

The Rev. Robert M. Armstrong
UNITED EVANGELICAL CHURCH
945 S. East Avenue,
Baltimore, MD 21224
(410) 276-0621
July 8, 1993

Dr. Thomas Hamilton,
Associate Conference Minister
Chesapeake Association,
916 South Rolling Road,
Baltimore, MD 21228

Dear Tom:

Recently it has come to my attention that we need a policy regarding sexual abuse so as to protect our church in the event that such an incident should occur. I am particularly concerned about the Boy Scout Troop #19 which we sponsor and have begun to raise question with our Council members and Scout leaders regarding this matter. Currently we have no training or orientation program for these leaders that I know about. We also have no screening program for church school teachers or youth group leaders.

In the light of current law-suits in our denomination and in the Episcopal Church and Roman Catholic Church (50 million with a potential of 400 million), would having a clear written policy regarding this matter and a training and orientation (to this policy) program for our Pastors, church staff, volunteer teachers and group leaders be wise at this time? For example, are we protected against potential suit by a Boy Scout family if such an incident should occur since we are sponsors of this activity?

Since this is a question which involves all our churches and especially those involved in sponsorship of outside organizations like Scouts, AA, or mental health organizations, ought we to have a guideline policy which churches could use as a model? What are the insurance implications in this area of concern?

I understand that the Episcopal Church in Baltimore has researched this issue and might be of help to us in thinking through next steps. Could you look into this for all of the churches in the Association and give us some assistance?

Let me know if I can be of further assistance in this matter.

Kindest Personal Regards,

Bob
Robert M. Armstrong
Pastor

cc: C. Rowell, President
B. Long, E. Myers, Council Members
Scott Tinney, District Representative BSA

Boy Scouts of America

Baltimore Area Council, Boy Scouts of America - 701 Wyman Park Drive - Baltimore, Maryland 21211-2899 - Telephone 338-1700
Council 220, Area 6, Northeast Region

December 3, 1992

TO WHOM IT MAY CONCERN:

It is with great pleasure that I recommend Mr. J. Edwin Myers for the God and Service award. Ed's devotion to Shot Tower District has been extraordinary.

Involved with Scouting for well over 60 years, Ed has contributed his time and energies in many capacities. On the unit level he has been a Scoutmaster and counselor. After serving in these positions for several years, Ed lent his talents and experience to train other Scoutmasters by serving as a counselor in the Wood Badge training program. Although he is no longer formally on the Wood Badge staff, Ed has continued to lend his support, where needed, to Scoutmasters currently participating in the program.

Recognizing the need to increase financial contributions made to the Boy Scouts, Ed took on the position of district chairman. While chairman he increased the number of businesses contributing to Scouting and was able to get others involved in the Scouting movement. Ed is continuing his devotion to the finances of Shot Tower District by serving as the community chair as well as project sales chair.

To honor Ed for his devotion to Scouting, the Baltimore Area Council awarded him the Silver Beaver in 1982, the highest award a council can give to an adult Scouter. With people like Ed serving the Boy Scouts, it is no wonder that Scouting has been successful in the Baltimore area.

Sincerely,

W. Scott Tinney IV

W. Scott Tinney, IV
Shot Tower District Executive

WST:ebg



March 6, 1993

To: U.C.C. Churches

From: Jacqueline D. Brown, U.C.C.*I.A.B
Francis E. Hayes, Marsh & McLennan, Inc.

Enclosed is your second quarter installment for the insurance program.

The program change has been extremely successful with the majority of churches remaining with us. Thank you very much for your support and understanding of the difficulties in making a major change such as this.

We have received many questions concerning policy issuance. Continental Insurance Company has supplied a policy format and we have asked them for a few minor changes to make certain coverage is equivalent to the expiring program. The policies are most complex and over 200 pages. Additionally, many of the expiring policies had different terms and conditions necessitating reviewing quite a few to make certain the coverage is equivalent. At the same time, we have entered data from the expiring policies a process that has required entering over 3,000,000 pieces of information.

It is typical for policies as complex as yours to take many months to issue. Policies will begin to be issued as soon as the additional changes are received from Continental, which should be this week. You are currently insured and claims are being paid.

During the review process of the policies we noticed that for most churches, the new program offers significant coverage improvements as follows:

- * Should a governmental official require you to demolish the undamaged portion of a building after a loss the previous program limited the loss to \$500,000. The new program offers the full blanket limit of insurance.
- * Account Receivable Record destruction is now automatically covered for \$25,000.
- * Loss of Money is now covered all year long for \$10,000; previously it was \$5,000 except for four holidays. (For churches that had higher limits the higher limits still apply.)
- * Outdoor Signs were limited to \$25,000 and they are now part of your blanket limit.
- * Pastoral Liability is now \$51,000,000.
- * Directors' & Officers' Liability is now \$51,000,000.
- * Cemetery Liability is now \$51,000,000.
- * Sexual Misconduct is now \$36,000,000 and the terms and conditions are defined.
- * Leased Property Legal Liability is now \$100,000.

Thank you again for your support and please feel free to contact your agent, Marsh & McLennan or the U.C.C.*I.A.B. concerning any questions.

Binder of Insurance

Insurance is bound from: January 1, 1993 at: 12:01 a.m.

for: until policy issuance

Insured and Address:

**Participating Churches in the
CONFERENCE OF THE UNITED CHURCH OF CHRIST
Insurance Program**

BINDER #UCC010193

Insurance Company: Continental Insurance Company

Subject to standard policy conditions this binder provides insurance of the kind hereinafter described.

Description and Amount of Insurance:

Property

- All Risk
- Blanket Limit
- Replacement Cost
- Inflation Guard 25%
(\$500,000 Maximum)
- No Coinsurance
- Fine Arts (optional)
- Building Ordinance Limit - \$500,000
- Valuable Papers & Records - \$15,000*
- Statement of Loss Preparation - \$5,000
- Pollution Clean-up - \$10,000
- Change in Temperature - \$10,000
- Fire Dept Service - \$15,000
- Fire System Recharge - \$10,000

- Clergy Personal Effects - \$25,000*
- Officers Personal Effects - \$25,000*
- Transit - \$25,000*
- Loss of Income - \$25,000*
- Extra Expense - \$25,000*
- Off Premise Power
- Boiler & Machinery (optional)
- EDP - \$10,000* *Electronic Data Process*
- Accounts Receivable - \$15,000*
- Trees & Shrubs - \$10,000 *10 Wind*
- Outdoor Sign - \$10,000
- Glass included as part of the building -
(Specified Perils)

Crime

- Fidelity - \$25,000*
- Money - \$10,000*
- Forgery - \$25,000*
- Counterfeit - \$25,000*

Acceptance by the Insured of a policy (or policies) as ordered in place hereof shall render this Binder null and void. This Binder may be cancelled by the Insured by notice to the Company or by the surrender of this Binder. This Binder may be cancelled by the Company by written notice to the Insured stating when such cancellation shall be effective. A premium charge will be made for the time this Binder is in effect if no policy of insurance in place hereof is issued and accepted by the insured.

MARSH & McLENNAN AGENCY, INCORPORATED

By: *J. E. Hayes*

ATTACHMENT - BINDER #UCC010193

(Continued)

Liability

CGL - \$1,000,000 Occurrence/\$2,000,000 Aggregate
Medical Payments - \$5,000
Include Ministers, Volunteers & Board Members
Broad Form CGL Endorsement
Waiver of Immunity
Pastoral Liability - \$1,000,000/\$1,000,000 - (Claims-Made)
Board Liability - \$1,000,000/\$1,000,000 - (Claims-Made)
Cemetery Liability - \$1,000,000/\$1,000,000 - (Claims-Made) (optional)
Copyright Infringement Limit - \$25,000
Liquor Liability
Real Property Legal - \$100,000
Reward Coverage - \$5,000
Sexual Misconduct - \$1,000,000/\$1,000,000 - (Claims-Made)
Automobile Hired &
Non-Owned - \$1,000,000 CSL
Automobile Volunteer
Non-Owned - \$1,000,000 CSL

Automobile (optional)

CSL - \$1,000,000
Physical Damage Deductible - \$250
Use other car (optional)
Volunteer Non Ownership
Personal Injury Protection as required
Uninsured/Underinsured - Statutory Limits

Workers' Compensation (optional) - (Certain States Excluded)

Employers Liability - \$1,000,000
Stop Gap
Volunteers As Employees

* Higher Limits are available upon request and are binding subject to existing policy coverage and limits until receipt of required information.

Boy Scouts of America

Baltimore Area Council, Boy Scouts of America - 701 Wyman Park Drive - Baltimore, Maryland 21211-2899 - Telephone 338-1700
Council 220, Area 6, Northeast Region

July 28, 1993

The Reverend Robert Armstrong
United Evangelical Church
945 S. East Avenue
Baltimore, Maryland 21224

Dear Reverend Armstrong:

I received my copy of your letter regarding the church and its coverage involving the Scout troop. I hope this letter and the enclosed information addresses your concerns.

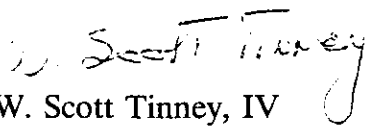
Regarding training of leaders, the BSA provides a youth protection training session to all leaders who take our training courses. We also provide video tapes that are geared toward youth to make them aware of their rights and the potential for abuse. Both of these tapes are available to other organizations to use with their volunteers, employees and youth.

Our screening of leaders starts first with the troop and pack committee, followed by the chartered institution head and the council. After the prospective leader is approved at these three levels, the application is sent to our national office where the person is matched against our bank of names on the Boy Scouts' list of criminal offenders. If an applicant's name is sent back as being on this list, his or her application for a position is rejected until further investigation.

I am also enclosing a description of our liability insurance coverage for leaders and chartered organizations.

If you have any further questions or concerns, please call me.

Sincerely,


W. Scott Tinney, IV
Shot Tower District Executive

WST:ebg
Enclosure

AN AGENCY SUPPORTED THROUGH



The United Way of Central Maryland

and YOUR Friends of Scouting Enrollment

BOY SCOUTS OF AMERICA

1992

INSURANCE COVERAGE FOR VOLUNTEERS

Listed below are brief outlines of insurance coverages provided by or through the local council:

Comprehensive General Liability Insurance

This coverage provides protection for the council, all Scouting professionals and employees, Scouting units, chartered organizations, and volunteer Scouters (whether or not registered) with respect to claims arising in the performance of their duties in Scouting. Coverage is more than \$15,000,000 for bodily injury and property damage.

The insurance provided Scouting volunteers through the BSA General Liability Insurance program is excess over any other insurance the volunteer might have to his or her benefit, usually a homeowners, personal liability, or auto liability policy. There is no coverage for intentional or criminal acts.

By providing insurance coverage to volunteers on an excess basis, BSA is able to purchase higher limits. Because of the high limits, volunteers should NOT be placed in a position where their assets are jeopardized because of a negligence liability claim or lawsuit.

Automobile Liability Insurance

Every person who drives a car in connection with a Scouting activity should carry a minimum of \$50,000/\$100,000/\$50,000 of Automobile Liability limits on their vehicle. Buses and vans MUST carry \$100,000/\$300,000/\$100,000 automobile liability. The council's Automobile Liability Insurance is excess of the insurance the owner of the auto carries, but does protect the owner above his limits for the council's \$15,000,000 limit of coverage. A tour permit or a council short-term camping permit is required when units leave their immediate area. National tour permits are required for all trips more than 500 miles. These permits should list the drivers' names and limits of Automobile Liability Insurance carried.

Unit Accident Insurance Plan (Mutual of Omaha)

Unit Accident Insurance is available through the council; information is sent to units each year in their charter renewal kits, and the coverage must be applied for by the unit. This plan provides coverage for accident medical expenses and accidental death and dismemberment while participating in any approved and supervised Scouting activity, including going to and from meetings. New members are automatically covered under the plan until the renewal date. Non-Scouts attending scheduled activities (including group travel to and from such activities) for the purpose of being encouraged to participate in Scouting are also automatically covered. However, the plan does not cover parents, siblings or other guests.

Council Accident & Sickness Insurance Plan (Mutual of Omaha)

This Accident and Sickness Insurance may be provided for Cub Scouts, Boy Scouts, Explorers and adult volunteer leaders registered in the council, and covers them for accidents and sickness (as well as accidental death and dismemberment) while participating in any official Scouting activity. This coverage is applied for by the council and is in effect on an annual basis. Additional information on coverage, limits, etc., may be obtained by contacting the council office.

Camper's Accident and Sickness Insurance Plan (Mutual of Omaha)

This Accident and Sickness Insurance is provided for all Cub Scouts, Boy Scouts, Explorers, adult volunteer leaders and all other persons registered and attending official council events (i.e., summer camp, day camps, wood badge courses, etc.), if purchased by the council. It is purchased for specific events of the council and provides coverage for medical expenses for accident and sickness and accidental death and dismemberment. Additional information on coverage, limits, etc., may be obtained by contacting the council office.

ALL SERIOUS INCIDENTS, ACCIDENTS AND/OR SICKNESS, OR IF A SUMMONS IS SERVED ON A VOLUNTEER, PLEASE REPORT TO THE COUNCIL SERVICE CENTER IMMEDIATELY.

