

UNITED EVANGELICAL CHURCH
3200 DILLON STREET,
BALTIMORE, MD 21224
(301) 276-0393

ACTIVITY REPORT TO THE CHURCH COUNCIL
ROBERT M. ARMSTRONG, PASTOR
JULY 1, 1994 - JULY 31, 1994

SUMMARY AND HIGHLIGHTS

In contrast to June 1994 for services in July the Church showed a decrease in attendance at regular Sunday services. Attendance for these services in July was 1% above that during the month of July 1993.

Council, in November 1992, looked into the development of an insurance approach to raising capital funds for repair of the building and replacement of capital equipment approved a basic proposal presented by Jon Grief of Berkshire Associates (560-0070) providing the proposal was based on a less expensive proposal developed by Jon. This was to be reviewed in our meeting in May 1993 Jon did not appear for that meeting. Council approved an invitation to Jon to make a presentation at our May 1994 meeting at 7:30PM. Due to our heavy Council schedule, a call was made to Jon to change this date and time to June 7, 1994. Jon did not attend our June meeting and so I am going to make one more attempt to set up a meeting for our September meeting.

Because of the seriousness of Sexual Abuse for our Church and all UCC Churches and the fact that the correspondence shows our Church has no approved policy and questionable coverage, I have sent the material to Bill Single and asked for a legal opinion regarding the matters I raised in the correspondence which you have received.

Jackie Beardsworth has indicated her willingness to lead a Fund Raising Dance on August 13 from 5:00PM to 9:00PM. Council approved this project and tickets have been provided by Tom Skarda of Skarda Funeral Homes. We have marketed the Dance in the Church services in July and have an announcement in the East Baltimore Guide along with a quarter page add in the August 4th issue of the Guide (see attached program announcement)

Plans for the Parent Involvement program PACT (Parents and Children Together) for children at our church have proceeded. A Notice of Intent has been filed with the city and state and plans for the Fire Inspection and the environmental study of the paint on our walls (to avoid lead paint which is a hazard for children) are set for Tuesday, August 2nd. Jim Talagsen has cleared the space on the Fourth Floor for the Boy Scouts and Cub Scouts and he has secured a bid for re-

...ing the floor on the fourth floor. A meeting has been set for August 12th so as to orient our Council and the Pastor to the requirements of the licensing agency for child care programs (see attached report).

A meeting was held with the Boy Scout Committee on July 20th at 7:00PM to discuss the details of their change in room from the second floor to the fourth floor. After the Committee reviewed the fourth floor everyone felt that this move would be good for the scouts, the church, and the new PACT program (see letter to the Scouts as attached). Lester Wolf, the Scout Master, agreed to write a response to President Hammerbacher's letter making any additional suggestions he might have.

PROGRESS NOTES (These notes summarize progress in following a program recommended by the Pastor and presented to the Council in October 1990)

1. Systematic Approach to Ministry to the Shut-Ins

VISITS TO SHUT-INS = 9;calls=7	June	16
VISITS TO SHUT-INS =17;calls=6	July	23

VISITS TO HOSPITALS= 5;calls=0	June	7
VISITS TO HOSPITALS=12;calls=0	July	12

2. Preaching Planned in Advance

We have been able to maintain a schedule of preaching planned in advance and to change the bulletin board regularly.

3. Implementation of Faith is Alive

The faith alive program has included recognition of the contribution of Bill Raditz and Jason Smith, July 3rd, Karen and Rachael Foster, July 10, Ed Piaskowski, July 17th, Wayne Shaeffer, July 24th, and Florence Gundlach, July 31st.

4. Pastoral Support of Church Groups and Activities

The Pastor needs to check on the Girl Scouts. They have discontinued meeting since their leader delivered a child during the summer. This is a piece of incomplete business.

5. Deepening the Spiritual and Prayer Life of the Church

On Sunday, July 17th, all Church School Teachers met to plan our program for the fall. Carol Rowell led the meeting. The Curriculum was reviewed and approved and an order placed. The Mentoring Program will arrange for mentors from the congregation to call the confirmands if they do not appear in Church, talk regularly with them, and introduce them to the church at graduation time. An effort will be made to get mothers out of the child care class and to encourage them to meet with Marty for study of the book "My Confirmation". A new beginners Bible study Class will meet on Thursdays and

will include parents of confirmands as well as new members.

Our monthly Teachings for the Church School will take place next fall including one on Baptism, the Birth of Jesus, and the Living Cross. We are now able to do others on Thanksgiving, the Presence Light, Jesus and the Children, and will focus on the ministry of Jesus and try to tie these Teachings to the themes in the stain glass windows in the church. Our effort will be to create a two year sequence of Teachings so as not to repeat too often. We will ask the mothers in Marty's group to assist in developing the themes.

6. SUPERPANTRY

The Rev. John Spencer and I will discuss whether to continue the Interfaith Music Festival in the Fall. As of this date, we have not been able to get together yet.

7. Developing a Community "Think-Tank":

An area wide meeting of Pastors was held on July 27th at the Spanish Christian Church to plan a community worship service in Patterson Park. The purpose of this service is to proclaim and lift up the name of Jesus, to show the solidarity of Christians and their Pastors and Priests in loving and supporting one another and to make our presence felt in the park as a part of retaking the park for the people of the area. A meeting will be held on August 10th at the Spanish Christian Church to forward the planning for this event. The tentative date for the event is September 25th at 4:00PM.

8. Developing a Young Adult Group:

Jackie Beardsworth has volunteered to lead a Young Adult Dance on Saturday August 13th in Friendship Hall and Fellowship Hall from 5-10PM. It will be called a "Summer Blowout" (see attached announcement). The purpose of this activity is to raise money for the church and to connect with people 20-45 years of age and to give a portion of our proceeds to aid missions in Rowanda through the United Church of Christ. In addition to the entertainment (Jackie's band) and Ying Yang Yates (a disc jockey), this activity will feature a dry bar and food (see attached). Tom Skarda printed our tickets. In addition to church announcements have been spread through the community of Canton and Dundalk, and a quarter page ad is scheduled for the East Baltimore Guide. On July 28th, an announcement appeared in the community news section of this paper.

