

ANNUAL REPORT OF THE MODERATOR

Dear Members and Friends of Woodfords Congregational Church:

Two years ago at this time, I presented to you, the Governing Body, a proposal on behalf of the Council of Ministries to embark on a strategic planning process. The purpose of this effort was to address the dramatic changes in the demographics of our community and other socio-economic, technological and cultural changes that have impacted church membership, participation and the strength of our financial resources. These changes are not unique to Woodfords Congregational Church, nor unique to religious institutions. We are in the midst of a paradigm shift of how we organize our business, educational and not for profit organizations and will even likely change how we govern ourselves.

In 2010, we developed a new more consolidated mission to support feeding those who are hungry for nourishment, friendship and companionship. Woodfords in partnership with Wayside Soup Kitchen began to offer two meals per week at Woodfords Church for families and individuals in need of our assistance. Over the last year, thousands of meals have been served on your behalf to support the call of Jesus to “feed my sheep”. The Social Action and Missions Committee also developed educational opportunities for us to learn about food security in our community as well as new opportunities to support Maine farmers. I would like to express my sincere appreciation to Susan Clark and Don Mairs for their leadership on these new strategic initiatives and to all those who have volunteered to support this community.

Following the Annual Meeting in February of 2011, a special Building Planning Committee developed a 20 page Request for Proposals to solicit proposals on alternative uses for the Parish House consistent with the guidance of the Congregation. By April 1st, we had received proposals from two local affordable housing organizations and a proposal from the Portland School Department for its Day Treatment and Educational program for at risk youth. The Strategic Planning Committee and Council reviewed the proposals against the following principles you established:

- Ensure that uses are consistent with our mission and enables our church to remain a beacon for the community.
- Promote a planning and decision-making process that is open, inclusive and transparent and leads to strong support for a specific proposal.
- Maximize accessibility and respect the needs and relationships of the Congregation and our community partners.
- Provide flexibility to serve current and future needs.
- Develop a financially viable and sustainable model, including use of realistic financial and membership assumptions.
- Promote sustainable practices.

Following a total of four workshops and two Congregational Meetings, the Congregation chose not to authorize a Purchase and Sale Agreement for the development of affordable senior housing units in the Parish House or a ten year lease agreement with the Portland School Department. While, neither of these detailed proposals was approved, the Congregation is still on record of supporting the consideration of new opportunities and proposals for the sharing or reuse of the Parish House. I believe that God will someday reveal in a very powerful way a new vision for the redevelopment of the Parish House that will garner the strong support of the entire Congregation.

Through this process, however, we now have a much better understanding of the financial state of the church and have begun to understand the true cost of maintaining the entire complex. Following these events the Council of Ministries reached out to initiate discussions with the Portland Conservatory of Music to look for ways to collaborate on sharing the Parish House. Discussions and negotiations are still underway.

In addition, this fall we began to provide a new style of worship service once a month as another voice or medium to share the good news of God’s word. A new worship team is working with the Reverend Carolyn Lambert and Music Director, Harold Stover to explore these new workshop opportunities. We have had a lot of positive feedback on this new styled service. We have also begun a series of new smaller group opportunities for spiritual growth and

development including the parents group of young toddlers, the Minister's Monthly Feedback session and this past fall, Reverend Lambert held a five part series on the characteristics of growing and vital churches.

The Congregation has also begun to consider changes in the governance structure to recognize changes in the size of our congregation, current staffing, and priorities of the Congregation. The new model would accomplish the following objectives:

- Improve on strengths of the current governing system – more open, flexible, and enjoyable than the previous system
- Need to create healthier, more fulfilling opportunities for our volunteers
- Decisions and leadership through ministry teams and actual business through ad hoc task forces

This year also marked the fifth year of employment of the Reverend Carolyn Lambert, entitling her to a three month spiritual sabbatical. Just before she left for her sabbatical, the Congregation amended her call as Associate Pastor to that of Pastor of Woodfords Congregational Church. During the sabbatical we had the pleasure of meeting and working with the Reverend Cathie Wallace as an interim sabbatical minister. Jennie Titcomb also joined our staff as the new Elder Coordinator.

This year through a request by the Council of Ministries and an appropriation by the Congregation, we were able to upgrade all of the computers and servers for the professional staff.

The Finance Committee and Council of Ministries presented once again a five year budget plan that attempts to project revenues and expenditures for both operating and capital needs to make sure that the Church is on a strong financial path. This year the model was modified to make a five year capital investment of nearly \$100,000 to address life safety and Fire Department code compliance issues at the Church. I would particularly like to recognize Al Bingham and the members of the Real Property Committee for all their hard work over the last few years in managing the building and a number of recent capital improvement projects to the building.

As I complete my third and final year as your Moderator, I believe that there is still much to do assure that Woodfords Congregational Church is still here 100 years from now. There are still strong forces within the church against change; those who would argue to keep things the same but hope for or expect a different result. I do believe however that over the last two years the congregation has learned a great deal about the issues that face the church and have become much more knowledgeable and engaged on these issues. This will be the foundation that will serve to define the purpose and long term vision of the Church and will help us communicate those goals and objectives to our organization's constituents.