Call phone number _____ and speak to _____ if you have a question related to insurance.

Mailed 7/15/93

The Rev. Robert M. Armstrong
UNITED EVANGELICAL CHURCH
945 S. East Avenue,
Baltimore, MD 21224
(410) 276-0621
July 8, 1993

Dr. Thomas Hamilton,
Associate Conference Minister
Chesapeake Association,
916 South Rolling Road,
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Kindest Personal Regards,

Bob
Robert M. Armstrong
Pastor

cc: C. Rowell, President
B. Long, E. Myers, Council Members
Scott Tinney, District Representative BSA

June 28, 1994

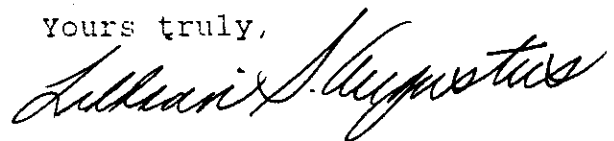
Reverend Robert M. Armstrong
United Evangelical Church
945 S. East Avenue
Baltimore, Maryland 21224

Dear Reverend Armstrong:

In response to your June 20, 1994 letter, I have enclosed (as per my conversation with Concetta Clark on June 28, 1994) a Notice of Intent to operate a new child care center. Upon receipt of this completed form, the licensing process for your proposed child care service will begin. You will receive an acknowledgement of the receipt of your Notice of Intent along with instructions for the next step and the name of the Licensing Specialist who will be working with you during the initial licensing process.

As discussed with Ms. Clark, the normal procedure is that anyone interested in operating a new child care program first attend an orientation meeting. The purpose of the meeting is to share information that will help prospective child care operators understand the licensing process. However, because of the short time frame before your proposed opening date, I will allow the licensing process to begin. You and Ms. Clark have been scheduled to attend an orientation on Friday, August 12, 1994. The appointment letter is enclosed. Also enclosed you will find a copy of the child care center licensing regulations.

Yours truly,

A handwritten signature in cursive script that reads 'Lillian S. Augustus'.

Lillian S. Augustus
Regional Manager

Enc.

LSA/mlp

June 28, 1994

Dear Reverend Armstrong

Thank you for your interest in obtaining a Child Care Center License. To begin the application process, we require that you attend an orientation meeting.

The next orientation meeting will be held on Friday, August 12, 1994 at: Child Care Administration
North Charles Building
2701 North Charles Street, 3rd Floor

The meeting will begin promptly at 1:00 p.m. and will last for about three hours. YOU MUST BE ON TIME. CHILDREN AND VISITORS WILL NOT BE ALLOWED. YOU MUST BRING THIS LETTER WITH YOU!

We look forward to meeting with you on the above date. If you are unable to attend this meeting, please call us for another date.

Sincerely,

Lillian S. Augustus
Lillian S. Augustus
Regional Manager

LSA/lc

THE MTA BUS LINE TO THE NORTH CHARLES BUILDING IS #3.

The Rev. Robert M. Armstrong
UNITED EVANGELICAL CHURCH
945 S. East Avenue,
Baltimore, MD 21224
(410) 276-0621

June 14, 1994

Lillian Augustus
Childcare Administration
2701 N. Charles St., 3rd Floor
Baltimore, MD, 21218

Dear Ms. Augustus:

Attached you will find our Notice of Intent which you requested along with a drawing of the proposed facilities. Note the approximate room measurements. Concetta Clark, our Director, will be back in town on July 20th.

Should you have any questions concerning this submission, please feel free to call me at the Parsonage at 276-9621 or the church at 276-0393.

Kindest Personal Regards,


Robert M. Armstrong
Pastor

cc: C. Clark
Council

MARYLAND DEPARTMENT OF HUMAN RESOURCES
Child Care Administration

NOTICE OF INTENT TO OPERATE A NEW CHILD CARE CENTER

Complete all information and submit to the regional Child Care Administration Office before making application to the local jurisdiction for any required construction or occupancy permits or with the application at least 60 days before the center's proposed opening date if no permits are required.

This form must be accompanied by a site plan and a floor plan of the center that are drawn to scale. The site plan should indicate the location of the playground, parking areas, roads and adjacent buildings in relation to the center. The following items should be indicated on the floor plans: architectural details such as columns, built-ins, etc., the relation of the space to ground level; room numbers, if available; ages of children who will occupy rooms, if known; corridors or walk ways; walls or partitions; doors and door swings; windows; stairways; restrooms with fixtures; food preparation area with equipment; storage areas; office areas. The plan should indicate if any changes are being made to the facility-i.e., addition of toilets, sinks, drinking fountains, walls, etc. If the room is a large open space, then the plan must indicate how the space will be used if more than one group of children will be accommodated.

PLEASE NOTE THAT SUBMISSION OF THIS INFORMATION DOES NOT INDICATE THAT THE CHILD CARE ADMINISTRATION APPROVES OF THESE PLANS. THIS INFORMATION IS REQUIRED TO HELP YOU THROUGH THE PROCESS OF LICENSING.

NAME OF CENTER: Parents and Children Together (PACT)

ADDRESS: 3200 Dillon Street
Street

Baltimore 21224 Maryland
City Zip Code County

NAME OF OPERATOR: United Evangelical Church

CONTACT PERSON: Concetta Clark 955-0118
Name Telephone Number

ADDRESS: 5317 Night Shade Court
Street

Columbia Md. 21045
City Zip Code County

RELATIONSHIP TO CENTER: Sponsor PROPOSED OPENING DATE: Sept. 1, 1994

PROPOSED BUILDING

1. Will the center be housed in an existing building? YES NO

If YES, describe the building's previous and/or current use: Christian Education

Date of construction (if existing building): 1957

2. Is building now or will it become a multi-use building? YES NO

If YES, describe all other uses: Church School (Sunday) - Boy Scouts - Adult

Classes

3. Type of construction: Brick/Masonry Reinforced Concrete
 Structured Steel Wood Frame

4. Type of Heating System: Electric Boiler (inspection report required)
 Gas Heat pump
 Oil Other (specify) _____

PROPOSED BUILDING: (CONTINUED)

5. Type of water supply: Public Private
6. Type of sewage disposal: Public Private
7. If existing building, will any alterations or additions be made to the building's structure? YES NO
If YES, describe: Painting
8. List all permits that will be obtained from local jurisdiction (building, alteration, plumbing, etc.)
None
9. Is there a swimming pool on the premises? YES NO
If YES, describe: _____
Has this pool been inspected by the local jurisdiction? YES NO

PROPOSED SCOPE OF SERVICE

1. Describe type of Center: (See attached letter)
2. Months of operation: 9 month - September - May
3. Days of operation: (See attached letter)
4. Hours of operation: (See attached letter)
5. Ages to be served (be specific): (See attached letter)
6. **Capacity** (Note: This is established by the Office based on available space, staff, equipment, and sanitary facilities. The capacity at opening may be set lower than what the building can accommodate, but the capacity will be increased as staff and equipment are added. It is important at this time to have the building approved by the local jurisdiction for the maximum number of children that can be served.)
Total planned capacity: 42 Proposed capacity at opening: 42

PROPOSED FOOD SERVICE

1. Type of Food Service: Carried lunch Catered
 Lunch prepared at center Snacks prepared at center
 Other, explain None
2. If a kitchen currently exists, describe existing equipment and fixtures: Kitchenette available to
Program

The Rev. Robert M. Armstrong
UNITED EVANGELICAL CHURCH
945 S. East Avenue,
Baltimore, MD 21224
(410) 276-0621

June 20, 1994

Lillian Augustus
Childcare Administration
2701 N. Charles St., 3rd Floor
Baltimore, MD, 21218

Dear Ms. Augustus:

On Friday, June 17, 1994, Concetta Clark telephoned asking for direction in getting our parent child involvement program operational by September of this year. As requested a plan for that program was submitted to me and we forward it to you for your information and review so that we can determine what we need to do to come into compliance with your regulations.

Program for Two Year Olds:

These children attend with a parent who remains on site. Their session meets on Tuesday morning for one and a half hours. There will be no more than twelve children enrolled in this group. The parent's discussion/support group meets in a room adjacent to the children's room. Two rotating parents and a paid adult will stay in the room with the children and conduct the program.

Program for Three Year Olds:

On Monday morning these children will come with their parents who also participate in a discussion/support group on site. This session is two hours long. There will be no more than fifteen children enrolled in this group. Two rotating parents and a paid adult will stay with the children and conduct the program.

On Thursday morning these children will return for another two hours. Two paid adults and one rotating parent will help with the children's program.

Program for Four Year Olds:

The four year olds will meet on Monday, Tuesday, and Thursday afternoon for two hours each day. There will be no more than fifteen children enrolled in this program.

On Monday the children will attend with their parents who stay on site for their support/discussion group. Two rotating parents and one paid adult will stay with the children and conduct the program.

On Tuesday and Thursday afternoons the children return for

additional sessions. On these days two paid adults and one rotating parent will stay with the children.

Facility Description:

The facility includes a large room for the children, a kitchenette, and a large indoor play area which will be furnished with gym equipment, and a separate room equipped with visual aides and a blackboard for the parent\support discussions.

Because we want to prepare for opening this service in September, time is of the essence. Because of the large group of young adults who are moving into Canton with young children and also those who are starting new families, we are anxious to hear from you soon so we can make any changes necessary to meet your regulations and plan our promotion of this opportunity for the people in our neighborhood. We look to hear from you soon.

Kindest Personal Regards,

Robert M. Armstrong
Pastor

60 Ft.

OR

Gym

First Floor

75 Ft.

Door

Door

12 Ft.

Sink

Door

GIRLS

T

O

I

L

E

T

S

12

Ft.

Toilet Rooms - 1st Floor

Sink

Door

BOYS

T

O

I

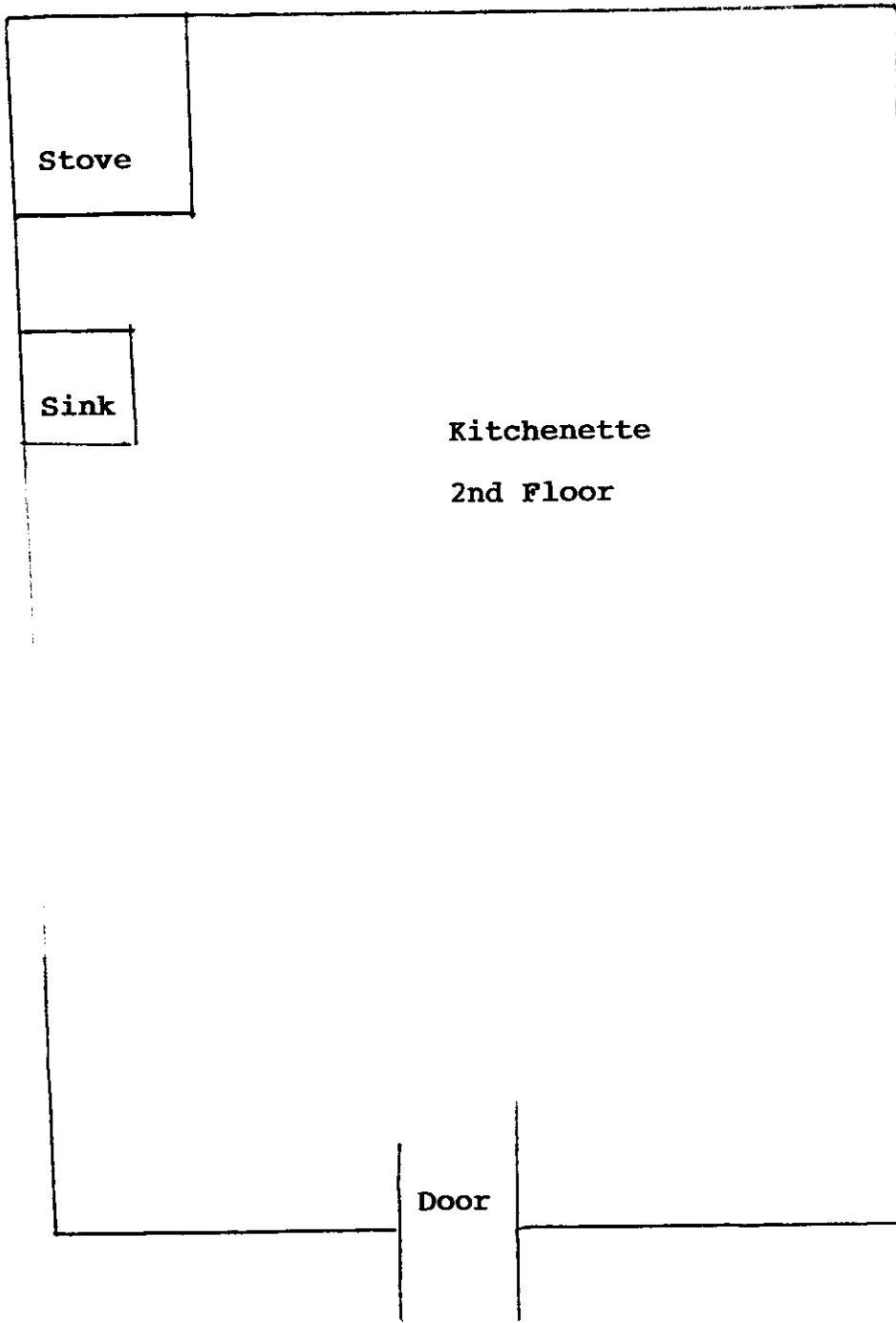
L

E

T

S

9 Ft.



Kitchenette

2nd Floor

17 Ft.

Door

United Evangelical Church
3200 Dillon St. City 21224

7/14/94

60 Ft.

Door

PACT PROGRAM ROOM FOR CHILDREN

2nd Floor

60

Ft.