9. Getting Better Media Exposure

We will try to get publicity from the Guide for the Young Adult Dance and show. I was able to secure a community news announcement timed with our quarter page ad. I took a chance on the ad, hoping that we may be successful enough to have another ad in the paper for the Sour Beef Dinner this fall. The ads are part of our publicity expenses in the budget.

10. Next Meeting of SEARCH

Our next meeting will be in the Broom Factory on September 10th at 1:00PM.

OBSERVATIONS

1. Church Attendance, New Members Class, New Members Committee

a. Attendance

Church attendance statistics indicate that for July our attendance at Sunday Morning Worship was up 1% when compared to July 1993.

New Members Class

Four new persons have indicated their desire to join the church. A date for reception of new members needs to be set for September.

c. New Members Committee

The new members Committee met on Wednesday, April 21st 1993. Our next meeting will be in the summer or fall of 1994. We plan to join with the Spiritual Life Committee to look at the issue of how we can grow our church.

The Committee met on October 26, 1991 and approved a "Bring A Friend to Church Program" for Sunday, October 27th. This program can be promoted in the bulletins for the last Sunday in NOVEMBER -DECEMBER 1994. We need to review this proposal. One key to our recruitment effort is a New Member Survey Form in which we try to identify the skills of new members and put them to work. Necessary for this is the computer so that we can record the interests of all members of the church including new members. Harvey informed the Committee that we can obtain the Stewart Directory at the local Library and obtain all the Real Estate Transfers into our neighborhood. In previous meetings the Committee suggested that we develop more imaginative advertising in the "Guide". It also recommended that we find out about new people moving into the community, and develop an "Ask the Pastor" column in the "Guide". So far we have been unable to implement this. This report is included because it reminds us of unfinished business.

2. Committees

a. Committee on Fundraising

Jon Greif, of Berkshire Life Insurance Company distributed to the Council in the November 1992 meeting, material describing the idea of selling Insurance which can be left to the church in the form of a capital gift. Members were enthusiastic about his presenting a plan for presentation to a subsequent meeting of the Council. Council received his report and agreed to proceed with this program subject to a final presentation to the Council in which we spell out the

method. Jon said he was willing to meet with us in our June meeting to forward this project. Council approved meeting with Jon at our meeting at 7:00PM on June 7, 1994 to look again at this program but Jon did not appear. An effort will be made to contact him, find out what happened, and set up a meeting for the fall of 1994.

b. Acquiring a Computer and Office Re-design

The computer has been installed in the office. This work has been completed. John Price is teaching the Pastor, Millie and Cass how to use the computer and working to improve our use of it in dealing with the mailing list for envelopes as well as in sharpening our approach to accounting. We are now maintaining the Shut-In list on the computer. John is also setting up a system to computerize the Memorials in our Narthex and next our entire record system. This work is now in process. John has completed the Memorial Board. Members of the office re-design committee include Harvey Jacob, Millie Slecta, Grace Fader, Sam Jones, and George Hammerbacher.

c. Spiritual Life Committee

Wayne Schaeffer has found a shop which is able to shine the brass fixtures on the altar and has completed this task. The altar looks outstanding.

ACTIVITY REPORT TO THE CHURCH COUNCIL
ROBERT M. ARMSTRONG, PASTOR
JULY 1, 1994 - JULY 31, 1994

RECOMMENDATIONS

1. Rehabilitation of the Office

With the leadership of our Committee, we will be completing the reorganization of the office. We must go thru the desk and files and reorganize these so our office can be more efficient.

2. Complete Record Retention Policy for Review and Approval by the Council. John Price is working now on computerizing our record system.

3. At our last meeting, the approval of the policy for guiding our relationships (especially dealing with abuse and harassment) was deferred until we prepare our new Constitution.

4. Review of Jon Grief's insurance proposal for capital fundraising for the church. Shall we set another date?

5. As part of his vacation the Pastor will attend a Conference and Retreat from September 1-September 5. Deacon Max Hoffman to preach on Sunday, September 4th. Pastor Glen Rodgers will cover in emergencies.

6. Approval of our participation in the Community Wide Worship Service in Patterson Park on September 25th at 4:00PM.

7. Approval of D. C. Impact Program for October 23rd and 30th, and November 6th, 13th, and 20th. To confirm we must call Kayla at D.C. Impact (301) 589-1349.

STATISTICAL REPORT
JULY 1994

	Total
VISIT SINGLE INDIVIDUALS & SHUT-INS=17 Calls=6	<u>23</u>
Bernadette Wisniewski 7-4	
John Malko 7-6	
Bernadette Wisniewski 7-7	
Hilda Brown 7-8	
Marty Craig 7-18 Call	
Carolyn Noteware 7-18 Call	
Sandra Rhodes 7-19 Call	
Coleen Brandquist re Bernette 7-19 Call	
Bernadette Wisniewski 7-19	
Sandra Rhodes 7-19 Call	
Shirley Jenkins 7-20	
Scott Mitchell 7-22	
William Meyers 7-26 Call	
William Meyers 7-26	
Bernadette Wisniewski 7-26	
Pat Levie 7-26	
Grace Fader 7-27	
William Frolich 7-27	
Bill & Patricia Meyers 7-27	
PARISH VISITOR'S CALLS	<u>4</u>
VISITS TO HOSPITALS=12;calls=0	<u>12</u>
Ed Sansom Shock Trauma 7-3	
Elaine Smith Church Home 7-3	
Anna Price Good Sam 7-5	
Carolyn Harrell Call 7-5	
Ed Sansom Shock Trauma 7-6	
Elaine Smith Church Home 7-7	
Ruby Lambert Bayview 7-19	
Bill Lambert Bayview 7-19	
Ed Sansom Shock Trauma 7-20	
Elaine Wojik Mercy 7-28	
Elaine Wojik Mercy 7-29	
Shirley Frampton Maryland General 7-29B	
COMMITTEE MEETINGS	<u>0</u>
COUNCIL MEETINGS	<u>1</u>
38TH Meeting 7-5-94	
CONGREGATIONAL MEETING	
ADMINISTRATIVE MEETINGS =5:Calls=5	<u>13</u>
Bill Voelker 7-8	
Cain Cabinet 7-16	
Grace Fader 7-18	