As you can see, it has been a busy year at Woodfords. I would like to thank the members of the Council of Ministries, the staff and most importantly you the members and friends of Woodfords who have each given of your time, money and heart to supporting the mission, service and life of Woodfords Congregational Church.

Finally, I am grateful to our truly outstanding staff: Carolyn, Don, Harold, Sharon, Larry, Scott, Jeannie, Mark and dedicated volunteers too numerous to count or name. They are truly a marvelous team. To every teacher, singer, committee or board member, usher, extender of hospitality, greeter, reader...and to everyone who serves by your attendance and participation, thank you for your service to God and to God's community of people gathered for worship, for teaching and learning, and for service.



I would also like to thank the many members and friends who have been so kind over the last three years with your generous comments, cards and notes of support and encouragement. Your support and reassurance has made all the difference in the world. Thank you so much.

May God bless you and may God Bless Woodfords Congregational Church

A handwritten signature in black ink that reads "Jeffrey K. Jordan". The signature is written in a cursive, flowing style with a large initial "J".

Jeffrey K. Jordan,
Moderator

ANNUAL REPORT OF THE PASTOR

What a year it's been!! Stops and starts, highs and lows, moving forward and getting stuck! As I look back over the past 12 months, there are events I'd like to duplicate immediately and there are others I hope never happen again! But that's a great description of life!

In many ways, the memories of the first six months are of experiences and events that are so profound I know they can never be repeated. The opportunity to be a pilgrim in the Holy Land still leaves me "speechless". As much as I speak about places I visited and the ways in which I was brought to my knees, there simply will never be adequate words or time to share the infinite ways in which I was transformed by the experience. And the experiences and people I encountered on my sabbatical are equally profound. Many thanks to all of you for providing the opportunity for both.

Needless to say, there was a LOT happening here in my absence (as it should be!) and I needed to "hit the ground running" upon my return in June. Having made three critical decisions about our future at our Annual Meeting in February, the members of Woodfords have focused both hearts and minds on the ways in which God is leading us into living out these three decisions: to divest ourselves of part/all of the Parish House in order to be fishers of people rather than anchored to the needs of an ageing building; to create a part-time pastoral position for outreach; and to focus our attention on the issues of food and hunger in our community and around the world.

As of this writing, we're in vastly different places in regard to each of these three decisions:

- With the help of our Social Action and Mission Committee, we've created new opportunities to provide food and reduce food insecurity – especially in the Portland community. Increased support for Project Feed, the new ministries offered through Wayside Soup Kitchen, welcoming famers to the CSA Fair held in February in Memorial Hall, the letter-writing project, as well as educational opportunities for our members, have all created significant support and enthusiasm for this new mission focus.
- After two Congregational meetings held for the purpose of voting to accept/not accept proposals for the Parish House, the decision to divest ourselves of some or our building responsibilities is currently on hold. Kudos to all those who stepped up to the plate to seek the proposals and gather pertinent information in order to educate the congregation! What a LOT of time and energy was generated in order to discern where we're being led!
- At least for now, the idea of creating a part-time position for outreach ministry has been tabled. It seems that there is yet no clear vision for what an additional position might look like and it also appears that our current budget cannot accommodate additional staff.

As we enter a new year, leaders and members will need to continue to discern where we're being called. The decision to make these changes came after months of hard work and study – always asking "Where is God in this decision?" And while God sometimes appears in burning bushes, pillars of fire and billows of smoke, it isn't always quite as clear where and how God is leading us. We are currently in an "in-between" place – no longer living in the past but not yet able to discern the future. It will take ***all of us*** with our energies, minds and hearts focused not on us but on God to discern the path we're to follow. Sometimes that will mean we move ahead in a straightforward manner, sometimes it will mean we make what we believe are the right decisions but then have to go back to the beginning and rethink the decision; sometimes it means "stops and starts, highs and lows, moving forward and getting stuck" – but, again, that's an exact reflection of life itself.

The next few months will be critical to our journey forward. We'll need every member, every idea, every critical piece of information available in order to create the future that God has awaiting us. I hope you'll be a part of that journey!

Blessings,
Rev. Carolyn

ANNUAL REPORT OF THE PASTORAL COUNSELOR

My principle work is as a pastoral counselor providing an outreach mental health ministry to our community. These services are offered on a fee for service basis and provide the income to support the pastoral counseling position. In addition, I have contracted with the parish to provide on average 8 hours per week, largely to provide training and support to our Lay Ministers. I also preached twice this year, was a liturgist in 8 worship services, and officiated at a baptism and four weddings. I also led two children's communion services. I attended weekly staff meetings and a staff day retreat. I was a member of the Search Committee to recommend a new Elder Program Coordinator to replace Cecelia Duchano, with the successful conclusion of finding Jennie Titcomb. I continue to enjoy and appreciate the quarterly Solstice/Equinox services which are held at the Audubon in Falmouth and are so ably led by Ellen Smith-Erb. I also provide leadership for the Beacon Club in the community, a social group for the blind and vision impaired.

I want to express my appreciation to our very able staff for their ongoing support, friendship and assistance. In addition, I am most grateful for the hard work, loyalty and faithfulness of so many of our lay members in support of the various ministries of our Church.

