

Central Baptist Church

Minutes of the Annual Meeting: May 5, 2024

Moderator John Andrews called the meeting to order at 10:37.

Trey Posey led a prayer. John asked for a moment of silence in memory of members who left us this year: Doris Silvia, Donna Chellis, Bucky Caswell and Fred Yole.

Motioned/seconded to accept the Annual Meeting reports, exclusive of budget and nominating committee reports. No discussion. Motion approved by unanimous vote. John conveyed special thanks to the Deacons, who took on additional responsibilities this past year in the absence of a pastor.

Pastor Search Committee Chair Jill Dolce reported on a meeting hosted by Abcori for churches in search of part-time pastors. The outlook is not promising: there is a scarcity of individuals looking for part-time positions. Jill reported that of the five churches in attendance, CBC seemed to be the most open to partnering with another church. Other churches were looking for (and had budgets for) two-thirds-time pastors. Additional options discussed were using trained lay-leaders to deliver sermons; or becoming a "satellite church" that organizes its own worship service while screening sermons provided by an external church or individual. The Search Committee has revised the job description to encompass alternative pathways.

Motioned/seconded to accept the budget report. Board of Directors Chair Rob Taylor shared that the budget is balanced and includes funds to pay a competitive salary for a part-time pastor. While plate numbers and gift numbers are down, additional funds were raised by the Artisans/Christmas Fair and the recent Indoor Yard Sale. Motion approved by unanimous vote.

Motioned/seconded to accept the Nominating Committee report. No discussion. Motion approved by unanimous vote.

Motioned/seconded to adjourn the meeting at 10:54. No discussion. Motion approved by unanimous vote.

The Annual Meeting Reports are attached below.

Minutes respectfully submitted by Clerk Cathy Kaiser.

Central Baptist Church

Jamestown, Rhode Island



Annual Reports for 2023-2024 Budget for 2024-2025

*Presented at the Annual Meeting
May 5, 2024*

Table of Contents

Pastoral & Staff Relations Committee Report	2
Moderator's Report	2
Board of Trustees Report	3
Designated Funds Report	3
Deacons Report	4
Sunday School Report	4
Financial Secretary's Report	5
Stewardship Committee Report	6

Pastoral & Staff Relations Committee Annual Report

Members:

David Dolce, Elizabeth Richter, Tammy Fasano (chair)

The Pastoral Relations Committee is made up of three members who meet periodically with the pastor. We serve as an advisory group to the pastor as well as the staff at CBC, bringing any concerns to them that may arise.

Our duties include:

1. Providing a communication link between the pastor and the congregation.
2. Helping the pastor, staff and congregation deal with conflict.
3. Monitoring the evaluation process for pastor and staff
4. Reviewing the pastor's compensation package and making recommendations to the Board of Trustees
5. Reviewing the pastor's employment contract.
6. Understanding the role of ministry

This year (2023-2024) we found ourselves without a pastor for the year leaving us with a lighter workload. Our staff at CBC has all stepped up and report feeling well supported by the congregation during this time of transition. Tammy took the responsibility of providing pulpit supply. We seem to have a good pool to work with. The Deacons were able to secure Sandra D'Amico for pastoral care and emergencies.

Moderator's Annual Report

The duties of the Moderator include presiding over all official meetings of the church and serving as chair of the Executive Committee. The Executive Committee comprises the Moderator, the Church Clerk, and one representative each from the Boards of Trustees, Deacons and Christian Education with the Pastor serving as an ex-officio member.

A key concern for the Executive Committee and the Congregation this year has been the absence of, and search for, a settled Pastor. The Pastoral Search Committee is seeking candidates for a part time pastorate, so far without success as such candidates are currently scarce and in great demand.

