 | \$ -     | \$ -     | \$ -     | \$ 65,600.00 |
| 7      | <b>BENEFITS</b><br>Pension: Enter CRSP or UMPIP in box to the right based on the following criteria: CRSP for clergy whose total appointment is 75% to 100%. UMPIP for clergy whose total appointment is 50% to 74%. | crsp         |          |          |          |              |
| 7a     | CRSP is calculated at 13.8% of Line 6. UMPIP is calculated at 9% of Line 6.  | \$ 9,052.80  | \$ -     | \$ -     | \$ -     | \$ 9,052.80  |
| 8      | CPP: for all full time clergy or three-quarter time Members in Full Connection, Provisional or Associate Members (line 6 x .03)  | \$ 1,968.00  | \$ -     | \$ -     | \$ -     | \$ 1,968.00  |
| 9      | Health Insurance: (\$13,920 for full time clergy; Or an allowance for part time clergy)  | \$ 13,920.00 | \$ -     | \$ -     | \$ -     | \$ 13,920.00 |
| 10     | Accountable Reimbursement Plan: MAKE ENTRY IN 10a. & 10b. BELOW:   |              |          |          |          |              |
| 10 a   | Professional Expenses  | \$ 3,000.00  | \$ -     | \$ -     | \$ -     | \$ 3,000.00  |
| 10 b   | Continuing Education   | \$ 500.00    | \$ -     | \$ -     | \$ -     | \$ 500.00    |
| 10 c   | Total ARP: (Full time Total = minimum of \$3,500 for single church; \$4,500 for multi church appointment)  | \$ 3,500.00  | \$ -     | \$ -     | \$ -     | \$ 3,500.00  |
| 11     | <b>TOTAL PASTORAL COMPENSATION PACKAGE (add lines 3, 5, 7a, 8, 9, 10c)</b>   | \$ 80,920.80 | \$ -     | \$ -     | \$ -     | \$ 80,920.80 |

# NOTE: When multiple churches share the cost of a part time pastor, the percentage of compensation does not necessarily equal the percentage of appointment. For example: A pastor appointed 50% in total split between two churches, Church A is 25% and Church B is 25%. Those are the appointment percentages. Each church pays half the pastor's salary or 50% of compensation. Thus the percentage of compensation is 50 + 50 to total 100%.

Clergy Housing Exclusion Resolution

WHEREAS Section 107 of the Internal Revenue Code of 1986 has provided that a minister of the Gospel may exclude from gross income the fair rental value of a home provided and any allowance to provide a home; and

WHEREAS the Rev. Steven M. Smith is a duly ordained, commissioned or licensed minister of the church, who is performing substantially all of the religious duties of the church; and

WHEREAS, the Newtonville United Methodist Church has established a gross salary for the Rev. Steven M. Smith in the amount of \$ \_\_\_\_\_ for the period 12/31/2021 to 12/31/2021;

THEREFORE BE IT RESOLVED that:

\$ 3000 of the above noted gross salary

and an additional \$ \_\_\_\_\_ in lieu of parsonage

in addition to use of a parsonage, located at 10 Arthur Rd, Newtonville, NY 12120

\_\_\_\_\_, plus all utilities

be provided to the Rev. Steven M. Smith to the extent it is used to provide a home, and be considered to be a Clergy Housing Exclusion; and that said amount is excluded from reportable compensation under Section 107 of the IRC of 1986.

.....  
Clergy Person Signature

.....  
Church Representative Signature

Date: \_\_\_\_\_

## Upper New York Annual Conference

*Our mission is to live the gospel of Jesus Christ and to be God's love with our neighbors in all places*

### Volunteers in Mission and Outreach Report

(Due two weeks prior to Charge/Church Conference)

Church: Newtonville Date 9/28/2020

Pastor: Steven M. Smith

Primary Volunteer in Mission or Mission/Outreach Contact for the congregation:

Name: Jeanne Chesney Phone: (518) 867-6475

Address: \_\_\_\_\_

Email Address: jaches513@yahoo.com

#### Who are United Methodist Volunteers In Mission (UMVIM)?

*UMVIM are clergy and laity serving locally, nationally or internationally in a ministry endorsed by the host United Methodist church, partner church or agency, or non-governmental organization. UMVIM serve with the poor, build churches, assist in disaster response and community health and nutrition programs and in leadership training.*

Number of VIM teams organized or sponsored by your local church? 0

Number of people who participated in a VIM team? Adults 0 Youth 0

Number of people from your church who participated in a team organized at another UMC, denomination, etc.? Adults 0 Youth \_\_\_\_\_

Known amount of money spent on or donated to the project \$ \_\_\_\_\_

How were the lives and faith of the volunteers impacted?

How was the life and faith of your congregation impacted?

What impact perceived or measurable did the experience(s) have on the recipients(s)?

### OUTREACH

Name any additional outreach programs that your church would like to celebrate.

12 people participated in the Virtual CROP Walk

A team from NUMC developed and implemented a take what you need/leave what you can Little Food Pantry accessible 24/7 to the public. In addition to the team of volunteers from the congregation who regularly sort, stock, and monitor the pantry for needs, many people from the neighborhood and surrounding community have contributed as well. The volume of use is quite significant. This has been an excellent way for members of the congregation to stay involved and engaged in mission throughout the pandemic.

*\*Please continue on separate piece of paper if more room is needed.*

Name of person completing this form: Steven Smith

**PLEASE provide your District Office with 2 copies of this form**

**District Office sends copy to UNYAC Volunteers in Mission Coordinators:**

Donna & Roger Cullen

9 Fox Hollow, Ionia, NY 14475-9704

*Blessings on all who are a Christian presence to those who are served by these ministries for "The King will reply, 'Truly I tell you, whatever you did for one of the least of these brothers and sisters of mine, you did for me.'" Matthew 25:40*



## Imagine No Racism Charge Conference Questions

**Church Name:** Newtonville

**District:** Albany

**Pastor:** Steven M. Smith

Please respond to these questions.

1. How has your church engaged in anti-racism work?

We have developed a list of resources on our website and promoted them. We engaged in discussions that led to 16 people participating in a 3 session study on racism and white privilege, followed by 6 of those engaging in a further 2 session study on racism and the Bible. The pastor has also preached and written about racism.

2. What resources or activities have been, or will be, helpful in doing anti-racism work (using INR or other sources)?

- Sermon series
- Adult Sunday School
- Administrative/Church Council Meetings
- Book discussions
- Movie and video discussions
- Participation in an anti-racism march
- Offering *Imagine No Racism* curriculum at church
- Hosting anti-racism speakers/groups/topics for congregation
- Bible study
- Other (Please provide details):

**“Do You Have a Disciple Making Pathway/System/Plan?”  
Charge Conference 2020**

Church or NFC Name Newtonville Date of Report 9/28/2020

As you may have heard, the UNY Annual Conference is committed to working together during 2020-21, to help every local church to create and live into a simple, clear, fruitful disciple-making system. Our Conference Scoreboard will be updated each month to show us where we stand on our goal to have EVERY church and NFC living into their own Pathway/Plan. Your church has been challenged, along with every other congregation, to focus on this main thing in the coming year. Even if you already have a plan, please stay focused on making it more well known, and more fruitful in bringing more new people into relationship with Jesus Christ! For information on this vision and on related definitions and resources, please check the UNY Conference Website. Please use this form to tell us where your church currently stands in this process:

Does your church already have a simple, clear disciple-making plan/pathway that is in use?

- YES. We have a plan and are working each month to live into it more fully and fruitfully.
- NO. We have a plan approved by leaders but have not started implementing yet.
- NO. We have been working on it, but currently have no finalized plan.
- NO. We have not even started working on it, but intend to.
- NO. We are not even sure what a “disciple making process” is, and want to learn more.
- NO. We have no intentions of working on this.

If YES, please attach documentation that describes this plan. And, use this space to answer these questions:

- a. What % of the people who are active in your congregation understand and can articulate this plan, and even describe it to a newcomer in 1-2 minutes? \_\_\_\_\_% (Our goal is 100%)
- b. What % of the activities in your church are fully aligned with this plan? Or, to put it differently, what % of the things you do together as a church are helping people to grow in their discipleship, following the guidelines of your pathway? \_\_\_\_\_% (Our goal is 100%!)
- c. What are the next 1-2 steps you intend to take to make your plan even more fruitful, and your church activities even better aligned with your disciple-making plan?

d. What do you need from your Regional Operational Team to help you with these steps?

e. True or False: Our church would be willing to help other churches to create a plan!  T  F

If NO, please attach a separate sheet to describe more specifically where you are in the process toward developing a clear, simple disciple-making plan for your church:

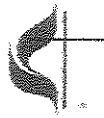
What is the primary impediment to your church making more progress on this goal?

What do you need from your Regional Operational Team to help you with these steps?

We have had two groups of people participate in the Lay Leadership Development classes offered by the Albany District. The pastor participated in the Clergy Leadership Development group on the district, and then recently complete participation in the SLI Leadership incubator group. Our next step would be to interpret to the congregation and grow their understanding, although before doing that we need to sort through the differences between what clergy and laity were taught.

The primary impediment currently is the pandemic. This has slowed everything, made communications much more difficult, and placed an immense burden on clergy and lay leadership within the congregation simply in terms of keeping up with requirements and recommendations and managing how to move forward with essential ministries and programs.

We do not know what a Regional Operational Team is, and found no information on the UNYAC website.



# Upper New York Conference

The United Methodist Church

## Retired Clergy

### Report to Charge Conference

Name of Clergy Rev. Pam Mikel Hayes

Address 422 Sand Creek Road Building 2, Unit 229

City Albany State NY Zip 12205

Home Phone ( ) \_\_\_\_\_ Cell (518) 222-5081

Email Address pamikelhayes@hotmail.com

Clergy Status Retired Elder

Charge Conference Membership Newtonville United Methodist Church

- |                                    |          |
|------------------------------------|----------|
| 1. Number of Funerals              | <u>2</u> |
| 2. Number of Preaching Engagements | <u>3</u> |
| 3. Number of Weddings              | <u>0</u> |
| 4. Number of Baptisms              | <u>0</u> |

Narrative Report: (in a couple of paragraphs, please summarize your year of ministry)

My year of ministry has focused on self care and transition. I continue to learn about and adapt to a degenerative hereditary peripheral sensory and motor neuropathy called Charcot Marie Tooth Disease. This requires utilizing all ways of maintaining strength and mobility. My husband retired in January, 2020, at which time he began his adjustment to a very different routine.