Lay Ministry

This year I trained three new Lay Ministers: George Crockett, Paul Gillis and Stephen Kecskemethy. The training consists of opening and closing Saturday workshops, and some Sunday morning sessions. Participants learn about the special listening with empathy and compassion which is central to this ministry, consider issues and situations which might arise, and learn about the spiritual resources available. They were commissioned in worship in May and began living out their ministries: visiting members of our Church in nursing homes, assisted living facilities, hospitals and homes. Many of the members visited are elderly and are no longer able to attend worship services at our Church. These new Lay Ministers joined these others who were active for at least part of this year: Georgia Bancroft, Judy Blanchard, George Bouchard, Alberta Cook, Cynthia Frye-Macomber, Ed Hodges, Charlotte Hurley, Ann Metcalf, Mary Moriarty, Kay Nickless, Avon Oakes, Janet Peterson, Lillian Porter, Howard Skillings, Janet Stewart, Gloria Stover, Barbara Thomson, Ginnie Toner, and Lucille Twaddel. These Lay Ministers made 367 visits this year, many of the visits lasting more than an hour. In addition, these Lay Ministers attended 36 support group meetings to assist them in their ministry. This is a "quiet ministry" which is not very visible in our Church, yet it is a most important and valuable aspect of our Church's caring for one another.

Pastoral Counseling

In my pastoral counseling ministry I work with individuals, couples and families. Often people come into therapy feeling stuck in a mood, a negative thought pattern, addictive behavior, trauma from the past, a destructive dance in relationship with one's partner, or a spiritual darkness. Counseling can help to move a person through the stuck place restoring a sense of freedom, joy and healing. Pastoral Counselors are trained to use both the resources of psychology and spirituality in this healing work. I am licensed as a pastoral counselor and as a clinical professional counselor by the state of Maine. I also am a Fellow with the American Association of Pastoral Counselors and a member of the National Board of Certified Counselors. I am on the executive board of the Maine Association of Pastoral Counselors. For support and ongoing professional growth, I attend psychiatric grand rounds at Maine Medical Center and participate in a weekly group of other pastoral and professional counselors. I am grateful to Woodfords Church, UCC, for supporting this ministry.

Rev. Donald Hodgson

ANNUAL REPORT OF THE SOCIAL ACTION AND MISSIONS COMMITTEE

Our committee had an opportunity to recognize publicly our volunteers from Wayside at Woodfords and Project Feed during the Harvest Sunday service in November. Special thanks again go to Don Mairs and the faithful team of Woodfords volunteers who make our Monday Wayside lunches, Thursday evening Wayside dinners and Project Feed's local food pantry operations in the church basement not only possible but an exceptional example of hospitality and compassionate service.



To recap, the church's 2011 outreach budget allowed Woodfords to contribute volunteer help, more than \$19,000 in fiscal contributions and other meaningful in-kind support to more than twenty organizations involved with food, hunger and other humanitarian concerns in our neighborhood, state and world. Slightly less than half of our giving was dedicated to the **Wayside Food Programs** and **Project Feed**, with this year's Art Auction proceeds increasing our support of Project Feed by \$1,625.25.

In addition, fiscal and other donations were given to **Bread for the World, Cultivating Community, Good Shepherd Food Bank, Maine Interfaith Power and Light, Maine Organic Farmers and Growers, Portland Permaculture** and the **Preble Street Resource Center** and the **Cumberland County Coalition for Food Security**.

We also maintained our historical commitments to **Andover Newton Seminary, Bangor Theological Seminary, the Maine Council of Churches, Protestant Hospital Ministry, Portland Public Schools'** summer school program for immigrant and refugee English language learners and a second grade classroom at **Safe Passage** in Guatemala.

The Social Action and Missions Committee, in addition, provided leadership for the **Mothers' Day Blanket Sunday sales and gifts** and other **Church World Service relief efforts**. With the help of church member Mary Rocosz and Office Manager Sharon Stephenson, we contributed \$1,576.19 in fuel assistance and \$235 to other neighbors in need.

The Church School's annual **Heifer International Fair** raised \$955 to support the purchase of farm animals worldwide. Many friends and members at Woodfords also responded generously to the request for holiday gifts which Brent Wooten delivered to the **Longcreek Youth Center** just before Christmas. Thank you, Ann Metcalf, for donning your Santa cap and delivering woolen gifts from the Christmas Mitten Tree to the **Salvation Army**.

Woodfords Church friends and members also contributed \$1,855 last year to the **United Church of Christ's annual One Great Hour of Sharing** collection. They also contributed more than \$1,000 to other special UCC collections in 2011. Thank you, Barbara Thomson, for continuing to share with the congregation the compelling needs which these funds try to meet.



Finally, we want to recognize Susan August-Brown for her four years of creative leadership in managing the **SERRV Shop** with help this year by teen members Johanna Koster and Isabel Walters. Susan devoted more than \$400 of SERRV Shop profits in 2011 to support Johanna's Girl Scout project to refurbish the church's basement nursery in colorful stripes, new paint, curtains and pillows. She has volunteered to dedicate another \$2,865 in 2011 SERRV profits to refurbishing other areas of the Parish House, while volunteering her professional designer skills. Our thanks again to Susan and the Koster family!