Door

United Evangelical Church
3200 Dillon St., City 21224

7/14/94

24 Ft.

Conference Room
Parent Support Group
2nd Floor

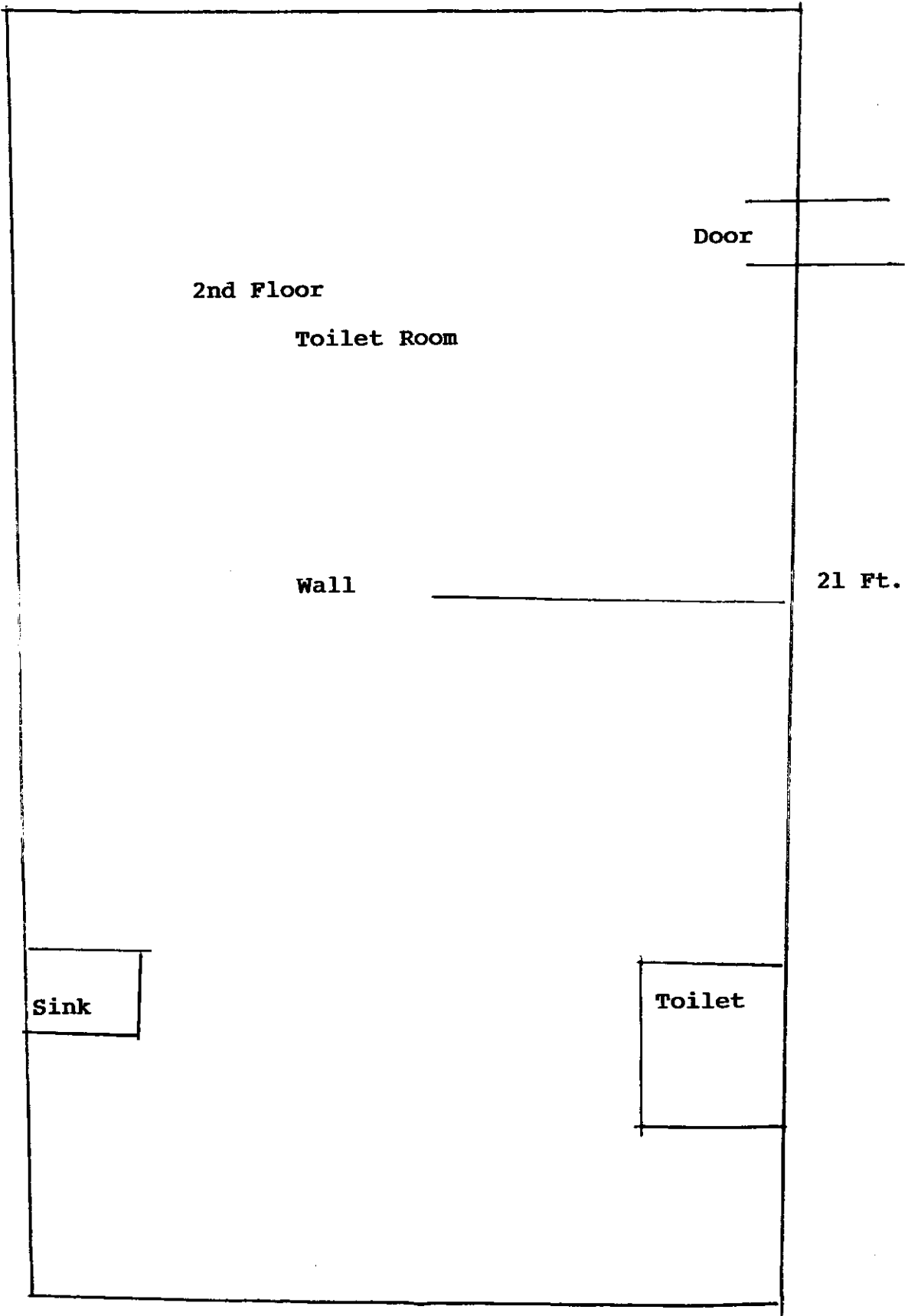
30 Ft.

Door

United Evangelical Church
3200 Dillon St. City 21224

7/14/94

9 FT.



United Evangelical Church
3200 Dillon St., City 21224

7/14/94



UNITED EVANGELICAL CHURCH

(UNITED CHURCH OF CHRIST)

CHURCH OFFICE
3200 DILLON STREET
BALTIMORE, MARYLAND 21224
PHONE: 276-0393

ROBERT M. ARMSTRONG, PASTOR
PARSONAGE: 945 S. EAST AVENUE
BALTIMORE, MARYLAND 21224
PHONE: 276-0621


July 27, 1994

TO: George Hammerbacher, Sr. - President
Jim Tallagsen - Property Chairperson
Church Council

FROM: Pastor Robert M. Armstrong

Fire Inspector Stanley will review the building for the PACT Program on Tuesday, August 2nd between 9:00 a.m. and 12:00 p.m. Let me know if you have any questions about this date.

Attached you will find the Notification of Intent and the square footage that we are concerned about.


Robert M. Armstrong
Pastor

Att.

CC: Millie Slechta
Cass Young
C. Clark

The Rev. Robert M. Armstrong
UNITED EVANGELICAL CHURCH
945 S. East Avenue,
Baltimore, MD 21224
(410) 276-0621

July 28, 1994

Deacon Max Hoffman
4221 Haycake Road.,
Baltimore, MD, 21236
(Tel No. 256-3722)

Dear Max:

This is to confirm your date for preaching on Sunday,
September 4th. Please get your sermon title and scripture to
our office the week before your dates. The Communion Service,
as you know, is found in the Worship Books in the pews.

Max, our people always look forward to having you as our
guest preacher. Let me know if you have any questions about
this date.

Kindest Personal Regards,

Bob
Robert M. Armstrong
Pastor

cc: G. Hammerbacher
M. Slechta
C. Young

The Rev. Robert M. Armstrong
UNITED EVANGELICAL CHURCH
945 S. East Avenue,
Baltimore, MD 21224
(410) 276-0621


July 28, 1994

Mr. George Hammerbacher, President
Council
8A, Aspinwood Way,
Baltimore, MD 21237

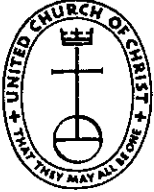
Dear George:

The Rev. Glen Rodgers has agreed to cover during my absence from September 1-4. I shall return from my conference on September 6th. Pastor Rodgers can be reached at Tel. No. 484-0431 should you need him.

Kindest Personal Regards,


Robert M. Armstrong
Pastor

cc: G. Rodgers
M. Slechta
C. Young



UNITED EVANGELICAL CHURCH

(UNITED CHURCH OF CHRIST)

CHURCH OFFICE
3200 DILLON STREET
BALTIMORE, MARYLAND 21224
PHONE: 276-0393

ROBERT M. ARMSTRONG, PASTOR
PARSONAGE: 945 S. EAST AVENUE
BALTIMORE, MARYLAND 21224
PHONE: 276-0621


July 29, 1994

TO: Mr. George Hammerbacher - President
Mr. James Tallagsen - Property Chairperson
Church Council

FROM: Pastor Robert M. Armstrong

John O'Brien from the Maryland State Environmental Services will be here on Tuesday, August 2, 1994 between 9:00-9:30 a.m. to test our paint for lead in the areas where the children of PACT will be.

This service is funded by a grant. If we had to pay for it, the cost would be \$200/\$300.


Robert M. Armstrong
Pastor

RMA:mss

CC: Ms. Concetta Clark
Millie Slechta
Cass Young

To: Pastor Armstrong and United Church Council
Re: Concetta Clark / Fortview Pre-School Program

I have known Concetta Clark since enrolling my daughter Kristina in her pre-school program in the fall of 1989. Not only does the program offer a safe learning environment for my children, but, also offers a very informative parenting program for myself.

One of the main reasons for choosing this program is the fact that the parents are involved in the program. This involvement is mandatory. The children are never without at least one parent in the room at all times. The program differs slightly for each age group, but the basics for each is the same -

- To build self-esteem and confidence
- To develop large and small muscle coordination
- To teach children to deal with others
- To lengthen their attention spans to prepare for Kindergarten

I have learned a tremendous amount from the program. I feel as a new parent you more or less raise your child on a trial and error basis. These parenting classes not only eliminate some of the errors, they give you a base from which to build a better relationship with your child. The parenting sessions also give you an opportunity to compare growth traits or behavior problems with other parents of children of the same age.

I have always found Concetta and her aides to be very knowledgeable and understanding with parents and very patient in dealing with the children even in stressful or difficult situations.

Not only has this program helped me to better deal with my children, but also many of my friends and neighbors who have also gone thru the program. I hope that United can offer this program a new home so that it can continue to be a strong asset for our neighborhood.

Thank You
Janice Jackson

The Rev. Robert M. Armstrong
UNITED EVANGELICAL CHURCH
945 S. East Avenue,
Baltimore, MD 21224
(410) 276-0621

June 14, 1994

Lillian Augustus
Childcare Administration
2701 N. Charles St., 3rd Floor
Baltimore, MD, 21218

Dear Ms. Augustus:

Attached you will find our Notice of Intent which you requested along with a drawing of the proposed facilities. Note the approximate room measurements. Concetta Clark, our Director, will be back in town on July 20th.

Should you have any questions concerning this submission, please feel free to call me at the Parsonage at 276-9621 or the church at 276-0393.

Kindest Personal Regards,


Robert M. Armstrong
Pastor

cc: C. Clark
Council

MARYLAND DEPARTMENT OF HUMAN RESOURCES
Child Care Administration

NOTICE OF INTENT TO OPERATE A NEW CHILD CARE CENTER

Complete all information and submit to the regional Child Care Administration Office before making application to the local jurisdiction for any required construction or occupancy permits or with the application at least 60 days before the center's proposed opening date if no permits are required.

This form must be accompanied by a site plan and a floor plan of the center that are drawn to scale. The site plan should indicate the location of the playground, parking areas, roads and adjacent buildings in relation to the center. The following items should be indicated on the floor plans: architectural details such as columns, built-ins, etc., the relation of the space to ground level; room numbers, if available; ages of children who will occupy rooms, if known; corridors or walk ways; walls or partitions; doors and door swings; windows; stairways; restrooms with fixtures; food preparation area with equipment; storage areas; office areas. The plan should indicate if any changes are being made to the facility-i.e., addition of toilets, sinks, drinking fountains, walls, etc. If the room is a large open space, then the plan must indicate how the space will be used if more than one group of children will be accommodated.

PLEASE NOTE THAT SUBMISSION OF THIS INFORMATION DOES NOT INDICATE THAT THE CHILD CARE ADMINISTRATION APPROVES OF THESE PLANS. THIS INFORMATION IS REQUIRED TO HELP YOU THROUGH THE PROCESS OF LICENSING.

NAME OF CENTER: Parents and Children Together (PACT)

ADDRESS: 3200 Dillon Street
Street
Baltimore 21224 Maryland
City Zip Code County

NAME OF OPERATOR: United Evangelical Church

CONTACT PERSON: Concetta Clark 955-0118
Name Telephone Number

ADDRESS: 5317 Night Shade Court
Street
Columbia Md. 21045
City Zip Code County

RELATIONSHIP TO CENTER: Sponsor PROPOSED OPENING DATE: Sept. 1, 1994

PROPOSED BUILDING

1. Will the center be housed in an existing building? YES NO

If YES, describe the building's previous and/or current use: Christian Education

Date of construction (if existing building): 1957

2. Is building now or will it become a multi-use building? YES NO

If YES, describe all other uses: Church School (Sunday) - Boy Scouts - Adult

Classes

3. Type of construction: Brick/Masonry Reinforced Concrete
 Structured Steel Wood Frame

4. Type of Heating System: Electric Boiler (inspection report required)
 Gas Heat pump
 Oil Other(specify) _____

PROPOSED BUILDING: (CONTINUED)

5. Type of water supply: Public Private
6. Type of sewage disposal: Public Private
7. If existing building, will any alterations or additions be made to the building's structure? YES NO
If YES, describe: Painting
8. List all permits that will be obtained from local jurisdiction (building, alteration, plumbing, etc.)
None
9. Is there a swimming pool on the premises? YES NO
If YES, describe: _____
Has this pool been inspected by the local jurisdiction? YES NO

PROPOSED SCOPE OF SERVICE

1. Describe type of Center: (See attached letter)
2. Months of operation: 9 month - September - May
3. Days of operation: (See attached letter)
4. Hours of operation: (See attached letter)
5. Ages to be served (be specific): (See attached letter)
6. **Capacity** (Note: This is established by the Office based on available space, staff, equipment, and sanitary facilities. The capacity at opening may be set lower than what the building can accommodate, but the capacity will be increased as staff and equipment are added. It is important at this time to have the building approved by the local jurisdiction for the maximum number of children that can be served.)
Total planned capacity: 42 Proposed capacity at opening: 42

PROPOSED FOOD SERVICE

1. Type of Food Service: Carried lunch Catered
 Lunch prepared at center Snacks prepared at center
 Other, explain NONE
2. If a kitchen currently exists, describe existing equipment and fixtures: Kitchenette available to
Program

The Rev. Robert M. Armstrong
UNITED EVANGELICAL CHURCH
945 S. East Avenue,
Baltimore, MD 21224
(410) 276-0621

June 20, 1994

Lillian Augustus
Childcare Administration
2701 N. Charles St., 3rd Floor
Baltimore, MD, 21218

Dear Ms. Augustus:

On Friday, June 17, 1994, Concetta Clark telephoned asking for direction in getting our parent child involvement program operational by September of this year. As requested a plan for that program was submitted to me and we forward it to you for your information and review so that we can determine what we need to do to come into compliance with your regulations.