With the advent of the pandemic, I have spent most of my time learning how to keep in contact with our three children and four grandchildren, welcoming a new granddaughter in May; offering support to many who struggle with isolation; and simply being a caring presence in my apartment complex and with people from the last 6 decades with whom I have reconnected.

Signed Rev. Pamela Mikel Hayes

Date Oct. 23, 2020

# Annual Report – Certified Lay Servant

Initial Application or Request for Renewal

Report for year ending 2020



## Part 1) Data on the Lay Servant

Name: Jeanne Chesney  
Address: 14 Vista Ave.  
City/State/Zip: Latham, NY 12110  
Telephone: (H) 518-785-5920 (Cell)  
Email: jaches513@yahoo.com  
Name of District: Albany  
Name of Church: Newtonville  
Church address: PO Box 7  
City/State/Zip: Newtonville, NY 12128  
Church Telephone: 518-785-6789

## Part 2) 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 Advance Course?
3. Title of your Advance Course?

For renewal as a Certified Lay Servant

1. What year did you complete your last Advance Course? 2019
2. What was the title of your last Advance Course? POLITY

## Part 3) 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: 10/09/2020 Lay Servant: \_\_\_\_\_

## Part 4) 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: 10/13/20 Pastor: [Signature]

## Part 5) RECOMMENDATION OF THE CHARGE CONFERENCE

The charge conference of \_\_\_\_\_ (church/charge) recommends this person to begin/renew as a Certified Lay Servant for the ensuing year.

Date: \_\_\_\_\_  
District Superintendent or Presiding Elder

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

**Part 6) 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) *Prayer Shawl Ministry, UMCOR Kits, Red Bird Mission*

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 *greeter, lay reader, UMW, Church Council*
- beyond my local church
- on my X District \_\_\_ Conference \_\_\_ Jurisdiction \_\_\_ General Church level
- other leading activities (please list)

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

- served as worship leader in 4 services
- delivered \_\_\_\_\_ devotional messages
- taught \_\_\_\_\_ classes
- shared my faith story
- brought message in \_\_\_\_\_ worship services
- other speaking activities (please list)

During the past year I have participated in additional opportunities for ministry as follows:

*Unable due to Covid 19. Have participated as allowed Drive-in Church, Outdoor Church, Indoor Services*

**Part 7) 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? *The Prophet, Khalil Gibran; The Interfaith Prayer Book; Ted Brownstein; Another Gospel?; Alisa Childers; Your Best Christmas Ever; Karen Haring; The Light of His Presence; Ann Graham Lotz; I'm Still Here; Mike Davis; A Heart of Thanksgiving; Tom Kemler,*

**Part 8) FEEDBACK BY THE LAY SERVANT**

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:

*Presently self quarantined except for church services*

What additional training or support do you need or would suggest to further your ministry?

*Having trouble with Zoom courses. Maybe next year?*

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

# Annual Report – Certified Lay Servant

Initial Application or Request for Renewal

Report for year ending \_\_\_\_\_



## Part 1) Data on the Lay Servant

Name: Donna M. Buda \_\_\_\_\_  
Address: 26 Breeman Street \_\_\_\_\_  
City/State/Zip: Albany, New York 12205 \_\_\_\_\_  
Telephone: (H)518-452-1600 \_\_\_\_\_ (Cell) 518-577-5797 \_\_\_\_\_  
Email: dmbuda@aol.com \_\_\_\_\_  
Name of District: Albany \_\_\_\_\_  
Name of Church: Newtonville United Methodist Church \_\_\_\_\_  
Church address: 568 Loudon Rd. at Maxwell Rd. \_\_\_\_\_  
City/State/Zip: Latham, New York 12110 \_\_\_\_\_  
Church Telephone: 518-785-6789 \_\_\_\_\_

## Part 2) 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 Advance Course? \_\_\_\_\_
3. Title of your Advance Course? \_\_\_\_\_

### For renewal as a Certified Lay Servant

1. What year did you complete your last Advance Course? 2019 \_\_\_\_\_
2. What was the title of your last Advance Course? Lay Leadership Development

## Part 3) **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: 9/9/2020 \_\_\_\_\_ Donna M Buda Lay Servant:

## Part 4) **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: 9/29/2020 \_\_\_\_\_ Pastor: \_\_\_\_\_

## Part 5) **RECOMMENDATION OF THE CHARGE CONFERENCE**

The charge conference of Albany (church/charge) recommends this person to begin/renew as a Certified Lay Servant for the ensuing year.

Date: \_\_\_\_\_  
\_\_\_\_\_ District Superintendent or Presiding Elder

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

**Part 6) 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
- X served in caring/outreach projects (food pantry, prison ministry, etc.)
- other caring activities (please list) \_\_\_\_\_

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) \_\_\_\_\_

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

- served as worship leader in \_\_\_\_\_ services
- delivered \_\_\_\_\_ devotional messages
- X taught Sunday school classes
- shared my faith story
- brought message in \_\_\_\_\_ worship services
- other speaking activities (please list) \_\_\_\_\_

During the past year I have participated in additional opportunities for ministry as follows:

\_\_\_\_\_

**Part 7) 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?

I continue to read the Bible. \_\_\_\_\_

**Part 8) FEEDBACK BY THE LAY SERVANT**

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? X yes  no If yes, please list those areas below:

I would like to volunteer at the Ronald McDonald House. Due to COVID I have not been able to Accomplish this goal. \_\_\_\_\_

What additional training or support do you need or would suggest to further your ministry?

\_\_\_\_\_

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

\_\_\_\_\_



# Annual Report – Certified Lay Servant

Initial Application or Request for Renewal  
Report for year ending Oct. 30, 2020



## Part 1) Data on the Lay Servant

Name: Joan H Jensen \_\_\_\_\_  
Address: 32 Wertman Lane \_\_\_\_\_  
City/State/Zip: Loudonville NY 12211 \_\_\_\_\_  
Telephone: (H) 518-489-0783 \_\_\_\_\_ (Cell) 518-764-1331 \_\_\_\_\_  
Email: jensenjh24@gmail.com \_\_\_\_\_  
Name of District: Albany \_\_\_\_\_  
Name of Church: Newtonville United Methodist Church \_\_\_\_\_  
Church address: P O Box 7 \_\_\_\_\_  
City/State/Zip: Newtonville NY 12128 \_\_\_\_\_  
Church Telephone: 518-785-6789 \_\_\_\_\_

## Part 2) 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 Advance Course? \_\_\_\_\_
3. Title of your Advance Course? \_\_\_\_\_

For renewal as a Certified Lay Servant

1. What year did you complete your last Advance Course? 2020
2. What was the title of your last Advance Course? Disciple Lay Leadership

Development

## Part 3) 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: September 10, 2020

Lay Servant: Joan H Jensen

## Part 4) 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: 9/29/2020

Pastor: \_\_\_\_\_

## Part 5) RECOMMENDATION OF THE CHARGE CONFERENCE

The charge conference of \_\_\_\_\_ (church/charge) recommends this person to begin/renew as a Certified Lay Servant for the ensuing year.

Date: \_\_\_\_\_

\_\_\_\_\_  
District Superintendent or Presiding Elder

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

**Part 6) 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) \_\_\_\_\_

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   x   District    Conference    Jurisdiction    General Church level
- other leading activities (please list) \_\_\_\_\_

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

- served as worship leader in \_\_\_\_\_ services
- delivered \_\_\_\_\_ devotional messages
- taught \_\_\_\_\_ classes
- shared my faith story
- brought message in \_\_\_\_\_ worship services
- other speaking activities (please list) assisted in worship services \_\_\_\_\_

During the past year I have participated in additional opportunities for ministry as follows:

Assisted with Children's Sunday School \_\_\_\_\_

**Part 7) 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? A Disciples Path, Direct Hit, Simple Church, Creating Moments of Joy Along the Alzheimer's Journey \_\_\_\_\_

**Part 8) FEEDBACK BY THE LAY SERVANT**

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: Elder members and friends outreach

I have just concluded caring for my mother upon her death late this year. I enjoyed interacting with elders at her skilled nursing home and might consider a similar ministry in the future. \_\_\_\_\_

What additional training or support do you need or would suggest to further your ministry?  
Training in elder abuse, elder "soul caring". \_\_\_\_\_

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

# Annual Report – Certified Lay Servant

Initial Application or Request for Renewal  
Report for year ending \_\_\_\_\_



## Part 1) Data on the Lay Servant

Name: Sandy Rivenburg  
Address: 73 Glendale Rd.  
City/State/Zip: Latham, NY 12110  
Telephone: (H) 518-785-0841 (Cell) same  
Email: Lssrivenburg@aol.com  
Name of District: Albany District, Upper NY Conference  
  
Name of Church: Newtonville UMC  
  
Church address: PO Box 7  
City/State/Zip: Newtonville, NY 12128  
  
Church Telephone: 518-785-6789

## Part 2) 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 Advance Course? \_\_\_\_\_
3. Title of your Advance Course? \_\_\_\_\_

For renewal as a Certified Lay Servant

1. What year did you complete your last Advance Course? 2020
2. What was the title of your last Advance Course? Lay Leadership Development

## Part 3) 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: 9/21/20

 Lay Servant:

## Part 4) 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: 10/13/20

Pastor: 

**Part 5) RECOMMENDATION OF THE CHARGE CONFERENCE**

The charge conference of \_\_\_\_\_ (church/charge) recommends this person to begin/renew as a Certified Lay Servant for the ensuing year.