D.C. Impact 7-18 Call
John Spencer 7-18 Call
Boy Scouts 7-20
Bill Voelker 7-22
Concetta Clark 7-25
Captain Clinton George 7-25 Call
Captain Saulf 7-26
John O'Brien 7-28 Call
Inspector Stanley 7-25 Call
Bill Voelker 7-29

COUNCIL MEMBER INTERVIEWS

0

GROUP MEETINGS

0

BAPTISMS=0, Counselling=3, Party=0
Lori Wilson re Baptism Counselling 7-17
Barbara Deasel-Ray Hopka Counselling 7-21
Lori Wilson Counselling 7-24

3

WEDDINGS=4 Counselling=9 Renewal of Vows=0
Lisa Novak-William Carrigan Counselling 7-7
Kathy Fultz Counselling 7-10
Bridget Johnson Counselling 7-13
Lisa Novak-William Carrigan Counselling 7-12
Novak-Carrigan Rehearsal 7-15
Novak-Carrigan Wedding 7-17
Ihab Abdou-Mary Labib Wedding 7-23
Barbara Deasel-Ray Hopka Wedding 7-24
Michelle Dillon Counselling 7-25
Michelle Dillon Counselling 7-28
Fultz-Jones Rehearsal 7-29
Fultz-Jones Wedding 7-30
Sherry Stein Counselling 7-31

13

FUNERALS=4, Visit to Funeral Home=2, Counselling=4 10
Ellsworth Brown Counselling 7-8
Ellsworth Brown Visit to Funeral Home Zeiler 7-8
Ellsworth Brown Funeral Zeiler 7-11
Margaret Eggelston Funeral Skarda 7-11
Elaine Smith Counselling 7-7
Elaine Smith Counselling family 7-11
Elaine Smith Visit to Funeral Home Skarda 7-10
Elaine Smith Funeral at Church 7-13
Randolph Jones Lilly Zeiler Counselling 7-28
Randolph Jones Lilly Zeiler Funeral 7-30

COUNSELLING SESSIONS

0

CONFERENCE MEETINGS

0

SUNDAY ATTENDANCE - JULY 1994

<u>8:00AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total Net</u>
<u>1993</u>	<u>48</u>	<u>52</u>	<u>55</u>	<u>47</u>	<u>48*</u>	<u>00</u>	<u>250</u>
<u>1994</u>	<u>56</u>	<u>45</u>	<u>38</u>	<u>49</u>	<u>47</u>	<u>00</u>	<u>188</u>
<u>Net</u>	<u>+ 8</u>	<u>- 7</u>	<u>- 17</u>	<u>+ 2</u>	<u>- 1</u>	<u>00</u>	<u>- 15</u>
<u>10:30AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total Net</u>
<u>1993</u>	<u>66</u>	<u>64</u>	<u>75</u>	<u>74</u>	<u>73*</u>	<u>00</u>	<u>352</u>
<u>1994</u>	<u>87</u>	<u>66</u>	<u>71</u>	<u>64</u>	<u>83</u>	<u>00</u>	<u>371</u>
<u>Net</u>	<u>+ 21</u>	<u>+ 2</u>	<u>- 4</u>	<u>-10</u>	<u>+10</u>	<u>00</u>	<u>+ 19</u>
<u>1993-1994+29</u>	<u>- 5</u>	<u>- 21</u>	<u>- 8</u>	<u>+ 9</u>	<u>00</u>	<u>+ 4</u>	
<u>*August 1993 (for comparison only)</u>							
<u>1994 % Change July 1994</u>							
<u>Change in Sunday attendance for July = + 1%</u>							

COMPARISON JANUARY TO JANUARY -1993 AND 1994

	<u>JANUARY</u>	<u>TOTALS FOR THE MONTH (SUNDAY ONLY)</u>				
		<u>FEBRUARY</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>
<u>1993-1994</u>	<u>-146</u>	<u>+17</u>	<u>+58</u>	<u>-33</u>	<u>+49</u>	<u>-47</u>
<u>%</u>	<u>- 21%</u>	<u>+ 8%</u>	<u>+13%</u>	<u>- 4%</u>	<u>+ 7%</u>	<u>- 8%</u>
	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
<u>1993</u>						
<u>1994</u>	<u>+4</u>					
<u>%</u>	<u>+1%</u>					

**COMPARATIVE INCOME IN THOUSANDS
TO DATE 6-30-94**

MONTH	YEAR		CUMULATIVE			%act		act 94	% bud	
	88	89	90	91	92	act	% 93		a	%
JAN	6.8	6.5	5.0	5.4	6.8	7.2	63	5.7	11.3	50
FEB	12.1	13.2	10.0	12.1	14.0	13.4	59	16.2	22.6	72
MAR	19.4	21.6	14.7	23.3	25.9	23.2	68	26.4	33.9	78
APR	27.0	33.5	27.1	33.4	38.4	42.7	94	39.3	45.2	86
MAY	43.0	36.7	32.0	43.0	47.0	53.3	94	51.2	56.5	90
JU	50.5	39.7	38.2	50.0	58.1	61.6	91	60.6	67.8	89
JULY	57.3	48.6	44.3	60.8	64.5	67.9	86			
AUG	66.5	53.0	50.1	66.3	76.6	75.4	83			
SEPT	76.9	59.7	63.4	77.9	89.3	85.2	83			
OCT	98.4	80.9	80.3	97.4	121.6	105.4	78			
NOV	102.1	91.1	88.8	106.9	131.0	114.5	84			
DEC	114.8	108.5	112.6	136.2	139.7	144.0	106			

NUMBERS FOR EACH MONTH ARE TOTALS UP TO AND INCLUDING THAT MONTH I.E. 91.1 POSTED FOR NOVEMBER 89 INDICATES THE TOTAL FOR ALL SOURCES OF INCOME TO THAT POINT OR FOR \$91,000.