Program for Two Year Olds:

These children attend with a parent who remains on site. Their session meets on Tuesday morning for one and a half hours. There will be no more than twelve children enrolled in this group. The parent's discussion/support group meets in a room adjacent to the children's room. Two rotating parents and a paid adult will stay in the room with the children and conduct the program.

Program for Three Year Olds:

On Monday morning these children will come with their parents who also participate in a discussion/support group on site. This session is two hours long. There will be no more than fifteen children enrolled in this group. Two rotating parents and a paid adult will stay with the children and conduct the program.

On Thursday morning these children will return for another two hours. Two paid adults and one rotating parent will help with the children's program.

Program for Four Year Olds:

The four year olds will meet on Monday, Tuesday, and Thursday afternoon for two hours each day. There will be no more than fifteen children enrolled in this program.

On Monday the children will attend with their parents who stay on site for their support/discussion group. Two rotating parents and one paid adult will stay with the children and conduct the program.

On Tuesday and Thursday afternoons the children return for

additional sessions. On these days two paid adults and one rotating parent will stay with the children.

Facility Description:

The facility includes a large room for the children, a kitchenette, and a large indoor play area which will be furnished with gym equipment, and a separate room equipped with visual aides and a blackboard for the parent\support discussions.

Because we want to prepare for opening this service in September, time is of the essence. Because of the large group of young adults who are moving into Canton with young children and also those who are starting new families, we are anxious to hear from you soon so we can make any changes necessary to meet your regulations and plan our promotion of this opportunity for the people in our neighborhood. We look to hear from you soon.

Kindest Personal Regards,

Robert M. Armstrong
Pastor

60 Ft.

DOOR

Gym

First Floor

75 Ft.

DOOR

DOOR

12 Ft.

Sink

Door

GIRLS

T

O

I

L

E

T

S

12

Ft.

Toilet Rooms - 1st Floor

Sink

Door

BOYS

T

O

I

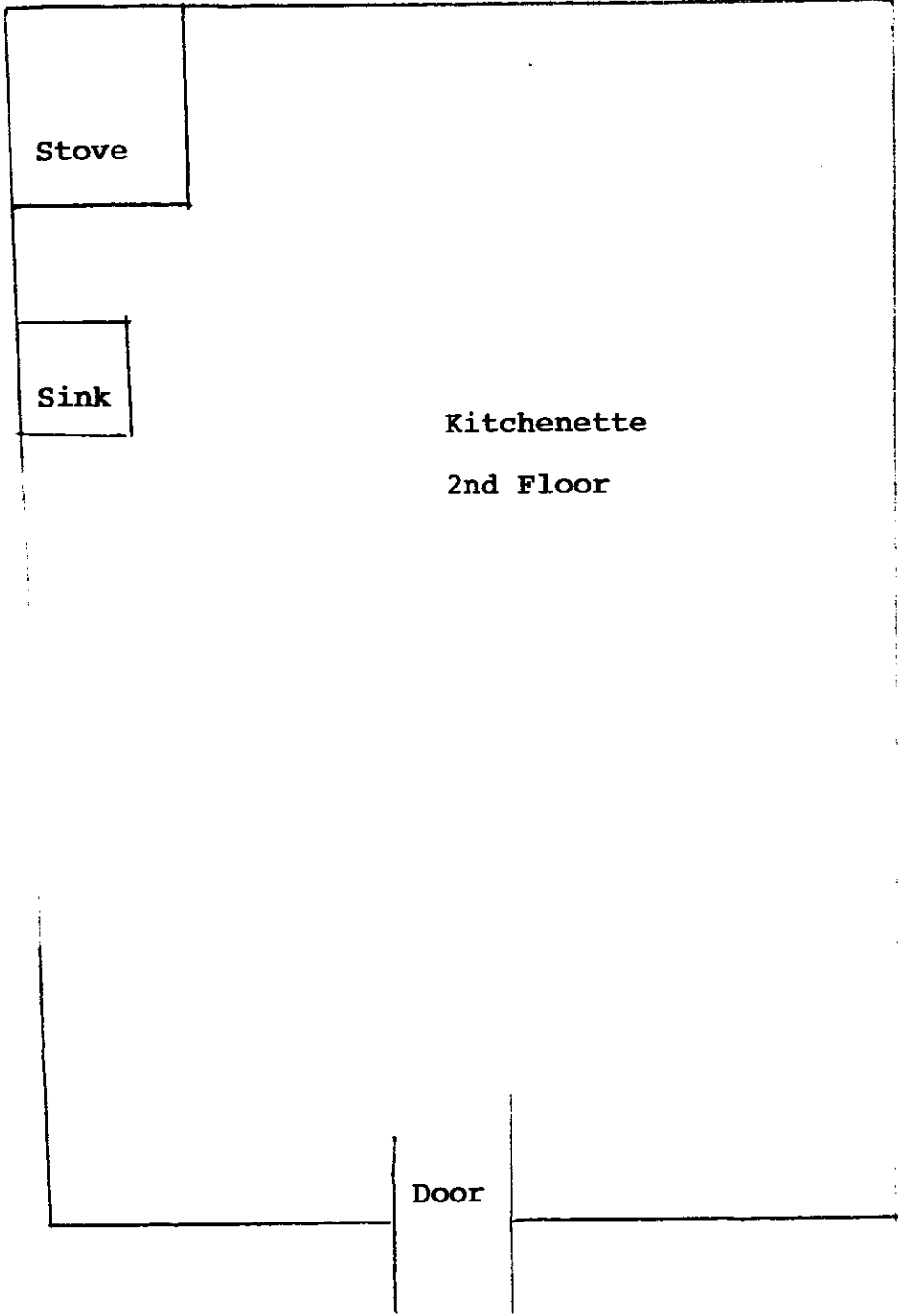
L

E

T

S

9 FT.



Kitchenette

2nd Floor

17 Ft.

Door

United Evangelical Church
3200 Dillon St. City 21224

7/14/94

60 Ft.

Door

PACT PROGRAM ROOM FOR CHILDREN

2nd Floor

60
Ft.

Door

United Evangelical Church
3200 Dillon St., City 21224

7/14/94

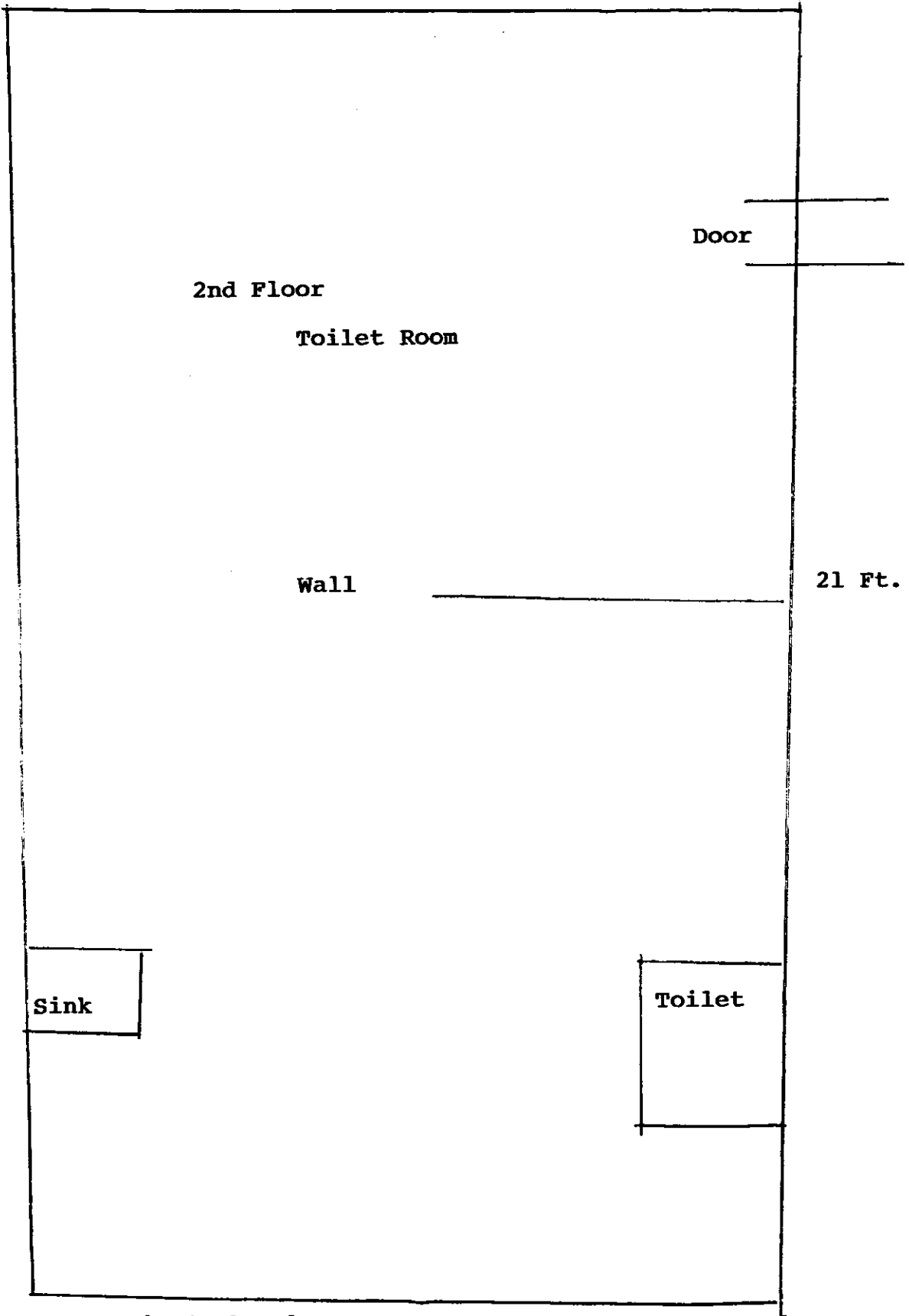
24 Ft.

Conference Room
Parent Support Group
2nd Floor

30 Ft.

Door

9 FT.



United Evangelical Church
3200 Dillon St., City 21224

7/14/94

✓ TO: G. Hammerbacher, President

FROM: Pastor

DATE: 7-14-94

SUBJECT: PACT

Concetta and I will be attending the orientation program on Friday, August 12, 1994 (see attached letter from Lillian Augustus) at 1:00PM. Would you like to come? It would be good if we could have one or two people to join us. Perhaps Cass, Jim Talagsen, George Finnerty to name a few. It would be good for the orientation of the Council.

cc: C. Clark



June 28, 1994

Reverend Robert M. Armstrong
United Evangelical Church
945 S. East Avenue
Baltimore, Maryland 21224

Dear Reverend Armstrong:

In response to your June 20, 1994 letter, I have enclosed (as per my conversation with Concetta Clark on June 28, 1994) a Notice of Intent to operate a new child care center. Upon receipt of this completed form, the licensing process for your proposed child care service will begin. You will receive an acknowledgement of the receipt of your Notice of Intent along with instructions for the next step and the name of the Licensing Specialist who will be working with you during the initial licensing process.

As discussed with Ms. Clark, the normal procedure is that anyone interested in operating a new child care program first attend an orientation meeting. The purpose of the meeting is to share information that will help prospective child care operators understand the licensing process. However, because of the short time frame before your proposed opening date, I will allow the licensing process to begin. You and Ms. Clark have been scheduled to attend an orientation on Friday, August 12, 1994. The appointment letter is enclosed. Also enclosed you will find a copy of the child care center licensing regulations.

Yours truly,

A handwritten signature in cursive script that reads "Lillian S. Augustus".

Lillian S. Augustus
Regional Manager

Enc.