Date:

District Superintendent or Presiding Elder

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

**Part 6) 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) \_\_\_\_\_

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) \_\_\_\_\_

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

- served as worship leader in several services
- delivered monthly children's messages
- taught \_\_\_\_\_ classes
- shared my faith story
- brought message in \_\_\_\_\_ worship services
- other speaking activities (please list) \_\_\_\_\_

During the past year I have participated in additional opportunities for ministry as follows:

\_\_\_\_\_

**Part 7) 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?

I enjoyed both books that were part of our training, Simple Church and It's Not What You Think. I also conscientiously stayed in touch with church members during our "pause" and consistently communicated with several.

**Part 8) FEEDBACK BY THE LAY SERVANT**

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:

---

What additional training or support do you need or would suggest to further your ministry?

None at this time. Actually, less screen time would be good. :)

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

---

# Annual Report – Certified Lay Servant

Initial Application or Request for Renewal  
Report for year ending 12/2020



## Part 1) Data on the Lay Servant

Name: PAMELA LA CASIO  
Address: 12 CONWAY Circle  
City/State/Zip: LOUDONVILLE, NY 12211  
Telephone: (H) 518-724-6416 (Cell) 518-469-0940  
Email: pamelalacasio@gmail.com  
Name of District: ALBANY  
Name of Church: NEWTONVILLE UNITED METHODIST CHURCH  
Church address: PO BOX 7  
City/State/Zip: NEWTONVILLE, NY 12128  
Church Telephone: 518-785-6789

## Part 2) 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 Advance Course? \_\_\_\_\_
3. Title of your Advance Course? \_\_\_\_\_

For renewal as a Certified Lay Servant

1. What year did you complete your last Advance Course? 2020
2. What was the title of your last Advance Course? Lay Leadership Development course

## Part 3) 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: 10/16/2020

Lay Servant: Pamela La Casio

## Part 4) 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: 10/18/2020

Pastor: [Signature]

## Part 5) RECOMMENDATION OF THE CHARGE CONFERENCE

The charge conference of \_\_\_\_\_ (church/charge) recommends this person to begin/renew as a Certified Lay Servant for the ensuing year.

Date: \_\_\_\_\_

District Superintendent or Presiding Elder

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

**Part 6) 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) calling, visiting during these COVID months

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) Lay Leader, REOPENING COMMITTEE

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

- served as worship leader in 4 services
- delivered \_\_\_\_\_ devotional messages
- taught \_\_\_\_\_ classes
- shared my faith story
- brought message in \_\_\_\_\_ worship services
- other speaking activities (please list) \_\_\_\_\_

During the past year I have participated in additional opportunities for ministry as follows:

**Part 7) 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?

Completed "Each one a Minister" and the "Lay Leadership Development Course"

**Part 8) FEEDBACK BY THE LAY SERVANT**

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:

NOT AT THIS TIME

What additional training or support do you need or would suggest to further your ministry?

Continued communication with Lay Leadership Team

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

I look forward to another Lay Leadership Luncheon once it is safe to meet again

# Annual Report – Certified Lay Servant

Initial Application or Request for Renewal  
Report for year ending 2020



## Part 1) Data on the Lay Servant

Name: Heather Smith

Address: 10 Arthur Rd

City/State/Zip: Newtonville, NY 12110

Telephone: (H) \_\_\_\_\_ (Cell) 518-368-2209

Email: beezermcgee@yahoo.com

Name of District: Albany

Name of Church: Newtonville

Church address: PO Box 7

City/State/Zip: Newtonville, NY 12128

Church Telephone: 518-785-6789

## Part 2) 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 Advance Course? \_\_\_\_\_
3. Title of your Advance Course? \_\_\_\_\_

For renewal as a Certified Lay Servant

1. What year did you complete your last Advance Course? 2018
2. What was the title of your last Advance Course? World Religions

## Part 3) 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: 10/20/2020 Lay Servant: Heather Smith

## Part 4) 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: 10/22/2020 Pastor: [Signature]

## Part 5) RECOMMENDATION OF THE CHARGE CONFERENCE

The charge conference of Newtonville (church/charge) recommends this person to begin/renew as a Certified Lay Servant for the ensuing year.

Date: \_\_\_\_\_  
District Superintendent or Presiding Elder



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

**Part 6) 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) \_\_\_\_\_

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) I am on the ADLSMT as the CLM coordinator; Conference Task Force for Special Sunday Offerings; Social Holiness Team; and Conference Peace with Justice Coordinator

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

- served as worship leader in \_\_\_\_\_ services
- delivered   2   devotional messages
- taught   1   class
- shared my faith story
- brought message in \_\_\_\_\_ worship services
- other speaking activities (please list) \_\_\_\_\_

During the past year I have participated in additional opportunities for ministry as follows:

\_\_\_\_\_

**Part 7) 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?

This year I have studied the issue of racism and read "White Fragility."

**Part 8) FEEDBACK BY THE LAY SERVANT**

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:

\_\_\_\_\_

What additional training or support do you need or would suggest to further your ministry?

ADLSM Team is doing a great job! 😊

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

n/a

# Annual Report – Certified Lay Minister

Initial Application or Request for Renewal  
Report for year ending 2020



## Part 1) Data on the Certified Lay Minister

Name: Nancy Goddard  
Address: 87 Journey Lane  
City/State/Zip: Glenmont, NY 12077-3507  
Telephone: (H) 518.439.0175 (Cell) 607.242.2653  
Email: bngoddard@davespc.net  
Name of District: Albany  
Name of Church: Newtonville UMC  
Church address: 568 Loudon Rd  
City/State/Zip: Latham, NY 12128  
Church Telephone: 518.785.6789

## Part 2) Status of the Certified Lay Minister

**For initial application as a Certified Lay Minister**

1. Are you currently a Lay Servant? \_\_\_\_\_
2. What year were you certified as a Lay Servant? \_\_\_\_\_

I have completed the required Modules as follows:

- |  |  |
|--|--|
| <input type="checkbox"/> Module 1 – Date _____ | <input type="checkbox"/> Module 2 – Date _____ |
| <input type="checkbox"/> Module 3 – Date _____ | <input type="checkbox"/> Module 4 – Date _____ |

*(Upon completion of the required course work and after completion of appropriate screening, the CLM candidate requests a letter of recommendation from District Superintendent, and then applies in writing and appears before the district committee on ordained ministry for interview and recommendation for certification.)*

**For renewal as a Certified Lay Minister**

1. What year did you first become certified as a Lay Minister? 2020 \_\_\_\_\_
2. Date of last review of CLM status: 2019 \_\_\_\_\_
3. What year did you complete your last approved continuing education course?  
2020 \_\_\_\_\_
4. What was the title of your last approved continuing education course?  
Lay Leadership Development Course \_\_\_\_\_

*(Upon completion of an approved continuing education event and ministry review by is/her church council or charge conference WHERE MEMBERSHIP IS HELD, or if under assignment, WHERE ASSIGNED, the CLM requests a letter of recommendation from his/her District Superintendent. The CLM candidate then applies in writing and appears before the district committee on ordained ministry for interview and recommendation for re-certification.)*

## Part 3) **REQUEST OF THE CERTIFIED LAY MINISTER**

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

Date: September 9, 2020 Certified Lay Minister: Nancy D. Goddard

**For those not currently under assignment:**

- I request a ministry review by my church council/charge conference where my membership is held.  
(every two years)

**For those currently under assignment:**

- I request a ministry review by my church council/charge conference where I am assigned.  
(every two years)

Date: September 9, 2020 Certified Lay Minister: Nancy D. Goddard

**Part 4) RECOMMENDATION OF THE PASTOR**

I recommend concurrence with the request of this person to become or renew as a Certified Lay Minister for the ensuing year.

Date: 9/29/2020

Pastor: [Signature]

**Part 5) RECOMMENDATION OF THE CHARGE CONFERENCE**

The charge conference of \_\_\_\_\_ (church/charge) recommends this person to become or renew as a Certified Lay Minister for the ensuing year.

Date: \_\_\_\_\_  
District Superintendent or Presiding Elder

**Part 6) MINISTRIES BY THE LAY MINISTER**

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); Weekly volunteer at Treasure Cove Thrift Shop (Jan-Mar – CoVID-19); Power of Attorney duties for a cousin

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: RISSE (Jan-Mar – CoVID 19)
- at my local church
- beyond my local church
- on my X District \_\_\_ Conference \_\_\_ Jurisdiction \_\_\_ General Church level
- other leading activities (please list)

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

- served as worship leader in 3 services: Johnstown & Pittstown (01.05.2020); Newtonville (03.1.2020)
- delivered 1 devotional messages: Vestal (06.05.2020)
- taught 3 classes: "Basic Lay Servant Course," "Leading Public Prayer," "Disciple 1 Fast Track Old Testament"
- shared my faith story
- brought message in 3 worship services
- other speaking activities (please list): Facilitated Discussion on "Meaning & Purpose of Worship" at Newtonville (03.01.2020)

**Part 7) PERSONAL AND SPIRITUAL GROWTH BY THE LAY MINISTER**

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?

See page 3 \_\_\_\_\_

**Part 8) FEEDBACK BY THE LAY MINISTER**

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:

\_\_\_\_\_  
\_\_\_\_\_

Section VII: Personal and Spiritual Growth by the Lay Servant:

Participant in the following courses: "Called to Preach," "Devotional Life in the Wesleyan Tradition," and current participant in "Imagine No Racism" course offered through Mountain View District.