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:

*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.

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

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.

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*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

PARENTS AND CHILDREN TOGETHER

Under the direction of Ms. Concetta Clark, United will start up a program in September called PACT (Parents and Children Together).

Program for Two Year Olds: - These children will attend with a parent who remains on site. Their session meets on Tuesday morning for 1½ hours. There will be no more than 12 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 2 hours long. There will be no more than 15 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 2 hours. Two paid adults and one rotating parent will help with the children's program.

Program for Four Year Olds: The 4 year olds will meet on Monday, Tuesday and Thursday afternoon for 2 hours each day. There will be no more than 15 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 & Thursday afternoons the children return for additional sessions. On these days two paid adults and one rotating parent will stay with the children.

The children will meet on the second floor of the Church School Building. They will also have use of the gym.

If you are interested in this program for your child or children, contact Cass Young in the Church Office.

CHURCH COUNCIL AGREED TO THIS PROGRAM AT THEIR JULY 5, 1994 MEETING.



UNITED EVANGELICAL CHURCH

UNITED CHURCH OF CHRIST

100 CHURCH STREET
BALTIMORE, MARYLAND 21201
PHONE 378-1191

ROBERT M. ARMSTRONG, PASTOR
PARSONAGE 345 S. EAST AVENUE
BALTIMORE, MARYLAND 21201
PHONE 378-0621

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



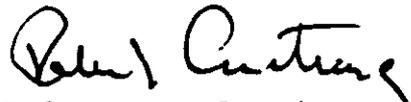
July 27, 1994

TO: George Hammerbasher, 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

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ROBERT M. ARMSTRONG, PASTOR
AUGUST 1, 1994 - AUGUST 31, 1994

SUMMARY AND HIGHLIGHTS

In contrast to July 1994 for services in August the Church showed an increase in attendance at regular Sunday services. In comparing attendance for the four weeks in August 1994, attendance for these services in August was 21% above that during the month of August 1993.

Jackie Beardsworth led a Fund Raising Dance - BLOWOUT on August 13 from 5:00PM to 9:00PM. Council approved this project and tickets were provided by Tom Skarda of Skarda Funeral Homes. The Dance was marketed in July and announcement placed in the East Baltimore Guide along with a quarter page add in the August 4th issue of the Guide. Sixty persons attended. The cost of the Band and Food was covered and a small profit of \$72 made. This was a very happy event for those who attended. Most people want to do it again. One of the most important aspects was that the event was led by new persons who have never before participated in a fund raising effort for our church. Michael Beardsworth supported Jackie in this because he wanted to express to the church his appreciation for the ministry he received when he was in the hospital.

Plans for the Parent Involvement program PACT (Parents and Children Together) for children at our church have proceeded. A Notice of Intent has been filed with the city and state and the Fire Inspection and the environmental study of the paint on our walls (to avoid lead paint which is a hazard for children) completed. With Concetta Clark, I attended the meeting to orient our church and the Pastor to the requirements of the licensing agency for child care programs. The environmental study indicates that we can proceed with the painting of the walls since they are free of lead paint. We may need to strip the paint on the door jams but that final decision can only be made when Mrs. Lillian Augustus, of the licensing agency CHILD CARE returns from her vacation. In the meantime, we can proceed with the painting of the walls after the room is cleared and scout equipment moved to the fourth floor. Janice Jackson and her family have volunteered to paint and to pay for painting the PACT room and two men from the church have volunteered to paint along with Janice and Rob Jackson and parents from the PACT group.

Attached you will find a summary of new members which we have

added to the church since 1990. We need to give thought to the involvement of these new persons in the life and work of the church. They need to be invited to participate in our current organizations.

PROGRESS NOTES (These notes summarize progress in following a program recommended by the Pastor and presented to the Council in October 1990)

1. Systematic Approach to Ministry to the Shut-Ins

<u>VISITS TO SHUT-INS</u>	<u>=17;calls=6</u>	<u>July</u>	<u>23</u>
<u>VISITS TO SHUT-INS</u>	<u>=13;calls=3</u>	<u>August</u>	<u>16</u>

<u>VISITS TO HOSPITALS</u>	<u>=12;calls=0</u>	<u>July</u>	<u>12</u>
<u>VISITS TO HOSPITALS</u>	<u>= 9;calls=1</u>	<u>August</u>	<u>10</u>

2. Preaching Planned in Advance

We have been able to maintain a schedule of preaching planned in advance and to change the bulletin board regularly.

3. Implementation of Faith is Alive

The Faith Alive program has included recognition of the contribution of Albert Hoffman, August 7, Francene Lasher, August 14, Cal Gundlach, Mike Beardsworth, August 21, and Margaret Schorr. August 28th. No rose September 4th (Pastor's vacation).

4. Pastoral Support of Church Groups and Activities

The Pastor needs to check on the Girl Scouts. They have discontinued meeting since their leader delivered a child during the summer. This is a piece of incomplete business.