LSA/mlp

June 28, 1994

Dear Reverend Armstrong

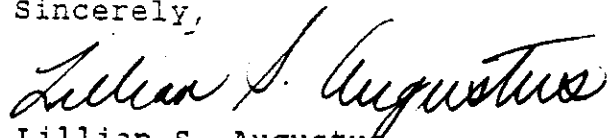
Thank you for your interest in obtaining a Child Care Center License. To begin the application process, we require that you attend an orientation meeting.

The next orientation meeting will be held on Friday, August 12, 1994 at: Child Care Administration
North Charles Building
2701 North Charles Street, 3rd Floor

The meeting will begin promptly at 1:00 p.m. and will last for about three hours. YOU MUST BE ON TIME. CHILDREN AND VISITORS WILL NOT BE ALLOWED. YOU MUST BRING THIS LETTER WITH YOU!

We look forward to meeting with you on the above date. If you are unable to attend this meeting, please call us for another date.

Sincerely,



Lillian S. Augustus
Regional Manager

LSA/lc

THE MTA BUS LINE TO THE NORTH CHARLES BUILDING IS #3.

UNITED EVANGELICAL CHURCH
3200 Dillon Street,
Baltimore, MD 21224
(410) 276-0621

July 11, 1994

Ben Long, Chairman
Scout Committee, Troop #19
901 S. Potomac Street, Baltimore, MD, 21224

Dear Ben:

As you know we have been seeking increased uses for our Christian Education Building so that we can expand the work of our Church. You have given much to the Church not only as a former Council member and Church member but also as the valued leader of our Scout Troop #19. For that leadership we are very grateful.

Pastor has shared with you this new program which serves children age 2, 3, and 4. To be possible this program must be held on the second floor of the building. Considerations for the Scout Troop are as follows:

*The top floor of the building will be open to the Troop.

*We will re-tile the space to make it comfortable. It has already been painted. Scouts will continue to use their same toilet facilities.

*The Council wants to support the troop and it is our understanding that the Troop will continue to use the storage room on the second floor so that equipment can be gotten in and out of the building for camping trips and the like.

*All equipment in the current scout room will be moved to the top floor so that you can have that easily accessible.

*Air conditioners will be made operable on the top floor and we will install an electronic lock system (similar to the one in our office on Dillon Street) so as to make control of the door to the building feasible especially at night for both scouts and the new pre-school (PACT Parents and Children Together).

*The PACT program will begin in September 1994.

Ben, I want to be sure to answer any questions you may have about this change so please feel free to call me at home at 686-9256 so we can review these.

Sincerely,


George Hammerbacher, President
cc: Council

George H

United Evangelical Church
3200 Dillon Street
Baltimore, Md. 21224
(410) 276-0621

July 11, 1994

Lester Wolf, Scout Leader
Scout Troop #19
269 S. Robinson St.
Balto., Md. 21224

Dear Lester,

As you know we have been seeking increased uses of our Christian Education Building so that we can expand the work of our Church.

Pastor has shared with you this new program which serves children age 2, 3, and 4. To be possible this program must be held on the second floor of the building. Considerations for the Scout Troop are as follows:

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*The PACT program will begin in September 1994.

Lester, I want to be sure to answer any questions you may have about this change so please feel free to call me at home at 686-9256 so we can review these.

Sincerely,


George Hammerbacher, President
cc: Council

TO: G. HAMMERBACHER, PRESIDENT

FROM: PASTOR

DATE: 8-3-94

SUBJECT: INSURANCE EXPERIENCE

Following our discussion of our insurance experience at the last Council meeting, you said you were going to follow up with our insurance program in the United Church to see what has been our experience following the accidents we have had in our church. To get a response you can write or call the U.C.C. Insurance Advisory Board (IAB) at (800) 437-8830 or our agent Marsh and McLennon, Inc. (800) 843-7695. Remember, that before the accidents we had no insurance to cover Workman's Compensation. Perhaps we were foolishly trying to save money.

I know that members of the Council would like to hear a report on this so that all of us can feel comfortable about involving new members in our program. It would be helpful to me too, as Pastor. I know that Harvey and Bill as financial officers would value this information.

Let us know if we can be of further assistance.

cc: Harvey Jacob
William Voelker
Clarence Rowell
Cass Young

MIKE KIZZIE UCC INSURANCE ADVISORY BD
CLAIMS (JAN 1993 RECORDS - TO DATE)
NO RECORDED CLAIMS
ATLANTIC MUTUAL - CLAIM-RECAP
GALLAGHER HEFFERAN 800-447-3805
DANA
ATLANTIC MUTUAL OFFICE (410) 785-4880
HUNT VALLEY
MATT KIELSH CLAIMS MAN

TO: MILLIE AND CASS

FROM: PASTOR

DATE: 8-22-94

SUBJECT: REGISTRATION FOR PACT

TELEPHONE INQUIRIES:

ALL INQUIRIES REGARDING THE PROGRAM WILL BE DIRECTED TO OUR CHURCH OFFICE. WE NEED THE NAME, ADDRESS, AND PHONE NUMBER OF THE PARENT INQUIRING. THESE WILL BE MAINTAINED ON A SIGN UP SHEET SO THAT EITHER SECRETARY CAN ADD NAMES. GET THIS INFORMATION AND TELL THE INQUIRER THAT HE OR SHE WILL RECEIVE A CALL FROM THE TEACHER DISCUSSING DETAILS RE THE STARTING TIME, FEES, AND PARENT INVOLVEMENT. SEE DESCRIPTION OF PROGRAM (AS ATTACHED) FOR CHILDREN TWO, THREE, OR FOUR.

MAINTAINING A MAILING LIST FOR STUDENTS:

A MAILING LIST WILL BE ENTERED INTO THE COMPUTER FOR ALL STUDENTS. AND WILL BE RUN OFF AS IT BUILDS AND WITH THE NEW STUDENTS ADDED SO CONCETTA CLARK (995-0118) CAN BE UPDATED RE NEW STUDENT INQUIRIES. THIS COMPUTER MAILING LIST WILL BE USED TO PRODUCE LABELS FOR ENVELOPES AND FOR VARIOUS INFORMATIONAL MAILINGS.

REGISTRATION MEETING:

A MEETING WILL BE HELD AT 8:00PM FOR ALL PARENTS INTERESTED IN THE PROGRAM. IT WILL BE HELD IN THE LIBRARY ON THE SECOND FLOOR OF THE CHRISTIAN EDUCATION BUILDING (S. EAST AVENUE ENTRANCE).

ANNOUNCING THE PROGRAM:

THE FOLLOWING ANNOUNCEMENT WILL BE PLACED IN THE EAST BALTIMORE GUIDE AND IN OUR CHURCH BULLETINS.

PRE-SCHOOLERS' LEARNING CENTER
IN THE FALL, UNITED EVANGELICAL CHURCH, 3200 DILLON STREET
WILL OFFER CLASSES FOR 2,3, AND 4 YEAR OLDS. ADULT
PARTICIPATION IS REQUIRED. FOR INFORMATION, CALL THE CHURCH
AT 276-0393

cc C. Clark
G, Hammerbacher
J. Talagsen

TO: G. HAMMERBACHER

FROM: Pastor

DATE: 8-19-94

SUBJECT: POLICY RE FOOD ASSISTANCE

In response to your request at the last Council meeting in August, here is a draft of a proposed policy to guide our distribution of food assistance. Following your review and comment, my suggestion would be to give this to the Committee to whom you assign the task of recommending and administering the policy and have them review this suggestion and come back with a refined document in the October Council meeting. That should be in time to present to Council our final policy re holiday assistance in November (Thanksgiving) and December (Christmas).

I have given copies of this to Millie and Cass to pick up their input since they have had experience now with this whole area of our work.

Let me know if I can be of further assistance.

cc: M. Slechta

C. Young

CELEBRATING THE RENOVATION OF OUR CHRISTIAN EDUCATION
BUILDING

It is with grateful hearts that we give thanks today to those men and women from our congregation who have made possible the renovation of our Christian Education Building. One of the fastest growing new populations in Canton-Highlandtown is our children. Many of these young families are headed by single women in the age group 14-25. They need our love and support if they are to fulfill their baptism vows to "raise their children in nurture and the admonition of the Lord" and if we are to fulfill our vows to help them.

Thanks to the following persons:

Area of the Building:

Painting:

2nd Floor - The Library: Ben Long

2nd Floor - PACT ROOM (Parents and Children Together):
Janice and Rob Jackson, & Bill Myers & parents

Lead Abatement to meet standard for licensing: Bill Myers
(still in process)

PACT Room Design & Drapes: Janice Jackson

3rd Floor - Child Care Room: Carol and Herb Borkman and family

Nursery: Karen Foster, Rachel Pritchett, Dale McGee

3rd Floor - Church School Class Room, Church School Office and Lavatories: Dale Sanders and Steven Jackson

The Fourth Floor Scout Room, 4th floor Church School Class Room, Stairwells in the front and back of the building:
Dale Sanders and Steven Jackson

Reactivating Heating: Jim Talagsen, John Strong and heating contractor

Restoring Water to the Building: Jim Talagsen, John Strong, and Henry Will and Plumbing Contractor.

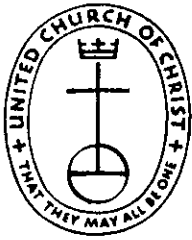
Installation of Fire Alarm System, Emergency Lighting in Stairwells and Smoke Detectors: George Nassner, Jim Talagsen & John Strong

Cleaning the Building: Karen Foster and Rachel Prichett

Moving Furniture: Scouts, Jim Talagsen, John Strong, Henry Will, Dale McGee, Karen Foster, Rachel Prichett

Coordination of the Renovation Project: Big Jim Talagsen, Chairman, Property Committee

11-27-94



Conferences of the
United Church of Christ
Insurance Advisory Board

East Coast: 6001 Montrose Road, Suite 700 • Rockville, MD 20852
West Coast: 1261 E. Hillsdale Blvd. • Foster City, CA 94404

EXECUTIVE DIRECTOR
Jacqueline D. Brown
(301) 984-0011
FAX: (301) 984-3427

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September 3, 1993

Reverend Robert M. Armstrong
United Evangelical Church
945 S. East Avenue
Baltimore, Maryland 21224

RE: Letter of August 19, 1993

Dear Reverend Armstrong:

Enclosed are various coverage information which should provide understanding of your program.

To assist with your various questions, we offer the following:

- o Attached is a copy of the Sexual Misconduct coverage part. Presently, it is being revised in order to be clearer to our church body.
- o The coverage provides for vicarious liability which is liability imposed upon a person even though he/she is not a party to the particular occurrence.
- o If a lay leader is involved in an incident involving abuse the response is, what is the nature of the involvement? (This really must be dealt with on a detail basis.)
- o Basically, the answer to the question is yes for legal defense, if the teacher, group leader, is considered to be an insured.
- o Basically, the type of training would be showing teachers what they should and should not do in their respective positions (this can be discussed in greater detail which I am referring to the Office of the Church Life and Leadership, (National Office) as well as the UCC

West Coast:
(415) 578-1900 • (800) 437-8830 • Fax: (415) 578-8820

East Coast:
(301) 984-0011 • Fax: (301) 984-3427

President.

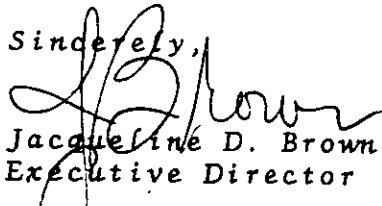
- o Clearly, you should be extremely careful with individuals with criminal histories, as this can lead to contributory negligence on your behalf (this is also referred to OCLL).
- o The guideline issues are being referred to OCLL, and they have loss prevention. Procedures for the stated occurrences.
- o Yes, it is in your best interest to have a set of policies to protect these areas of the Ministry.
- o Yes, all UCC churches should have a set of policies which should be complied with by all.
- o IAB is working diligently to bring clear loss prevention procedures to our entire church body. As soon as it has been formalized for release we will forward to your attention.

I hope that this letter provides some comfort to you pertaining your concerns.

The issues are very valid and we are here to assist in any way possible.

Please feel free to contact us anytime, we consider this to be a very important issue.

Sincerely,


Jacqueline D. Brown
Executive Director

JDB/sab/letters0903c

Enclosure

Church secrecy revealed in suit over child abuse

SUN 9-26-93

Damages sought by woman raped as girl by priest

By Frank P. L. Somerville
Staff Writer

A \$100 million lawsuit brought by a woman who was sexually abused as a child by a Roman Catholic priest is scheduled for trial tomorrow. It provides a public view of the church's secretive handling of clergy misconduct.

Selection of a jury and trial of the case, set to begin before Judge Hilary D. Caplan in Baltimore Circuit Court, coincide with efforts by the Catholic archdiocese to deal with unrelated sexual abuse accusations against another priest, a popular Baltimore County pastor who committed suicide Aug. 21.

The lawsuit raises questions about the adequacy of church officials' response to evidence of sexual abuse by priests.

Richard G. Deakin, 38, a former Capuchin friar whose conviction on rape and child abuse charges in 1990 led to the suit, had a history of deviant sexual behavior, court documents say.

But Deakin's religious superiors allowed him to continue his ministry even though they were aware of his pattern of lewd behavior, the victim alleges.

