

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

ACTIVITY REPORT TO THE CHURCH COUNCIL  
ROBERT M. ARMSTRONG, PASTOR  
JANUARY 1, 1993 - JANUARY 31, 1993

### SUMMARY AND HIGHLIGHTS

For the first four weeks in JANUARY 1993, the Church showed a decrease in attendance at regular Sunday services. Based on a four week month, Sunday attendance for these services in January was 6% below that during the month of January in 1992. During the first week in January, the Pastor was still recovering from a triple by-pass emergency heart surgery. He was replaced by the Rev. Beverly Braine for January 3rd.

Plans for the redesign of the office are still in the formative stage. The task now is to include the computer in the redesign of the office.

The Council in November 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 providing the proposal was based on a more less expensive proposal developed by Jon. This needs to be reviewed in a meeting early in the winter of 1992.

The THINK TANK is now reviewing a proposal for the "Blessing of the Animals". If this is supported, it will be brought to the Council for review at a future meeting. The plan is to hold this program on a Sunday close to Earth Day -April 22nd and to hold it at the Waterfront Park. From the Think Tank, Father Joe from St. Brigid's and Pat Skarupa, Parish Assistant, at St. Brigid's, assisted the Pastor during the service on January 10th. This was a beautiful example of mutual support. Our Church gave St. Brigid's a check for \$200 in appreciation for the use of their parking lot.

The computer installation was completed in 1992 and data re our financial operation was input into the machine. John Price with the assistance of Harvey Jacob made this possible. We thank them for their hard work and commitment.

The development of groups for young people has been implemented. The first is our usual **Confirmation Class** on Wednesdays at 7:30PM (Pastor as leader), the second is a **Jr. Confirmation Class** (Lois Long as leader), the third a **Youth Choir** (Rob Gundlach, Pastor and Lois Long) on Thursdays at 6:30PM. A **Youth Group** (Scott Newvine and Denise Fischer) meeting on Sundays from 3-5PM but was not effective. We have

abandoned this until we can stabilize the leadership.

Marty Clement continues her Confirmation Class for adults on Sunday mornings. This will be open to new members and those who want a refresher course in church membership. While using Bible Study materials, it will replace our Sunday Bible Study Class and convenes on Sunday morning at 9:15AM. The class now has five members.

A Parish Visitors (Priscilla as Leader) program will be moving forward. Priscilla is now leading Bible Study and Prayer Groups on alternate Tuesdays. Apparently the Bible Study is the more effective tool at this time.

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 = 4;calls=2</u>	<u>November-December</u>	<u>6</u>
<u>VISITS TO SHUT-INS = 4 ;calls=5</u>	<u>January</u>	<u>9</u>
<u>VISITS TO HOSPITALS=23;calls=0</u>	<u>November December</u>	<u>23</u>
<u>VISITS TO HOSPITALS=14;calls=1</u>	<u>January</u>	<u>15</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 Mary and Philip Thomas, Father Joseph Bohanak, and Pat Skarupa of St. Brigid's January 10th, Dr. Tom Hamilton, November 17th, Priscilla Armstrong, Marty and Cathy Clement, January 24th, and Glen Koch, January 31st. No Roses were presented on January 3 due to the illness of the Pastor.

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 development of three groups for young people has been implemented. The first is our usual Confirmation Class on Wednesdays at 7:30PM (Pastor as leader), the second is a Jr. Confirmation Class (Lois Long as leader), the third a Youth Choir (Rob Gundlach, Pastor and Lois Long) on Thursdays at 6:30PM. The Youth Group (Scott Newvine and Denise Fischer) meeting on Sundays from 3-5PM was not effective. We have discontinued this group until we can find more stable leadership.

Marty Clement began a Confirmation Class for adults in October. This was opened to new members and those who want a refresher course in church membership. While using Bible Study materials, it replaced our proposed Sunday Bible Study Class and convenes on Sunday morning at 9:15AM. Five persons have been attending.

A Parish Visitors (Priscilla as Leader) program will be reconvened during the Winter months, Priscilla is leading Bible Study and Prayer Groups on alternate Tuesdays. She has found that the Bible Study approach is the more acceptable at this time so her focus will be there.

#### 6. SUPERPANTRY

The SUPERPANTRY will begin again with an Orientation Program on Friday February 19th and followed by Interviews on Friday February 26th. Many more people have indicated interest in the program so we need to be rather selective since we can only take 10 clients. The first session will begin on Friday, March 5th and with the exception of Good Friday, April 9th, will continue thru Friday April 30th. Graduation will take place on Sunday, May 2nd at 4:00PM.

#### 7. Developing a Community "Think-Tank":

The "think-tank" group of Pastors is considering a program for Earth Day involving the "Blessing of the Animals" (see attached)

#### 8. Developing a Young Adult Group:

We need to think about how to develop a program for Young Adults as a follow up to our fall program called REMEMBER WHEN. Lynn Sanders was the Chair for that. Everyone seemed enthusiastic about trying to bring back "Dolly".

#### 9. Getting Better Media Exposure

The large ad in the Guide scheduled for Oct 15 worked well to promote our fall Sour Beef dinner. We have a budget which will support a large ad and will try to use this for the Lenten Series on Healing. It was effective last year.

#### 10. Councilman Cain's Kitchen Cabinet

The Pastor will be continuing his work as a part of the Kitchen Cabinet of our Councilman.

### OBSERVATIONS

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

##### a. Attendance

Church attendance statistics indicate that for the Sundays in January our attendance at Sunday Morning Worship increased 6% when compared to January 1992.

### b. New Members Class

We need to continue to work at building our approach to the single young adults and to families who have children and who fall in the age range of 20 to 60 years of age. We must continue to work on building the membership class for the Spring. We are asking those who wish to become members to contact the Pastor or the office.

### c. New Members Committee

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 1993. 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

### Committee on Fundraising

Jon Greif, of Berkshire Life Insurance Company distributed to the Council in the November 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.

### 3. Acquiring a Computer and Office Re-design

The computer has been installed in the Choir Room. This work has been completed so we can begin to use the computer in the new year. To make it more effective, we need to move it to the church office. Members of the office re-design committee include Harvey Jacob, Millie Slecta, Grace Fader, Sam Jones, and George Hammerbacher. We need to meet with this group to move forward on our plans for office development..

### 4. Copier Breaks Down

It became clear to all of the Council that the copier needed to be replaced. The announcement was made in the Sunday

during the time that the Pastor was in the hospital. A gift of \$5000 was received from Mary and Philip Thomas to make that possible. After considerable conversation with Jim and Arleen Pate, the Pastor explored opportunities in improving our approach to copying and has a proposal in the section on Recommendations. Under the leadership of George Hammerbacher, a Council Committee has been looking into copy machines and various methods for solving our printing problems.

4. Communication to the Members re the Deficit  
These reports have been continued each Sunday.

5. Our Youth Program

Members of the Youth Council met before our Council meeting on January 5, 1993 to review some program ideas for approval this winter. They include trips to see various places of employment. We need to add new members to the Council and have invited Amber Kapela and Rob Palmer to join the Jr. Council. My recommendation is that we install members of the Jr. Council for a two year term. This needs to be done this winter.

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 and make space for the computer.

2. Complete Record Retention Policy for Review and Approval by the Council.

3. Conversation with Jim Pat and Arleen of FIRST IMPRESSIONS produced a plan which could be our long term plan for the printing and publishing of bulletins as well as for office copying. This plan is in three parts:

a: Obtaining a copy of a Publishing Program for our computer at a cost of approximately \$89.00. This would be similar to the one which Jim and Arleen own and will allow us to print all our bulletins on two sides of a program each week because it will allow us to better use our space and at the same time get a more legible piece of printing. Each week Millie or Pastor would print the Bulletin and Announcements using the agreed upon Order of Worship.

b: Buy a Lazer Printer for a cost of about \$1000 so we can print a master copy for the weekly bulletin.

c: Buy a replacement copier (possibly Xerox or Toshiba) for approximately \$4000. According to Jim this will run the 500 copies a week necessary to providing us bulletins. He believes we need to be able to run these ourselves.

d: Arrange with Jim and Arleen or some other printer to print our heavy publications such as the ENDEAVOR, TOTENFEST AND OTHER MEMORIAL BULLETINS, SAUER BEEF ADVANCE ADDS, AND ADDITIONAL ANNOUNCEMENT PACKAGES, ETC. on the off-set press of FIRST IMPRESSIONS. They have the capacity to handle these large volume publications. We will give them the copy which they will set up, reorganize and make the final printed reproductions. They will help us to get the publication program on line and will do this reproduction at a very reasonable price.

#### ADVANTAGES OF THIS APPROACH:

\* FIRST IMPRESSIONS will give us the printing service we need at a reasonable price. Jim and Arleen are members of our church and will at no cost help us to initiate the publishing program for bulletins.

\* This method of production will give us a much better quality at a more reasonable price. If we continue in our present direction of using the copy machine, burning out the copy machine will continue to be a high cost item for us.

\* With the publishing program we can print the bulletin with announcements and on two sides of a page.

\* Printing our larger publications on Jim's Off Set Press will take pressure off the office and give us a higher quality job. Should that press not be available for some reason we can take our material to another outside printer and do it for about 2 cents a page. At the same time we can do our own bulletins.

\* This method will be able to be installed for less than the \$5000 copier cost.

#### 4. D.C. Impact Program

Self Defense Program for Women. High Quality limited enrollment. Begins Sunday May 2, 9, 16, 23, and May 30th. Time 1-8 on Sundays. 16 Women plus 7 staff leaders. Donation \$15.00 per hour. We provide some storage for mats that they work on. Last Sunday open to the public for a Graduation performance. Impact carries insurance. Terri Diener Coordinator 358-3647.

5. Continue to build close interpersonal relationships with Father Joe at St. Brigid's and Father Poetzel at Sacred Heart  
This has now been possible through the relationships I have established as a result of the by-pass. Something good came out of it all. We must encourage the mutual support of Pastors and Priests in work and illness.

#### 6. Decision Regarding Capital Fund Raising Program

7. Approval of "Blessing of the Animals" as an Earth Day Project.

STATISTICAL REPORT  
JANUARY 1993

	Total
VISITS TO SHUT-INS=4;Calls=5	<u>9</u>
Howard Jenkins Call 1-6	
George Hamer Call Lil Bushman 1-7	
David Baker Call 1-11	
Ruth Voelker 1-12	
Margaret Kelly 1-21	
Charlotte McGovern Call 1-21	
Francine Lasher Call -1-27	
Ruth Dorn Franklin Sq 1-30	
Dorothy Green 1-30	
Ruth Voelker 1-30	
 PARISH VISITOR'S CALLS (not reported this month)	 <u>0</u>
VISITS TO HOSPITALS=14; calls=1	<u>15</u>
Dorothy Bellman University 1-11	
Dorothy Green Key 1-12	
Emma James Key 1-12	
Dorothy Green Key 1-13	
Dorothy Green Key 1-14	
Dorothy Green Key 1-16	
Dorothy Green Key 1-18	
Thelma Gilbert Church Home 1-19	
Anderson Redding Bon Secours 1-19	
George Hamer Union 1-20	
Ruth Dorn Franklin Sq 1-25	
Dorothy Bellman University 1-27	
Anderson Redding Bon Secours 1-27	
Dorothy Bellman's Daughter Call 1-27	
Lou Parker Jr. University 1-28	
 COMMITTEE MEETINGS	 <u>0</u>
COUNCIL MEETINGS	<u>1</u>
23rd Meeting 1-3-93	
 CONGREGATIONAL MEETING	 <u>1</u>
1-31-93	
 ADMINISTRATIVE MEETINGS =4; Calls=2	 <u>6</u>
SEEC 1-8	
SUPERPANTRY 1-20	
Call Center Place re McGovern 1-22	
SUPERPANTRY 1-27	
Presbytery 1-27	
Bill Gonce Call 1-28	
 COUNCIL MEMBER INTERVIEWS	 <u>0</u>
 GROUP MEETINGS	 <u>8</u>
Confirmation 1-6	