Respectfully submitted,
Sue Clark, Chair

2011 Social Action and Missions Committee Members

Susanna Adams, Carl Anderson, Lucy Crane, Tom Crane, Suzanne D'Bourget, Cynthia Frye-Macomber, Don Mairs, Linda Mairs, Margaret Ann Metcalf, Ellen Smith-Erb, Tami Somers, Elizabeth Stover, Rita Zanichkowsky

REPORT OF THE IONA GRANT FUND COMMITTEE AND THE ELDER PROGRAM COORDINATOR

The Raymond and Iona Grant Fund Committee was established to oversee the overall health and well-being of elder members of Woodfords Church (aged 65 and over), as per the will and bequest of the Grants. The Grant Fund Committee seeks to do this in a variety of ways, from offering financial assistance with various services, to reaching out to elders of the church, through social, educational and health-related activities. The Grant Fund offers new and unique opportunities to Woodfords elder members, and helps to support existing programs within the church which already serve the social and spiritual needs of Woodfords elders.

Services

In 2011, the Grant Fund continued to fund Lifeline emergency response systems for approximately 20 seniors; subsidized home care services for frail elders; assisted with emergency financial needs, including dental and medical equipment for Woodfords elders; and contracted with ITN to provide approximately 15 seniors rides to church, doctors' appointments, social events and other destinations, allowing for fuller participation in life and much needed transportation to medical care.

Outreach

The Grant Fund sent out birthday, holiday, get-well, thinking of you and sympathy cards. The Elder Program Coordinator(s), first Cecelia and then Jennie, were able to connect with and check in with the elders of the church through social events, phone, and in-person visits. Jennie visited many of the elders who are unable to attend church and Grant Fund events in order to introduce herself and ease the transition between coordinators. The Grant Fund committee continued to work with the Deacons on finding a more accessible way to offer CD recordings of services to elder members of Woodfords Church who are no longer able to make it to Sunday services, this project is ongoing. The "Elder Resource Area" is maintained monthly, posting the monthly calendar and new community information.

Social Activities

The annual Elder Sunday was held in the beginning of May with services led by elders of the church. A 90-plus birthday lunch was offered to the congregation after the service, in honor of 25 members of the church who were 90 or older in 2011 (13 of the 25 attended); 70 people attended. The Grant Fund 2011 luncheons and trips had great response. The luncheons included a Valentine's Day luncheon (33 in attendance) – with a performance by the Lighthouse Jubilee singing love songs; the 3rd annual Good Friday Luncheon where Woodfords elders were invited to a warm lunch of pizza before attending the Good Friday service (34 attended). The group was also treated to beautiful piano music performed by Portland Conservatory of Music Teacher, Gay Pearson (46 attended); and participated in a sing along with Susan Reid of the Music and Motion company (18 attended). 75 Woodfords elders were treated to a lunch of their choosing at the Downeast Fair. A monthly movie social was started in the summer to ease some members loneliness- this was a success and is now a year round program, alternating between watching a movie and playing a game each month.

The Grant Fund offered 4 trips in 2011: a group of 12 explored Thomas Point Beach in Brunswick for our annual summer picnic in July. In August, 21 people enjoyed lunch and a Sea Dogs game at Hadlock Field. The annual Fall Foliage trip in October sent 22 leaf-peepers to Livermore for a lunch and educational program at the Washburn Norlands Living History Center. And finally, a group of 44 welcomed in the Christmas season with a performance of Magic of Christmas.

Educational Opportunities

This year, the Grant Fund supported educational opportunities at the Church in a variety of ways. Monthly Lunch and Learns also offered educational opportunities for Woodfords elders. Topics included a 4 part series of presentations on Estate planning- Assets, Probate, Special Needs and Power of Attorney by Nelson Toner, Lifeline Exercise Program by Peter Allen and Comfort Care by Martha Blackburn of Hospice of Southern Maine.

Health Activities

Yoga classes continued in 2011 and were well attended. The open exercise sessions for A Matter of Balance graduates continued in 2011. It soon became evident, that people preferred to continue their exercises at home. The Grant Fund committee also hosted its 3rd annual Woodfords Flu Clinic for all church members and staff.

2011 Committee Members

The 2011 Grant Fund Committee included: Virginia Toner, Chair; Diane Wilbur, Co-Chair; Lori Campbell, Treasurer; Nancy Vaughan, Secretary; Carol Chadbourne, Lucille Twaddel, Mary Rokosz, and Gloria Stover.

Plans for 2012

The Grant Fund will continue serving the health and well being of Woodfords elders through a variety of activities, offerings, and assistance. Two thousand eleven was a time of transition for the program; Cecelia and her family left the area at the end of May, so that her husband could fulfill a NHSC scholarship obligation. The new Elder Program Coordinator, Jennie Titcomb started May 1st, allowing for a smooth transition as she trained with Cecelia for a month. Jennie plans to become A Matter of Balance trainer to offer another class here for members in 2012. The option of reviving the Grant Fund Book Club will be investigated. The Grant Fund will consider hosting an AAA Mature Operator course at Woodfords, and subsidize the cost of the program for elder members of Woodfords who attend.