Books I have read:

*Simple Church*: Thom S. Rainer and Eric Geiger

*Direct Hit*: Paul D. Borden

*From Pew to Pulpit*: Clifton F. Guthrie

*Lay Servant Ministries Basic Course Leader's Guide and Participant's Book*: Sandy Jackson with Brian Jackson

*Devotional Life in the Wesleyan Tradition: A Workbook*: Steve Harper

*Contemplative Prayer*: Thomas Merton

*Praying the Psalms*: Thomas Merton

*Shaping the Prayers of the People: The Art of Intercession*: Samuel Wells and Abigail Kocher

*Pauses for Pentecost*: Trevor Hudson

*The Beauty in Breaking: A Memoir*: Michele Harper

*Tuesdays with Morrie*: Mitch Albom

*Finding Chika*: Mitch Albom

*Imagine No Racism: Participant's Guide*: Created by GCORR and Adapted by UNY CCORR

NEWTONVILLE UNITED METHODIST CHURCH  
PRELIMINARY  
END OF YEAR INCOME REPORT  
2020

|                           | BUDGETED<br>INCOME 2020 | ACTUAL<br>INCOME 2020 |
|---------------------------|-------------------------|-----------------------|
| Pledges                   | 142,207                 | 142,082               |
| Plate Collection          | 10,000                  | 3,237                 |
| Festival Offering         | 4,500                   | 6,554                 |
| Initial offering          | 100                     | 140                   |
| Pre School                | 33,000                  | 20,160.50             |
| Heat                      | 2,000                   | 2,411                 |
| Virtual Brooks Barbecue   | 15,000                  | 2,698                 |
| Virtual Garage Sale       | 5,000                   | 2,272                 |
| Bottle Collection         | 250                     | 99                    |
| Samaritan Counseling Rent | 3,600                   | 3,600                 |
| DS Rent                   | 3,600                   | 3,600                 |
| MISC                      | 100                     | 1,187.25              |
| <b>TOTAL</b>              | <b>219,357</b>          | <b>188,040.75</b>     |

**2020 Other General Fund Deposits: Special Appeals: These monies go directly to designated funds**

|                    |       |                                |      |
|--------------------|-------|--------------------------------|------|
| Building Fund      | 23231 | Boy Scouts                     | 250  |
| DS Mission         | 1200  | Little Food pantry (ornaments) | 220  |
| Human relations    | 365   | Youth                          | 176  |
| Retired ministers  | 105   | COVID 19 fund                  | 1500 |
| UMCOR              | 230   | Community dinner               | 105  |
| UMCOR #3020811     | 225   | UMCOR #3020600                 | 500  |
| UMCOR: hurricane   | 540   |                                |      |
| Native American    | 115   |                                |      |
| Peace With Justice | 180   |                                |      |
| World communion    | 215   |                                |      |
| Student day        | 180   |                                |      |

NEWTONVILLE UNITED METHODIST CHURCH  
PRELIMINARY  
ACCOUNT BALANCES  
END OF YEAR  
2020

|                               |           |                |
|-------------------------------|-----------|----------------|
| Memorial/Tracked Funds (T)    | 18,328.35 | Key Bank       |
| Building Fund (T)             | 28,242.61 | Key Bank       |
| Anonymous donation (T)        | 63,278.72 | PAX            |
| Building fund reserve (T)     | 63,448.56 | Deutsche Asset |
| Stained Glass Window Fund (T) | 1,000.57  | KeyBank        |
| Brandley Bequest (T)          | 126.86    | Vanguard       |
| General fund reserve          | 46,557.29 | PAX            |
| General fund reserve          | 24,055.01 | Vanguard       |

(T) Trustee Accounts

Memorial Fund  
End-of Year Report  
2020

Memorial Fund Balance

\$18,328.35

Unused Memorial Funds

|                         |         |
|-------------------------|---------|
| *Warren poinsettia fund | 176.28  |
| *Gail Coshun            | 2212.01 |
| *Calla Osborne          | 835.00  |
| *Bonnie Jean Gorski     | 3530.00 |
| *Hope Heath             | 290.00  |
| *Donald Krauss          | 460.00  |
| *David Hardwick         | 910.00  |
| *Sharon Maron           | 25.00   |
| *Art & Agnes Walker     | 5000.00 |
| *Music ministry         | 2858.13 |
| *Memorial luncheons     | 380.00  |

Funds being tracked in memorial fund

|                            |         |
|----------------------------|---------|
| *Pine Grove Preschool gift | 1148.72 |
| *Unused interest           | 3.21    |
| *Cottage security deposit  | 500.00  |

During 2020 Memorial Funds were used for:

- \*Preschool scholarship (Pine Grove gift)
- \*Poinsettias (Warren)
- \*Sound system (Bowen)

Submitted by  
Kathy Franklin  
NUMC Memorial Fund secretary

Newtonville United Methodist Church  
2021 Budget Summary

December 28, 2020

Actual versus Budget

2020 Year-End Summary

Pledge income was 100%

Shortfall income items:

Loose plate at 32%

Fund raisers at 25%

Pre-school at 61%

Total shortfall \$19,316 at 86% of budget

Total expenses down:

Salaries at 94%

Maintenance at 77%

Utilities at 77%

Total expense savings \$14,000 at 94% of budget

**NET (\$15,000) shortfall**      Income to Expense

2021 Changes:

Plate collection estimate reduced

Pre-school fees reduced by \$3,600

Music salary adjusted

Ministry accounts adjusted

2021 Assumptions:

Garage and BBQs will take place

PPP loan will be forgiven



Newtonville United Methodist Church  
2021 Budget Summary

December 28, 2020

**Version 5**

Pledges through  
Payroll Increase

December

4-Dec-20

0.00%

\*\*\* PRELIMINARY \*\*\*

|                             | Dec 2020<br>Actual | 2020 YTD<br>Percentage | Total 2020<br>Budget | 2021<br>Budget | % Change<br>'20 vs '21 |
|-----------------------------|--------------------|------------------------|----------------------|----------------|------------------------|
| <b>General Fund</b>         |                    |                        |                      |                |                        |
| <b>Income</b>               |                    |                        |                      |                |                        |
| COLLECTIONS                 | 154,424            | 97%                    | 158,807              | 153,020        | -3.6%                  |
| FUND RAISERS                | 5,069              | 25%                    | 20,250               | 20,250         | 0.0%                   |
| BUILDING USE                | 7,200              | 100%                   | 7,200                | 7,200          | 0.0%                   |
| PRE-SCHOOL FEES             | 20,161             | 61%                    | 33,000               | 29,400         | -10.9%                 |
| OTHER INCOME                | 1,187              | 1187%                  | 100                  | 100            | 0.0%                   |
| <b>Income Total</b>         | <b>188,041</b>     | <b>86%</b>             | <b>219,357</b>       | <b>209,970</b> | <b>-4.3%</b>           |
| <b>Expense</b>              |                    |                        |                      |                |                        |
| CONNECTIONAL                | 27,365             | 100%                   | 27,365               | 28,043         | 2.5%                   |
| PAYROLL                     | 99,232             | 94%                    | 105,087              | 101,834        | -3.1%                  |
| PASTORAL SUPPORT            | 29,993             | 92%                    | 32,659               | 32,559         | -0.3%                  |
| ADMINISTRATIVE EXPENSE      | 3,190              | 81%                    | 3,950                | 4,100          | 3.8%                   |
| BUILDING & GROUNDS          | 35,047             | 81%                    | 43,050               | 43,300         | 0.6%                   |
| MINISTRIES                  | 8,455              | 160%                   | 5,275                | 4,825          | -8.5%                  |
| <b>Expense Total</b>        | <b>203,282</b>     | <b>94%</b>             | <b>217,386</b>       | <b>214,662</b> | <b>-1.3%</b>           |
| <b>Income to Expense</b>    | <b>(15,241)</b>    |                        | <b>1,971</b>         | <b>(4,692)</b> |                        |
| <b>Building Fund Income</b> | <b>23,231</b>      | <b>128%</b>            | <b>19,812</b>        | <b>13,987</b>  | <b>-25%</b>            |