Youth Choir 1-7	
Confirmation 1-13	
Youth Choir 1-14	
Confirmation 1-20	
Youth Choir 1-21	
Confirmation 1-27	
Youth Choir 1-28	
BAPTISMS=0, Counselling=1, Party=0	<u>1</u>
Jolene Litrell Counselling 1-21	
WEDDINGS=2 Counselling=5 Renewal of Vows=0	<u>7</u>
Reicharz-Lydia Voelker Rehearsal 1-15	
Reichara-Voelker Wedding 1-16	
Pat Carrigan-Don Hansen Counselling 1-19	
Amy Sullivan-Robert Taylor Counselling 1-20	
Carrigan-Hansen Wedding 1-23	
Laurie Sauer-Robert Carl Counselling 1-26	
Fran Basara-Michael Might Counselling 1-28	
FUNERALS=1, Visit to Funeral Home=0; Counselling=2	<u>3</u>
Dorothea Sevidal re Emma James Counselling 1-13	
Emma James Church Funeral 1-16	
Jim Martin Duda Ruck 1-31 Counselling	
COUNSELLING SESSIONS	<u>0</u>
CONFERENCE MEETINGS	<u>0</u>

**SUNDAY ATTENDANCE - JANUARY 1993**

<u>8:00AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total</u>	<u>Net</u>
1992	41	56	54	31	0	0		182
1993	48	48	57	42	52	00		195*
Net	+ 7	- 8	+ 3	+ 11	+ 52	00		+ 13
*total first four Sundays								
<u>10:30AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total</u>	<u>Net</u>
1992	108	79	99	106	0	0		384
1993	87	57	92	100	111	0		336
Net	- 13	- 22	- 7	- 6	+111	0		- 48
Net 1992-1993								
	- 6	-30	- 4	+ 5	+ 63	00		- 35

1992-1993 % Change January

% Change in Sunday attendance for January = -6%  
(First four Sundays)

**COMPARISON JANUARY TO JANUARY -1992 AND 1993**

	<u>TOTALS FOR THE MONTH (SUNDAY ONLY)</u>					
<u>1992-</u>	<u>JANUARY</u>	<u>FEBRUARY</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>
1993	-35					%
	- 6%					%
<u>1992</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
1993						

COMPARATIVE INCOME IN THOUSANDS  
TO DATE 1-31-93

<u>MONTH</u>	<u>YEAR</u>		<u>CUMULATIVE</u>				<u>%act</u>		<u>% bud</u>	
	<u>87</u>	<u>88</u>	<u>89</u>	<u>90</u>	<u>91</u>	<u>92</u>	<u>%</u>	<u>93</u>	<u>a</u>	<u>% b</u>
JAN	3.8	6.8	6.5	5.0	5.4	6.8	5	act		
FEB	9.5	12.1	13.2	10.0	12.1	14.0	10			
MAR	17.1	19.4	21.6	14.7	23.3	25.9	19			
APR	27.1	27.0	33.5	27.1	33.4	38.4	28			
MAY	36.9	43.0	36.7	32.0	43.0	47.0	35			
JU	41.6	50.5	39.7	38.2	50.0	58.1	43			
JULY	45.5	57.3	48.6	44.3	60.8	64.5	48			
AUG	50.8	66.5	53.0	50.1	66.3	76.6	57			
SEPT	59.1	76.9	59.7	63.4	77.9	89.3	66			
OCT	77.0	98.4	80.9	80.3	97.4	121.6	81			
NOV	87.3	102.1	91.1	88.8	106.9	131.0	97			
DEC	99.1	114.8	108.5	112.6	136.2	139.7	103			

NUMBERS FOR EACH MONTH ARE TOTALS UP TO AND INCLUDING THAT MONTH I.E. 91.1 POSTED FOR NOVEMBER 2989 INDICATES THE TOTAL FOR ALL SOURCES OF INCOME TO THAT POINT OR FOR \$91,000.

Mailed with Post Card  
1/15/93

The Rev. Robert M. Armstrong  
UNITED EVANGELICAL CHURCH  
945 S. East Avenue,  
Baltimore, MD 21224  
(410) 276-0621  
January 13, 1993

Dear Colleague:

I am slowly beginning to heal after the heart surgery. Last Sunday, I had the help and support of Father Joe and Pat Skarupa from St. Brigid's in leading the liturgy at our church. I can't tell you how beautiful it was to know that we have such friendships in our church community. The people of our church were so thankful for that support. There may be other ways like that that we can support one another as we minister for the cause of Christ and the Church in our neighborhood. Many of you came to visit me and others wrote notes of support when I was ill and for that I shall be eternally grateful. Someone said, "it is hard to find friends in the church" but I can testify that they are there and many just waiting to be asked.

As many of you know, we have what the kids in the neighborhood call the "church dog". Her name is "Epiphany" or "Pip" for short. She was given to us last year in our trash basket in the back of the parsonage. Father Joe also saved an abandoned dog (Chelsea) in a similar situation. As I have gone on my therapeutic walks by St. Brigid's, it came to me that there may be other church dogs and that maybe we ought to get the dogs, cats, fish and birds, and other animals together, and bless them as creatures of our God and King. For many people in the neighborhood they are not only among our best friends but link us to the environment for which we are all concerned. Whoever cares for the animals knows something of the gift of life we all have been given. Father Joe, Pat and I would like to propose that we establish a day when we can together celebrate in an outdoor worship service, the blessings of the animals and our love for them. What do you think about such a service built around Earth Day or the Feast of St. Francis? It would be one where we can express our concern for the environment and all living things. Whoever is concerned about the "Spotted Owl" or would you believe your own pet is concerned about the future of all mankind. We must treasure all life as God's gift.

I send you this letter to start you thinking. Do you share our vision for such an event. Would you or your church participate? Let me know by using the return postcard or calling me at the Parsonage at Batz's Church.

Thanks again for your support and love in my period of illness.

Kindest Personal Regards,

Bob

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ACTIVITY REPORT TO THE CHURCH COUNCIL  
ROBERT M. ARMSTRONG, PASTOR  
MARCH 1, 1993 - MARCH 31, 1993

SUMMARY AND HIGHLIGHTS

For three weeks in March 1993, the Church showed a decrease in attendance at regular Sunday services. On March 14, 1993, we experienced the BLIZZARD OF '93 AND CHURCH SERVICES HAD TO BE CANCELLED due to dangerous conditions. The weather also reduced our Wednesday Lenten Service attendance to 12 on March 17, 1993. Based on a three week month (and excluding March 14th), Sunday attendance for these services in March was 10% below that during the month of March 1992. Lenten Services adjusted for weather show a 3% increase.

Plans for the redesign of the office are still in the formative stage. The task now is to include the computer in the redesign of the office.

The Council in November 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 providing the proposal was based on a ~~more~~ less expensive proposal developed by Jon. This needs to be reviewed in a meeting early in the winter of 1993 and is proposed for the May 1993 meeting of the Council.

The THINK TANK proposal for the "Blessing of the Animals" was approved by the THINK TANK for May 1993. The plan to hold the Blessing of the Palms on Palm Sunday April 4th and the Procession of the Cross on Good Friday April 11th was approved at our last meeting of the Council.

The development of groups for young people has been implemented. The first is our usual Confirmation Class on Wednesdays at 7:30PM (Pastor as leader), the second is a Jr. Confirmation Class (Lois Long as leader), the third a Youth Choir (Rob Gundlach, Pastor and Lois Long) on Thursdays at 6:30PM. The examination of the Sr. Confirmation Class was held on Thursday, March 25 and the six Confirmands passed.

Healing Services during Lent continued and attracted a solid core of persons attending. These services seem to be enjoyed by those participating.

Three new members were received on Sunday March 28th and six Confirmands will be received and confirmed on Sunday April 4th.

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 = 6;calls=1</u>	February	7
<u>VISITS TO SHUT-INS =10;calls=0</u>	March	<u>10</u>
<u>VISITS TO HOSPITALS=9;calls=0</u>	February	9
<u>VISITS TO HOSPITALS=11 calls=0</u>	March	<u>11</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 Norma Bauersfeld, March 7th, Erin and Lauen Colgan, March 14th (Blizzard - Service Cancelled but these came through the snow to church), William Radditz, March 21, John Williams, March 28th.

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

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A Parish Visitors (Priscilla as Leader) program will be reconvened during the Winter months, Priscilla is leading Bible Study and Prayer Groups on alternate Tuesdays. She has found that the Bible Study approach is the more acceptable at this time so her focus will be there.

6. SUPERPANTRY

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first session began on Friday, March 5th and with the exception of Good Friday, April 9th, will continue thru Friday April 30th. Graduation will take place on Sunday, May 2nd at 4:00PM.

7. Developing a Community "Think-Tank":

The "think-tank" group of Pastors is considering the program involving the "Blessing of the Animals" (see attached) which we approved. We will be setting a date in May 1993.

8. Developing a Young Adult Group:

We need to think about how to develop a program for Young Adults as a follow up to our fall program called **REMEMBER WHEN**. Lynn Sanders was the Chair for that. Everyone seemed enthusiastic about trying to bring back "Dolly".

9. Getting Better Media Exposure

The large ad in the Guide scheduled for Oct 15 worked well to promote our fall Sour Beef dinner. We have a budget which will support a large ad for the Lenten Series on Healing. We used this for the Lenten Series this year.

10. Councilman Cain's Kitchen Cabinet

The Pastor attended the meeting of the Kitchen Cabinet on March 20th. One of the major issues being promoted by Councilmen Cain, D'Adamo, and Sfikas, is a Council Resolution supporting the full funding for the Enoch Pratt Free Library/State Library Resource Center's Audio-Visual Department and that it remain in Baltimore at Pratt Central for all to use and enjoy. This is in response to an effort on the part of the state to cut funds for this resource. In the near future the Councilmen will be holding Town Hall Meetings to hear from constituents in the area. We suggested a name for this "The Search for Solutions". It will involve a frank and open discussion of the issues which impact the delivery of city services in a time of budget cuts.

OBSERVATIONS

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

a. Attendance

Church attendance statistics indicate that for three Sundays in March our attendance at Sunday Morning Worship decreased 10% when compared to March 1992. Lenten Services to date show a 3% increase when adjusted for weather.

b. New Members Class

We need to continue to work at building our approach to the single young adults and to families who have children and who fall in the age range of 20 to 60 years of age. We must continue to work on building the membership class for the Spring. We are asking those who wish to become members to

contact the Pastor or the office.

### c. New Members Committee

I met with Ruth Beckwith, our Chair of the Committee on Thursday, March 11th. In May, we will be meeting with the entire Committee to review a marketing proposal designed to enhance the growth of 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 1993. 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.

The following **Confirmands** passed their examination for Confirmation on March 25th. These included Bernie Donalowski, Erin Colgan, David Hines, John Daniel, Kelly Daniel, & Rachael Ball. They were examined by Bucky Carrigan and George Finnerty. and will be received on Palm Sunday, April 4th. Cass Young was unable to be present for this event.

**New Members to be received on Sunday March 28th** include Marie Malko, Sandra Reichert, and Linda Forester.

## 2. Committees

### Committee on Fundraising

Jon Greif, of Berkshire Life Insurance Company distributed to the Council in the November 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 is willing to meet with us in our May meeting to forward this project.

### 3. Acquiring a Computer and Office Re-design

The computer has been installed in the Choir Room. This work

has been completed so we can begin to use the computer in the new year. To make it more effective, we need to move it to the church office. Members of the office re-design committee include Harvey Jacob, Millie Slecta, Grace Fader, Sam Jones, and George Hammerbacher. We need to meet with this group to move forward on our plans for office development..

#### 4. Copier Replaced

A new copier has been acquired and is working well. Under the leadership of George Hammerbacher a Council Committee studied the issue and Council approved this purchase to solve our printing problems.

#### 4. Communication to the Members re the Deficit

These reports have been continued each Sunday.

#### 5. Our Youth Program

Members of the Youth Council met before our Council meeting on January 5, 1993 to review some program ideas for approval this winter. They include trips to see various places of employment. We need to add new members to the Council and have invited Amber Kapela and Rob Palmer to join the Jr. Council. My recommendation is that we install members of the Jr. Council for a two year term. This needs to be done this winter.

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

ACTIVITY REPORT TO THE CHURCH COUNCIL  
ROBERT M. ARMSTRONG, PASTOR  
MARCH 1, 1993 - MARCH 31, 1993

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 and make space for the computer.

2. Complete Record Retention Policy for Review and Approval by the Council.

3. D.C. Impact Program

Self Defense Program for Women. High Quality limited enrollment. Begins Sunday May 2, 9, 16, 23, and May 30th. Time 1-8 on Sundays. 16 Women plus 7 staff leaders. Donation \$15.00 per hour. We provide some storage for mats that they work on. Last Sunday open to the public for a Graduation performance. Impact carries insurance. Terri Diener Coordinator 358-3647.