Among the defendants named along with Deakin are the Baltimore Archdiocese and retired Archbishop William D. Borders.

A central question to be decided by the jury is whether church authorities took reasonable precautions to protect the girl from the criminal advances of the clergyman under their supervision.

Most of the abuse occurred between 1985 and 1987 while Deakin was assistant pastor of St. Martin's Church at Fulton Avenue and Fayette Street in West Baltimore.

The defense lawyers claim the girl

was guilty of contributory negligence because she did not report to the priest's superiors or to the police what he was doing to her at that time.

Now 21, she was 13 when the three-year sexual relationship with the priest began. In 1990, more than two years after it ended, she told her mother, who called police.

Court documents say Deakin's child abuse began with fondling in 1985. After January 1986, he and the girl were having intercourse five times a week. The locations were the priest's bedroom in the friary, his office, the church basement, Sunday School rooms and the parish automobile.

A significant aspect of the case is that Judge Caplan, in a ruling April 20 last year, blocked efforts by archdiocesan attorneys to force the names of the sex-abuse victim and her mother into the public record.

Traditional pseudonyms, Jane and Mary Doe, are being used. That their true identities are known to all the defendants has never been in question.

In at least two earlier civil suits involving a local priest who abused boys in Anne Arundel County, the boys' families had settled out of court to protect their privacy because judges agreed with the archdiocese that trials could proceed only if the victims' actual names were used.

The current suit was filed Jan. 14, 1992. Since then, numerous pleadings and hundreds of pages of documents have been added. The suit alleges that the victim "suffers and will suffer in the future from emotional distress, anxiety, fear, physical anguish, and psychological and emotional trauma."

The court documents say she has received extensive inpatient treatment at Sheppard and Enoch Pratt Hospital in Towson.

In addition to the Baltimore Archdiocese, Deakin and Archbishop Borders, the defendants are the Capuchin Franciscan Order of the

See TRIAL, 3B

TRIAL

From 1B

Province of St. Augustine, to which Deakin belonged before being dismissed for getting married Dec. 13, 1989; Monsignor G. Michael Schleupner, formerly chancellor of the Baltimore Archdiocese; and four officials of the Capuchin order, which staffs St. Martin's parish. They are the Very Rev. Francis Fugini, the Rev. John Harvey, the Rev. Ward Stakem and the Rev. William J. Wiethorn.

The suit seeks for the victim \$30 million in damages for each of three counts: negligent hiring and supervision, battery and intentional infliction of emotional distress. On behalf of the victim's mother, the suit is asking for an additional \$10 million in damages.

The decision of Archbishop Borders and the Capuchins to assign Deakin to St. Martin's, the suit alleges, "created an unreasonable risk of harm to its parishioners, especially female adolescents."

Giving Deakin supervision over youth groups, in particular, is described in the suit as "reckless" and "outrageous." It says the priest was long known to have been unable to live a celibate existence.

Criticized by superiors

Depositions relate that Deakin, who had been in training for the priesthood from the age of 13, was romantically involved with a girl in Annapolis before and after taking the vows of obedience, chastity and poverty.

Despite criticism by his superiors of his repeated use of church money to visit X-rated movie theaters and to obtain pornographic materials, he was ordained to the priesthood in April 1985.

He had been subjected to homosexual advances as a seminarian, according to evidence presented at his criminal trial three years ago. Before being given a 15-year suspended sentence for rape and child abuse under a plea bargain with Baltimore prosecutors, he told the court, "I'm ashamed of my actions, and I'm sorry." He was placed on probation for five years.

While church authorities contend they did not know of Deakin's sexual abuse of the girl while it was occurring at St. Martin's, court papers show that they did learn of his practice of yelling obscenities from the parish car and exposing himself to women on the street.

He was arrested after one such incident on Feb. 17, 1987, after a

woman who had been accosted by him gave the license number of his car to police.

A summary of her deposition says she "did not press formal charges after she was contacted by somebody in authority in the church who assured [her] that Deakin would get help."

Behavior known

A copy of a Feb. 25, 1987, letter in the court file from Archbishop Borders to one of Deakin's superiors in the Capuchin order reads: "Father was accused of disorderly conduct and soliciting a lewd act. He was informed that formal charges could be placed against him. Fortunately, however, as of this date he has not been charged and, hopefully, will not be charged."

Depositions from four of the defendants — Archbishop Borders and Fathers Fugini, Schleupner and Stakem — indicate they knew of Father Deakin's deviant behavior.

The court records also contain depositions from Auxiliary Bishop John H. Ricard; the Rev. Denis J. Madden, a clinical psychologist who determined that "Deakin's psychological protocol suggested the life pattern of an adolescent as opposed to an adult," and Monsignor W. Francis Malooly, the present chancellor of the archdiocese.

After Deakin admitted that his conduct toward the woman on the street was not an isolated incident, court documents say, Father Madden recommended in February 1987 that the priest "be moved out of Baltimore relatively quickly" and added that "the courts were becoming dissatisfied with clergy in those kinds of situations."

However, Deakin was kept in his position at St. Martin's until June, when he was transferred to St. Cecilia's parish in Rochester, Pa., which is in the Diocese of Pittsburgh. Court documents say the reassignment "was made to appear that it was at Deakin's request and as part of normal rotation of personnel."

Fit candidate

The Capuchins' Father Fugini was required to nominate Deakin as a fit candidate for priestly service in his new parish and to recommend his approval by the Bishop of Pittsburgh. But depositions say that neither the Pittsburgh bishop nor any member of his staff was told about Deakin's Feb. 17 arrest or that he had been sent to Father Madden for psychological counseling.

While Deakin was at St. Cecilia's,

his superiors complained about the cost of numerous long-distance telephone calls he made to Baltimore. If they had checked, the plaintiffs contend, the church officials would have learned that he was calling the victim of his sexual abuse. Court records say he returned to Baltimore repeatedly to have sex with her.

In the summer of 1988, Deakin became involved with a St. Cecilia parishioner, whom he later married. When he was dismissed from the priesthood in 1989, he was told that he was "totally responsible for any and all debts, loans, contracts, liens and legal suits incurred."

'Love of her life'

Defense pleadings, as part of the argument that the victim was guilty of contributory negligence, refer to her "affair" with Deakin and describe it as "the love of her life."

In response, the plaintiffs' attorneys told the court, "But Richard Deakin and Jane Doe were neither Romeo and Juliet nor Abelard and Heloise. Rather, she was an extremely vulnerable child who between the ages of 13 and 15 was victimized by a Capuchin friar in his 30s."

Defense attorneys also argued that if the court concerns itself with the alleged negligent supervision of Father Deakin, such "investigation and evaluation of religious ideologies" will be in violation of the First Amendment.

The plaintiffs countered that "the instant lawsuit does not question or challenge any religious belief." The central argument of the suit, they told the court, is that the church authorities "negligently selected a priest who was ill-suited to function as associate pastor, then failed to properly supervise him."

Jury selection and the trial before Judge Caplan — assuming there is no postponement and no last-minute agreement on an out-of-court settlement — could take several weeks.

Lawyers representing the plaintiffs are Robert L. Hanley Jr., Stephen M. Schenning and Christine K. McSherry of the Towson firm of Nolan, Plumhoff & Williams.

Representing the archdiocese are Robert H. Bouse Jr. and Kimberly E. Rice of the Baltimore firm Anderson, Coe & King. The Capuchins are represented by Donald L. DeVries and Amy B. Heinrich of Goodell, DeVries, Leech & Gray, also of Baltimore. Deakin's attorneys are David B. Irwin and Brian C. Temple of the Baltimore firm of Irwin, Kerr, Green, McDonald & Dexter.

UNITED EVANGELICAL CHURCH
3200 Dillon Street,
Baltimore, MD 21224
(410) 276-0621
September 21, 1994

Mr. George Hammerbacher, President
8A Aspin Way,
Baltimore, MD 21237

Dear George:

I received the attached request from a local AA Group which is currently meeting at St. Elizabeth's Church at 7:00PM. Because of the neighborhood, it is too dangerous for them to continue to meet there. This group would like to meet once a week on Sunday Evening in our building. As you know, alcoholism and drug addition are major concerns for people in our congregation and also for people in our neighborhood. AA is not the answer for everyone but is a great help to many people. On behalf of our church, I would like to be able to offer this as a service to those suffering from this disease.

My understanding is that these groups assume responsibility for cleaning up after they use the building (see attached) and require nothing but a place to plug in their coffee pot. They will abide by our "Smoke Free" rule and will leave the room as they found it. The group will make a donation of \$50.00 per month or approximately \$600 per year to help cover the expenses of operating the building for Sunday evening meetings of one hour.

Could we discuss this possibility in the next meeting of our Council?

Sincerely,


George Hammerbacher, President
cc: Council

TO: VANESSA JACKSON JOHNSON

FROM: PASTOR ARMSTRONG *RMA*

DATE: OCTOBER 31, 1994

SUBJECT: COORDINATION OF DANCE CLASS

We have some coordination problems which we must clear ASAP so that we can build solidly for the future.

1. We need to have a telephone number so that we can get a proper response for people who have questions regarding the program. We need to print that number so mothers in the class can get in touch with you or clear with our office regarding these.
2. We need to know the name, address, and phone number of teachers in the program and their schedules.
3. We must have knowledge of schedule changes for vacation days so that our office can give correct information to inquirers. Let's review this.
4. The program is going well so we need to do planning for the next session.

Good Luck on your presentation Friday.

Kindest Regards

United Evangelical Church Performing Arts Program Kids In Motion

UNDER THE DIRECTION OF VANESSA JACKSON JOHNSON. VANESSA HAS TAUGHT AT TOWSON STATE UNIVERSITY, UNIVERSITY OF MARYLAND, THE PEABODY PREPARATORY OF THE JOHNS HOPKINS UNIVERSITY, AND HER STUDIO, TURNOUT, INC. CURRENTLY, SHE IS COMPLETING THE FINAL PHASE OF HER MASTER'S OF FINE ARTS FROM TEMPLE UNIVERSITY DANCE DEPARTMENT IN PHILADELPHIA.

**PLACE: UNITED EVANGELICAL CHURCH (BATZ'S CHURCH)
UNITED CHURCH OF CHRIST
EAST AVE & DILLZON STREET
276-0393**

REGISTRATION DATES: OCTOBER 28 & NOVEMBER 1 5:00-7:00 pm
PROGRAM AGES: 3-ADULTS
FALL SCHEDULE : OCTOBER 18-DECEMBER 16
RECITAL OPEN HOUSE: DECEMBER 16, 1994

CLASS SCHEDULE

<u>TUESDAY:</u>	<u>CLASS</u>	<u>AGE</u>	<u>FEE</u>
4:30-5:15	MODERN-JAZZ	8-14	\$30.00
5:15-6:15	BALLET/TAP	8-14	\$35.00
6:15-7:15	BALLET /TAP	6-9	..\$35.00

FRIDAY:

6:00-6:45	CREATIVE BALLET	3-5	\$30.00
6:45-7:45	BALLET/TAP	6-9	\$35.00
7:45-8:00	ADULT TAP	ADULTS	\$20.00*

*Adult Tap class begins on November 1, 1994

NEW CLASSES:	<u>Country Line Dance</u>		
	FRIDAY, November 4-DECEMBER 9	5:15-6:00	
	FEE: \$ 20.00		

SPECIAL SCHOLARSHIP - 2ND CHILD IN FAMILY RECEIVES A 10% DISCOUNT; 3RD CHILD IN FAMILY RECEIVES A 20% DISCOUNT; 4TH & 5TH CHILD IN FAMILY RECEIVES A 50% DISCOUNT.

Report on United Evangelical P.A.C.T
Month Ending 10/31/94

Presently enrolled in the program are 20 children
6 children in the 2yr. old program. @ \$38 per month
7 children in the 3yr. old program 6 @ \$43. per month
1 @ \$30 per month
7 children in the 4yr. old program @ \$50 per month

Registration fee is \$25 per child
2 fees were included in last year carryover.
1 fee has been waived.
1 fee is still outstanding

We are proud to say every parent in our program
donated baked goods in support of the church for the
sour beef supper. Also donated were ~~at~~ some crafts
for the craft table.

The Guerrin family has also donated cups to the
program saving us the cost of purchasing them.
Parents will be furnishing all snacks and
drinks to save the program the cost of purchasing
them.

Financial Statement

Opening Balance 10/1/94 1132.17
check from Fortview Parents Club 1029.06
(last year)
cash on hand (carryover last year) 103.11

Income
Registration 40000
Tuition 1030.00
1430.00

Total Revenues available

2562.17

Expenses

Salaries 1263.00
church social security 96.62
supplies 70.50
equipment 84.65
class trip 35.00
refreshments 8.65

Total Expenses

1558.42

Closing Balance

1003.75

The Rev. Robert M. Armstrong
UNITED EVANGELICAL CHURCH
945 S. East Avenue,
Baltimore, MD 21224
(410) 276-0393

October 31, 1994

Laura Seefeldt
Field Director
Boy Scouts of America
701 Wyman Park Drive,
Baltimore, Md 21211

Dear Ms. Seefeldt:

We have some questions which need to be clarified regarding our Church's sponsorship of Troop #19 of the Boy Scouts and the Cub Scouts. Currently we have about 12 Scouts and 48 Cub Scouts. Our questions are as follows:

1. We need an up to date list of the boys in the two groups as we maintain a working list of all those served by the church.
2. We need to understand our responsibilities as sponsor. Who is responsible for the appointment of the Chair of the Adult Scout Committee? Who is responsible for its membership? Who serves on the Committee and how are they appointed?
3. Are we as sponsors responsible for selection and approval of the Cub Master and the Scout Master?
4. We understand that Scot Tinney has been transferred to another district? Who will be his replacement as our District Representative? We understand that in his absence we direct our questions to you.