The absence of a new settled Pastor allows us an opportunity to relearn how to manage ourselves as a congregation while that search continues. A number of individuals, with and without recognized formal leadership roles, have stepped up with exceptional initiative and devotion to meet CBC's needs in pastoral care, pulpit supply, fundraising activities, and other leadership tasks. A series of four well-attended congregational forums has allowed us all to engage our shared thoughts, ideas, plans, and aspirations for CBC during this time. These volunteer efforts and lively conversations warmly testify to the vigor and vitality of this community of faith.

Two other noteworthy developments also occurred this year. After much hard work, the kitchen renovation has finally resulted in commercial certification, opening many possibilities and a new revenue source for CBC. Also, the years-overdue review and revision of our Constitution was finally accomplished and ratified by the Congregation in a special meeting in December.

New issues, including policies will be shared at the Annual Meeting on May 5, 2024.

Respectfully submitted,
John Andrews, Moderator

Board of Trustees Annual Report

Members: Jean Britton, Laurel Champlin, Eleanor Howard, Trey Posey and Rob Taylor.
Following are the highlights of the activities of the Board of Trustees for 2023-2024:

- Monitored the monthly financial reports of income and expenses
- Prepared a proposed consolidated budget for the 2024-2025 church fiscal year
- Reviewed and provided recommendation for the part-time pastor annual salary
- Enacted newly adopted endowment policy
- Sought estimate to repaint the sanctuary
- Drafted and supported adoption of the revised CBC Constitution
- Funded the estimate for repairs to the roof
- Funded the repair to the alarm panel
- Submitted a request to ABCORI for a community outreach grant which has been approved
- Funded snow removal

Current Assets

(April 30, 2024)

Checking Account Balance- \$ 41,081.04

Designated Funds Checking Account Balance - \$18,101.00

Money Market Savings Balance- \$ 33,958.01

ABCORI Savings Investment Account- \$67,618.94

Bucklin Fund Investment Account- \$55,730.29

2023-2024 Designated Funds

	(abcori)				
	draiser				
	ent Fund				
	Totals				

***Kitchen Project Breakdown:	YTD INCOME	YTD EXPENSE	YTD BALANCE
2016-2021			
C121.A Kitchen Renovations	\$42,687.23	\$28,924.75	\$13,762.48
C121.B Basement Renovation	\$21,950.56	\$36,539.29	(\$14,588.73)
Total:	\$64,637.79	\$65,464.04	(\$826.25)

*By the discretion of the Board of Trustees, The Bucklin Fund YTD Income will be moved to the ABCORI investment.

Board of Deacons Annual Report

Members: Jill Dolce, Pam Carr, Marilyn Rodriguez (chair)

Routine Responsibilities of Deacons:

- *Assist the pastor in all worship services and events.
- *Provide support and supplies for worship services. Serve as ushers and greeters.
- *Prepare and serve communion, collect weekly offerings and mission and charity donations.

ACCOMPLISHMENTS OF DEACONS DURING THIS FISCAL YEAR:

- *Assisted guest ministers with Sunday Services.
- *Assisted Guest Pastor Susan Maginn, Palm Sunday, Trey Posey on Maundy Thursday,
- *John Andrews with Sunrise Service at Beavertail and Susan Maginn on Easter Sunday.
- *We also assisted guest pastors for funerals held this year.
- *Peggy Burse supplied soup for the Maundy Thursday Service.
- *Assisted at the Christmas Eve Service with a special program by our Sunday School Children.
- *Co-ordinated the ordering of Poinsettia plants, Easter Flowers and Palms.
- *Decorated the Sanctuary, parlor and Clarke Hall for fall and Christmas.
- *Collected food, paper goods and household supplies for the Jamestown Community Food Bank.
- *Sponsored two families in Jamestown with gifts and gift cards for Christmas.
- *Sponsored and sent a Christmas Gift to Meshach, our Matsiko Medical student. Assisted several families with bills with money from our Communion Fund.
- *Jill Dolce chaired our Christmas Fair which was very successful this year and we were able to present the Trustees with \$6,000.
- *Peggy organized an Artisan Fair held at the same time as the Fair which was also a big success.