4. Council approval of the Blessing of the Palms on Palm Sunday and the Procession of the Cross on Good Friday in April during Holy Week, and the Blessing of the Animals during the month of May 1993 (as an Earth Day Project) on a date to be set by the THINK TANK.

6. Decision Regarding Capital Fund Raising Program

7. Church Guide Marketing Approach - recommend study of this issue. Cost \$995 per year.

8. Invitation to Jon Grief to present insurance fund raising program at the May meeting of Council

STATISTICAL REPORT  
MARCH 1993

	Total
VISITS TO SHUT-INS=10; Calls=0	<u>10</u>
Dorothy Green 3-9	
Augusta Davis 3-9	
Marienne Carigan 3-10	
Julius Will 3-10	
Charlotte McGovern 3-12	
Edna Miller 3-12	
Ruth Voelker 3-12	
Ted Hines 3-18	
Margaret Fitzberger 3-19	
Ruth Voelker 3-19	
 PARISH VISITOR'S CALLS	 <u>6</u>
VISITS TO HOSPITALS=11; calls=0	<u>11</u>
Ruth Voelker Hopkins 3-1	
Michael Beardsworth Union 3-2	
Ted Hines Union 3-2	
Ruth Voelker Hopkins 3-4	
Ted Hines Union 3-8	
Madeline Scheufel Church Home 3-10	
George Hammerbacher St. Joseph's 3-19	
Helen Weiniger Key 3-18	
Jackie Beardsworth Hopkins 3-18	
Shirley Frampton Maryland Gen 3-23	
Margaret Kelly Good Samaritan 3-25	
 COMMITTEE MEETINGS	 <u>0</u>
COUNCIL MEETINGS	<u>1</u>
25th Meeting 3-3-93	
 CONGREGATIONAL MEETING	 0
ADMINISTRATIVE MEETINGS = <u>2</u> ; Calls= <u>0</u>	<u>2</u>
Ruth Beckwith 3-11	
John Cain-Kitchen Cabinet 3-20	
 COUNCIL MEMBER INTERVIEWS	 <u>0</u>
GROUP MEETINGS	<u>13</u>
Confirmation 3-4	
Youth Choir 3-4	
Confirmation 3-11	
Youth Choir 3-11	
Confirmation 3-18	
Youth Choir 3-18	
Confirmation 3-25	
Youth Choir 3-25	
SUPERPANTRY 3-5	

Lenten Service 3-3  
Lenten Service 3-10  
Lenten Service 3-17  
Lenten Service 3-24

BAPTISMS=2, Counselling=2, Party=0 4  
Mary Colon Counselling 3-3  
Kara Elizabeth Kenney Counselling 3-7  
Kara Elizabeth Kenney Baptism 3-7  
Crystal Sullivan Baptism 3-28

WEDDINGS=1 Counselling=6 Renewal of Vows=0 7  
Scott-Webb Counselling 3-2  
Scott-Webb Counselling 3-11  
Scott-Webb Counselling 3-16  
Sullivan-Taylor Counselling 3-23  
Willis Shrader-Colleen Carrigan Counselling 3-24  
Scott-Webb Rehearsal 3-27  
Scott-Webb Wedding 3-28

FUNERALS=5, Visit to Funeral Home=0, Counselling=2 7  
William Brunner Funeral Skarda 3-5  
Herb Borkman Counselling 3-15  
Dorothy Borkman Funeral Millers 3-16  
Wanda Cantor Counselling 3-16  
Clark Gower Funeral Skarda 3-18  
Samuel Cushing Jr. Funeral 3-23  
Donald Cantor Funeral Loudens 3-23

COUNSELLING SESSIONS 1  
Ihab Abdow 3-21

CONFERENCE MEETINGS 0

**SUNDAY ATTENDANCE - MARCH 1993**

<u>8:00AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total</u>	<u>Net</u>
1992	69	58**	59	43	66*	0		171
1993	51	0**	46	50	0	0		147
Net	-18	0	-13	+ 7	0	0		- 24
<u>10:30AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total</u>	<u>Net</u>
1992	87	109**	95	117	117*	0		299
1993	101	0**	93	84	0	0		278
Net	+ 14	0	- 2	-33	0	0		- 21
* THREE SUNDAYS ONLY ** SERVICES CANCELLED - BLIZZARD								
Net 1992-1993								
	- 4	0	-15	- 26	0	0		- 45

1992-1993 % Change March

% Change in Sunday attendance for March = -10%  
(THREE SUNDAYS)

**COMPARISON JANUARY TO JANUARY -1992 AND 1993**

	<u>TOTALS FOR THE MONTH (SUNDAY ONLY)</u>					
<u>1992-</u>	<u>JANUARY</u>	<u>FEBRUARY</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>
1993	-35	-152	-45			
%	- 6%	- 21%	-10%			

<u>1992</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
1993						

<u>Ash Wednesday</u>	<u>Healing Services for Lent</u>						
	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>7th</u>
1992	96	58	49	48	43		
1993	76	52	63	12*	62		
Net	-20	-4	+14	-36	+19		
*Bad Weather							

Total to date 3-28-93 eliminate third service - bad weather  
 1992 246  
 1993 253  
 Net + 7      3% increase (not considering third service in  
 1992 and 1993 as it was effected by weather)

**COMPARATIVE INCOME IN THOUSANDS  
TO DATE 2-28-93**

<u>MONTH</u>	<u>YEAR</u>		<u>CUMULATIVE</u>				<u>% fact</u>	<u>93</u>	<u>% bud</u>	
	<u>87</u>	<u>88</u>	<u>89</u>	<u>90</u>	<u>91</u>	<u>92</u>	<u>%</u>	<u>act</u>	<u>a</u>	<u>% b</u>
JAN	3.8	6.8	6.5	5.0	5.4	6.8	5	7.8	5.57	11.6
FEB	9.5	12.1	13.2	10.0	12.1	14.0	10	14.2	10.0	23.3
MAR	17.1	19.4	21.6	14.7	23.3	25.9	19			
APR	27.1	27.0	33.5	27.1	33.4	38.4	28			
MAY	36.9	43.0	36.7	32.0	43.0	47.0	35			
JU	41.6	50.5	39.7	38.2	50.0	58.1	43			
JULY	45.5	57.3	48.6	44.3	60.8	64.5	48			
AUG	50.8	66.5	53.0	50.1	66.3	76.6	57			
SEPT	59.1	76.9	59.7	63.4	77.9	89.3	66			
OCT	77.0	98.4	80.9	80.3	97.4	121.6	81			
NOV	87.3	102.1	91.1	88.8	106.9	131.0	97			
DEC	99.1	114.8	108.5	112.6	136.2	139.7	103			

NUMBERS FOR EACH MONTH ARE TOTALS UP TO AND INCLUDING THAT MONTH I.E. 91.1 POSTED FOR NOVEMBER 2989 INDICATES THE TOTAL FOR ALL SOURCES OF INCOME TO THAT POINT OR FOR \$91,000.

D.C. IMPACT Self Defense  
701 Richmond Ave.  
Silver Spring, MD 20910-5225  
(301) 589-1349

March 10, 1993

Pastor Robert Armstrong  
United Evangelical Church  
East Avenue & Dillon Street  
Baltimore, MD 21224

Dear Pastor Armstrong:

We are excited to have the opportunity to bring D.C. IMPACT Self Defense to the Baltimore area. It's thanks to people like you and Terri Diener who have helped make it happen.

This letter is to confirm that we will be renting space on May 9, 16, 23, 29 and 30 from 1:00 p.m. to 8:00 p.m. for \$15.00 per hour. Also, I have enclosed a copy of our current certificate of insurance.

Again, many thanks and we look forward to working with you.

Very sincerely,



Carol Middleton  
Director

HUNTINGTON T. BLOCK INSURANCE AGENCY, INC.

a subsidiary of Rollins Burdick Hunter Co.

1120 20TH STREET, N.W.  
WASHINGTON, D.C. 20036-3406

TELEPHONE: (202) 223-0673  
TOLL FREE: (800) 424-8830  
FAX: (202) 331-8409  
CABLES: HUNTBLOCK  
TELEX: 892596

LLOYD'S OF LONDON  
FACILITIES

*Certificate of Insurance*

Pending issuance of the Policy/Endorsement

DC Self Defense Karate Association &  
DC Impact Model Mugging  
701 Richmond Avenue  
Silver Spring, MD 20910

Date: February 16, 1993

Effective Date: February 13, 19 93 At 12:01  
AM ~~PM~~

Insurance Carrier(s): Schottsdale Insurance Company

YOU ARE FULLY PROTECTED SUBJECT TO THE TERMS OF THE INSURANCE. THE POLICY/ENDORSEMENT WILL BE MAILED TO YOU UPON RECEIPT FROM THE INSURANCE CARRIER.

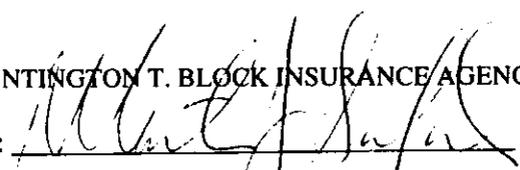
RENEWAL OF GENERAL LIABILITY POLICY #GLS374998

Coverage is held in full force.

\$300,000. Limit of Liability  
\$ 500. Deductible per Claim

\$ 2,185. Premium  
\$ 50. Fee  
\$ 45. Tax  
\$ 2,280. PREMIUM DUE

HUNTINGTON T. BLOCK INSURANCE AGENCY, INC.

By: 

Martin J. Sarsfield, Account Executive

MJS/bh

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

ACTIVITY REPORT TO THE CHURCH COUNCIL  
ROBERT M. ARMSTRONG, PASTOR  
APRIL 1, 1993 - APRIL 30, 1993

### SUMMARY AND HIGHLIGHTS

For four weeks in April 1993, the Church showed a decrease in attendance at regular Sunday services. Based on a four week month, Sunday attendance for these services in April was 6% below that during the month of April 1992. Lenten Healing Services adjusted for weather show a 5% increase. Palm Sunday and the Tableau account for major decreases this year. Easter was approximately the same.

Plans for the redesign of the office are still in the formative stage, however, the computer is now installed in the office thanks to Harvey Jacob and his helpers.

The Council in November 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 providing the proposal was based on a less expensive proposal developed by Jon. This will be reviewed in our meeting early and proposed for approval at the May 1993 meeting of the Council.

The THINK TANK proposal for the "Blessing of the Animals" was approved by the THINK TANK for May 1993. The Blessing of the Palms was held on Palm Sunday April 4th and the Procession of the Cross on Good Friday April 11th as approved at our last meeting of the Council.

The **Confirmation Class** graduated six new members for the church on Palm Sunday, April 4th at 10:30AM. These included Bernie Donalowski, Erin Colgan, David Hines, John Daniel, Kelly Daniel, & Rachael Ball. The **Youth Choir** (Rob Gundlach, Pastor and Lois Long) performed on April 25th at 10:30AM.

Holy Week Services were held during Lent the first week in April and included the Tableau, on Wednesday, April 7th at 8:00PM, Tenebrae, Thursday April 8th, at 7:30PM, and the Good Friday Service at 9:00AM on Friday, April 9th. The latter service was followed by the Procession of the Cross at 11:15AM on Friday. Six churches and about 80 people were involved in the Procession of the Cross. These services seem to be enjoyed by those participating.

The 50th Reunion of the Confirmation Class of 1943 was held on April 25th at 10:30AM and was followed by a Luncheon and

Reception at 11:45AM.

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 =10;calls=0</u>	<u>March</u>	<u>10</u>
<u>VISITS TO SHUT-INS = 1;calls=0</u>	<u>April</u>	<u>1</u>
<u>VISITS TO HOSPITALS=11 calls=0</u>	<u>March</u>	<u>11</u>
<u>VISITS TO HOSPITALS=12;calls=0</u>	<u>April</u>	<u>12</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 Lil Sanders, April 4th, Lou Parker, Jr., April 11th, Kitty Weitzel, April 18th, Sadie Zinn and Ernie Miller, April 25th.

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 **Confirmation Class** graduated six new members for the church on Psalm Sunday, April 4th at 10:30AM. These included Bernie Donalowski, Erin Colgan, David Hines, John Daniel, Kelly Daniel, & Rachael Ball. The **Youth Choir** (Rob Gundlach, Pastor and Lois Long) performed on April 25th at 10:3AM.