Please feel free to contact me at 686-9256 or at the Church as soon as possible so we can set up a meeting.

Kindest Personal Regards,

George Hammerbacher,
President - Church Council

cc: W. Shaeffer
B. Long

Sour Beef Carryouts & Dinners Oct 22-23 1991

Income:			
Caketable	291.30		
Nearly New	785.05		
Pie etc	351.10		
Tips	236.25		
Candy	738.87		
Donation	25.00	total income	\$16033.57
Funeral Sales	36.00		4700.60
	<u>\$2463.57</u>	total expenses	\$11332.97
		total profit	<u>\$4700.60</u>
			585
			11425-28

ticket sales	
Approx (1086)	8688.00
Raffle tickets	3523.00
fuel fund	1236.00
Patron Ads	123.00
loan balance	123.00
return from church	<u>\$16033.57</u>

Expenses:	
Heat fund	600.00
Prize money	
National Beef (Geo's)	817.99
Maw Supermarket	812.61 ← possible discount
Stamps (misc)	745.30
Permit	200.00
church loan	20.00
	<u>1250.00</u>
	\$4700.60
	4633.29

Nov. 1, 1994

Mr. George Hammerbacher
President, The Church Council
United Evangelical Church

Dear George,

It is with regret I must inform you
I am resigning as Chairperson of the Fellowship
Committee, effective December 31, 1994. I will
soon be 80 years old and feel it is time
to get a younger person as chairman.

The years I served you in this
office I have enjoyed and hope they
were profitable years for the church.

I will be chairperson of Tinsel
Day, December 11, 1994.

My very best warm wishes to
all who serve on the Church Council.

Sincerely,

Grace E. Fader

Send Grace
a letter of "thanks"

Report on United Evangelical P.A.C.T Month Ending 11/30/94

Present enrollment is 22 children

7 children in the 2yr old program

@ \$38 monthly

8 children in the 3yr old program

7 @ \$43 monthly

7 children in the 4 yr old program

1 @ \$30 monthly
@ \$50 monthly

Enrollment has increased by 2 children this month.

P.A.C.T families were happy to donate 7 bags of groceries toward the Thanksgiving food baskets.

P.A.C.T. families are also discussing ideas for a possible fundraiser for this year and an Easter fundraiser for the spring to help ease some financial burdens placed on the church by our program.

A donation of \$83 worth of classroom supplies has been made by Concetta Clark (program director).

Financial Statement

Opening Balance 11/1/94

1003.75

Income

Registration

\$25.00

Tuitions

\$891.00

917.89

Interest on account

\$1.89

Total Revenues Available

1921.64

Expenses

Salaries Church social security	1370.93
Supplies	75.83
equipment	14.25
refreshments	99

Total Expenses

1462.00

Closing Balance

459.64



Peter J. Basilone

Register of Wills, Baltimore County
County Courts Building
401 Bosley Avenue
Towson, Maryland 21204-4403

Mail Stop 3507

301-887-6680

NOTICE TO INTERESTED PERSONS

In accordance with Maryland law, you are hereby given legal notice of the proceedings in a decedent's estate as more fully set forth in the enclosed copy of the newspaper publication or Notice of Appointment.

This notice is sent to all persons who might inherit if there is no will or who are persons designated to inherit under a will.

This notice does not necessarily mean that you will inherit under this estate.

Further information can be obtained by reviewing the estate file in this office or by contacting the personal representative or the attorney.

Any subsequent notices regarding this estate will be sent to you at the address to which this notice was sent. If you wish notice sent to a different address, you must notify me in writing.



REGISTER OF WILLS
Register of Wills, Baltimore County
Courts Building
401 Bosley Avenue
Towson, Maryland, 21204-4403

Telephone No. 887-6688

Stewart, Plant & Blumenthal, Attorneys,
7 St. Paul Street, Suite 910,
Baltimore, Maryland 21202.

**NOTICE OF APPOINTMENT
NOTICE TO CREDITORS
NOTICE TO UNKNOWN HEIRS
TO ALL PERSONS INTERESTED IN THE
ESTATE OF**

DOROTHY V. MacGEORGE

Notice is given that MICHAEL J. MacGEORGE, 14700 Prince John Court, Burtonsville, Maryland 20666, was, on October 18, 1994, appointed personal representative of the estate of Dorothy V. MacGeorge, who died on September 28, 1994, with a will.

Further information can be obtained by reviewing the estate file in the office of the Register of Wills or by contacting the personal representative or the attorney.

All persons having any objection to the appointment or to the probate of the decedent's will shall file their objections with the Register of Wills on or before the 17th day of April, 1995.

Any person having a claim against the decedent must present the claim to the undersigned personal representative or file it with the Register of Wills with a copy to the undersigned on or before the earlier of the following dates:

(1) Six months from the date of the decedent's death, except if the decedent died before October 1, 1992, nine months from the date of the decedent's death; or

(2) Two months after the personal representative mails or otherwise delivers to the creditor a copy of this published notice or other written notice, notifying the creditor that the claim will be barred unless the creditor presents the claims within two months from the mailing or other delivery of the notice. A claim not presented or filed on or before that date, or any extension provided by law, is unenforceable thereafter. Claim forms may be obtained from the Register of Wills.

MICHAEL J. MacGEORGE,
Personal Representative,
PETER J. BASILONE,
Register of Wills

True Test Copy:

n3,10,17

for Baltimore County,
Towson, Maryland 21204.

The Rev. Robert M. Armstrong
UNITED EVANGELICAL CHURCH
945 S. East Avenue,
Baltimore, MD 21224
(410) 276-0621

December 15, 1994

Pastor Glenn Rodgers
Bethel United Church of Christ
3033 East Baltimore Street,
Baltimore, MD 21224

Dear Glenn:

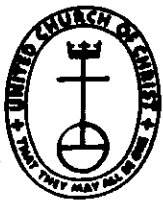
On behalf of the United Evangelical Church, I wanted to express our heartfelt concern for each of you at Bethel on the occasion of the closing of your church. I am sure the years have gone by all too soon and yet I am sure they have been good to all of you who have been touched by the church. My special thanks to you, Glenn, for your work in covering United in my absence. Each of the people you ministered to shared with me their appreciation for your ministry.

Please extend our best wishes to your people. Our people have signed this letter as an expression of their solidarity and support of each of you at this time. We know how it feels to lose a church home which you have worked so hard to maintain. At the same time we know that the same Lord who has cared for each of you over the years will be with you now and will sustain you all through this hard transition. Christmas reminds us that "those who dwelt in the land of deep darkness, on them the light has shined." Our best to you all.

Keep the faith,

Robert M. Armstrong
Pastor

cc: G. Hammerbacher, President



United Church of Christ Central Atlantic Conference

916 SOUTH ROLLING ROAD • BALTIMORE, MARYLAND 21228-5318
(410) 788-4190 • FAX: (410) 788-9485

CONFERENCE MINISTER
Rev. Dr. John R. Deckenback
916 South Rolling Road
Baltimore, MD 21228
(410) 788-4190
FAX: (410) 788-9485

December 21, 1994

TO: Selected Chesapeake Association Pastors

ASSOCIATE CONFERENCE
MINISTERS
Rev. Dr. Thomas R. Hamilton
Catoctin Association
25 East Second Street
Frederick, MD 21701
(301) 663-8636
FAX: (301) 663-0146

FROM: Thomas R. Hamilton, ACM

Tom / GMS

Rev. Dr. Thomas Hamilton
Chesapeake Association
916 South Rolling Road
Baltimore, MD 21228
(410) 788-4190
FAX: (410) 788-9485

As you probably know, the official closing Service of Worship at Bethel UCC, Baltimore was held December 18. They also will be at worship together on Christmas Eve for their final Service.

Rev. Barbara Prince, Interim
New Jersey Association
40 South Fullerton Avenue
Montclair, NJ 07042
(201) 783-5676
FAX: (201) 746-4348

It was an awesome Service last Sunday. Pastor Glen Rodgers gave an impressive summation of ministries there since 1912. A child was baptized, as was the case a Sunday earlier. Words of appreciation were exchanged. One of the charter members was present. Dr. Deckenback read the lectionary Gospel and interpreted the Word of God for the day. And I was humbled to offer the prayer of dissolution along with a litany of thanksgiving with the echoing "Thanks be to God" from the congregation. It was memorable.

Rev. Dr. Kwame Osei Reed
Potomac Association
916 South Rolling Road
Baltimore, MD 21228
(410) 788-4190
FAX: (410) 788-9485

Bethel UCC has provided me with the enclosed membership roll. I would invite you to be in contact, offering ecclesiastical services with any whose zip codes correspond to your own parish of ministry.

Rev. Richard M. Vaught
Shenandoah Association
P.O. Box 267
Harrisonburg, VA 22801
(703) 432-0973
FAX: (703) 432-6291

Christmas Greetings to All!

Rev. Jeffrey N. Stinehelfer
Associate for Stewardship &
Development
916 S. Rolling Road
Baltimore, MD 21228
(410) 788-4190
FAX: (410) 788-9485

CONFERENCE MINISTER
EMERITUS
Rev. Curtis R. Clare

CC: The Rev. Glen Rodgers
Mr. Fred Pitz, Sr.

scheduled with the assumption that we evaluate the program for subsequent classes following this next series.

While there have been some rough spots in our first beginning steps, we believe that yours is an exciting program and opportunity for children in the Performing Arts. We will be in touch with you immediately following our Council meeting regarding the outcome.

May God richly bless you this Christmas.

Kindest Personal Regards,



Robert M. Armstrong
Pastor

cc: G. Nassner, Christian Education Committee
G. Hammerbacher, President
Council

The Rev. Robert M. Armstrong
UNITED EVANGELICAL CHURCH
945 S. East Avenue,
Baltimore, MD 21224
(410) 276-0621

December 21, 1994

Ms. Vanessa Jackson Johnson
Turn Out, Performing Arts Center
2424 North Charles Street,
Baltimore, MD, 21218

Dear Vanessa:

As we discussed in our meeting of Tuesday, December 20, 1994 with George Nassner, Chairman Christian Education Committee of our Church Council, attached you will find a letter from our insurance company regarding the choices regarding insurance protection for each of our organizations. We will need your response to this matter before we present it to the Council on January 3, 1995. We must have a certificate of insurance from Turn-Out or a signed hold harmless agreement in order to continue our work together.

In addition, we agreed that you would give us a list of the names, addresses, and phone numbers of four parents who would form the parent's support group for the dance program. These persons would review the prices, cost of uniforms, and the programs and times, and assist you in marketing the Dance Program. They would also serve in an advisory capacity to you and to the church should any concerns arise regarding the program. For our council meeting on January 3rd we will need a list of the names, addresses, and telephone numbers of these parents and your proposal for how they would function. It is my understanding that they would meet to review these matters prior to the start of a program and to evaluate the program at the end. George Nassner would represent the church at meetings of the parent support group. You need to make clear to all participants channels for resolution of any conflicts between parents and staff since we want to be sure relationships are positive between our church and those who participate in the dance programs and the prices charged are within those supportable by the community.

In addition we need an operating list of all persons enrolled in the program so we can call parents should an emergency arise. We also need a snow emergency policy as we discussed in our meeting.

It is our understanding that in our Council meeting of January 3rd we will review the proposal for the next series of classes and with Council's approval begin the classes as

December 27, 1994

Rev. Armstrong
United Evangelical Church
East Avenue & Dillion Street
Baltimore, Maryland

Dear Rev. Armstrong,


Many "Thanks" for your support of the Performing Arts Program sponsored by Turnout, Inc. The children enjoyed the opportunity to "appear" on the stage as little stars-- a light within all our lives!

The Winter Session of the Performing Arts Program is scheduled to begin on January 10, 1995 through March 10, 1995. This letter is in request to continue the program at your site. The days and time remain the same with the exception of the Friday classes begin divided into age specific groups to better serve the community.

A Parent's action committee group has been established with the prupose of being able to answer questions in detail concerning the program and taking an active role in the planning of events and daily activities. I am pleased to have a committee of parents whom have a strong interest in the well-being of their children and the arts. (see attached list of names)

Once again, I'd like to extend a warm thank you to all of those involved in the fostering of "new" ideas; thus, meeting the needs of the community. And, I appreciate the support of your staff, volunteers and friends who assisted in allowing the program to grow!

Sincerely,


Vanessa L. Jackson
Director

P.S. I have included a flier indicating the correct fee for each of the classes. The original was incorrect.