This has been a challenging year for us with no full-time Pastor. Many thanks to all who have assisted us this year. Especially all of our Guest Pastors and to Jill and Pam for all their extra time and effort.

Respectively submitted: Marilyn Rodriguez, chair

Sunday School Annual Report

A Sunday School was recreated this year with four children enrolled.

New equipment included arts and crafts supplies, three tables, curriculum and a Nativity scene.

A classroom was created in Clarke Hall.

Activities included a Christmas Pageant, a game of Marshmallow Madness with the entire congregation participating, a church family tree with all members included, made and gave Valentines to worshipers, passing out palms on Palm Sunday and an Easter Egg Hunt.

It has been a very active, educational and fun year for all.

Respectively submitted, Marilyn Rodriguez, Teacher

Financial Secretary's Report

<u>4</u>	<u>1</u>	<u>1</u>	<u>Diaconate</u>
			59.00
			05.00
			25.00
			02.00
			75.00
r			25.00
			17.00
	0	0	16.00
r	0	0	38.00
y			56.00
	0	0	31.00

0				0	4.00
.60	00	4	06	1.60	533.00

ttfully submitted,
reene

al Fund includes income from:
Plate, Rent, Memorials, Special Donations,
ping,
e, Christmas Fair..etc

ate Fund includes income from:
s, Communion Offerings

Church Statistics:

Deaths

Doris Silvia - October 20, 2023
Donna Chellis – January 23, 2024

Stewardship Campaign Annual Report

As in prior years, the stewardship campaign for 2024-2025 focused on Time, Talent, and Treasure. The campaign, officially ran from late February through April 24, and included:

- An announcement about the campaign in the March newsletter.
- A campaign email and letter and pledge form mailed in early March.
- Follow-up contact as needed.

An analysis of the pledges received during this year's stewardship campaign revealed the following information as of April 24:

<u>2024-2025</u>	<u>2023-2024</u>
34 pledges	37 pledges
\$87,596	\$82,246

2024-2025 Pledges (*in comparison to 2023-2024 pledges*)

New pledges	0	+\$0
Pledges at an increased level of giving	15	+\$6,740
Pledges at the same level of giving	18	
Pledges at a decreased level of giving	1	-\$100
Pledges not to be renewed (*)	6	-\$4,890

(* 1 deceased, others no response or decision not to pledge)

Of the 15 pledges increased, the average increase was 26.1%. The distribution of pledges by amount is as follows:

<u>Pledge Amount</u>	<u>Number of Pledges</u>
more than \$5,000	2
\$4,000-\$4,999	5
\$3,000-\$3,999	5
\$2,000-\$2,999	10
\$1,000-\$1,999	10
\$500-\$999	2

less than \$500

0

34

Respectfully submitted,
John Andrews

2023-2024 Fiscal Year Budget

Line Item	CBC Budget Item	2023-24 Budget	2023-24 Actuals	2024-25 Budget
100	Income			
101	Plate	\$11,400	\$6,671.54	\$11,000
102	Pledges	\$82,246	\$80,878.00	\$82,000
103	Advent	\$0	\$1,528	\$0
104	Lent	\$0	\$230	\$0
105	Gifts	\$10,000	\$7,260	\$8,000
106	Church Rent	\$3,500	\$5,265	\$2,400
107	Interest	\$4,000	\$3,228.76	\$4,000
108	Other Income	\$0	\$0	\$0
108.1	Food Pantry Utilities Offset	\$1,200	\$1,395.99	\$1,500
109	Fundraising Activities Income			
109.1	General Fundraising Activities	\$1,000	\$1,473.40	\$1,000
109.2	Kitchen & Fellowship Hall Activities	\$4,000	\$2,080	\$3,000
109.3	Christmas fair	\$5,000	\$8,406.90	\$8,000
109.4	Lobster Roll Dinner	\$0	\$0	\$0
109.5	Artisan Fair	\$4,000	\$0	\$3,000
109.6	Brick Project Sales	\$0	\$625	\$0