Marty Clement began a Confirmation Class for adults in October. This was opened to new members and those who want a refresher course in church membership. While using Bible Study materials, it replaced our proposed Sunday Bible Study Class and convenes on Sunday morning at 9:15AM and maintains a group of 3-5 members.

A Parish Visitors (Priscilla as Leader) program will be reconvened during the Winter months, Priscilla is leading Bible Study and Prayer Groups on alternate Tuesdays. She has found that the Bible Study approach is the more acceptable at this time so her focus will be there. Because of her illness it has been difficult to convene the Parish Visitors for a meeting.

6. SUPERPANTRY

The SUPERPANTRY will began again with an Orientation Program

on Friday February 19th and followed by Interviews on Friday February 26th. The current program serves six clients. The first session began on Friday, March 5th and with the exception of Good Friday, April 9th, will continue thru Friday April 30th. Graduation will take place on Sunday, May 2nd at 4:00PM.

#### 7. Developing a Community "Think-Tank":

The "think-tank" group of Pastors is considering the program involving the "Blessing of the Animals" which we approved. We will be setting a date in May 1993. In addition we have sent a letter of support to the Redemptorist Order for Father Poetzel of Sacred Heart of Jesus Church. Our hope is to try to get the Redemptorists to consider reappointing Father Poetzel and thus to stabilize that ministry. I attended a special Mass at St. Brigid's on April 24th. This was to celebrate the 50th Anniversary of Sister Clara's call to the ministry and was followed by a reception at Eichenkrantz..

#### 8. Developing a Young Adult Group:

We need to think about how to develop a program for Young Adults as a follow up to our fall program called **REMEMBER WHEN**. Lynn Sanders was the Chair for that. Everyone seemed enthusiastic about trying to bring back "Dolly".

#### 9. Getting Better Media Exposure

The large ad in the Guide scheduled for Oct 15 worked well to promote our fall Sour Beef dinner. We have a budget which will support a large ad for the Lenten Series on Healing. We used this for the Lenten Series this year. During the last week in April we got a story in the East Baltimore Guide to announce the coming of D.C. Impact in May 1993.

#### 10. Councilman Cain's Kitchen Cabinet

The next meeting is on Saturday May 15th.

### OBSERVATIONS

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

##### a. Attendance

Church attendance statistics indicate that for four Sundays in April our attendance at Sunday Morning Worship decreased 6% when compared to April 1992. Lenten Healing Services to date show a 5% increase when adjusted for weather. Palm Sunday and the Tableau account for the major decreases. Easter attendance remained approximately the same.

##### b. New Members Class

We need to continue to work at building our approach to the single young adults and to families who have children and who fall in the age range of 20 to 60 years of age. We must continue to work on building the membership class for the

Spring. We are asking those who wish to become members to contact the Pastor or the office.

### c. New Members Committee

The new members Committee met on Wednesday, April 21st at 4:00PM. I raised the issue of how we can grow our church since I believe that as a Pastor I have done everything I can do. We must get our people excited about helping to grow the church and to use the concept of the "priesthood of all believers". In addition we have to help members to be excited about their own faith experience so as to share that with new people. As Pastor, I will focus my next series of sermons on church growth. The committee recommended that we enlarge our group with the addition of the Spiritual Life Committee next time so that concerns about church growth can be shared with a larger group. Harvey Jacob introduced the Committee to a new book by Llyle Shaller on how to encourage new growth in a passive church. Rob Gundlach suggested that the Pastor ask our members to give him some feedback in the form of questions which concern them about their ministry.

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 1993. 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

### Committee on Fundraising

Jon Greif, of Berkshire Life Insurance Company distributed to the Council in the November 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 is willing to meet with us in our May meeting to forward

this project.

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Self Defense Program for Women. High Quality limited enrollment. Begins Sunday May 9, 16, 23, & 30. Demonstration May 29th (1-6:30PM) and graduation on May 30th. Time 1-6:30PM on Sundays. 16 Women plus 7 staff leaders. Donation \$15.00 per hour. We provide some storage for mats that they work on. Last Sunday open to the public for a Graduation performance. Impact carries insurance. Terri Diener Coordinator 358-3647. Plans have been completed to get equipment installed on Tuesday May 4th.

4. Decision Regarding Capital Fund Raising Program

5. Support of Jobs Program for SEEC

STATISTICAL REPORT  
APRIL 1993

	Total
VISITS TO SHUT-INS=1; Calls=0 Lena and Frank Kemp 4-14	<u>1</u>
PARISH VISITOR'S CALLS	<u>6</u>
VISITS TO HOSPITALS=10; calls=2 Michael Rossmark Church Home 4-21 Michael Rossmark Church Home 4-22 Michael Naparstek Key 4-22 Anna Shaeffer Key 4-22 Anna Shaeffer Key 4-25 Holly Raddatz Union 4-25 Michael Rossmark Call 4-28 Michael Rossmark Call 4-28 Holly Raddatz Union 4-25 Michael Naparstek Key 4-28 Anna Shaeffer Key 4-28 Anna Shaeffer Key 4-28	<u>12</u>
COMMITTEE MEETINGS Membership Committee 4-21	<u>1</u>
COUNCIL MEETINGS 26th Meeting 4-6-93	<u>1</u>
CONGREGATIONAL MEETING	0
ADMINISTRATIVE MEETINGS =6; Calls=0 Ihab Abdow 4-15 SUPERPANTRY 4-16 UCC Social Concerns Cttee 4-21 UCC Pre-Retirement Seminar 4-23 UCC Pre-Retirement Seminar 4-24 St. Brigid's Sister Clara Jubilee Mass 4-24	<u>6</u>
COUNCIL MEMBER INTERVIEWS	<u>0</u>
GROUP MEETINGS Confirmation 4-1 Youth Choir 4-1 Blessing the Palms 4-4 Lenten Service Tableau 4-7 Lenten Service Tenebrae 4-8 Lenten Service Good Friday 4-9 Lenten Service, Procession of the Cross 4-9	<u>7</u>
BAPTISMS=1, Counselling=0, Party=0 Crystal Sullivan 4-11 Baptism	<u>1</u>
WEDDINGS=1 Counselling=4 Renewal of Vows=0	<u>5</u>

Willis Shrader-Colleen Carrigan Rehearsal 4-2  
Willis Shrader-Colleen Carrigan Wedding 4-5  
Blake- Waters Counselling 4-6  
Sauer - Carl Counselling 4-13  
Greg Andrews - Mary Lamp Counselling 4-27

FUNERALS=0, Visit to Funeral Home=0, Counselling=0 0

COUNSELLING SESSIONS 1  
Harvey Scott Mitchell 4-6

CONFERENCE MEETINGS 0

**SUNDAY ATTENDANCE - APRIL 1993**

<u>8:00AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total</u>	<u>Net</u>
1992	60	72	55	38	0	0		225
1993	65	49	58	52	0	0		224
Net	+ 5	-23	+ 3	+ 14	0	0		- 1
<u>10:30AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total</u>	<u>Net</u>
1992	80	226	211	157	0	0		674
1993	168	212	86	154	0	0		620
Net	+ 88	-14	-125	- 3	0	0		- 54
1992-1993								
	+93	-37	-122	+ 11	0	0		- 55

1992-1993 % Change April

% Change in Sunday attendance for April = -06%

**COMPARISON JANUARY TO JANUARY -1992 AND 1993**

	<u>TOTALS FOR THE MONTH (SUNDAY ONLY)</u>					
<u>1992-</u>	<u>JANUARY</u>	<u>FEBRUARY</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>
1993	-35	-152	-45	-55		
%	- 6%	- 21%	-10%	-06%		

<u>1992</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
1993						

<u>Ash Wednesday</u>	<u>Healing Services for Lent</u>						
	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>7th</u>
1992							
	96	58	49	48	43	48	
1993							
	76	52	63	12*	62	57	
Net	-20	-4	+14	-36	+19	+ 9	

\*Bad Weather

Total to date 3-28-93 eliminate third service - bad weather

1992 294

1993 310

Net + 16

5% increase (not considering third service in 1992 and 1993 as it was affected by weather)

	<u>Palm Sunday</u>	<u>Tableau</u>	<u>Tenebrae</u>	<u>Good Friday</u>	<u>Easter</u>
1992	300	202	62	65	266
1993	233	141	64	56	261
	-67	-61	+ 2	-9	- 5

\*Major losses in Palm Sunday and Tableau

COMPARATIVE INCOME IN THOUSANDS  
TO DATE 3-31-93

<u>MONTH</u>	<u>YEAR</u>		<u>CUMULATIVE</u>				<u>%act</u>	<u>93</u>	<u>% bud</u>	
	<u>87</u>	<u>88</u>	<u>89</u>	<u>90</u>	<u>91</u>	<u>92</u>	<u>%</u>		<u>act</u>	<u>a</u>
JAN	3.8	6.8	6.5	5.0	5.4	6.8	5	7.8	5.57	11.7
FEB	9.5	12.1	13.2	10.0	12.1	14.0	10	14.2	10.0	23.4
MAR	17.1	19.4	21.6	14.7	23.3	25.9	19	24.6	17.4	35.1
APR	27.1	27.0	33.5	27.1	33.4	38.4	28			
MAY	36.9	43.0	36.7	32.0	43.0	47.0	35			
JU	41.6	50.5	39.7	38.2	50.0	58.1	43			
JULY	45.5	57.3	48.6	44.3	60.8	64.5	48			
AUG	50.8	66.5	53.0	50.1	66.3	76.6	57			
SEPT	59.1	76.9	59.7	63.4	77.9	89.3	66			
OCT	77.0	98.4	80.9	80.3	97.4	121.6	81			
NOV	87.3	102.1	91.1	88.8	106.9	131.0	97			
DEC	99.1	114.8	108.5	112.6	136.2	139.7	103			

NUMBERS FOR EACH MONTH ARE TOTALS UP TO AND INCLUDING THAT MONTH I.E. 91.1 POSTED FOR NOVEMBER 2989 INDICATES THE TOTAL FOR ALL SOURCES OF INCOME TO THAT POINT OR FOR \$91,000.

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

ACTIVITY REPORT TO THE CHURCH COUNCIL  
ROBERT M. ARMSTRONG, PASTOR  
MAY 1, 1993 - MAY 31, 1993

SUMMARY AND HIGHLIGHTS

For five weeks in May 1993, the Church showed a decrease in attendance at regular Sunday services. Based on a five week month, Sunday attendance for these services in May was 13% below that during the month of May 1992. Some of this was caused by the high number of persons in the hospital and those sick at home (18 persons and spouses excluding shut-ins) and the unusual high attendance the third Sunday (10:30) of 1992. I suspect this may be the Confirmation Reunion Service (57 of the 100 persons down for 1993). Nevertheless we do show a decline in church attendance in May 1993.

Plans for the redesign of the office are still in the formative stage. The computer is now installed in the office thanks to Harvey Jacob and his helpers and with the help of John Price, Millie and Cass are learning how to use it.

The Council in November 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 providing the proposal was based on a less expensive proposal developed by Jon. This was to be reviewed in our meeting in April but Jon did not appear for that meeting.

The THINK TANK proposal for the "Blessing of the Animals" was approved by the THINK TANK for May 1993 will be delayed until June 1993.

Four new members joined the church on May 23rd at the 10:30AM service. They were Bruce Waters, Andrea Blake, Bonnie Martin, and Franklin Webb.

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 = 1;calls=0</u>	<u>April</u>	<u>1</u>
<u>VISITS TO SHUT-INS = 8;calls=0</u>	<u>May</u>	<u>8</u>
<u>VISITS TO HOSPITALS=12;calls=0</u>	<u>April</u>	<u>12</u>
<u>VISITS TO HOSPITALS= 0 calls=0</u>	<u>May</u>	<u>12</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 Linda Forest, May 2, Alberta Deasel, May 9, Sandra Rhoads, May 16th, Margaret Spleidt, May 23, and Rosemary Clapin, May 30.

## 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

Marty Clement began a Confirmation Class for adults in October. This was opened to new members and those who want a refresher course in church membership. While using Bible Study materials, it replaced our proposed Sunday Bible Study Class and convenes on Sunday morning at 9:15AM and maintains a group of 3-5 members.

## 6. SUPERPANTRY

The SUPERPANTRY began again with an Orientation Program on Friday February 19th followed by Interviews on Friday February 26th. The current program serves six clients. The first session began on Friday, March 5th and with the exception of Good Friday, April 9th, continued thru Friday April 30th. Graduation took place on Sunday, May 2nd at 5:00PM.