December 27, 1994

To: United Evangelical Church
Rev. Robert M. Armstrong

From: Turnout, Inc.
Vanessa Jackson Johnson

Re: Insurance Requirement

The Lessee known as Turnout, Inc located at 2424 N. Charles Street, Baltimore, Maryland 21218 shall indemnify and harmless the Lessor known as the United Evangelical Church from and against any and all loss, cost (including attorneys' fees), damages, expense and liability (including statutory liability and liability under workman's compensation laws) in connection with claims for damages to any property sustained by...lessee.. all other persons.. which arise from or in any manner grow out of any act or neglect on or about the church premises by Lessee, Lessee's partners, agents, employees, customers, invitees, contractors and subcontractors.

The Lessor has liability coverage for it's owned premises which includes coverage for resulting Bodily Injury or Property Damage that is the legal liability (responsibility) of the church. In the event a participant of the Lessee's Performing Arts program is injured, the Lessor's insurance will respond, provided the injury is the responsibility of the Lessor.

Turnout, Inc

Date

United Evangelical Church

Date

Witness

Date

The Performing Arts Committee Members

- (1) Sherry Broyles
1107 S. Linwood Avenue
Baltimore, Maryland 21224
(410) 563-0937
- (2) Karen Foster
(410) 327-5199
- (3) Vanessa Jackson
606 Kahn Drive
Pikesville, Maryland 21208

(410) 486-9056
- (4) Christopher Richburg
2939 Eastern Avenue
Baltimore, Maryland 21224
(410) 327-1409
- (5) Rachel Pritchett
(410) 327-5199
- (6) Karen Schoff (alternative)
1103 S. Robinson Street
Baltimore, Maryland 21224
(410) 276-0135
- (7) George Nassner (Council Representative)
(410) 444-2511

** Snow emergency plan of action-- All classes are cancelled when City Schools are dismissed early due to the weather.

United Evangelical Church Performing Arts Program Kids In Motion

UNDER THE DIRECTION OF VANESSA JACKSON JOHNSON.
VANESSA HAS TAUGHT AT TOWSON STATE UNIVERSITY,
UNIVERSITY OF MARYLAND, THE PEABODY PREPARATORY OF THE
JOHNS HOPKINS UNIVERSITY, AND HER STUDIO, TURNOUT, INC.
CURRENTLY, SHE IS COMPLETING THE FINAL PHASE OF HER
MASTER'S OF FINE ARTS FROM TEMPLE UNIVERSITY DANCE
DEPARTMENT IN PHILADELPHIA.

PLACE: UNITED EVANGELICAL CHURCH (BATZ'S CHURCH)
UNITED CHURCH OF CHRIST
EAST AVE & DILL ON STREET
276-0393

REGISTRATION DATES: January 10, 13, 17, 20, 24 & 27
Registration is held during class period* See below

WINTER SCHEDULE: January 10- March 10, 1995

CLASS SCHEDULE

<u>TUESDAY:</u>	<u>CLASS</u>	<u>AGE</u>	<u>FEE</u>
5:30-6:30	Modern/Jazz	8-14	\$35.00
6:30-7:30	Ballet/Tap	8-14	\$35.00
<u>FRIDAY:</u>			
6:00-6:45	Tiny Tots Tap	3-4	\$30.00
6:45-7:30	Ballet/Tap	5-6	\$30.00
7:30-8:15	Ballet/Tap	7-9	\$30.00

SPECIAL SCHOLARSHIP - 2ND CHILD IN FAMILY RECEIVES
A 10% DISCOUNT; 3RD CHILD IN FAMILY RECEIVES A 20%
DISCOUNT; 4TH & 5TH CHILD IN FAMILY RECEIVES A 50%
DISCOUNT.

**United Evangelical Church Of Christ
Pre-School Program**

Directed By Mrs. Concetta Clark

History

In the mid 1960s an informal Parent/Child Play Group was formed within the Canton neighborhood. As the groups popularity grew and the numbers of children involved increased, it became apparent that in order to continue the program, professional help would be needed.

In 1967 the Parent group approached the Baltimore City Public School System and requested that a professional teacher be assigned to enhance the quality of their Community Program.

In 1968 Mrs. Concetta Clark, a teacher employed by the Baltimore Schools Parent Education Program, agreed to author a curriculum and teach a Parent/Child Pre-School program in the Canton Community. This Program has been teaching our children for over twenty six years.

In 1986 the program moved to a new facility in the Fortview Recreation Center under the direct control of the Department of Recreation for the City of Baltimore. This past May after meeting with administrators for the Department of Recreation, the parents group felt that support for educational excellence was lacking at Fortview, replaced by a curricula geared more toward recreation.

Throughout the years the Parent Group has had more autonomy in choosing educational materials and programs for both the children and the parents support group. Rather than see the program become weakened by a non-supportive bureaucracy, the Parents Group has decided to seek a location that will support our efforts.

Objectives:

Parents Program:

To enable the parent to step outside their rolls and objectively view parent problems and sharpen parent skills. To discuss with other Parents and learn that they share the same problems and fears, parents soon learn that they are better able to make good decisions. Topics such as helping children become better readers, the importance of large muscle development, self esteem, and guiding character are all goals of the curriculum.

Observation: Parents frequently feel more relaxed, more confident, and loving toward their child as they learn the skills taught during the class semester.

Two Year Old Program:

The primary goal is to have them feel comfortable separating from their parents. Throughout the year they will learn to become part of a group, relate to other adults, and experience the learning toys and projects within the class environment.

Three and Four Year Olds:

The primary goal is to increase the comfort level of classroom participation. During the year activities such as speaking in front of the class, sharing, taking turns, respecting each other and following rules are pursued. Crafts, toys, and special projects are the tools used throughout the year to increase confidence in the use of hands and imagination. To supplement learning the children and parents are exposed together to the community resources with field trips to the Maryland Science Center and other facilities available within the region.

All program staff is encouraged to offer positive support and encouragement. The goal of the entire program is to nurture the positive characteristics of the adults and the children who attend.

For program details please see the letter to lillian Augustus.

The Rev. Robert M. Armstrong
UNITED EVANGELICAL CHURCH
945 S. East Avenue,
Baltimore, MD 21224
(410) 276-0621

June 20, 1994

Lillian Augustus
Childcare Administration
2701 N. Charles St., 3rd Floor
Baltimore, MD, 21218

Dear Ms. Augustus:

On Friday, June 17, 1994, Concetta Clark telephoned asking for direction in getting our parent child involvement program operational by September of this year. As requested a plan for that program was submitted to me and we forward it to you for your information and review so that we can determine what we need to do to come into compliance with your regulations.

Program for Two Year Olds:

These children attend with a parent who remains on site. Their session meets on Tuesday morning for one and a half hours. There will be no more than twelve children enrolled in this group. The parent's discussion/support group meets in a room adjacent to the children's room. Two rotating parents and a paid adult will stay in the room with the children and conduct the program.

Program for Three Year Olds:

On Monday morning these children will come with their parents who also participate in a discussion/support group on site. This session is two hours long. There will be no more than fifteen children enrolled in this group. Two rotating parents and a paid adult will stay with the children and conduct the program.

On Thursday morning these children will return for another two hours. Two paid adults and one rotating parent will help with the children's program.

Program for Four Year Olds:

The four year olds will meet on Monday, Tuesday, and Thursday afternoon for two hours each day. There will be no more than fifteen children enrolled in this program.

On Monday the children will attend with their parents who stay on site for their support/discussion group. Two rotating parents and one paid adult will stay with the children and conduct the program.

On Tuesday and Thursday afternoons the children return for


additional sessions. On these days two paid adults and one rotating parent will stay with the children.

Facility Description:

The facility includes a large room for the children, a kitchenette, and a large indoor play area which will be furnished with gym equipment, and a separate room equipped with visual aides and a blackboard for the parent\support discussions.

Because we want to prepare for opening this service in September, time is of the essence. Because of the large group of young adults who are moving into Canton with young children and also those who are starting new families, we are anxious to hear from you soon so we can make any changes necessary to meet your regulations and plan our promotion of this opportunity for the people in our neighborhood. We look to hear from you soon.

Kindest Personal Regards,


Robert M. Armstrong
Pastor

Promotion & Publicity

Because of our attempt to move to a new location, the June registration will not occur. We will need to be aggressive in order to fill the spaces in the programs for all ages.

In the past we have been successful using fliers and posters throughout the Canton neighborhood. Word of mouth from parents already enrolled will also be helpful.

Equipment

The Parents Club has purchased over the years all the equipment necessary to operate the program. A committee of parents has already approached the City of Baltimore in order to move the equipment to our new location.

The only furniture needed at this time would be a small table and ten pre-school chairs.

GARTLAND & COMPANY, INC.

P.O. BOX 88 • BALTIMORE, MD 21203-0088
410-837-0574 • FAX: 410-752-2815

June 27, 1994

Mr. Harvey Jacob, President
The Chesapeake Machine Company
210 South Janney Street
Baltimore, MD. 21224

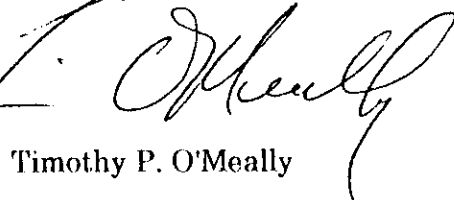
Dear Mr. Jacob,

I would like to thank you for taking the time to meet with me this morning to discuss the insurance program now in force for the United Evangelical Church. As discussed during our meeting, the insurance program is sufficient to cover a preschool program through it's Comprehensive General Liability package Blanket Contractual Provision concerning the assumed liability of a third party.

There are also specific provisions for Teacher Liability, Nursery School and Day Care Liability coverage should the Church consider sponsoring the program outright. That said, we then must consider the status of Mrs. Clark as either contractor or employee. As an employee of the Church the Church will have an additional premium to pay for workers' compensation. The classification code is 8868, College: Professional Employees & Clerical as stated in the manual for workers compensation and the manual rate is \$.30.

I hope that this information is helpful to you and I look forward to meeting with you again soon.

Sincerely,



Timothy P. O'Meally

**Proposed Budget
for the Class Year To Begin September 1994**

Revenues:

Registration @\$25.00 X 39 Parents	\$975.00
Tuition:	
14 Four year Olds 9 months @ \$50.00	\$6,300.00
14 Three year olds 9 months @ \$43.00	\$5,418.00
11 Two year olds 8 months @ \$38.00	\$3,344.00
	<hr/>
Total Revenue	\$16,037.00

Expenses:

Salaries	
Director	\$7,500.00
Teacher Aids (\$6.00 to \$8.00 per hour)	\$2,600.00
Supplies, Trips, Snacks, Books, Etc.	\$2,000.00
	<hr/>
Total Expenses	\$12,100.00
Total Surplus	\$3,937.00

Steps We Need To Take Now

To comply with Baltimore City Guidelines concerning the Licencing of the Pre-School Program.

- a. Building requirements
- b. Staffing

Temporary Financial Support -

In this first transitional year we may need some financial support because we have not had a normal enrollment campaign. We are confident that after the first year the program will be as self supporting as it has always been. The Parents Club is willing to support any fundraising activity deemed necessary

Bethel United Church of Christ
3033 EAST BALTIMORE STREET
BALTIMORE, MARYLAND 21224

Pastor, The Rev. Glen E. Rodgers
6865 Parsons Avenue
Baltimore, Maryland 21207

29 December 1994

Phones:
Office: 675-0905
Residence: 484-0431

TO THE MEMBERS OF UNITED EVANGELICAL CHURCH

Dear Friends,

Thank you for your remembrance of Bethel Church in its final days of Service for Christ at Ellwood Avenue and East Baltimore Street. It has been a very painful experience for all of the members of Bethel and for its Pastor and Family. We received your letter and poster with names of members which was displayed on the 18th, our final Sunday Service, and with the attendance of Revs Deckenback and Hamilton. It was a very emotional Service as you might expect.

Christmas Eve was our final Service which had the best attendance in 20 years that we have been pastoring at Bethel. It was a refreshing Service in Candlelight, Communion, singing of Carols and Readings from Holy Scripture.

The Bethel Church property has been offered to the Spanish Church of God who have been renting since 1 July on Tues, Thurs and Sunday. Whether or not they will be able to come up with the purchase price is in the hands of the bank. We hope that it may be possible as they want to continue to have a worshipping church there at that site. If they are unable to purchase then the Congregation will reconvene and vote to sell to the Conference. As you know through the talks of a possible merger with United, giving up the church that most had attended throughout their life times was very difficult. It still is difficult!

Your best wishes were conveyed to the congregation on the 18th and perhaps some of the people will join others who have already affiliated with United. The members need to find church homes and continue in the practice of their Christian Worship.

I do not know what or where we will serve. We are not retiring and have expressed to the Conference the willingness to get to work either as Interim or another Pastorate. Nothing has been offered at this date. Please be assured that I will 'cover' for your Pastor in the event of his absence. It has been a joy to be with United's people in that capacity.

In Christ with Prayers for a very successful year at United for
Pastor and Members,

GLEN E. RODGERS,
Pastor