Respectfully submitted,

Jennie Titcomb, Elder Program Coordinator & the Grant Fund Committee

ANNUAL REPORT PASTORAL PARISH RELATIONS COMMITTEE

The members of the committee in 2011 were Pam Barrows, Cynthia Frye-Macomber, Russ Kenney, Randy Libby and Renee Newman. The purpose of this committee is to serve as partners with and liaisons between our ministers and the congregation. We strive to fairly represent and gather differing opinions and concerns of the minister and congregation.

This spring and early summer we had the Reverend Cathie Wallace as our Sabbatical interim pastor while Carolyn was on her Sabbatical leave. This gave the congregation a chance to experience having only one minister. Kathy had many suggestions on time management for a single pastor church.

As we now have only one pastor we recognize the time constraints this puts on the pastor, and the committee has supported her as she re-directs her focus to fulfill her calling. We recognize that there needs to be a balance between the needs of the congregation and the minister's reflective and restorative time.

This year the biggest issue the congregation had to resolve was the possible sale or rental of the parish house. As a whole, the congregation seemed to do more respectful listening to opposite sides of the issue. As we are now a smaller church, membership wise, we need to be more concerned with the well being and needs of our fellow parishioners. Each of us can minister to the needs of our fellow members, and we should. After all, we are our brothers (and sisters) keepers.

Respectfully submitted,

Pam J. Barrows
Chairperson

REAL PROPERTY COMMITTEE ANNUAL REPORT

Project Priorities:

The priorities assigned to maintenance projects continue to be based on the following criteria:

1. Arrest weather related deterioration (wind, ice and water damage)
2. Live within budget restraints
3. Meet government requirements (codes and regulations)
4. Improve personnel and building safety (security, fire prevention)
5. Improve energy efficiency (fuel and electrical usage)
6. Provide personnel comfort (heating, cooling). We get numerous comments on how cold it is in our buildings during winter.
7. Accommodate and encourage WCC building usage and PCM and other rental needs.

With cooperation of Staff and Congregation, we have made good progress on item 5 energy conservation. Our heating and electrical consumption continue a downward trend.

However item 3 has become an imperative. The Portland Fire Department has ordered Woodfords Church to adhere to modern standards. The resultant costs for installing fire doors and upgrading the fire alarm system will total about \$100,000. Last year we corrected problems with existing fire doors, and will continue over the next 4 years with new fire doors and upgrades to fire alarm system.

Another major item that must be corrected this year is the significant deterioration to the outside of the steeple. Significant portions of the bell tower wood are rotted, the paint on the spire is noticeably peeling, and the gold leaf on the cross has failed, resulting in rust stains running down the spire.

Each year budget constraints require deferring projects with high priorities. In 2010 the Church responded to this by adding a "Capital Improvement" Line item funded for 2010 at \$54,488. In 2011 budget problems resulted in this being reduced to \$30,000 in 2011 and this reduction continues into 2012.

On a positive note, the painting of the ground floor hallways and the nursery/Sunday School (*which was done by Johanna Koster and her crew*) have helped to make the Church much more appealing both to our members and to rental organizations.

Projects completed in 2011

Italics indicate projects done by RPC volunteers and/or sextons Stuart and MacLeod. Sexton Scott MacLeod replaced the roof flashing on two rooftop dormers. This solved the problem of a year ago when leakage during a northeast storm ruined the ceilings in Sharon's office and the adjacent copy room.

- *Scott also made temporary repairs to the Sanctuary roof around the belfry to stop leaks that had damaged the Sanctuary Balcony ceiling.*
- Modified 7 existing fire doors to bring them into compliance with Portland Fire Department fire codes. Six of these doors now must remain normally closed. Cost \$4,395.
- Repaired deterioration in the stone wall along the parking lot. Cost \$4,620. *We thank George Crockett for underwriting a significant part of the cost of this project.*
- Replaced a failed sump pump under the brick "Brides Walk" alongside the Chapel Memorial Garden to prevent ground water from leaking into Seeley Hall and its closets. Cost \$500.
- Started to rejuvenate the basement/ground floor hallways from Memorial Hall past Project Feed and Seely Hall and Germaine rooms to include patching holes in walls and painting. Plan to continue in 2012 with new flooring

and baseboard molding. Cost \$5,060.

- Hired a steeplejack to investigate the deterioration of the steeple cross and ball and the wood work of the bell tower in preparation for complete restoration and painting of these structures this spring. The steeplejack has removed the lights which had failed. Their weight was endangering the balustrades structurally. In the future we hope to replace the lights with modern more easily accessible fixtures. The steeplejack also repaired a break in the lightning protection cable high inside the spire. Cost \$3,375.
- Arranged for repairs to the Memorial Hall kitchen dishwasher and disposal to support the Missions Committee's commitment to attacking hunger through the Wayside program of serving meals Monday noon and Thursday evening. Cost \$2,070. We are evaluating the possibility of replacing these old tired appliances with modern more energy efficient ones.
- Met with Tom Campbell and an audio visual consultant (Tom's former student) to evaluate the sound systems in the Sanctuary and Memorial Hall. The technician made a number of adjustments which we felt improved the Sanctuary system performance. We concluded that the Sanctuary system, although old, can be tweaked so that it performs adequately. However the portable headset system may need to be replaced. Also concluded that age of the Memorial Hall audio system make it a candidate for donation to the Smithsonian Museum.