# Newtonville United Methodist Church Budget 2021

Version .5  
Dec. 28, 2020  
**PRELIMINARY**

## 2020 Year-End Summary

|   | Account Number | 2018       | 2019       | 2020 December *** PRELIMINARY *** |            | 2021       |            |
|---|----------------|------------|------------|-----------------------------------|------------|------------|------------|
|   |                | Actual     | Actual     | Actual                            | Budget     | Percentage | Budget     |
| <b>INC Pre-school at 61%</b>                        |                |            |            |                                   |            |            |            |
| <b>BU Total shortfall \$19,316 at 86% of budget</b> |                |            |            |                                   |            |            |            |
| <b>COLLECTIONS</b>                                  |                |            |            |                                   |            |            |            |
| Pledge Income                                       |                |            |            |                                   |            |            |            |
| Envelopes   | 4032           | 77,862.50  | 78,509.50  | 87,229.00                         | 86,746.00  | 100.56%    | 80,574.00  |
| E-Giving  | 4034           | 52,405.00  | 51,920.00  | 54,853.00                         | 55,461.00  | 98.90%     | 58,346.00  |
| Subtotal Pledge Income                              | 4025           | 130,267.50 | 130,429.50 | 142,082.00                        | 142,207.00 | 99.91%     | 138,920.00 |
| Total expense savings \$14,000 at 94% of budget     |                |            |            |                                   |            |            |            |
| <b>5,000) shortfall</b>                             |                |            |            |                                   |            |            |            |
| Plate Contribution                                  | 4035           | 9,650.75   | 17,637.29  | 3,237.00                          | 10,000.00  | 32.37%     | 7,500.00   |
| Initial Offering                                    | 4040           | 105.00     | 113.00     | 140.00                            | 100.00     | 140.00%    | 100.00     |
| Heat Collection                                     | 4042           | 1,938.00   | 2,430.00   | 2,411.00                          | 2,000.00   | 120.55%    | 2,000.00   |
| Festival Offerings                                  | 4045           | 0.00       | 0.00       | 0.00                              | 4,500.00   | 0.00%      |            |
| Easter  | 4045-101       | 2,177.00   | 1,763.00   | 1,548.00                          | 0.00       | 0.00%      |            |
| Thanksgiving  | 4045-102       | 1,007.00   | 958.00     | 1,858.00                          | 0.00       | 0.00%      |            |
| Christmas   | 4045-103       | 2,105.00   | 1,810.00   | 3,148.00                          | 0.00       | 0.00%      |            |
| Subtotal Festival Offerings                         | 4045           | 5,289.00   | 4,531.00   | 6,554.00                          | 4,500.00   | 145.64%    | 4,500.00   |
| Subtotal Collections                                | 4020           | 147,250.25 | 155,140.79 | 154,424.00                        | 158,807.00 | 97.24%     | 153,020.00 |
| <b>Version 5</b>                                    |                |            |            |                                   |            |            |            |
| Brooks BBQ  | 4102           | 15,097.11  | 15,002.15  | 2,698.00                          | 15,000.00  | 17.99%     | 15,000.00  |
| Bottle Collection                                   | 4104           | 187.00     | 225.00     | 99.00                             | 250.00     | 39.60%     | 250.00     |
| UMW Fund Raiser                                     | 4106           | 0.00       | 0.00       | 0.00                              | 0.00       | 0.00%      |            |
| Garage Sale   | 4108           | 5,853.65   | 5,699.50   | 2,272.00                          | 5,000.00   | 45.44%     | 5,000.00   |
| Subtotal Fund Raisers                               | 4100           | 21,137.76  | 20,926.65  | 5,069.00                          | 20,250.00  | 25.03%     | 20,250.00  |
| <b>BUILDING USE</b>                                 |                |            |            |                                   |            |            |            |
| Samaratin Counseling                                | 4122           | 3,600.00   | 3,600.00   | 3,600.00                          | 3,600.00   | 100.00%    | 3,600.00   |
| District Offices Rental                             | 4124           | 3,600.00   | 3,600.00   | 3,600.00                          | 3,600.00   | 100.00%    | 3,600.00   |
| Other Rentals                                       | 4130           | 0.00       | 0.00       | 0.00                              | 0.00       | 0.00%      |            |
| Subtotal Building Use                               | 4120           | 7,200.00   | 7,200.00   | 7,200.00                          | 7,200.00   | 100.00%    | 7,200.00   |
| <b>PRE-SCHOOL FEES</b>                              |                |            |            |                                   |            |            |            |
| PRE-SCHOOL FEES                                     | 4145-002       | 33,579.50  | 35,838.50  | 20,160.50                         | 33,000.00  | 61.09%     | 29,400.00  |
| <b>OTHER INCOME</b>                                 |                |            |            |                                   |            |            |            |
| Misc Income   | 4151           | 708.15     | 0.00       | 522.25                            | 100.00     | 522.25%    |            |
| Flowers   | 4152           | 0.00       | 0.00       | 0.00                              | 0.00       | 0.00%      |            |
| Upper Room  | 4153           | 14.00      | 23.25      | 110.00                            | 0.00       | 0.00%      |            |
| Vacation Bible School                               | 4157-007       | 100.00     | 0.00       | 0.00                              | 0.00       | 0.00%      |            |
| Bank Interest                                       | 4160           | 0.00       | 0.00       | 0.00                              | 0.00       | 0.00%      |            |
| Angel Tree  | 4162           |            |            | 555.00                            | 0.00       | 0.00%      |            |
| Subtotal Other Income                               | 4150           | 822.15     | 23.25      | 1,187.25                          | 100.00     | 1187.25%   | 100.00     |
| <b>Subtotal Budgeted Income</b>                     | 4010           | 209,989.66 | 219,129.19 | 188,040.75                        | 219,357.00 | 85.72%     | 209,970.00 |
| <b>DONOR RESTRICTED</b>                             |                |            |            |                                   |            |            |            |
| <b>DESIGNATED-TRUSTEES</b>                          |                |            |            |                                   |            |            |            |
| Building Fund Income                                | 4210-210       | 18,674.00  | 21,387.50  | 23,231.00                         | 19,812.00  | 117.26%    | 13,987.00  |
| <b>Subtotal Donor Restricted</b>                    | 4200           | 29,678.23  | 29,803.09  | 59,504.38                         | 19,812.00  | 300.35%    | 13,987.00  |

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**2020 Year-End Summary**

|                                   | Account Number | 2018      | 2019       | 2020 December *** PRELIMINARY *** |            |            | 2021       |
|-----------------------------------|----------------|-----------|------------|-----------------------------------|------------|------------|------------|
|                                   |                | Actual    | Actual     | Actual                            | Budget     | Percentage | Budget     |
| <b>EXPENSES</b>                   |                |           |            |                                   |            |            |            |
| <b>BUDGETED EXPENSES</b>          |                |           |            |                                   |            |            |            |
| <b>CONNECTIONAL</b>               |                |           |            |                                   |            |            |            |
| Ministry Shares                   | 5110-001       | 23,964.00 | 24,240.00  | 24,804.00                         | 24,804.00  | 100.00%    | 25,860.00  |
| Retiree Premium                   | 5120-001       | 2,011.41  | 2,103.36   | 2,110.77                          | 2,110.77   | 100.00%    | 2,183.49   |
| Conf Moving Fund                  | 5130-001       | 450.00    | 450.00     | 450.00                            | 450.00     | 100.00%    | 0.00       |
| <b>Subtotal Connectional</b>      | 5100-001       | 26,425.41 | 26,793.36  | 27,364.77                         | 27,364.77  | 100.00%    | 28,043.49  |
| <b>PAYROLL</b>                    |                |           |            |                                   |            |            |            |
| <b>SALARIES</b>                   |                |           |            |                                   |            |            |            |
| Salary - Pastor                   | 5212           | 50,442.00 | 51,450.96  | 52,480.08                         | 52,480.00  | 100.00%    | 52,480.00  |
| Salary - Admin Asst               | 5215           | 6,443.50  | 6,298.36   | 6,531.84                          | 6,560.00   | 99.57%     | 6,560.00   |
| Salary - Organist                 | 5221-006       | 8,904.00  | 9,090.00   | 7,733.40                          | 9,280.00   | 83.33%     | 9,280.00   |
| Salary - Organist Events          | 5222-006       | 372.00    | 200.00     | 200.00                            | 740.00     | 27.03%     | 0.00       |
| Salary - Music Dir                | 5225-006       | 6,300.00  | 6,430.08   | 5,466.60                          | 6,560.00   | 83.33%     | 6,560.00   |
| Salary - Music Dir Events         | 5226-006       | 324.00    | 324.00     | 1,600.00                          | 2,727.00   | 58.67%     | 0.00       |
| Salary - Pre-School Dir           | 5231-002       | 14,680.00 | 14,974.00  | 15,273.00                         | 15,273.00  | 100.00%    | 15,280.00  |
| Salary - Pre-School Asst          | 5233-002       | 7,236.85  | 7,563.01   | 5,325.88                          | 7,218.00   | 73.79%     | 7,656.00   |
| <b>Subtotal Salaries</b>          | 5210           | 94,702.35 | 96,330.41  | 94,610.80                         | 100,838.00 | 93.82%     | 97,816.00  |
| <b>EMPLOYER EXPENSES</b>          |                |           |            |                                   |            |            |            |
| Employer's SS                     | 5281           | 2,936.42  | 2,943.71   | 2,618.39                          | 2,998.20   | 87.33%     | 2,810.83   |
| Employer's Medicare               | 5282           | 686.80    | 688.58     | 612.43                            | 701.19     | 87.34%     | 657.37     |
| Workers Comp Insurance            | 5283           | 544.00    | 1,102.00   | 1,389.88                          | 550.00     | 252.71%    | 550.00     |
| <b>Subtotal Employer Expenses</b> | 5280           | 4,167.22  | 4,734.29   | 4,620.70                          | 4,249.39   | 108.74%    | 4,018.20   |
| <b>Subtotal Payroll</b>           | 5200           | 98,869.57 | 101,064.70 | 99,231.50                         | 105,087.39 | 94.43%     | 101,834.20 |
| <b>PASTORAL SUPPORT</b>           |                |           |            |                                   |            |            |            |
| Reimbursement-Pastor              | 5311           | 3,326.44  | 3,901.67   | 2,936.60                          | 3,500.00   | 83.90%     | 3,500.00   |
| Conference - Pastor               | 5312           | 337.73    | 479.26     | 0.00                              | 350.00     | 0.00%      | 350.00     |
| Staff Expenses                    | 5315           | 122.68    | 0.00       | 0.00                              | 0.00       | 0.00%      |            |
| CLM Designated Exp                | 5316           | 0.00      | 0.00       | 0.00                              | 100.00     | 0.00%      | 0.00       |
| Non-Paid Employee Travel          | 5317           | 0.00      | 0.00       | 0.00                              | 0.00       | 0.00%      |            |
| <b>CONFERENCE</b>                 |                |           |            |                                   |            |            |            |
| Conf Disability Ins (CPP)         | 5321-001       | 1,891.56  | 1,891.56   | 1,476.00                          | 1,968.00   | 75.00%     | 1,968.00   |
| Conf Health Ins (MED)             | 5322-001       | 13,800.00 | 13,800.00  | 12,760.00                         | 13,920.00  | 91.67%     | 13,920.00  |
| Family Health Ins (PERS)          | 5323-001       |           | 0.00       | 1,968.00                          | 1,968.00   | 100.00%    | 1,968.00   |
| Health Ins Reimb (FSA)            | 5325-001       | 1,826.97  | 1,799.88   | 1,800.00                          | 1,800.00   | 100.00%    | 1,800.00   |
| Conf Pension (CRSP)               | 5331-001       | 8,512.20  | 8,701.32   | 9,052.80                          | 9,053.00   | 100.00%    | 9,053.00   |
| <b>Subtotal Conference</b>        | 5320-001       | 26,030.73 | 26,192.76  | 27,056.80                         | 28,709.00  | 94.25%     | 28,709.00  |
| <b>Subtotal Pastoral Support</b>  | 5300           | 29,817.58 | 30,573.69  | 29,993.40                         | 32,659.00  | 91.84%     | 32,559.00  |