109. 7	Bingo Nights	\$500	\$0	\$0
109. 8	CBC Coffee House	\$500	\$0	\$500
109. 9	Patio Activities	\$0	\$0	\$0
109	Fundraising Activities Total	\$15,00	\$12,585.30	\$15,500
110	Budget Deficit	\$0	\$0	\$0
111	Lawn Maintenance Donations	\$600	\$675	\$600
100	General Total	\$125,700	\$119,717.59	\$125,000
200	Deacon Income			
201	Coffee	\$100	\$122	\$150
202	Flowers	\$600	\$384	\$500
203	Deacon Discretionary	\$600	\$0	\$0
204	Shepherds	\$450	\$50	\$450
200	Deacon Total	\$1,750	\$556	\$1,100
300	Missions Income			
301	Communion	\$1,000	\$1,639	\$1,500
302	ABCUSA Quarterly Offerings	\$0	\$337.68	\$340
303	Dedicated Mission Offerings	\$0	\$25	\$0
304	Dedicated Mission Events	\$0	\$0	\$0
300	Missions Total	\$1,000	\$2,001.68	\$1,840
	TOTAL INCOME	\$130,696	\$122,275.27	\$127,940
100 0	Facility Expenses			
100 2	Electricity	\$6,060	\$6,322.84	\$6,100
100 3	Contract Services	\$530	\$534	\$530
100 4	Fuel Oil	\$6,300	\$7,083.73	\$6,300
100 5	Insurance	\$10,000	\$11,235.99	\$10,000
100 6	Propane	\$300	\$43.25	\$300

100 7	Repairs and Maintenance	\$1,500	\$2,602.43	\$1,500
100 8	Tele-Comm	\$1,400	\$1,612.80	\$1,400
100 9	Water and Sewer	\$1,260	\$1,099.96	\$1,260
101 3	Lawn Maintenance	\$1,000	\$922.83	\$1,000
101 4	Capital Improvements	\$6,460	\$0	\$1,000
100 0	Facility Expenses Total	\$34,350	\$31,457.83	\$29,390

2000	Deacon Expenses			
2001	Coffee	\$200	\$22.58	\$200
2002	Flowers	\$900	\$594.04	\$900
2003	Deacon Discretionary	\$700	\$301.88	\$700
2004	Shepherds	\$700	\$465	\$700
2005	Worship Expenses	\$500	\$556.77	\$600
2006	ICN Matsiko Sponsorship	\$600	\$600	\$600
2000	Deacon Expenses Total	\$3,600	\$2,540.27	\$3,700
3000	Missions Expenses			
3001	Other Mission Offerings	\$400	\$410.72	\$200
3002	ABCUSA Quarterly Offerings	\$0	\$287.68	\$0
3003	Dedicated Mission Offerings	\$500	\$1,455.50	\$1,000
3004	Dedicated Mission Events	\$1,500	\$716.33	\$1,000
3000	Mission Expenses Total	\$2,400	\$2,870.23	\$2,200
4000	Staff Expenses			

4001	Custodian	\$3,120	\$3,120	\$3,150
4002	Guest Organist/ Musician	\$600	\$0	\$500
4003	Organist	\$10,839.04	\$10,893	\$11,164.20
4004	Administrative Assistant	\$17,373.78	\$17,373.78	\$17,894.99
4005	Worker's Comp Insurance	\$863.46	\$754.25	\$865
4006	Payroll taxes	\$2,200	\$2,571.78	\$2,200
4000	Staff Expenses Total	\$34,996.28	\$34,658.81	\$35,774.19
5000	Pastor & Ministry Expenses			
5001	Salary	\$21,087.30	\$0	\$45,000
5002	Housing	\$15,557.88	\$0	\$0
5003	M&M Retirement	\$5,971.44	\$0	\$0
5004	Ministry Related Expense	\$0	\$0	\$0
5005	Guest Pastor	\$5,200	\$8,800	\$800
5000	Pastor & Ministry Related Total	\$47,951.62	\$8,800	\$45,800
6000	Worship & Service			
6002	Music Expense	\$200	\$188	\$100
6003	Organ & Piano Maintenance	\$126	\$303.79	\$300
6000	Worship & Service Total	\$326	\$491.79	\$400
7000	Christian Education			
7001	Church School	\$500	\$58.62	\$500
7000	Christian Education Total	\$500	\$58.62	\$500