Submitted by Allen Bingham for RPC: Carolyn Bird, John Fox, Kevin McKee, Gordon Thomson, Ben Walter.

ANNUAL REPORT OF THE FELLOWSHIP COMMITTEE

We are a very small but active group. The members of the committee are Carl Anderson, Becky Barrows, Pam Barrows, Judy Blanchard, Jane Frye, Lori Kueck, Colleen McKee, and Adrienne-Marie Wilson.

January 9, 2011 we started the year with a young families breakfast in Seeley Hall. This was to give families with small children a chance to get to know each other better.

February 6th we staffed the kitchen to serve lunch for the annual meeting.

February 12th was the annual Valentine's tea for all the ladies of every age. There were a lot of wonderful sweets, tea and laughter at this event.

February 26th we had our first theater night of the year. We provided refreshments for the group going to the theater that night. This also gives people the opportunity to carpool with each other if they wish.

March 8th was the Shrove Tuesday – Mardi Gras pancake supper, complete with a King Cake and pancake flipping contest. This is always a well attended event and no one leaves hungry.

April 24th we held an Easter egg hunt between the two Easter services. It was a nice day and we were able to have the egg hunt outside. Everyone had a great time.....even a few squirrels who managed to find an egg or two.

May 7th we held our second theater night with refreshments. There is a core group of people that enjoys attending these events.

May 22nd we held a second young family's breakfast.

June 4th was the first all-church rummage sale. This was created to enable us to offer White Elephant and Books that we used to have as part of our annual Downeast Fair as their own separate event. By separating these from the fair it makes both events a more manageable size for the number of workers available.

June 5th was the all church Picnic in the Parking Lot. We set up for one hundred people and almost every seat was filled. The weather was great for this outside barbeque event. Many people help besides our committee to make this event such a great success.

Besides hosting craft workshops in Seeley Hall every other Saturday all summer long we took a break to enjoy the wonderful Maine summer weather.

September 9th weekend was the annual trip to Pilgrim Lodge. Many families attend this event and have a great time. It's a time to really get to know each other and realize things about yourself that you may not have known.

September 12th we held an off site supper meeting at Colleen's McKee's home to do some long range planning and to kick off the fall season. We had great food and a great time.

September 25th we had a welcome back pot luck lunch after church to get the school year started. We had plenty of food and it gave people time to share stories of their summer vacations.

October 14th we had a pot luck supper and crafting workshop. It was lightly attended but we had a very willing and eager group of crafters. Also during the month of November the Fellowship Committee hosted the coffee hour after each church service.

November 12th was the annual Downeast Fair. This is the one large event we have to make money and enjoy fellowship. So many people from the congregation give their time to make this event such a huge success.

November 27th was the Advent Workshop and pot luck lunch in Memorial Hall. There were several crafts the children could make and advent wreaths for the adults. We had a great turn out and a lot of fun.

December 4th was the after the fair sale held in the parlor. This is an opportunity for people who did not make it to the fair to purchase items made by members of the congregation.

December 6th fifteen of us went caroling at Park Danforth. A tomato soup and grilled cheese supper was served before the caroling.

We had a great year and we want to thank committee and non-committee persons who helped and everyone who attended all of our events. Without this combination we would not have been as successful as we were.

Respectfully submitted,

Rebecca J. Barrows/Pam J. Barrows
Chairs

Woodfords Congregational Church - Portland, ME

Balance Sheet as of December, 2011

Assets							
1.001.001	Checking - Unrestricted	84,332	84,332				
1.001.008	Expense Account - Unrestricted	430	430				
1.002.001	Checking-Restricted	143,072		143,072			
1.002.006	Checking-Downeast Fair	3,000		3,000			
1.003.001	Checking-Grant	8,064			8,064		
	CASH	238,898					
1.001.020	Employee Advance - UF	73	73				
1.002.020	Employee Advance	1,224		1,224			
	RECEIVABLES	1,297					
1.006.009	Church Invested - Bldg Loan '09	41,882				41,882	
1.006.010	Church Invested (Offset by Loan Above)	(40,185)				(40,185)	
1.006.011	Endowment-Restricted Cost	1,286,368				1,286,368	
1.006.012	Endowment-Unrestricted Cost	409,866				409,866	
1.006.013	Endowment Reinvested Income	14,611				14,611	
1.006.014	Special Purpose	157,214				157,214	
1.006.015	Grant Fund Principal Cost	1,075,665				1,075,665	
1.006.016	Grant Fund Reinvested Income	78,340				78,340	
	INVESTMENTS	3,023,760					
1.008.001	Church Building -Property	329,340					329,340
1.008.002	Chapel & Cloister-Property	121,136					121,136
1.008.003	Parish House-Property	90,985					90,985
1.008.004	Bldg Improvets-Property	809,569					809,569
1.008.005	Organ-Property	353,200					353,200
1.008.006	Furn&Equipt-Property	88,881					88,881
1.008.007	Ground Improvets-Property	55,133					55,133
1.008.015	Bldg Imprvmt - UF	77,000					77,000
1.008.016	FFE-UF	24,085					24,085
	TOTAL PROPERTY ASSETS	1,949,330					
	TOTAL ASSETS	5,213,284	84,835	147,295	8,064	3,023,760	1,949,330
Liabilities							
2.001.038	Loan Payable - Spec. Bldg Proj ('09)	41,882	41,882				
2.001.049	Medical Reimbursement Stuart	305	305				
	PAYABLES UNRESTRICTED	42,187					
2.001.051	Prepaid Pledges-Upcoming Year	17,210	17,210				
2.001.052	Deferred Income	2,925	2,925				
	PREPAID INCOME UNRESTRICTED	20,135					
2.001.063	UF Due To / <From> Restricted Funds	538	538				
2.001.065	UF Due To / <From> Grant Fund	(4,462)	(4,462)				
	DUE FROM/TO UNRESTRICTED	(3,924)					
2.002.063	RF Due To / <From> Unrestricted Fund	(538)		(538)			
2.002.070	RF Due To / <From> Grant Fund	(310)		(310)			
	DUE FROM/TO RESTRICTED	(848)					
2.003.065	GF Due To / <From> Unrestricted Fund	4,462			4,462		
2.003.070	GF Due To / <From> Restricted Funds	310			310		
	DUE FROM/TO GRANT FUND	4,772					