## 7. Developing a Community "Think-Tank":

The "think-tank" group of Pastors is considering the program involving the "Blessing of the Animals" which we approved. We will be setting a date in June 1993. In addition we have sent a letter of support to the Redemptorist Order for Father Poetzel of Sacred Heart of Jesus Church. Our hope is to try to get the Redemptorists to consider reappointing Father Poetzel and thus to stabilize that ministry.

## 8. Developing a Young Adult Group:

We need to think about how to develop a program for **Young Adults** as a follow up to our fall program called **REMEMBER WHEN**. Lynn Sanders was the Chair for that. Everyone seemed enthusiastic about trying to bring back "Dolly".

## 9. Getting Better Media Exposure

The large ad in the Guide scheduled for Oct 15 worked well to promote our fall Sour Beef dinner. We have a budget which made possible a large ad for the Lenten Series on Healing. During the last week in April we got a story in the East Baltimore Guide to announce the coming of D.C. Impact in May 1993.

## OBSERVATIONS

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

#### a. Attendance

Church attendance statistics indicate that for five Sundays in May our attendance at Sunday Morning Worship decreased 13 % when compared to May 1992.

#### b. New Members Class

We need to continue to work at building our approach to the single young adults and to families who have children and who fall in the age range of 20 to 60 years of age. We must continue to work on building the membership class. We are asking those who wish to become members to contact the Pastor or the office. Four new members joined the church on May 23rd at the 10:30AM service. They were Bruce Waters, Andrea Blake, Bonnie Martin, and Franklin Webb.

#### c. New Members Committee

The new members Committee met on Wednesday, April 21st at 4:00PM. Our next meeting will be in June. We will 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 1993. 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

#### Committee on Fundraising

Jon Greif, of Berkshire Life Insurance Company distributed to the Council in the November 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 May meeting to forward this project but did not show up.

Christian Education Committee:

This Committee met on Wednesday, May 26th. Recommendations will be made to the Council to limit Confirmation to those who will be twelve years of age by December 31st of the year of the start of the Class. A Jr. Confirmation Class will be encouraged by the Church School. Acolytes will be limited to those who have been confirmed or are current confirmands. The Committee recommended that there be a closer reporting relationship between the Church School and the Council so that the Council can be more supportive to the Church School and more involved in helping the teachers.

3. Acquiring a Computer and Office Re-design

The computer has been installed in the office. This work has been completed. John Price is teaching Millie and Cass how to use the computer. Members of the office re-design committee include Harvey Jacob, Millie Slecta, Grace Fader, Sam Jones, and George Hammerbacher. We need to meet with this group to move forward on our plans for office development.

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ACTIVITY REPORT TO THE CHURCH COUNCIL  
ROBERT M. ARMSTRONG, PASTOR  
MAY 1, 1993 - MAY 31, 1993

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. With Harvey's leadership the computer has been installed in the office.

2. Complete Record Retention Policy for Review and Approval by the Council.

3. Decision Regarding Capital Fund Raising Program

4. Decisions Regarding the recommendations of the Christian Education Committee.

5. Approval of our participation in the Vacation Church School for 1993. Date to be set by the THINK TANK in June.

STATISTICAL REPORT  
MAY 1993

	Total
VISITS TO SHUT-INS=6; Calls=2	<u>8</u>
Ruth Voelker 5-7	
Michael Rossmark 5-20	
Ruth Voelker 5-20	
Shirley Frampton Call 5-25	
Marie Kirby Call 5-25	
Ruth Voelker 5-27	
Charlotte McGovern 5-28	
Dorothy McGeorge 5-30	
 PARISH VISITOR'S CALLS	 <u>4</u>
VISITS TO HOSPITALS=12; calls=0	<u>12</u>
Michael Naparstek Key 5-4	
Anna Shaeffer Key 5-4	
Joyce Hammerbacher Union 5-13	
Joyce Hammerbacher Union 5-14	
Michael Naparstek Key 5-14	
Joyce Hammerbacher Union 5-19	
Joyce Hammerbacher Union 5-21	
Michael Naparstek Key 5-21	
Bob Adams Franklin Sq 5-24	
Joyce Hammerbacher Union 5-25	
Mike Naparstek Key 5-26	
Bob Adams Franklin Sq 5-26	
 COMMITTEE MEETINGS	 <u>1</u>
Christian Ed Committee 5-26	
 COUNCIL MEETINGS	 <u>1</u>
27th Meeting 5-4-93	
 CONGREGATIONAL MEETING	 0
 ADMINISTRATIVE MEETINGS =9; Calls=0	 <u>9</u>
George Nassner 5-5	
D.C. Impact 5-5	
SEEC 5-7	
Ministerium CAC 5-11	
UCC Social Concerns Cttee, Wash D.C. 5-12	
John Price - Computer 5-14	
Linda Forest 5-14	
John Price Computer 5-21	
John Price Computer 5-28	
 COUNCIL MEMBER INTERVIEWS	 <u>0</u>
 GROUP MEETINGS	 <u>4</u>
Mother-Daughter Banquet 5-5	
Boy Scouts Jamboree Services 5-8	
D.C. Impact 5-9	

D.C. Impact Graduation 5-30	
BAPTISMS=1, Counselling=3, Party=0	<u>4</u>
Angelini Fraser Counselling 5-6	
Luther Tyree-Darce Counselling 5-6	
Joan Marie Conway Baptism 5-23	
Stacy Koczorowski 5-26	
WEDDINGS=2 Counselling=4 Renewal of Vows=0	<u>6</u>
Ron Carrigan-Sandra Reichert Counselling 5-6	
Greg Andrews - Mary Lamp Counselling 5-11	
Ron Carrigan-Sandra Reichert Rehearsal 5-14	
Ron Carrigan-Sandra Reichert Wedding 5-15	
Sullivan-Taylor Rehearsal 5-21	
Sullivan-Taylor Wedding 5-22	
FUNERALS=0, Visit to Funeral Home=0, Counselling=0	<u>0</u>
COUNSELLING SESSIONS	<u>5</u>
Sis Miskar 5-5	
Sis Miskar 5-14	
Ihab Abdou 5-30	
Scott Mitchell 5-23	
Scott Mitchell 5-30	
CONFERENCE MEETINGS	0

**SUNDAY ATTENDANCE - MAY 1993**

<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>
1992	60	68	52	59	41	0	280
1993	47	47	56	52	47	0	249
Net	-13	-21	+ 4	- 7	+ 6	0	- 31

<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>
1992	86	95	122	100	90	0	493
1993	82	90	61	110	81	0	424
Net	- 4	- 5	- 61	+10	- 9	0	- 69
1992-1993	-17	-26	- 57	+ 3	- 3	0	-100

1992-1993 % Change May  
 % Change in Sunday attendance for May = -13%

**COMPARISON JANUARY TO JANUARY -1992 AND 1993**

	<u>TOTALS FOR THE MONTH (SUNDAY ONLY)</u>					
<u>1992-</u>	<u>JANUARY</u>	<u>FEBRUARY</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>
1993	-35	-152	-45	-55	-100	
%	- 6%	- 21%	-10%	-06%	-13%	
<u>1992</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
1993						

**COMPARATIVE INCOME IN THOUSANDS  
TO DATE 3-31-93**

<u>MONTH</u>	<u>YEAR</u>		<u>CUMULATIVE</u>					<u>%act</u>	<u>% bud</u>		
	<u>87</u>	<u>88</u>	<u>89</u>	<u>90</u>	<u>91</u>	<u>92</u>	<u>%</u>	<u>93</u> act	a	%	b
JAN	3.8	6.8	6.5	5.0	5.4	6.8	5	7.8	5.7	11.3	
FEB	9.5	12.1	13.2	10.0	12.1	14.0	10	14.0	10.3	22.6	
MAR	17.1	19.4	21.6	14.7	23.3	25.9	19	23.8	17.5	33.9	
APR	27.1	27.0	33.5	27.1	33.4	38.4	28	43.2	31.9	45.2	
MAY	36.9	43.0	36.7	32.0	43.0	47.0	35				
JU	41.6	50.5	39.7	38.2	50.0	58.1	43				
JULY	45.5	57.3	48.6	44.3	60.8	64.5	48				
AUG	50.8	66.5	53.0	50.1	66.3	76.6	57				
SEPT	59.1	76.9	59.7	63.4	77.9	89.3	66				
OCT	77.0	98.4	80.9	80.3	97.4	121.6	81				
NOV	87.3	102.1	91.1	88.8	106.9	131.0	97				
DEC	99.1	114.8	108.5	112.6	136.2	139.7	103				

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.

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ACTIVITY REPORT TO THE CHURCH COUNCIL  
ROBERT M. ARMSTRONG, PASTOR  
JULY 1, 1993 - JULY 31, 1993

SUMMARY AND HIGHLIGHTS

For four weeks in July 1993, the Church showed a decrease in attendance at regular Sunday services. Based on a four week month, Sunday attendance for these services in July was 15% below that during the month of July 1992. Some of this drop in attendance is due to the increase in the number of sick people. These account for 16 hospital visits in June and 9 visits in July.

We had four Baptisms in July, three funerals and three calls for prayers at funeral homes. In June and July

Plans for the redesign of the office are still in the formative stage. The computer is now installed in the office thanks to Harvey Jacob and his helpers and with the help of John Price, Millie and Cass and I are learning how to use it.

The Council in November 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 providing the proposal was based on a less expensive proposal developed by Jon. This was to be reviewed in our meeting in May but Jon did not appear for that meeting. It must be followed up.

The WIC program proposal was received this month. A copy of the letter is attached. It proposes use of our Christian Education building and offers us an opportunity to cover some of the costs of operating this section of our buildings. In addition I have raised a question with our Associate Conference Minister re developing a policy on Sexual Abuse so as to protect our church from possible law suits. Members of the Council have received copies of this correspondence. The D.C. Impact program would like to return to our church in November of this year. In the Spring we received a donation of \$525 from this program.

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 = 7; calls=3 June

10

<u>VISITS TO SHUT-INS =10;</u>	5	Ju	15
<u>VISITS TO HOSPITALS=15;</u>	1	Ju	16
<u>VISITS TO HOSPITALS= 9</u>	2	Ju	9

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. The plan for August is to focus on the book of Revelation and see if people attending our worship will respond to this.

3. Implementation of Faith Alive  
 The faith alive program has included recognition of the contribution of Lisa Nassar, July 4, Kevin Williams Sr, July 11, Jackie Beardsworth, July 18, and Berntha Cassedy, July 25.

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  
 Marty Clement began a Confirmation Class for adults in October. This was opened to new members and those who were a refresher course in church membership. While using Bible study materials, it replaced our proposed Sunday Bible class and convenes on Sunday morning at 9:15AM and maintains a group of 15 members. We have closed this program for the summer and will consider it for the fall of 1993. The Bible Study has also discontinued the Prayer Group and Tuesday Study for the summer.

6. SUPERFANTRY  
 We have been asked by SEEC to Chair the Interchurch Choir Festival in December of 1993 to raise money for the SUPERFANTRY.

7. Developing a Community Think-Tank  
 The "think-tank" group of pastors is considering the program involving the "Blessing of the Animals" which we approved. We held a preliminary run through of the event in our Canton happening on June 30, 1993. It was very well received. We had about 17 dogs, 2 cats, 6 birds, 2 guinea pigs and 1 hamster. We need to evaluate this event for the fall of 1993, possibly in October. In addition we have sent a letter of support to the Redemptorist Order for Father Portzel of the Heart of Jesus Church. Our hope is to try to get the Redemptorists to consider appointing Father Portzel and to stabilize that ministry. This letter was sent with the signatures of all Pastors in our area except the Highland Community of God. Father Portzel is going in August 1993 to Our Lady of Fatima Church in Virginia. Pastor

8. Developing a Young Adult Group:

We need to think about how to develop a program for Young Adults as a follow up to our fall program called REMEMBER WHEN. Lynn Sanders was the Chair for that. Everyone seemed enthusiastic about trying to bring back "Dolly".

9. Getting Better Media Exposure

The large ad in the Guide scheduled for Oct 15 worked well to promote our fall Sour Beef dinner. We have a budget which will make possible a large ad for the Dinner in the fall of 1993.