5. Deepening the Spiritual and Prayer Life of the Church

The Church School Curriculum was received and will be put in place in September. The Mentoring Program will arrange for mentors from the congregation to call the Confirmands if they do not appear in Church, talk regularly with them, and introduce them to the church at graduation time. An effort will be made to get mothers out of the child care class and to encourage them to meet with Marty for study of the book "My Confirmation". A new beginners Bible study Class taught by Priscilla will meet on Thursdays and will include parents of confirmands as well as new members. This will begin in October following the Sour Beef Dinner. Priscilla's Sunday Bible Class will begin on Sunday September 18th. Members will study the Gospel of John.

Our monthly Teachings for the Church School will take place next fall including one on Baptism, the Birth of Jesus, and the Living Cross. We are now able to do others on Thanksgiving, the Presence Light, Jesus and the Children, and will focus on the ministry of Jesus and try to tie these Teachings to the themes in the stain glass windows in the

church. Our effort will be to create a two year sequence of Teachings so as not to repeat too often. We will ask the mothers in Marty's group to assist in developing the themes.

6. SUPERPANTRY

The Rev. John Spencer and I will discuss whether to continue the Interfaith Music Festival in the Fall. We are trying to get the Highland Assembly of God to lead this effort. We have not been able to finalize this arrangement as yet.

7. Developing a Community "Think-Tank":

An area wide meeting of Pastors was held on August 10th at the Spanish Christian Church to plan a community worship service in Patterson Park. The purpose of this service is to proclaim and lift up the name of Jesus, to show the solidarity of Christians and their Pastors and Priests in loving and supporting one another and to make our presence felt in the park as a part of retaking the park for the people of the area. The tentative date for the event is September 25th at 4:00PM. I was not able to attend the August 10th meeting because I had to be at Franklin Square Hospital for Carolyn Noteware that morning.

8. Developing a Young Adult Group:

Jackie Beardsworth led Dance on Saturday August 13th in Friendship Hall and Fellowship Hall from 5-10PM. It was called a "Summer Blowout" The purpose of this activity is to raise money for the church and to connect with people 20-45 years of age and to give a portion of our proceeds to aid missions in Rowanda through the United Church of Christ. In addition to the entertainment (Jackie's band), this activity featured a dry bar and food. Tom Skarda printed our tickets. In addition to church, announcements have been spread through the community of Canton and Dundalk, and a quarter page ad appeared in the East Baltimore Guide. An announcement also appeared twice in the community news section of this paper. Sixty persons attended, and the dance was able to fund the cost of food, the band, and promotion expenses. We made a profit of \$72.00. Most importantly however, we were able to interest Jackie and Mike Beardsworth, two new young adults in doing something positive for our church and attracted about thirty new persons to the evening of recreation. Our older members who attended also seemed to enjoy the nice relaxed atmosphere of joy.

9. Getting Better Media Exposure

We will try to get publicity from the Guide for the Young Adult Dance and Show. I was able to secure a community news announcement timed with our quarter page ad. I took a chance on the ad, hoping that we may be successful enough to have another ad in the paper for the Sour Beef Dinner this fall. The ads are part of our publicity expenses in the budget.

10. Next Meeting of SEARCH

Our next meeting will be in the Broom Factory on September 10th at 1:30PM.

OBSERVATIONS

1. Church Attendance, New Members Class, New Members Committee

a. Attendance

Church attendance statistics indicate that for August our attendance at Sunday Morning Worship was up 21% when compared to August 1993.

New Members Class

Four new persons have indicated their desire to join the church. A date for reception of new members needs to be set for September.

c. New Members Committee

The new members Committee met on Wednesday, April 21st 1993. Our next meeting will be in the summer or fall of 1994. We plan to join with the Spiritual Life Committee to look at the issue of how we can grow our church.

The Committee met on October 26, 1991 and approved a "Bring A Friend to Church Program" for Sunday, October 27th. This program can be promoted in the bulletins for the last Sunday in NOVEMBER -DECEMBER 1994. We need to review this proposal. One key to our recruitment effort is a New Member Survey Form in which we try to identify the skills of new members and put them to work. Necessary for this is the computer so that we can record the interests of all members of the church including new members. Harvey informed the Committee that we can obtain the Stewart Directory at the local Library and obtain all the Real Estate Transfers into our neighborhood. In previous meetings the Committee suggested that we develop more imaginative advertising in the "Guide". It also recommended that we find out about new people moving into the community, and develop an "Ask the Pastor" column in the "Guide". So far we have been unable to implement this. This report is included because it reminds us of unfinished business.

2. Committees

Office Re-design

This work is now in process. John Price is teaching the Pastor and Cass how to use the computer and working to improve our use of it in dealing with the mailing list for envelopes as well as in sharpening our approach to accounting. We are now maintaining the Shut-In list on the computer and inputting members of PACT so we can get out mailings better. John is also setting up a system to computerize the Memorials in our Narthex and next our entire

record system. This work is now in process. Members of the office re-design committee have included Harvey Jacob, Millie Slecta, Grace Fader, Sam Jones, and George Hammerbacher.

ACTIVITY REPORT TO THE CHURCH COUNCIL
ROBERT M. ARMSTRONG, PASTOR
AUGUST 1, 1994 - AUGUST 31, 1994

RECOMMENDATIONS

1. Rehabilitation of the Office

With the leadership of our Committee, we will be completing the reorganization of the office. We must go thru the desk and files and reorganize these so our office can be more efficient. This is an unfinished piece of business.

2. Complete Record Retention Policy for Review and Approval by the Council. John Price is working now on computerizing our record system.

3. At our last meeting, the approval of the policy for guiding our relationships (especially dealing with abuse and harassment) was deferred until we prepare our new Constitution.

4. As part of his vacation the Pastor requests approval of vacation time from October 5 to October 13th. Deacon Max Hoffman to preach on Sunday, October 9th. Pastor Glen Rodgers will cover in emergencies.