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|  | Account Number | 2018     | 2019     | 2020 December *** PRELIMINARY *** |          |            | 2021     |
|--|----------------|----------|----------|-----------------------------------|----------|------------|----------|
|  |                | Actual   | Actual   | Actual                            | Budget   | Percentage | Budget   |
| <b>ADMINISTRATIVE EXPENSE</b>          |                |          |          |                                   |          |            |          |
| <b>OFFICE</b>                          |                |          |          |                                   |          |            |          |
| Office Equipment                       |                |          |          |                                   |          |            |          |
| Computer Hardware                      | 5422           | 0.00     | 0.00     | 0.00                              | 0.00     | 0.00%      | 0.00     |
| Copier                                 | 5425           | 810.68   | 0.00     | 0.00                              | 1,000.00 | 0.00%      | 1,000.00 |
| Copier-Black (1.3)                     | 5425-901       |          | 570.96   | 350.21                            | 0.00     | 0.00%      |          |
| Copier-Color (10.6)                    | 5425-902       |          | 345.06   | 247.00                            | 0.00     | 0.00%      |          |
| Subtotal Office Equipment              | 5421           | 810.68   | 916.02   | 597.21                            | 1,000.00 | 59.72%     | 1,000.00 |
| Postal Expenses                        |                |          |          |                                   |          |            |          |
| Postage                                | 5431           | 770.67   | 885.50   | 1,106.20                          | 955.00   | 115.83%    |          |
| PO Box Rental                          | 5432           | 234.00   | 234.00   | 234.00                            | 245.00   | 95.51%     |          |
| Subtotal Postal Expenses               | 5430           | 1,004.67 | 1,119.50 | 1,340.20                          | 1,200.00 | 111.68%    | 1,400.00 |
| Office Supplies                        | 5435           | 425.10   | 762.94   | 326.07                            | 700.00   | 46.58%     | 600.00   |
| Printing                               | 5438           | 92.87    | 0.00     | 0.00                              | 0.00     | 0.00%      |          |
| Petty Cash                             | 5440           | 0.00     | 0.00     | 0.00                              | 0.00     | 0.00%      |          |
| Subtotal Office                        | 5420           | 2,333.32 | 2,798.46 | 2,263.48                          | 2,900.00 | 78.05%     | 3,000.00 |
| <b>FINANCE COMMITTEE</b>               |                |          |          |                                   |          |            |          |
| Finance Comm Supplies                  | 5461           | 297.22   | 145.61   | 123.92                            | 300.00   | 41.31%     | 300.00   |
| Vanco Services                         | 5462           | 682.90   | 764.06   | 743.58                            | 700.00   | 106.23%    | 750.00   |
| Subtotal Finance Committee             | 5460           | 980.12   | 909.67   | 867.50                            | 1,000.00 | 86.75%     | 1,050.00 |
| <b>BACKGROUND CHECKS</b>               |                |          |          |                                   |          |            |          |
|  | 5470           | 15.75    | 50.09    | 24.84                             | 50.00    | 49.68%     | 50.00    |
| <b>FEES</b>                            |                |          |          |                                   |          |            |          |
| Bank Service Fees                      | 5481           | 0.00     | 0.00     | 0.00                              | 0.00     | 0.00%      |          |
| License Fees                           | 5482           | 0.00     | 0.00     | 0.00                              | 0.00     | 0.00%      |          |
| Archive Expenses                       | 5483           | 0.00     | 0.00     | 0.00                              | 0.00     | 0.00%      |          |
| Bank Fees                              | 5485           | 15.00    | 0.09     | 34.07                             | 0.00     | 0.00%      |          |
| Subtotal Fees                          | 5480           | 15.00    | 0.09     | 34.07                             | 0.00     | 0.00%      | 0.00     |
| <b>Subtotal Administrative Expense</b> | 5400           | 3,344.19 | 3,758.31 | 3,189.89                          | 3,950.00 | 80.76%     | 4,100.00 |

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|                                | Account Number | 2018      | 2019      | 2020 December *** PRELIMINARY *** |           |            | 2021      |
|--------------------------------|----------------|-----------|-----------|-----------------------------------|-----------|------------|-----------|
|                                |                | Actual    | Actual    | Actual                            | Budget    | Percentage | Budget    |
| <b>BUILDINGS &amp; GROUNDS</b> |                |           |           |                                   |           |            |           |
| <b>MAINTENANCE</b>             |                |           |           |                                   |           |            |           |
| <b>CHURCH MA</b>               |                |           |           |                                   |           |            |           |
| C/Sexton Services              | 5611-011       | 1,373.05  | 0.00      | 0.00                              | 0.00      | 0.00%      |           |
| C/Custodial Supplies           | 5612-011       | 935.25    | 656.72    | 1,235.16                          | 0.00      | 0.00%      |           |
| C/Repairs/Maintenance          | 5613-011       | 4,393.51  | 6,179.74  | 5,869.09                          | 0.00      | 0.00%      |           |
| Subtotal Church MA             | 5610-011       | 6,701.81  | 6,836.46  | 7,104.25                          | 7,250.00  | 97.99%     | 7,250.00  |
| <b>PARSONAGE MA</b>            |                |           |           |                                   |           |            |           |
| P/Repairs/Maintenance          | 5621-014       | 666.70    | 501.22    | 407.70                            | 1,000.00  | 40.77%     | 1,000.00  |
| <b>SEXTON COTTAGE MA</b>       |                |           |           |                                   |           |            |           |
| S/Repairs/Maintenance          | 5631-017       | 507.45    | 0.30      | 0.00                              | 250.00    | 0.00%      | 250.00    |
| <b>GROUNDS MA</b>              |                |           |           |                                   |           |            |           |
| G/Landscaping                  | 5641-020       | 377.85    | 351.55    | 109.91                            | 300.00    | 36.64%     |           |
| G/Lawn Care                    | 5642-020       | 337.39    | 524.77    | 355.88                            | 450.00    | 79.08%     |           |
| G/Playground                   | 5643-020       |           | 253.06    | 0.00                              | 100.00    | 0.00%      |           |
| G/Snow Removal                 | 5644-020       | 2,850.00  | 3,083.17  | 1,800.00                          | 2,700.00  | 66.67%     |           |
| G/Salt                         | 5645-020       | 1,170.31  | 621.60    | 0.00                              | 700.00    | 0.00%      |           |
| G/Parking Lot                  | 5646-020       | 0.00      | 0.00      | 0.00                              | 0.00      | 0.00%      |           |
| Subtotal Grounds MA            | 5640-020       | 4,735.55  | 4,834.15  | 2,265.79                          | 4,250.00  | 53.31%     | 4,250.00  |
| <b>Subtotal Maintenance</b>    | 5601           | 12,611.51 | 12,172.13 | 9,777.74                          | 12,750.00 | 76.69%     | 12,750.00 |
| <b>UTILITIES</b>               |                |           |           |                                   |           |            |           |
| <b>CHURCH UT</b>               |                |           |           |                                   |           |            |           |
| C/Electricity                  | 5711-012       | 6,129.67  | 5,267.86  | 4,384.70                          | 0.00      | 0.00%      |           |
| C/Gas                          | 5712-012       | 3,500.97  | 3,388.37  | 2,205.47                          | 0.00      | 0.00%      |           |
| C/Internet/Telephone           | 5713-012       | 1,683.72  | 1,636.65  | 1,708.96                          | 0.00      | 0.00%      |           |
| C/Telephone                    | 5714-012       | 0.00      | 0.00      | 0.00                              | 0.00      | 0.00%      |           |
| C/Trash                        | 5715-012       | 2,555.77  | 2,863.20  | 2,863.20                          | 0.00      | 0.00%      |           |
| C/Water & Sewer                | 5716-012       | 305.00    | 329.66    | 312.00                            | 0.00      | 0.00%      |           |
| Subtotal Church UT             | 5710-012       | 14,175.13 | 13,485.74 | 11,474.33                         | 16,000.00 | 71.71%     | 16,000.00 |
| <b>PARSONAGE UT</b>            |                |           |           |                                   |           |            |           |
| P/Electricity                  | 5721-015       | 1,564.14  | 1,455.86  | 1,850.05                          | 0.00      | 0.00%      |           |
| P/Gas                          | 5722-015       | 1,295.25  | 1,249.28  | 938.36                            | 0.00      | 0.00%      |           |
| P/Internet                     | 5723-015       | 409.39    | 827.28    | 881.00                            | 0.00      | 0.00%      |           |
| P/Telephone                    | 5724-015       | 376.94    | 135.00    | 0.00                              | 0.00      | 0.00%      |           |
| P/Water & Sewer                | 5725-015       | 252.00    | 260.40    | 272.16                            | 0.00      | 0.00%      |           |
| P/Trash                        | 5726-015       | 287.66    | 337.55    | 235.90                            | 0.00      | 0.00%      |           |
| Subtotal Parsonage UT          | 5720-015       | 4,185.38  | 4,265.37  | 4,177.47                          | 4,500.00  | 92.83%     | 4,750.00  |
| <b>SEXTON COTTAGE UT</b>       |                |           |           |                                   |           |            |           |
| S/Electricity                  | 5731-018       | 1,255.69  | 538.80    | 645.15                            | 0.00      | 0.00%      |           |
| S/Gas                          | 5732-018       | 821.66    | 761.21    | 712.69                            | 0.00      | 0.00%      |           |
| S/Telephone                    | 5734-018       |           | 320.00    | 495.00                            | 0.00      | 0.00%      |           |
| Subtotal Sexton Cottage UT     | 5730-018       | 2,077.35  | 1,620.01  | 1,852.84                          | 2,000.00  | 92.64%     | 2,000.00  |
| <b>Subtotal Utilities</b>      | 5700           | 20,437.86 | 19,371.12 | 17,504.64                         | 22,500.00 | 77.80%     | 22,750.00 |
| <b>INSURANCE/TAXES</b>         |                |           |           |                                   |           |            |           |

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C/Property Insurance  
C/Property Taxes  
P/Property Tax  
**Subtotal Insurance/Taxes**  
  