OBSERVATIONS

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

a. Attendance

Church attendance statistics indicate that for four Sundays in July our attendance at Sunday Morning Worship decreased 15% when compared to July 1992.

b. New Members Class

We need to continue to work at building our approach to the single young adults and to families who have children and who fall in the age range of 20 to 60 years of age. We must continue to work on building the membership class. We are asking those who wish to become members to contact the Pastor or the office.

c. New Members Committee

The new members Committee met on Wednesday, April 21st at 4:00PM. Our next meeting will be in the summer or fall of 1993. We will 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 1993. 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.

The Pastor is using an outline for questions to get input from members and to encourage the growth of their ministry. This is a part of strengthening the "priesthood of all believers" by teaching our members how to articulate their faith.

## 2. Committees

### Committee on Fundraising

Jon Greif, of Berkshire Life Insurance Company distributed to the Council in the November 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 May meeting to forward this project but did not show up. We must follow up this program.

### 2. Acquiring a Computer and Office Re-design

The computer has been installed in the office. This work has been completed. John Price is teaching Millie and Cass how to use the computer. I joined John during the month of June and July in helping Millie and Cass to gain increased skill in the use of this machine. John and I designed a teaching tool for them to supplement the instruction book. Members of the office re-design committee include Harvey Jacob, Millie Slecta, Grace Fader, Sam Jones, and George Hammerbacher. We need to meet with this group to move forward on our plans for office development.

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ACTIVITY REPORT TO THE CHURCH COUNCIL  
ROBERT M. ARMSTRONG, PASTOR  
JULY 1, 1993 - JULY 31, 1993

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.

3. Decision Regarding Capital Fund Raising Program

4. Develop a policy to protect our church from potential law suits re sexual abuse of members and especially children. Council members have received the letter which I wrote to Tom Hamilton, our Associate Conference Minister.

5. That Council approve Fred Long to take Paul Bauersfeld's place as a Parish Visitor to work with the Pastor.

6. That we try to limit Baptisms to one at each service (8:00 and 10:30AM) so as not to make the services too long for our people.

7. Approval of D.C. Impact to use our building in November 1993. Schedule to be negotiated.

8. Approval of plan to negotiate use of our Christian Education Building by the WIC program.

**STATISTICAL REPORT**  
**JULY 1993**

	Total
VISITS TO SHUT-INS=6; Calls=5	<u>11</u>
Carolyn Rada Call 7-10	
Bill and Ruth Voelker 7-10	
Joyce and Mel Hammerbacher Call 7-16	
Lillian Shaller Belair Convalescent Home 7-21	
Carolyn Rada Call 7-21	
Mel and Joyce Hammerbacher 7-22	
Charlotte McGovern Call re Pauline Miller 7-26	
Pauline Miller Call re eye surgery 7-27	
Edna Oberlander 7-29	
Julius Will 7-29	
John Bond 7-29	
 PARISH VISITOR'S CALLS	 <u>4</u>
VISITS TO HOSPITALS=9; calls=0	<u>9</u>
Joyce Hammerbacher Union 7-7	
Morris LeBrun Coronary Care Church Home 7-11	
Morris LeBrun Intensive Care St. Joseph's 7-13	
Ruth Voelker Hopkins 7-17	
Ruth Voelker Hopkins 7-20	
Elaine Wojck Mercy 7-22	
Ruth Voelker Hopkins 7-23	
Elaine Wojck Mercy 7-25	
Ruth Voelker Hopkins 7-30	
 COMMITTEE MEETINGS	 <u>0</u>
COUNCIL MEETINGS	<u>0</u>
No Council Meeting in July 1993	
27th Meeting 5-4-93 (Vacation 6-1-93)	
 CONGREGATIONAL MEETING	 <u>0</u>
ADMINISTRATIVE MEETINGS =7; Calls=3	<u>10</u>
Ben Long 7-7	
John Spencer 7-7	
John Price Computer 7-16	
D.C. Impact Call 7-16	
Kitchen Cabinet 7-17	
Bill Gonce Call 7-20	
John Price Computer 7-23	
Jan Del Williams Maryland Food Committee Call 7-27	
Jan Del Williams Maryland Food Committee 7-28	
John Price Computer 7-30	
 COUNCIL MEMBER INTERVIEWS	 <u>0</u>
GROUP MEETINGS	<u>1</u>
Crab Cake Luncheon and Dinner 7-9	

BAPTISMS=4, Counselling=3, Party=0	<u>7</u>
Kevin Williams Sr. Counselling 7-6	
Michael Binasz Counselling 7-8	
Kevin Williams Jr. Baptism 7-11	
Michael Binasz Counselling 7-15	
Marie Kapela Baptism 7-18	
Sarah Beardsworth Baptism 7-18	
Cody Rugemer Baptism 7-25	
WEDDINGS=1 Counselling=2 Renewal of Vows=0	<u>3</u>
Laurie Sauer-Robert Carl Rehearsal 7-2	
Sauer-Carl Wedding 7-3	
Pam Loving re Marriage of Cousins 7-28	
FUNERALS=3, Visit to Funeral Home=3, Counselling=8	<u>14</u>
Rosalie Cumberland Connelly's (prayers)7-4	
Cathrine Bragg Call re Funeral 7-16	
Mrs. Mary Glad Call re Bragg 7-16	
Cathrine Bragg <b>Funeral</b> 7-17	
Catherine Bragg <b>Interment</b> 7-20	
Donald St. Clair Call from Duda Ruck 7-18	
Donald St. Clair Call re Funeral of Doris 7-18	
Grace Fader re Doris St. Clair Call re Funeral 7-18	
Doris St. Clair <b>Funeral</b> 7-19	
Emma Essell re Funeral of Andrew Essell Counselling 7-19	
Andrew Essell Lassahn Funeral (prayers) 7-20	
Ed Sanders Skarda Funeral (prayers) 7-21	
William Finerty Funeral Call 7-30	
William Finerty Counselling with wife Frances 7-31	
COUNSELLING SESSIONS	<u>1</u>
Scott Mitchel Court 7-29	
CONFERENCE MEETINGS	0

**SUNDAY ATTENDANCE - JULY 1993**

<u>8:00AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total</u>	<u>Net</u>
1992	61	48	55	50	00	00	214	
1993	48	52	55	47	00	00	202	
Net	-13	+ 4	0	- 3	00	00	-	12
<u>10:30AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total</u>	<u>Net</u>
1992	86	73	91	100	00	00	350	
1993	66	64	75	74	00	00	279	
Net	- 20	- 9	- 16	-26	00	00	-	71
992-1993	-33	- 5	- 16	- 29	00	00	-	83

1992-1993 % Change July  
 % Change in Sunday attendance for July= -15%

**COMPARISON JANUARY TO JANUARY -1992 AND 1993**

	<u>TOTALS FOR THE MONTH (SUNDAY ONLY)</u>					
<u>1992-</u>	<u>JANUARY</u>	<u>FEBRUARY</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>
1993	-35	-152	-45	-55	-100	+ 45
%	- 6%	- 21%	-10%	-06%	-13%	+ 8%
<u>1992</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
1993	-83					
%	-15%					

COMPARATIVE INCOME IN THOUSANDS  
TO DATE 6-30-93

<u>MONTH</u>	<u>YEAR</u>		<u>CUMULATIVE</u>				<u>%act</u>	<u>% bud</u>
	<u>87</u>	<u>88</u>	<u>89</u>	<u>90</u>	<u>91</u>	<u>92</u>	<u>%</u>	<u>act</u> <u>a % b</u>
JAN	3.8	6.8	6.5	5.0	5.4	6.8	5	7.8      5.7 11.3
FEB	9.5	12.1	13.2	10.0	12.1	14.0	10	14.0      10.3 22.6
MAR	17.1	19.4	21.6	14.7	23.3	25.9	19	23.8      17.5 33.9
APR	27.1	27.0	33.5	27.1	33.4	38.4	28	43.2      31.9 45.2
MAY	36.9	43.0	36.7	32.0	43.0	47.0	35	53.2      39.2 56.5
JU	41.6	50.5	39.7	38.2	50.0	58.1	43	
JULY	45.5	57.3	48.6	44.3	60.8	64.5	48	
AUG	50.8	66.5	53.0	50.1	66.3	76.6	57	
SEPT	59.1	76.9	59.7	63.4	77.9	89.3	66	
OCT	77.0	98.4	80.9	80.3	97.4	121.6	81	
NOV	87.3	102.1	91.1	88.8	106.9	131.0	97	
DEC	99.1	114.8	108.5	112.6	136.2	139.7	103	

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  
(301) 276-0393

ACTIVITY REPORT TO THE CHURCH COUNCIL  
ROBERT M. ARMSTRONG, PASTOR  
SEPTEMBER 1, 1993 - SEPTEMBER 30, 1993

SUMMARY AND HIGHLIGHTS

For four weeks in SEPTEMBER 1993, the Church showed a decrease in attendance at regular Sunday services. Based on a four week month, attendance for these services in SEPTEMBER was 8% below that during the month of SEPTEMBER 1992. The major part of the decrease was in the attendance at the 8:00AM service. During September we had one Baptism per week, three funerals, two weddings and six wedding counselling sessions, and 16 administrative meetings. It was a busy month.

The 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 providing the proposal was based on a less expensive proposal developed by Jon. This was to be reviewed in our meeting in May but Jon did not appear for that meeting. It must be followed up.

The WIC program proposal was presented in the Council meeting this month. A committee was assigned to negotiate the terms and conditions and asked to report back to our October meeting. The report of this committee was sent to each Council member.

I have raised a question with our Associate Conference Minister re developing a policy on Sexual Abuse so as to protect our church from possible law suits. Members of the Council have received copies of this correspondence. Tom Hamilton received my letter which was sent to the Council with the follow up materials and information. We requested from him a copy of the Insurance Program for our church so we could check the limitations on the 36 million dollar insurance policy which we understand has been purchased by our church. He suggested that we contact the Conference Minister, John Deckenbach and request his assistance. This was done in writing. We received a copy of the insurance policy and pointed out to John in the letter which you received the limitations of this policy. Because of the seriousness of this matter 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. Locally the Baptist Church is facing a 60 million dollar suit regarding the behavior of a Director of Music in one of their churches. The suit is directed to the church, the Baptist Conference, the Minister of the Church, and a number of other units of that denomination. We need a legal opinion regarding this matter as it affects our church. Our THINK TANK members have pointed out that Maryland Law requires Pastors to report any cases of suspected sexual abuse to the police. Methodist ministers have been instructed to implement this law.

Plans have been completed for the Blessing of the Animals on October 3rd at 4:00PM at O'Donnel Square (see attached).

We received a letter from The Rev. Glen Rogers of the Bethel UCC Church indicating that their Consistory (Council) approved a recommendation to their Annual Meeting (October 17th) that they enter into merger talks with our Church.

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 = 8;calls=5</u>	August		<u>13</u>
<u>VISITS TO SHUT-INS = 8;calls=5</u>	September	<u>13</u>	

<u>VISITS TO HOSPITALS= 2;calls=0</u>	August		<u>2</u>
<u>VISITS TO HOSPITALS= 7;calls=0</u>	September	<u>7</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 Hilda Mallon, September 5, Mel and Joyce Hammerbacher, September 12, Jim Talagsen, September 19, James and Arlene Pate, September 26.

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

Marty Clement began a Confirmation Class for adults in October. This was opened to new members and those who want a refresher course in church membership. While using Bible Study materials, it replaced our proposed Sunday Bible Study Class and convenes on Sunday morning at 9:15AM and maintains a group of 3-5 members. We have closed this program out for the summer and will consider it for the fall of 1993.

Priscilla has announced that Bible Study will re-convene on Tuesday, beginning October 5th at 7:30PM.

#### 6. SUPERPANTRY

I have been asked by SEEC to Chair the Interchurch Choir Festival on December 5th of 1993 to raise money for the SUPERPANTRY. We will not continue the program this fall since it is contingent on our negotiations with WIC.

#### 7. Developing a Community "Think-Tank":

The "think-tank" group of Pastors completed planning for the "Blessing of the Animals" which Council approved. We have set Sunday, October 3 at 4:00PM at O'Donnel Square for this event. Father Dennis Foley of Sacred Heart will join Father Joe of St. Brigid's, Pastor John Spencer of Canton Baptist Center, Pastor Cindy Frye of the Canton Methodist Church, Pastor Lee Hudson of the Messiah Lutheran Church, and myself in leading this joint effort.