5. Approval of our participation in the Community Wide Worship Service in Patterson Park on September 25th at 4:00PM was given in our August Council meeting.

6. Approval of D. C. Impact Program for October 23rd and 30th, and November 6th, 13th, and 20th was given at our August meeting. Graduation of another class was completed on Sunday, August 21st. To confirm these fall dates we must call Kayla at D.C. Impact (301) 589-1349.

8. Approval of gift of \$22 from proceeds of the BLOWOUT to be sent to the relief services of the UCC Church for Rowanda. \$50 of our profit of \$72 will be retained for the Church.

9. Plan for food distribution - Thanksgiving Baskets and Christmas Baskets and emergency food supplies. This draft of a suggested plan needs to be reviewed by the appropriate Council Committee.

**STATISTICAL REPORT
AUGUST 1994**

	Total
VISIT SINGLE INDIVIDUALS & SHUT-INS=9 Calls=3	<u>12</u>
Marianne Carrigan 8-7	
Margaret Myrick 8-8	
Lillian Shaller 8-18	
Augusta Davis 8-18	
Margaret Fitzberger 8-18	
Bernadette Wisniewski 8-18	
Charlotte McGovern Call 8-19	
Eleanor Nass Call 8-19	
Millie and Jim Slechta 8-23	
Marty Craig 8-23	
Helen Boguchi Call 8-24	
Naomi Wachter 8-28	
 PARISH VISITOR'S CALLS	 <u>4</u>
 VISITS TO HOSPITALS=9;calls=1	 <u>10</u>
Elaine Wojik Mercy 8-4	
Mutz Surdel re Margaret Schorr Call 8-5	
Margaret Schorr Franklin Square 8-5	
Margaret Schorr Franklin Square 8-7	
Dan Harris St. Joseph's 8-7	
Anna Price Good Samaritan 8-18	
Ed Sansom Shock Trauma 8-18	
Margaret Craig Call re Carolyn Noteware 8-23	
Carolyn Noteware Franklin Square 8-23	
Carolyn Noteware Franklin Square 8-23	
 COMMITTEE MEETINGS	 <u>0</u>
 COUNCIL MEETINGS	 <u>1</u>
39TH Meeting 8-2-94	
 CONGREGATIONAL MEETING	
 ADMINISTRATIVE MEETINGS =10:Calls=4	 <u>14</u>
Fire Inspector Stanley Call 8-2	
John Spencer Call 8-3	
Concetta Clark 8-4	
Janice Jackson Call 8-4	
Bill Voelker 8-5	
Fire Inspector Stanley 8-9	
Spanish Christian Church 8-10	
Bill Voelker 8-11	
Orientation PACT 8-12	
Bill Voelker 8-19	
Bill Voelker 8-22	
Suzanne Evans Call 8-24	
Bill Voelker 8-26	
Suzanne Evans 8-29	

COUNCIL MEMBER INTERVIEWS	<u>0</u>
GROUP MEETINGS	<u>0</u>
BAPTISMS=3, Counselling=2, Party=1	<u>6</u>
Amandson & Deborah Estes Counselling 8-7	
Michael Guerin Counselling 8-11	
Duane Wilson Baptism 8-14	
Britany Nicole Estes Baptism 8-21	
Brandon Guerin Baptism 8-28	
Matt and Michelle Guerin Party 8-28	
WEDDINGS=1 Counselling=4 Renewal of Vows=0	<u>5</u>
Bridget Johnson-Joe Burke Counselling 8-17	
Sherry Stein- Wayne Preston Counselling 8-21	
Jim Jenkins-Julie Stanowski Counselling 8-24	
Bridget Johnson-Joe Burke Rehearsal 8-25	
Bridget Johnson-Joe Burke Wedding 8-26	
FUNERALS=1, Visit to Funeral Home=1, Counselling=3	<u>5</u>
Brenda Compton re Bonnie Dzwonkowski Counselling 8-10	
John re Bonnie Dzwonkowski Counselling 8-11	
Bonnie Dzwonkowski Funeral Home 8-12	
Bonnie Dzwonkowski Funeral 8-13	
Bonnie Dzwonkowski Reception 8-13 Counselling	
COUNSELLING SESSIONS	<u>0</u>
CONFERENCE MEETINGS	<u>0</u>

SUNDAY ATTENDANCE - AUGUST 1994

<u>8:00AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total Net</u>
<u>1993</u>	<u>48</u>	<u>50</u>	<u>56</u>	<u>46</u>	<u>44*</u>	<u>00</u>	<u>244</u>
<u>1994</u>	<u>53</u>	<u>51</u>	<u>46</u>	<u>40*</u>	<u>00</u>	<u>00</u>	<u>190</u>
<u>Net</u>	<u>+ 5</u>	<u>+ 1</u>	<u>- 10</u>	<u>- 6</u>	<u>-44</u>	<u>00</u>	<u>- 54</u>
<u>10:30AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total Net</u>
<u>1993</u>	<u>73</u>	<u>75</u>	<u>80</u>	<u>55</u>	<u>49</u>	<u>00</u>	<u>332</u>
<u>1994</u>	<u>75</u>	<u>104</u>	<u>120</u>	<u>100*</u>	<u>00</u>	<u>00</u>	<u>399</u>
<u>Net</u>	<u>+ 2</u>	<u>+ 29</u>	<u>+ 40</u>	<u>+45*</u>	<u>-49</u>	<u>00</u>	<u>+ 67</u>
<u>1993-1994+ 7</u>	<u>+ 30</u>	<u>+ 30</u>	<u>+ 39*</u>	<u>-93</u>	<u>00</u>		<u>+ 13</u>

*August 1993 (only four Sundays in August 1994)
 1994 % Change August 1994
 Change in Sunday attendance for August = 21%