**Subtotal Building & Grounds**

| Account Number | 2018      | 2019      | 2020 December *** PRELIMINARY *** |           |            | 2021      |
|----------------|-----------|-----------|-----------------------------------|-----------|------------|-----------|
|                | Actual    | Actual    | Actual                            | Budget    | Percentage | Budget    |
| 5751-013       | 5,768.00  | 4,925.00  | 6,968.25                          | 6,900.00  | 100.99%    | 6,900.00  |
| 5752-019       | 368.66    | 318.18    | 331.52                            | 450.00    | 73.67%     | 450.00    |
| 5753-016       | 430.37    | 451.23    | 465.15                            | 450.00    | 103.37%    | 450.00    |
| 5750           | 6,567.03  | 5,694.41  | 7,764.92                          | 7,800.00  | 99.55%     | 7,800.00  |
| 5600           | 39,616.40 | 37,237.66 | 35,047.30                         | 43,050.00 | 81.41%     | 43,300.00 |

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|                            |                              | 2018     | 2019     | 2020 December *** PRELIMINARY *** |          |            | 2021     |
|----------------------------|------------------------------|----------|----------|-----------------------------------|----------|------------|----------|
| Account Number             |                              | Actual   | Actual   | Actual                            | Budget   | Percentage | Budget   |
| <b>MINISTRIES</b>          |                              |          |          |                                   |          |            |          |
| <b>CHRISTIAN EDUCATION</b> |                              |          |          |                                   |          |            |          |
|                            | Children Sunday School       | 6215-007 | 757.27   | 702.93                            | 1,222.43 | 0.00       | 0.00%    |
|                            | Youth Sunday School          | 6220-007 | 0.00     | 0.00                              | 0.00     | 0.00       | 0.00%    |
|                            | Adult Education              | 6225-007 | 0.00     | 0.00                              | 53.00    | 0.00       | 0.00%    |
|                            | VBS                          | 6230-007 | 365.23   | 0.00                              | 70.70    | 0.00       | 0.00%    |
|                            | Subtotal Christian Education | 6210-007 | 1,122.50 | 702.93                            | 1,346.13 | 0.00       | 0.00%    |
|                            |                              |          |          |                                   |          |            | 600.00   |
| <b>PRE-SCHOOL</b>          |                              |          |          |                                   |          |            |          |
|                            | Pre-School Administrative    | 6253-002 | 0.00     | 0.00                              | 0.00     | 0.00       | 0.00%    |
|                            | Pre-School Refund            | 6254-002 |          |                                   | 450.00   | 0.00       | 0.00%    |
|                            | Pre-School Supplies          | 6255-002 | 902.44   | 1,160.60                          | 526.25   | 1,200.00   | 43.85%   |
|                            | Pre-School Substitutes       | 6260-002 | 0.00     | 0.00                              | 35.00    | 0.00       | 0.00%    |
|                            | Pre-School Telephone         | 6265-002 | 622.53   | 620.93                            | 611.86   | 625.00     | 97.90%   |
|                            | Subtotal Pre-school          | 6250-002 | 1,524.97 | 1,781.53                          | 1,623.11 | 1,825.00   | 88.94%   |
|                            |                              |          |          |                                   |          |            | 1,825.00 |
| <b>WORSHIP</b>             |                              |          |          |                                   |          |            |          |
|                            | Worship Supplies             | 6310     | 509.74   | 631.10                            | 587.77   | 500.00     | 117.55%  |
|                            | Guest Speakers               | 6320     | 200.00   | 0.00                              | 100.00   | 0.00       | 0.00%    |
|                            | Nursery Attendants           | 6330     | 0.00     | 0.00                              | 0.00     | 0.00       | 0.00%    |
|                            | Subtotal Worship             | 6300     | 709.74   | 631.10                            | 687.77   | 500.00     | 137.55%  |
|                            |                              |          |          |                                   |          |            | 500.00   |
| <b>MUSIC</b>               |                              |          |          |                                   |          |            |          |
|                            | Instrument Maintenance       | 6410-006 | 1,150.00 | 100.00                            | 490.00   | 750.00     | 65.33%   |
|                            | Substitute Organist          | 6420-006 | 340.00   | 340.00                            | 2,200.00 | 400.00     | 550.00%  |
|                            | Special Music                | 6430-006 | 0.00     | 0.00                              | 37.94    | 0.00       | 0.00%    |
|                            | Music Program                | 6440-006 | 0.00     | 0.00                              | 0.00     | 0.00       | 0.00%    |
|                            | Subtotal Music               | 6400-006 | 1,490.00 | 440.00                            | 2,727.94 | 1,150.00   | 237.21%  |
|                            |                              |          |          |                                   |          |            | 650.00   |
| <b>PARISH CULTIVATION</b>  |                              |          |          |                                   |          |            |          |
|                            | Youth Ministry               | 6510     | 58.32    | 0.00                              | 0.00     | 150.00     | 0.00%    |
|                            | Adult Ministry               | 6515     | 0.00     | 0.00                              | 0.00     | 0.00       | 0.00%    |
|                            | Member Care Ministry         | 6520     | 379.49   | 657.25                            | 498.28   | 400.00     | 124.57%  |
|                            | Outreach (Funerals, etc)     | 6525     | 150.88   | 252.63                            | 0.00     | 400.00     | 0.00%    |
|                            | Ch Food Pantry               | 6526     |          |                                   | 454.19   | 0.00       | 0.00%    |
|                            | Special Events               | 6530     | 0.00     | 84.12                             | 0.00     | 0.00       | 0.00%    |
|                            | Camperships                  | 6540     | 0.00     | 0.00                              | 0.00     | 0.00       | 0.00%    |
|                            | Pastor Discretionary Fund    | 6549     |          | 0.00                              | 0.00     | 0.00       | 0.00%    |
|                            | Subtotal Parish Cultivation  | 6500     | 588.69   | 994.00                            | 952.47   | 950.00     | 100.26%  |
|                            |                              |          |          |                                   |          |            | 800.00   |
| <b>MISSIONS</b>            |                              |          |          |                                   |          |            |          |
|                            | General Missions             | 6552     |          | 149.71                            | 0.00     | 200.00     | 0.00%    |
|                            | Angel Tree                   | 6553     | 0.00     | 0.00                              | 369.98   | 0.00       | 0.00%    |
|                            | Subtotal Missions Expense    | 6550     |          | 149.71                            | 369.98   | 200.00     | 0.00%    |
|                            |                              |          |          |                                   |          |            | 0.00     |
| <b>MINISTRY EXPENSE</b>    |                              |          |          |                                   |          |            |          |
|                            | Fellowship Meals             | 6705     | 0.00     | 0.00                              | 0.00     | 0.00       | 0.00%    |
|                            | Kitchen Supplies             | 6710     | 0.00     | 64.15                             | 0.00     | 0.00       | 0.00%    |
|                            | Flowers/Gifts                | 6715     | 51.78    | 0.00                              | 449.10   | 0.00       | 0.00%    |
|                            | Visitor Materials            | 6720     | 0.00     | 0.00                              | 0.00     | 0.00       | 0.00%    |
|                            | Church Supplies              | 6725     | 139.79   | 209.94                            | 0.00     | 0.00       | 0.00%    |
|                            | Books & Literature           | 6730     | 0.00     | 0.00                              | 53.00    | 0.00       | 0.00%    |
|                            | Audio / Visual               | 6735     | 0.00     | 0.00                              | 70.20    | 0.00       | 0.00%    |

**Newtonville United Methodist Church  
Budget 2021**

Version .5  
Dec. 28, 2020  
**PRELIMINARY**

**2020 Year-End Summary**

| Account Number              | 2018   | 2019   | 2020 December *** PRELIMINARY *** |        |            | 2021   |      |
|-----------------------------|--------|--------|-----------------------------------|--------|------------|--------|------|
|                             | Actual | Actual | Actual                            | Budget | Percentage | Budget |      |
| L Subtotal Ministry Expense | 6700   | 191.57 | 274.09                            | 572.30 | 0.00       | 0.00%  | 0.00 |



**Newtonville United Methodist Church  
Budget 2021**

Version .5  
Dec. 28, 2020  
**PRELIMINARY**

**2020 Year-End Summary**

|                                     | Account Number | 2018       | 2019       | 2020 December *** PRELIMINARY *** |            |            | 2021       |
|-------------------------------------|----------------|------------|------------|-----------------------------------|------------|------------|------------|
|                                     |                | Actual     | Actual     | Actual                            | Budget     | Percentage | Budget     |
| <b>CONFERENCES &amp; RETREATS</b>   |                |            |            |                                   |            |            |            |
| Annual Conference                   | 6810           | 350.00     | 602.50     | 0.00                              | 350.00     | 0.00%      | 350.00     |
| Seminars & Training                 | 6820           | 100.00     | 0.00       | 75.00                             | 200.00     | 37.50%     | 0.00       |
| Organizations/CACC                  | 6830           | 100.00     | 100.00     | 100.00                            | 100.00     | 100.00%    | 100.00     |
| Subtotal Conferences & Retreats     | 6800           | 550.00     | 702.50     | 175.00                            | 650.00     | 26.92%     | 450.00     |
| <b>Subtotal Ministries</b>          | 6000           | 6,177.47   | 5,675.86   | 8,454.70                          | 5,275.00   | 160.28%    | 4,825.00   |
| <b>Subtotal Budgeted Expenses</b>   | 5010           | 204,250.62 | 205,103.58 | 203,281.56                        | 217,386.16 | 93.51%     | 214,661.69 |
| <b><u>SUMMARY</u></b>               |                |            |            |                                   |            |            |            |
| Budgeted Income                     | 4010           | 209,989.66 | 219,129.19 | 188,040.75                        | 219,357.00 | 85.72%     | 209,970.00 |
| Budgeted Expenses                   | 5010           | 204,250.62 | 205,103.58 | 203,281.56                        | 217,386.16 | 93.51%     | 214,661.69 |
| <b>BUDGETED INCOME LESS EXPENSE</b> |                | 5,739.04   | 14,025.61  | -15,240.81                        | 1,970.84   |            | -4,691.69  |