#### 8. Developing a Young Adult Group:

We need to think about how to develop a program for Young Adults as a follow up to our fall program called REMEMBER WHEN. Lynn Sanders was the Chair for that. Everyone seemed enthusiastic about trying to bring back "Dolly".

#### 9. Getting Better Media Exposure

The large ad in the Guide scheduled for Oct 15 worked well to promote our fall Sour Beef dinner. We have a budget which will make possible a large ad for the Dinner in the fall of 1993.

### OBSERVATIONS

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

##### a. Attendance

Church attendance statistics indicate that for four Sundays in September our attendance at Sunday Morning Worship decreased 8% when compared to September 1992. The loss of Grace Fader who moved to Pennsylvania and sickness of members has impacted attendance in the early service. The 10:30 service seems to be holding its own.

##### New Members Class

We need to continue to work at building our approach to the single young adults and to families who have children and who fall in the age range of 20 to 60 years of age. We must continue to work on building the membership class. We are asking those who wish to become members to contact the Pastor or the office. We will be receiving new members in a service in November 1993.

##### c. New Members Committee

The new members Committee met on Wednesday, April 21st at

4:00PM. Our next meeting will be in the summer or fall of 1993. We will 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 1993. 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.

The Pastor is using an outline for questions to get input from members and to encourage the growth of their ministry. This is a part of strengthening the "priesthood of all believers" by teaching our members how to articulate their faith.

## 2. Committees

### Committee on Fundraising

Jon Greif, of Berkshire Life Insurance Company distributed to the Council in the November 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 May meeting to forward this project but did not show up. We must follow up this program.

### 2. Acquiring a Computer and Office Re-design

The computer has been installed in the office. This work has been completed. John Price is teaching 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. Members of the office re-design committee include Harvey Jacob, Millie Slecta, Grace Fader, Sam Jones, and George Hammerbacher.

UNITED EVANGELICAL CHURCH  
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ACTIVITY REPORT TO THE CHURCH COUNCIL  
ROBERT M. ARMSTRONG, PASTOR  
SEPTEMBER 1, 1993 - SEPTEMBER 30, 1993

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 moving again on plans to computerize our record system.

3. Decision Regarding Capital Fund Raising Program

4. Develop a policy to protect our church from potential law suits re sexual abuse of members and especially children. Council members have received the correspondence which I wrote to Tom Hamilton, our Associate Conference Minister. You will note that I have pressed the case for guidance by our Association with Lorretta Richardson of the Church and Society Committee and Dr. John Deckenbach, our Conference Minister. Because of the seriousness of this matter, I have requested a review of our insurance policy by Bill Single. We need his legal judgement and recommendation in this matter. I would like Council's approval of this request.

5. Approval of plan to negotiate use of our Christian Education Building by the WIC program subject to review by the Council (see Committee Report as sent to each Council member)

6. Approval of Council for me to be away on vacation in Vermont from Thursday October 7th through Friday October 15. Deacon Max Hoffman will preach on Sunday October 10th and The Rev. Glen Rogers will take emergency calls in my absence.

7. That we receive the letter from the Bethel Church and approve further discussions with that church regarding a possible merger.

8. In the November Meeting of Council review members of the Confirmation Class where there is a question regarding our age policy.

STATISTICAL REPORT  
SEPTEMBER 1993

		Total
VISITS TO SHUT-INS=8; Calls=5	<u>13</u>	
Ruth Voelker Call 9-3		
Millie Slechta Call 9-3		
Don Vitek Call 9-3		
Ruth and Bill Voelker 9-5		
Pauline Miller Call 9-6		
Mildred Sanders 9-8		
Annetta Ciekot 9-8		
Scott Mitchell 9-17		
Lil Bushman Call 9-20		
Josephine Fegelein Call 9-20		
Mildred Sanders 9-24		
Augusta Davis 9-24		
Hattie Dieteman 9-24		
 PARISH VISITOR'S CALLS	 <u>4</u>	
VISITS TO HOSPITALS=7; calls=0	<u>7</u>	
Marty Clement Church Home 9-9		
Julia Markwitz Key Center 9-15		
Corine Foster Church Home 9-25		
Elaine Smith Church Home 9-26		
Elaine Smith Church Home 9-26		
Elaine Smith Hopkins 9-26		
Anna Price 9-29		
 COMMITTEE MEETINGS	 <u>0</u>	
COUNCIL MEETINGS	<u>2</u>	
29th Meeting 9-7-93		
Council Walk Through C.E. Building 9-30		
 CONGREGATIONAL MEETING	 <u>0</u>	
ADMINISTRATIVE MEETINGS =16:Calls=6	<u>22</u>	
Loraine Jones Call 9-3		
John Deckenback Call 9-3		
Glen Rogers Call 9-7		
WIC 9-28		
THINK TANK 9-8		
Jackie Beardsworth Call 9-9		
SEEC 9-10		
Review Order of Worship for Blessing of Animals 9-10		
Father Bohenek 9-13		
Michele Dill 9-13		
Church Renewal Conference 9-15		
Glen Rogers 9-16		
Pat Skrupa Call 9-20		
Loretta Richardson Call 9-20		
Ruth Hunt Call 9-25		
WIC 9-28		

Roy Jollenbeck Call 9-28  
 THINK TANK 9-29  
 John Spencer SEARCH Planning 9-29  
 Bill Single Call 9-30  
 Office - Bulletin 9-30  
 Review WIC Program with Church School 9-12

COUNCIL MEMBER INTERVIEWS 0

GROUP MEETINGS 3

Lynn Sanders Baby Shower 9-23  
 Boy Scout Open House 9-28  
 Bingo and Games 9-22

BAPTISMS=4, Counselling=3, Party=1 8

Linda Forest Counselling 9-8  
 Samantha Forest Baptism 9-12  
 Linda Forest Party 9-12  
 Luther Tyree Counselling 9-10  
 Angela Bonomo Baptism 9-12  
 Karen & Rachael Foster Counselling 9-13  
 Elisha Benser Baptism 9-18  
 Elisha Benser Dedication 9-26

WEDDINGS=2 Counselling=6 Renewal of Vows=0 5

Linda Seebo-Charles Rosch Counselling 9-8  
 Paul Fair-Margretta Ford Counselling 9-9  
 Linda Seebo-Charles Rosch Rehearsal 9-11  
 Linda Seebo-Charles Rosch Wedding 9-11  
 Paul Fair-Margretta Ford Counselling 9-15  
 Greg Andrews-Mary Lamp Rehearsal 9-17  
 Greg Andrews-Mary Lamp Wedding 9-18  
 Debra Stinnett-Josephine McDaniels Counselling 9-29

FUNERALS=3, Visit to Funeral Home=1, Counselling=3 7

George Scheufel re Madeline Scheufel Counselling 9-3  
 Madeline Scheufel Funeral Schuminek 9-7  
 Henry Kellner Duda Ruck Funeral 9-9  
 Bill & Ruth Voelker Last Rites 9-14  
 Ruth Voelker Funeral Home 9-16  
 Ruth Voelker Funeral 9-17  
 Ruth Voelker Reception 9-17

COUNSELLING SESSIONS 1

Bill Voelker 9-27

CONFERENCE MEETINGS 0

SUNDAY ATTENDANCE - SEPTEMBER 1993

<u>8:00AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total</u>	<u>Net</u>
<u>1992</u>	<u>56</u>	<u>56</u>	<u>55</u>	<u>60</u>	<u>00</u>	<u>00</u>		<u>227</u>
<u>1993</u>	<u>44</u>	<u>48</u>	<u>56</u>	<u>41</u>	<u>00</u>	<u>00</u>		<u>198</u>
<u>Net</u>	<u>-12</u>	<u>- 8</u>	<u>+ 1</u>	<u>-19</u>	<u>00</u>	<u>00</u>	<u>-</u>	<u>38</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</u>	<u>Net</u>
<u>1992</u>	<u>62</u>	<u>68</u>	<u>103</u>	<u>77</u>	<u>00</u>	<u>00</u>		<u>310</u>
<u>1993</u>	<u>70</u>	<u>74</u>	<u>80</u>	<u>83</u>	<u>00</u>	<u>00</u>		<u>307</u>
<u>Net</u>	<u>+ 8</u>	<u>+ 6</u>	<u>- 23</u>	<u>+ 6</u>	<u>00</u>	<u>00</u>	<u>00</u>	<u>- 3</u>
<u>1992-1993-</u>	<u>4</u>	<u>- 2</u>	<u>- 22</u>	<u>-13</u>	<u>00</u>	<u>00</u>	<u>-</u>	<u>41</u>

1992-1993 % Change September

%Change in Sunday attendance for SEPTEMBER = -08%

COMPARISON JANUARY TO JANUARY -1992 AND 1993

	<u>JANUARY</u>	<u>TOTALS FOR THE MONTH (SUNDAY ONLY)</u>				
<u>1992-</u>		<u>FEBRUARY</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>
<u>1993</u>	<u>-35</u>	<u>-152</u>	<u>-45</u>	<u>-55</u>	<u>-100</u>	<u>+ 45</u>
<u>%</u>	<u>- 6%</u>	<u>- 21%</u>	<u>-10%</u>	<u>- 6%</u>	<u>-13%</u>	<u>+ 8%</u>
<u>1992</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
<u>1993</u>	<u>-83</u>	<u>+ 2</u>	<u>-41</u>			
<u>%</u>	<u>-15%</u>	<u>+ 5%</u>	<u>- 8%</u>			

**COMPARATIVE INCOME IN THOUSANDS  
TO DATE 7-31-93**

<u>MONTH</u>	<u>YEAR</u>		<u>CUMULATIVE</u>				<u>%act</u>	<u>93</u>	<u>% bud</u>		
	<u>87</u>	<u>88</u>	<u>89</u>	<u>90</u>	<u>91</u>	<u>92</u>	<u>%</u>		<u>act</u>	<u>a</u>	<u>%</u>
JAN	3.8	6.8	6.5	5.0	5.4	6.8	5	7.8	5.7	11.3	
FEB	9.5	12.1	13.2	10.0	12.1	14.0	10	14.0	10.3	22.6	
MAR	17.1	19.4	21.6	14.7	23.3	25.9	19	23.8	17.5	33.9	
APR	27.1	27.0	33.5	27.1	33.4	38.4	28	43.2	31.9	45.2	
MAY	36.9	43.0	36.7	32.0	43.0	47.0	35	53.2	39.2	56.5	
JU	41.6	50.5	39.7	38.2	50.0	58.1	43	61.5	45.5	67.8	
JULY	45.5	57.3	48.6	44.3	60.8	64.5	48	67.7	50.1	79.1	
AUG	50.8	66.5	53.0	50.1	66.3	76.6	57				
SEPT	59.1	76.9	59.7	63.4	77.9	89.3	66				
OCT	77.0	98.4	80.9	80.3	97.4	121.6	81				
NOV	87.3	102.1	91.1	88.8	106.9	131.0	97				
DEC	99.1	114.8	108.5	112.6	136.2	139.7	103				

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.

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

September 29, 1993

John R. Deckenback  
Conference Minister  
United Church of Christ  
Central Atlantic Conference  
916 South Rolling Road,  
Baltimore, MD 21228

Dear John:

Thank you for your response to my letter concerning the insurance. I am very concerned about the implications of the following items:

1. Page 2

2. Exclusions

c. Any claim against an insured if there is a final legal determination that the insured has committed any criminal or deliberately wrongful act or omission in connection with the "coverage incident."

This seems to leave the Church, Pastor and or Conference wide open to pay for legal defense and or legal judgements.

2. Page 3.

a. An individual, you and your spouse are insured, but only with respect to the conduct of a business of which you are the sole owner.

We are not sole owners of the business - i.e. church

3. Page 9.

"Defense expenses" do not include salaries and expenses of our employees, including employed attorneys, salaries and expense of the insured's employees, fees and expenses of independent adjusters we hire, and interest that accumulates on the amount of a judgement."

In legal response to an incident or allegation, it seems that

the defense expenses and items listed would be among the high cost items.

While we have a 36 million dollar coverage, does it really protect us? I am not an attorney but these items need to be looked at to protect the churches. I have copied the Council and Jackie Brown as per your instructions hoping that Jackie might give us some guidance.

Hope you can help with these issues.