COMPARISON JANUARY TO JANUARY -1993 AND 1994
TOTALS FOR THE MONTH (SUNDAY ONLY)

<u>1993-</u>	<u>JANUARY</u>	<u>FEBRUARY</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>
<u>1994</u>	<u>-146 *</u>	<u>+17</u>	<u>+58</u>	<u>-33</u>	<u>+49</u>	<u>-47</u>
<u>%</u>	<u>- 21%*</u>	<u>+ 8%</u>	<u>+13%</u>	<u>- 4%</u>	<u>+ 7%</u>	<u>- 8%</u>
<u>1993</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
<u>1994</u>	<u>+4</u>	<u>+106</u>				
<u>%</u>	<u>+1%</u>	<u>+ 21%*</u>				

*for first four services in August (comparison)
 *two services cancelled in January 1994 - ice & snow

**COMPARATIVE INCOME IN THOUSANDS
TO DATE 7-31-94**

MONTH	YEAR		CUMULATIVE			%act		act	94	% bud	
	88	89	90	91	92	act	%			a	%
JAN	6.8	6.5	5.0	5.4	6.8	7.2	63	5.7	11.3	50	
FEB	12.1	13.2	10.0	12.1	14.0	13.4	59	16.2	22.6	72	
MAR	19.4	21.6	14.7	23.3	25.9	23.2	68	26.4	33.9	78	
APR	27.0	33.5	27.1	33.4	38.4	42.7	94	39.3	45.2	86	
MAY	43.0	36.7	32.0	43.0	47.0	53.3	94	51.2	56.5	90	
JU	50.5	39.7	38.2	50.0	58.1	61.6	91	60.6	67.8	89	
JULY	57.3	48.6	44.3	60.8	64.5	67.9	86				
AUG	66.5	53.0	50.1	66.3	76.6	75.4	83				
SEPT	76.9	59.7	63.4	77.9	89.3	85.2	83				
OCT	98.4	80.9	80.3	97.4	121.6	105.4	78				
NOV	102.1	91.1	88.8	106.9	131.0	114.5	84				
DEC	114.8	108.5	112.6	136.2	139.7	144.0	106				

NUMBERS FOR EACH MONTH ARE TOTALS UP TO AND INCLUDING THAT MONTH I.E. 91.1 POSTED FOR NOVEMBER 89 INDICATES THE TOTAL FOR ALL SOURCES OF INCOME TO THAT POINT OR FOR \$91,000.

NEW MEMBERS
REV. ROBERT ARMSTRONG MINISTRY

Priscilla Armstrong *	Bertha Benser *
Martha Clement *	Kenneth Williams *
Patricia Carrigan *	Linda Williams *
Gloria Lambert	Cathy Calo
Robert Bishop Jr.	George Keller *
Dale Sanders *	Gloria Ruth *
Norma Bauersfeld *	Shirley Jenkins *
Rose Burdyck *	Clayton Compton *
David Baker Sr.	August Davis *
Patricia Canapp-moved	Kenneth Schaefer *
Dawn Bridges	Darlene Waters *
William McGinity	Andre Waters *
Deborah Blunt	Richard Wehner *
Amy Hager-moved	Anne Wetherington*
Anthony Picarello-dec.	Edward Flynn *
Emma McLewes *	Savina Rossmark *
Ronald Carrigan *	Rose Kucharzyk
Jane Bellman	Kimberly Nassner *
Dorothy Bellman-moved	Lisa Nassner *
Anna Beaver *	Brett Rydock
Alice Leftridge	Bryan Smith *
William Rugemer	Tonie Hines *
Marie Kirby *	Darrell Bishop
Ray Goldwin	Cindy Baker
Ihab Adow-moved	Terrence Cooper
Linda Bohrer	Heather Becker
Joseph Dorn *	David Baker
Ruth Dorn *	Amber Fischer *
Kelly Hoeck-moved	George Fischer *
Ruby Lambert *	Eric Hertzfelt
John Lambert *	Heather Lynch
Mary Lynch *	Rob Palmer-moved
John Price *	Henry SchniederIII
Daniel Weber-moved	Raymond Thompson
Clara Wands *	Rachel Ball
Kimberly McNeal-moved	John Daniel
Elizabeth Weitzel *	Erin Colgan *
Shirley Willingham *	Jason Smith *
Jacqueline Colvin *	Kelly Daniel
Olga DeBloom *	Bernard Daniloski*
Marie Malko *	David Hines *
Linda Farrest *	Jennifer Ball *
Louis Parker Jr. *	Rebecca Long *
Lauren Colgan *	Karen Foster *
Tiffany Jones *	Rachael Fritchett*
Kelly Rydock *	Bruce Waters *

*(Indicates Active Members)

Summary of New Member Since 1990

Total New Members -	62
Total Confirmands -	30
Net Members - 8-31-94	92
Total Active to Date	56

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

DRAFT

UNITED EVANGELICAL CHURCH

3200 Dillon Street,

Baltimore, MD 21224

(410) 276-0393

FEED MY SHEEP

THEOLOGICAL BASE:

Starting with Jesus instructions to the disciples in the Gospel of John (John 21:15-17), Christians know it is God's will that they feed hungry people of the world. All persons are children of God, made in his image, and persons for whom his Son died. They are all among his sheep. With this as a starting place, our mission in feeding his sheep is shaped by Jesus teaching.

ASPECTS OF MISSION:

1. EMERGENCY FOOD: When individuals come to the Parsonage in need of food, the Pastor and the Parsonage Household do their best to respond with a sandwich, soup, coffee, etc. It is our policy not to provide financial assistance. Many of those who come are involved in the use of alcohol or drugs. The Household avoids making judgmental responses to those in need. Each person's need for food is accepted at face value. Each one is seen as carrying the image of God and the face of

Jesus. In these situations sometimes Jesus comes to the door and is drunk or on drugs and sometimes he comes back more than once.