Woodfords Congregational Church - Portland, ME
Balance Sheet as of December, 2011

2.000.000	Accounts Payable/Vendors	17,670	14,228	3,192	250		
	TOTAL LIABILITIES	79,992	72,625	2,344	5,022	0	0
Fund Balance							
3.001.999	Unrestricted Fund Balance	12,210	12,210				
3.002.010	Emergency Budget Fund ***	2,985		2,985			
3.002.012	Strategic Initiative Fund Balance	427		427			
3.002.050	Computer Upgrade Fund	2,175		2,175			
3.002.070	Building-Restricted ***	16,151		16,151			
3.002.100	GF Transfer to RF	1,000		1,000			
3.002.102	Steeple Repair Project Fund	30,000		30,000			
3.002.104	The Christmas Fund	396		396			
3.002.106	Neighbors in Need Fund	0		0			
3.002.118	Fuel Assistance	4,718		4,718			
3.002.125	Diaconate Reserve Fund	175		175			
3.002.130	Friendship Circle	5,651		5,651			
3.002.135	Garden Fund	769		769			
3.002.140	Handbell Choir Fund	287		287			
3.002.151	Faith and the Earth Fund	1,213		1,213			
3.002.155	Holiday Flowers Fund	1,150		1,150			
3.002.180	Memorial Flowers Fund	(245)		(245)			
3.002.181	Carol Adsit Fund Fund	50		50			
3.002.185	Minister's Discretionary Fund	1,737		1,737			
3.002.186	Minister's Open Discretionary Fund	1,391		1,391			
3.002.195	Pastoral Counseling Fund	13,053		13,053			
3.002.215	Servv	3,365		3,365			
3.002.217	Major Maintenance ***	47,055		47,055			
3.002.220	Social Concerns	748		748			
3.002.225	Special Music Fund	4,090		4,090			
3.002.238	Missions Fund	3,210		3,210			
3.002.240	Youth Ministry Fund	401		401			
3.003.999	Grant Fund Balance	3,041			3,041		
3.004.999	Downeast Fair	3,000		3,000			
3.006.991	Church Invested Fund Balance	1,697				1,697	
3.006.992	Endowment Fund Balance	1,710,844				1,710,844	
3.006.993	Special Purpose Fund Balance	157,214				157,214	
3.006.994	Grant Invested Fund Balance	1,154,005				1,154,005	
3.008.999	Fixed Assets-PF	1,949,330					1,949,330
	TOTAL FUND BALANCE	5,133,292	12,210	144,951	3,041	3,023,760	1,949,330
	TOTAL LIABILITIES AND FUND BALANCE	5,213,284	84,835	147,295	8,064	3,023,760	1,949,330

**Woodfords Congregational Church
Monthly Summary Treasurer's Report
For the Year Ending December 31, 2011**

OPERATING RECEIPTS	YTD Actuals	YTD Budget	Variance
Pledge Income	243,465	265,000	(21,535)
Prior Year (PY) Pledges	8,395	1,500	6,895
Plate Collections	46,230	19,000	27,230
Easter Offering	4,205	3,000	1,205
Christmas	5,453	3,500	1,953
Facilities Usage	87,310	79,000	8,310
Unrestricted Gifts	10,000	10,000	-
Memorial Gifts	230	-	230
Davis Trust Income	2,470	2,600	(130)
Knowles Trust Income	500	500	-
Downeast Fair Income	10,924	12,000	(1,076)
Miscellaneous	1,168	100	1,068
Fellowship Dues	2,939	2,000	939
Missions	-	-	-
Total Operating Receipts	423,288	398,200	25,088
TRANSFERS			
Invested Transfer to Unrestricted	85,410	85,410	-
Invested Transfer for Missions	7,500	7,500	-
Restricted Transfer to Unrestricted	20,483	20,483	-
Grant Fund Transfer to Unrestricted	19,000	19,000	-
Total Transfers	132,393	132,393	-
Total Receipts & Transfers	555,681	530,593	25,088