8000	Fundraising Expenses		
8000.1	General Fundraising Activities	\$0	\$191.60
8000.2	Kitchen & Fellowship Hall Activities	\$500	\$137.62
8000.3	Christmas fair	\$1,000	\$1,203.68
8000.4	Lobster Roll Dinner	\$0	\$0
8000.5	Artisan Fair	\$200	\$315.49
8000.6	Brick Project	\$0	\$89.60
8000.7	Bingo Nights	\$200	\$0
8000.8	CBC Coffee House	\$50	\$0
8000.9	Patio Activities	\$0	\$0
8000	Fundraising Expenses Total	\$1,950	\$1,937.99
9000	Business		
9001	Business Expense	\$500	\$308.99
9002	Bus. Machine Lease/ Maintenance	\$1,080	\$1,101.97
9003	Treasurer Supplies	\$0	\$0
9004	Office Supplies	\$800	\$779.76
9005	Postage	\$210	\$13
9006	RI Corporation Tax	\$50	\$22
9007	Post Office Box Rental	\$182	\$194
9008	Office Equipment Purchase	\$0	\$0
9009	Payroll Service	\$1,200	\$900.36
9000	Business Total	\$4,022	\$3,417.07
	TOTAL EXPENSE	\$130,095.90	\$86,232.61

\$100
\$500
\$1,200
\$0
\$300
\$50
\$0
\$0
\$0
\$2,150
\$500
\$1,080
\$0
\$700
\$200
\$50
\$194
\$0
\$1,200
\$3,924
\$123,838.19

Church Officers, Board Members, & Standing Committee Members

An asterisk appears next to names the Nominating Committee recommends for election at the annual meeting.

<i>Term extends through April:</i>	<i>Term extends through April:</i>
Officers	Standing Committees
<i>Eligible for two consecutive two-year terms:</i>	<i>Eligible for two consecutive two-year terms:</i>
Moderator	Pastoral & Staff Relations Committee
John Andrews 2025 (1 st term)	David Dolce 2025 (1 st Term)
	Tammy Fasano 2025 (1 st Term)

	Arlene LaBua 2026 (1 st Term)
clerk	
Kathy Kaiser 2025 (1 st term)	Nominating Committee
<i>(Meeting minutes only)</i>	Tammy Fasano 2024 (1 st Term)
boards	
<i>eligible for one two-year term + one year:</i>	
board of Deacons	Board of Trustees
Sam Carr 2025 (1 st term)	*Don Carlson 2026 (1 st Term)
Jill Dolce 2025 (2 nd term)	Laurel Champlin 2025 (1 st Term)
Tammy Fasano/ Mary Lou Taylor** 2026 (1 st Term)	Eleanor Howard 2025 (1 st Term)
Karen Lemke 2026 (1 st Term)	*Martha Mulvey 2026 (1 st Term)
Marilyn Rodriguez 2025 (2 nd term)	Trey Posey 2025 (1 st Term)
other Committees	
<i>appointed by Deacons – no term limits</i>	
Congregational Life (formerly Hospitality)	Congregational Care (formerly Shepherds)
Sam Britton	John Andrews
Ellen Greene	Jill Dolce
Marilyn Rodriguez	Ellen Greene
Mary Lou Taylor	Paul Hemp
	Arlene LaBua
	Janet Larson
	Elizabeth Richter
	Kathy Rushton

** (Tammy May-Dec with Mary Lou Jan-April)