2. FOOD FOR FAMILIES:

a. For those not in the Parish:

When food is requested for families not in the parish, these persons are referred to HUD, 2638 Fait Ave., Baltimore, 21224 (410) 396-9093 for screening. Diane Baker is the Director of HUD. HUD is the human services organization administered by the city and designed to serve local residents, neighborhood schools, social service and political organizations, and churches. HUD also serves our neighborhood organization called SEARCH.

SEARCH (South East Association Resolved to Combat Hunger). This organization is Chaired by The Rev. John Spencer, Pastor of the Canton Baptist Church, 3302 Toone Street, Baltimore, 21224 (410-563-1177) and in cooperation with HUD, coordinates the work of local churches and neighborhood social service resources in the fight against hunger. SEARCH is also supported by the Maryland Food Committee and coordinates its work with this state and city wide organization. In a severe emergency, United maintains some emergency food supplies to meet the needs of families not in the parish. This food is located in food bins in Friendship Hall and is administered

by the Pastor with the support of the Church Secretary, following review of the request for food and referral to HUD for long term assistance.

b. For those in the Parish:

Emergency food is kept on hand to meet the needs of families in the parish. As with families not in the parish, this food is located in food bins in Friendship Hall and is administered by the Pastor and Church Secretary.

c. Food Bank:

An area food bank is maintained and administered by the Canton Baptist Church and Center at the Baptist Church at 3002 Toone St., Baltimore, 21224 (410-563-1177). United, and other churches contribute food to stock this resource. HUD and the Department of Social Services use this resource for emergency food assistance to persons in the area.

d. Thanksgiving and Christmas Baskets:

United, like many churches, collects food for these holiday times. While we want to see that families in need get these gifts from our church, we are aware that some will get baskets from other churches regardless of what systems we devise and that some will receive help from others sources such as children, parents, relatives, social service agencies etc. That some will receive more than others is one of the risks we take in "feeding God's sheep". However, to guide our

use of resources we have created the following procedures.

1. All requests for holiday food will be in writing in which the need for food is explained. This will take the form of a simple note. These notes will be given to the church secretary.

2. A Committee will be appointed by the Church Council to administer the program and recommend whether help will be distributed in the form of a gift certificate, food baskets, work, or perhaps some other form.

3. The Council Committee will review requests for food and set priorities for giving. First priority will be given to parish families in need. The Council Committee will assist the President in appointing a group to prepare the baskets for delivery and to purchase turkeys, hams, etc. when the decision has been made to purchase these.

4. Food will be delivered to families only when necessary. In this way contact can be made with many of those most in need. At the same time, we will encourage recipients to come to the church when possible to pick up bags of groceries and baskets.

5. Help will be concentrated in our neighborhood so baskets and other assistance will be limited generally only to those

in zones 22124 or 22213.

6. The Church Secretary will maintain the list of those
applying for food and assistance.

8-19-94



The Company You Keep

New York Life Insurance Company
210 W. Pennsylvania Avenue
Towson, Maryland 21204
Baltc 410 321-6161
Pager 410 232-0659
Annap 410 224-2543

Lester M. Wolf
Agent

Mr. George Hammerbacher
United Evangelical Church
3200 Dillon Street
Baltimore, Md. 21224

July 27, 1994

Dear Mr. Hammerbacher,

In an effort to support the Church and the congregation, Troop 19 has decided to take the necessary actions to move our meetings to the top floor of the school building. In doing so we would like to propose a list of items that should be considered, to ease the transition for the troop. In return, we pledge to maintain our new space in top flight condition.

The following items have come to our attention during a recent inspection of the top floor spaces:

- * As noted in your letter dated July 11th, the tile floors, and the air conditioners are in need of repair.
- * In order to maintain a high degree of fire safety, we would like to see a panic bar placed at the door to the back staircase and an additional fire extinguisher placed at the northern side of the room.
- * We would need to keep 4 large tables and 4 small tables with chairs in the room and remove the piano.
- * The window shades are in poor condition; only 3 of 15 windows have adequate coverage. The troop will supply new curtains.
- * We would also request permission to use the 3rd floor toilet facilities.

If you have any questions concerning the above requests, please feel free to contact me at any of the listed numbers. I will contact you in a few weeks to arrange a time for us to meet in person to discuss the transition, and to address any additional questions or issues that arise.

Sincerely,

Lester M. Wolf, Scoutmaster
Troop 19

NYLIFE for Financial Products & Services
Registered Representative for
NYLIFE Securities Inc.
210 W. Pennsylvania Avenue
Towson, Maryland 21204

New York Life Insurance Company
New York Life Insurance and Annuity Corporation
(A Delaware Corporation)
NYLIFE Securities Inc.
61 Madison Avenue, New York, NY 10010

FIRE PREVENTION REQUIREMENTS

1. SMOKE DETECTORS MUST BE HARD WIRED AND INTERCONNECTED INTO THE FIRE ALARM SYSTEM WITH PULL STATIONS AT EVERY EXIT.
2. FIRST AND SECOND FLOORS EMERGENCY LIGHTING WITH BATTERY BACK-UP ON STAIRWELLS.
3. TWO ILLUMINATED EXIT SIGNS INSIDE OF SCHOOL AREA (2ND FLOOR). TWO ILLUMINATED EXIT SIGNS INSIDE OF PLAY AREA (FIRST FLOOR). ILLUMINATED SIGNS SHALL BE OF THE BATTERY BACK UP TYPE.
4. QUESTIONABLE; SPRINKLER SYSTEM.

UNITED EVANGELICAL CHURCH
8-2-94 3200 DILLON STREET, BALTIMORE, MD 21224
(410) 276-0621 PARSONAGE
276-0393 CHURCH

FIRE INSPECTOR STANLEY, AND INSPECTOR GREEN 396-5756

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 ✓