	YTD Actuals	YTD Budget	YTD Variance
Operating Disbursements			
Pastoral Leadership	103,525	116,536	(13,011)
Ministerial Expenses	1,228	3,000	(1,772)
Sabbatical	3,550	3,910	(360)
Support Staff	149,597	156,240	(6,643)
Continuing Education	1,948	3,000	(1,052)
Church Office	23,960	27,540	(3,580)
Financial Admin	26,489	27,420	(931)
Council & Leadership	48	3,000	(2,952)
Fellowship Dues	7,107	7,000	107
OCWM	18,400	18,400	-
Youth Ministry	596	1,561	(965)
Music & The Arts	3,498	4,441	(943)
Diaconate	913	1,216	(303)
Christian Education	4,482	5,050	(568)
Fellowship	1,165	1,623	(458)
Membership	-	275	(275)
Missions/Social Action	10,695	11,895	(1,200)
Stewardship	401	254	147
Building Operations/Maintenance	107,346	101,847	5,499
Building Capital Improvements	30,000	30,000	-
Loan Principal Payment	4,160	4,160	(0)
Loan Interest Payment	2,224	2,225	(1)
Total Disbursements	501,333	530,593	(29,260)
Net Operating Surplus/<Deficit>	54,349	-	54,349

Woodfords Congregational Church - Portland ME

Treasurer's Report as of December 2011

Individual Restricted Fund Activity

	Income	Expenses	Net Change
Emergency Budget Fund	11,400.00	20,483.00	-9,083.00
Strategic Initiative	0.00	2,293.71	-2,293.71
Strengthen the Church	328.00	328.00	0.00
The Christmas Fund	396.25	0.00	396.25
One Great Hour of Sharing	1,855.00	1,855.00	0.00
Neighbors in Need	841.00	841.00	0.00
Blanket Sunday	389.00	389.00	0.00
Safe Passage	512.00	1,200.00	-688.00
Member/Staff Gift Fund	708.00	708.00	0.00
Garden	190.00	190.00	0.00
Handbell Choir	100.00	0.00	100.00
Heifer Project	955.00	955.00	0.00
Holiday Flowers	1,407.00	1,090.45	316.55
Memorial Flowers	245.00	489.55	-244.55
Pilgrim Lodge	2,336.00	2,477.63	-141.63
Women's Retreat	2,520.00	2,510.00	10.00
Scholarship	5,600.00	5,600.00	0.00
Project Feed	2,225.00	2,275.00	-50.00
Special Music	1,205.00	1,173.03	31.97
Music & Arts Show for Missions	1,625.25	1,625.25	0.00
Youth Ministry Inc.	420.00	225.00	195.00
CWS Receipts	119.00	119.00	0.00
Missions Restricted Fund	2,070.29	3,758.06	-1,687.77
Missions - Fuel Assistance	0.00	1,576.19	-1,576.19
Missions - Social Concerns	0.00	235.00	-235.00
Missions - Refugee Assistance	0.00	1,057.14	-1,057.14
Friendship Circle	4,091.59	2,200.00	1,891.59
Minister's Discretionary	810.00	699.54	110.46
Minister's Open Discretionary	375.00	1,136.97	-761.97
Sabbatical Minister Fund	13,500.00	16,800.00	-3,300.00
Pastoral Counseling	74,914.19	69,992.23	4,921.96
Serrv Sales	5,326.05	5,256.42	69.63
Steeple Project	30,000.00	0.00	30,000.00
	166,463.62	149,539.17	16,924.45

Woodfords Congregational Church - Portland ME			
Treasurer's Report for the Grant Fund			
For the year Ending December 31, 2011			
	YTD Actual	Annual Budget	Budget Variance
GRANT FUND INCOME	\$68,067.00	\$68,067.00	\$0.00
Miscellaneous Expense - GF	680.26	800.00	119.74
Admn/Office Expenses	522.04	1,000.00	477.96
Elder Services	3,328.00	5,000.00	1,672.00
General Assistance	240.00	750.00	510.00
Lifeline	8,013.69	8,600.00	586.31
Medical Assistance	200.00	1,000.00	800.00
Book Club	0.00	150.00	150.00
Education	92.31	800.00	707.69
Social - Trips	3,749.96	3,800.00	50.04
Social - Lunches	3,692.28	3,200.00	(492.28)
Yoga	1,485.00	1,680.00	195.00
Contrib. to Unrestricted Expen	17,000.00	17,000.00	0.00
Contribution to Elevator Maint.	2,000.00	2,000.00	0.00
Transportation	6,930.00	6,000.00	(930.00)
Elder Prog. Coordinator Salary	15,568.89	14,572.00	(996.89)
Elder Prog. Coord. - Soc. Sec.	1,191.02	1,115.00	(76.02)
Elder Prog.Coord. Misc Expense	430.99	600.00	169.01
GRANT FUND EXPENSES	\$65,124.44	\$68,067.00	\$2,942.56