## Lay Leadership Report

### Church Staff

|                          |                         |              |  |
|--------------------------|-------------------------|--------------|--|
| Pastor                   | Rev. Steven Smith       | 518-322-7746 | <a href="mailto:boston.redsoxfan@hotmail.com">boston.redsoxfan@hotmail.com</a>     |
| Administrative Assistant | Karin Wheatley          | 518-785-6789 | <a href="mailto:newtonvilleumc@gmail.com">newtonvilleumc@gmail.com</a>             |
| Preschool Director       | Karin Wheatley          | 518-783-1976 | <a href="mailto:newtonvillepreschool@gmail.com">newtonvillepreschool@gmail.com</a> |
| Music Director           | <b>Brandon Malowski</b> |              | <a href="mailto:brandon.malowski@gmail.com">brandon.malowski@gmail.com</a>         |
| Custodian                | Richard Bryant          | 518-530-6844 | <a href="mailto:dynacat60@gmail.com">dynacat60@gmail.com</a>                       |

### Church Leadership - Church Council

|                              |                        |   |  |
|------------------------------|------------------------|---|--|
| Lay Leader                   | Pam LaCasio            | 518-724-6416                                      | <a href="mailto:pflowersot@aol.com">pflowersot@aol.com</a>                       |
| Lay Member to AC             | Glen Sheffer           | 518-489-2180                                      | <a href="mailto:shankersheffer@gmail.com">shankersheffer@gmail.com</a>           |
| Church Council Chair         | Joan Jensen            | 518-489-0783                                      | <a href="mailto:jensenjh24@gmail.com">jensenjh24@gmail.com</a>                   |
| Council Recording Secretary  | Holly Cheetham         | 518-925-1504                                      | <a href="mailto:hcheetham1023@yahoo.com">hcheetham1023@yahoo.com</a>             |
| Finance Chair                | David McGeough-Gamache |   | <a href="mailto:dmcgeoughgamache942@gmail.com">dmcgeoughgamache942@gmail.com</a> |
| Treasurer                    | Eric Jensen            | 518-489-0783                                      | <a href="mailto:jensenec732@gmail.com">jensenec732@gmail.com</a>                 |
| Financial Secretary          | Kathy Franklin         | 518-785-8159                                      | <a href="mailto:auntiedoll@earthlink.net">auntiedoll@earthlink.net</a>           |
| Auditor                      | Linda Ambrose          | 518-346-4420                                      | <a href="mailto:lindalambrose@hotmail.com">lindalambrose@hotmail.com</a>         |
| Trustee Chair                |                        | to be elected at the January 2021 Trustee meeting |  |
| Staff Parish Relations Chair | <b>Kingsley Osei</b>   | 347-204-7285                                      | <a href="mailto:kosei@africakilowatt.com">kosei@africakilowatt.com</a>           |
| Membership Secretary         | Karin Wheatley         | 518-785-6789                                      | <a href="mailto:newtonvilleumc@gmail.com">newtonvilleumc@gmail.com</a>           |
|                              | Heather Smith          | 518-785-7383                                      | <a href="mailto:beezermcgee@yahoo.com">beezermcgee@yahoo.com</a>                 |
| Missions Coordinator         |                        |   |  |
| Sunday School Team Leader    |                        |   |  |
| Church Records Historian     | Gary Thompson          | 518-437-0777                                      | <a href="mailto:thompson@siena.edu">thompson@siena.edu</a>                       |
| Newsletter Editor            | Joan Jensen            | 518-489-0783                                      | <a href="mailto:jensenjh24@gmail.com">jensenjh24@gmail.com</a>                   |
| United Methodist Women       | Jeanne Chesney         | 518-785-5920                                      | <a href="mailto:jaches513@yahoo.com">jaches513@yahoo.com</a>                     |

# Lay Leadership Report

## Church Council

Chair: Joan Jensen

Recording Secretary: Holly Cheetham

Members: Pastor, All Committee Chairs, Treasurer, Financial Secretary, Lay Leader,  
Lay Member to AC, UMW Rep, Young Adult, Youth - Selma Osei

## Staff Parish Relations Committee \* indicates chair

**2021**

Sandy Stevenson

Penny Tallman

**Pat Gogol**

**2022**

Charles Bonsu

\*Kingsley Osei

Judy Mills

**2023**

Sue Brooks

**Tony Tremblay**

Ex Officio: Lay Leader and Lay Member to AC

## Trustees

elected in November, 2020

**2021**

Chris Scranton

Liska Gibbons

Clifton Fowles

**2022**

Bob Kircher

Gail Cotler

Pam Palmer

**2023**

Brian Hayes

Nancy Breyette

Geoff Whittle

## Finance Committee

Chair: David McGeough-Gamache

Members: Pastor, Treasurer, Financial Secretary, Lay Leader, Lay Member to AC,  
Church Council Chair, Trustee Rep., SPRC Rep., Auditor

Members at Large: Tachie Akuoko

## Safe Sanctuaries Committee

Chair: Pat Gogol

Members: Pastor, Lay Member, Church Council Chair, Chair of SPRC, Preschool Director,  
Faith Village Rep

## Children & Youth Ministries

Crib Room Coordinator: Linda Ambrose

Faith Village Team: Michelle Palmer, Daniele Stansfield, Jori Jean Tremblay, Erica Doran,  
Donna Buda

Youth Group Leader:

VBS Coordinators:

## Mission Team

Coordinator:

Members: Anne Sheffer (CROP Walk), Jeanne Chesney (UMW), Pam Palmer &  
Kathy Mascelli (Little Food Pantry)

## Native American Ministries

Coordinator: John Evan Gorski

## Preschool Board

Members: Director, Pastor, Susan Brooks (SPRC Rep), Clifton Fowles (Trustee Rep),

# Lay Leadership Report

Kathy Franklin (Finance Rep), Liz McGeough-Gamache, & Sandy Rivenburg (At-Large)

## Worship & Sunday Morning

Greeter Coordinator: Jeanne Chesney

Head Usher: Bill Smith

Communion Stewards: E. Harris, B. Rainbolt, L. Wheeler, G. & S. Whittle

Children's Messages: Sandy Rivenburg

Coffee Hour Coordinator: Pam Palmer

Easter Flowers: Pam Palmer and Donna Buda

Scheduling of Acolytes, Jr Ushers, and Worship Assistants is done by the office

## Member Care & Nurture

Bereavement Team: Kathy Mascelli, Liska Gibbons

Prayer Shawl Ministry: Kathy Maker

Visiting Ministry: Bill Rainbolt, Joan Jensen

## Lay Servant Ministries

Certified Lay Ministers: Nancy Goddard

Certified Lay Servants: Donna Buda

Pam LaCasio

Local Church Lay Servants: Glen Sheffer

Jeanne Chesney

Sandy Rivenburg

Regina Wheeler

Joan Jensen

Heather Smith

## Committee on Lay Leadership (new class may be nominated from the floor on January 5, 2020)

**2021**

Susan Brooks

Frank Essien

**2022**

Brian Hayes

Joan Schneider

**2023**

Gladys Akuoko

Bill Rainbolt

Ex Officio: Lay Leader and Lay Member to AC

The Pastor is always the Chair.

**Names in bold are those new to position as of 2021.**

## **2020 NUMC Charge Conference January 3, 2021 Trustee Report**

The trustees are responsible to maintain and repair all church property which includes our church, the education wing, the parsonage, the cottage as well as the grounds. The trustees do what we can, often with the assistance of volunteers within the congregation to complete the work and remain within our maintenance budget. However, there are times we need to hire outside contractors. One of the more important projects this year was the continued restoration of our stained glass sanctuary tower windows. While Stained Glass Recourses has restored all the windows, they are awaiting the new mahogany frames to be built for the two quatrefoil windows. We will have to wait until Spring for them to be installed rather than during our current cold weather.

Another important development took place in November. We have been working with the owner of the property behind our parking lot, George Anker. We have been talking with George about our interest in purchasing the property if and when he is ready to sell. The Anker property extends along Maxwell Road to Arthur Road and behind the parsonage property. If we could acquire this piece of land we would own from Rt. 9 all the way to Arthur Road including the parsonage as one contiguous parcel.

On December 21, 2020 George Anker gave the Newtonville United Methodist Church first right of refusal to purchase his .6-acre property at 55 Maxwell Rd. While Mr. Anker has cash offers of \$65,000, he is willing to sell the property to the church for \$60,000.

On December 22, 2020 a special meeting was held by the Board of Trustees to consider all the pros and cons of purchasing the property. After it was thoroughly discussed a motion was made and approved by all trustees to recommend the purchase of the Anker property for \$60,000. In addition, we recommend "A bargain sale to a charitable organization" of an additional \$5,000, where the fair

market value of the property is \$65,000. Plans for the property are still in the development stages but will likely include additional parking and a church park like setting with paths and a pond.

Listed below are some of the other work items your trustees have been busy with as well as with the help of many of our members, an incredibly productive Fall workday tree chipping party:

1. Repair of choir loft heat
2. Completed taping the back hall behind kitchen and painted.
3. Trimmed fruit trees
4. Cut down a large maple tree by playground, and reseeded that area.
5. Front signs replaced and painted iron frame.
6. Tower windows removed for restoration
7. While we had the lift, we cut down several trees overhanging the Education building and cottage and all along the parking lot. At the same time we pulled and cut down vines on north side of parking lot.
8. Rented a wood chipper and ground up all the debris from everything we cut down and using the good chips in the playground.
9. Replaced the entire sound system with amplifiers, new speakers and mixer. Also installed and ran 28 new inputs for mic's and acoustic equipment to new mixer.
10. Several boiler and heating system repairs
11. Hand sanitizer stations installed
12. All outside doors locks re-keyed
13. Food pantry built and installed

As always, if you see anything that may need attention, we ask that you bring it to the trustees' attention. Hope you had a blessed Christmas and pray we all have a New Year that is kind and thoughtful to all.

Robert Kircher  
Trustee Chair