Kindest Personal Regards,

*Bob*  
Robert M. Armstrong,  
Pastor

cc: Jackie Brown  
Council

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

ACTIVITY REPORT TO THE CHURCH COUNCIL  
ROBERT M. ARMSTRONG, PASTOR  
OCTOBER 1, 1992 - OCTOBER 31, 1993

SUMMARY AND HIGHLIGHTS

For OCTOBER 1993, the Church showed an increase in attendance at regular Sunday services. Based on a five week month, attendance for these services in OCTOBER was 4% above that during the month of OCTOBER 1992, however when you look at the individual Sundays we show a decrease each Sunday. The largest is on the third Sunday.

The 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 providing the proposal was based on a less expensive proposal developed by Jon. This was to be reviewed in our meeting in May but Jon did not appear for that meeting. It must be followed up.

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.

The Blessing of the Animals was held on October 3rd at 4:00PM at O'Donnel Square. 100 persons and their dogs and cats, four ferrets and a parrot came. Six churches participated.

We received a letter from The Rev. Glen Rogers of the Bethel UCC Church indicating that their Consistory (Council) approved a recommendation to their Annual Meeting (October 17th) that they enter into merger talks with our Church. The Annual Meeting on October 17th supported the recommendation. Members of the Council have received copies of my response to Bethel regarding this matter. Rev. Rogers is very enthusiastic about this matter. We agreed that should our Council support the merger, each Council or Consistory would appoint a Committee of three persons to negotiate the merger and that our Council at its November meeting would make a recommendation regarding this merger to our next Congregational Meeting on November 28th.

The Sour Beef Dinner and luncheon went very well. Over 1200 tickets were sold and the response of the community to this event was very positive. We owe a debt of thanks to all who

participated and to Co-Chairs Grace Fader and Jim Talagsen, to Marty Craig for her supervision of the Dining Room and to Art Jones for his work on the Ad Book for this event. Radio announcements and the ads in the East Baltimore Guide were very effective. Jack Kelly, food expert from the Sun papers came, took a picture, and did a follow up story in his paper.

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 = 8;calls=5 September 13  
VISITS TO SHUT-INS = 5;calls=2 October 7

VISITS TO HOSPITALS= 7;calls=0 September 7  
VISITS TO HOSPITALS=14;calls=0 October 14

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 Dorothy Patzwell, October 3, Kathy Williams and husband, October 17, Elaine and Otts Smith, October 24, John Barnes, October 31.

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  
Marty Clement, following a conversation with Carol Rowell, will begin a conversation with young mothers regarding a class for them while their children attend our church school and child care nursery school with Carol Borkman. This class will be designed to help the mothers to fulfill their commitment in Baptism to raise the children in the knowledge and love of the Lord. Our plan is to move the Tuesday evening bible class which Priscilla is leading to Sunday morning at 9:15AM and incorporate the members of Marty's Bible Study Class into Priscilla's Class. In this way the program offerings will be expanded and everyone's needs should be met.

6. SUPERPANTRY

I have been asked by SEARCH to Chair the Interfaith Choir Festival on December 5th of 1993 to raise money for the SUPERPANTRY. We will not continue the SUPERPANTRY program this fall since it was contingent on our negotiations with WIC. You have received materials describing the 3rd Annual

Music Festival.

7. Developing a Community "Think-Tank":

The Blessing of the Animals was held on October 3rd at 4:00PM at O'Donnel Square. 100 persons and their dogs and cats, four ferrets and a parrot came. Six churches participated. Father Dennis Foley of Sacred Heart joined Father Joe of St. Brigid's, Betty Brocato, PA, St. Brigid's, Pastor John Spencer of Canton Baptist Center, Pastor Cindy Frye of the Canton Methodist Church, Pastor Lee Hudson of the Messiah Lutheran Church, and myself joined leading event.

8. Developing a Young Adult Group:

We need to think about how to develop a program for Young Adults as a follow up to our fall program called REMEMBER WHEN. Lynn Sanders was the Chair for that. Everyone seemed enthusiastic about trying to bring back "Dolly".

9. Getting Better Media Exposure

Two large ads in the Guide scheduled for the weeks of Oct 4 and 11 worked well to promote our fall Sour Beef dinner. We have a budget which made possible these ads for the Dinner this year.

OBSERVATIONS

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

a. Attendance

Church attendance statistics indicate that for October our attendance at Sunday Morning Worship increased 4% when compared to October 1992.

New Members Class

We need to continue to work at building our approach to the single young adults and to families who have children and who fall in the age range of 20 to 60 years of age. We must continue to work on building the membership class. We are asking those who wish to become members to contact the Pastor or the office. We will be receiving new members in a service in November 1993.

c. New Members Committee

The new members Committee met on Wednesday, April 21st at 4:00PM. Our next meeting will be in the summer or fall of 1993. We will 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 1993. 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 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 May meeting to forward this project but did not show up. We must follow up this program.

### 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 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. Members of the office re-design committee include Harvey Jacob, Millie Slecta, Grace Fader, Sam Jones, and George Hammerbacher.

### c. Spiritual Life Committee

The Committee met October 22, 1993. We reviewed and approved a proposed Worship Book which included the service for Baptism, Lord's Supper, etc. as presented in the model. The Committee also approved a plan to offer a class for young adult mothers and fathers who bring children to the nursery and child care program run by Carol Borkman. Carol Rowell reviewed the proposed class with Carol Borkman and Marty Clement. Marty will be the teacher. Marty's Adult Sunday Bible Class will be merged with Priscilla's Tuesday evening class and held on Sunday at 9:15AM. Florence Gundlach and Margaret Myrick will present to the Council a proposed folder which will be given to parents following the baptism of children so that they will know about the program of our church. This program is designed to help raise these new children in the nurture and love of the Lord.

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

ACTIVITY REPORT TO THE CHURCH COUNCIL  
ROBERT M. ARMSTRONG, PASTOR  
OCTOBER 1, 1992 - OCTOBER 31, 1993

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 moving again on plans to computerize our record system.

3. Decision Regarding Capital Fund Raising Program

4. Develop a policy to protect our church from potential law suits re sexual abuse of members and especially children. Attached you will find an announcement of the program of the Episcopal Church in our area regarding this matter. I believe these policies have been reviewed by their legal staff and insurance company. The training tapes will be available in December and deal with just about every aspect of this matter. Included is a set of forms for implementing church policy. The cost for seven video tapes and the related materials is \$100 plus \$5.00 for shipping.

Because of the seriousness of this matter, I have requested a review of our insurance policy by Bill Single. We need his legal judgement and recommendation in this matter. I would like Council's approval of this request.

5. Approval of the plan proposed by our Spiritual Life Committee to provide a class for mothers who bring their children to the nursery and child care program and approve the printing of a worship book approved by the Committee.

6. That we receive the letter from the Bethel Church, and approve further discussions with that church regarding a possible merger, appoint a Committee to negotiate the merger, and propose a motion to our Annual Meeting to approve the merger subject to conditions negotiated by the Committee.

7. Review members of the Confirmation Class where there is a question regarding our age policy.

8. That we invite Tom Hamilton to preach on Tinsel Sunday December 13th.

STATISTICAL REPORT  
OCTOBER 1993

		Total
VISITS TO SHUT-INS=5; Calls=2	<u>7</u>	
Roberta Deasel Call 10-1		
Margaret Waltimeyer, Meridian N.H. 10-21		
Mildred Sanders 10-22		
John Barnes Call 10-22		
Cecilia Raut, Greenery N.H. 10-27		
Margaret Fitzburger, Greenery N.H. 10-27		
Anna Price 10-27		
 PARISH VISITOR'S CALLS	 <u>4</u>	
VISITS TO HOSPITALS=14;calls=0	<u>14</u>	
Ruth Pearce, Harbor Hosp 10-5		
Scott Mitchel, Diag Ctr 10-5		
Elaine Smith, Hopkins 10-5		
Elaine Smith, Hopkins 10-17		
Mary DePietro, Mercy 10-24		
Grace Rupalt, Church Home 10-24		
John Samm, Franklin Sq 10-24		
Elaine Smith, Hopkins 10-24		
Scott Mitchel, Diag Ctr 10-27		
Anna Shaeffer, Church Home 10-29		
Helen Wirsing, Key Ctr 10-31		
Elaine Smith, Hopkins 10-31		
John Samm, Franklin Sq 10-31		
Anna Shaeffer, Church Home 10-31		
 COMMITTEE MEETINGS	 <u>0</u>	
COUNCIL MEETINGS	<u>2</u>	
30th Meeting 10-5-93		
 CONGREGATIONAL MEETING	 <u>0</u>	
ADMINISTRATIVE MEETINGS =10:Calls=2	<u>12</u>	
John Price, Computer 10-1		
Distribute Signs Blessing of Animals 10-1		
SEARCH 10-1		
Millie Slechta Call 10-2		
Seminar, Sex and the Parish 10-4		
Church and Society 10-6		
Spiritual Life 10-22		
Carol Rowell-Marty Clement 10-24		
Karen Foster 10-27		
THINK TANK 10-27		
Bill Voelker 10-29		
Tom Hamilton Call 10-29		
 COUNCIL MEMBER INTERVIEWS	 <u>0</u>	
GROUP MEETINGS	<u>9</u>	

Blessing of the Animals 10-3  
 Sour Beef Dinner 10-18 Preparation  
 Sour Beef Dinner 10-19  
 Sour Beef Dinner 10-20  
 Youth Choir 10-21  
 Confirmation 10-21  
 Youth Choir 10-28  
 Confirmation 10-28  
 All Saint's Day -St. Brigid's 10-31

BAPTISMS=2, Counselling=2, Party=0 4  
 Kathy Williams Counselling 10-3  
 Amanda Williams, Baptism 10-17  
 Michele Geho, Counselling 10-22  
 Thomas Geho, Baptism 10-24

WEDDINGS=2 Counselling=2 Renewal of Vows=0 4  
 Paul Fair-Margretta Ford Wedding 10-16  
 Joanne Betch-Patrick Johnson Counselling 10-21  
 Debra Stinnett-Josephine McDaniels Counselling 10-29  
 Joanne Betch-Patrick Johnson Wedding 10-30

FUNERALS=0, Visit to Funeral Home=0, Counselling=0 0

COUNSELLING SESSIONS 3  
 Linda Foster

CONFERENCE MEETINGS 0

SUNDAY ATTENDANCE - OCTOBER 1993

<u>8:00AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total</u>	<u>Net</u>
<u>1992</u>	<u>57</u>	<u>53</u>	<u>65</u>	<u>56</u>	<u>00</u>	<u>00</u>		<u>231</u>
<u>1993</u>	<u>43</u>	<u>35</u>	<u>52</u>	<u>42</u>	<u>40</u>	<u>00</u>		<u>212</u>
Net	-14	-18	-13	-14	+40	00	-	19
<u>10:30AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total</u>	<u>Net</u>
<u>1992</u>	<u>70</u>	<u>79</u>	<u>142</u>	<u>112</u>	<u>00</u>	<u>00</u>		<u>403</u>
<u>1993</u>	<u>81</u>	<u>82</u>	<u>92</u>	<u>102</u>	<u>91</u>	<u>00</u>		<u>448</u>
Net	+ 11	+ 3	- 50	- 10	+91	00		+ 45
1992-1993	- 3	-15	- 63	-24	+131	00		+ 26

1992-1993 % Change September

%Change in Sunday attendance for SEPTEMBER = +04%

COMPARISON JANUARY TO JANUARY -1992 AND 1993

	<u>TOTALS FOR THE MONTH (SUNDAY ONLY)</u>					
<u>1992-1993</u>	<u>JANUARY</u>	<u>FEBRUARY</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>
	-35	-152	-45	-55	-100	+ 45
%	- 6%	- 21%	-10%	- 6%	-13%	+ 8%
<u>1992-1993</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
	-83	+ 2	-41	+ 26		
%	-15%	+ 5%	- 8%	+ 4%		

COMPARATIVE INCOME IN THOUSANDS  
TO DATE 9-30-93

MONTH	YEAR		CUMULATIVE				%act %	93 act	% bud	
	87	88	89	90	91	92			a	b
JAN	3.8	6.8	6.5	5.0	5.4	6.8	5	7.2	63	11.3
FEB	9.5	12.1	13.2	10.0	12.1	14.0	10	13.4	59	22.6
MAR	17.1	19.4	21.6	14.7	23.3	25.9	19	23.2	68	33.9
APR	27.1	27.0	33.5	27.1	33.4	38.4	28	42.7	94	45.2
MAY	36.9	43.0	36.7	32.0	43.0	47.0	35	53.3	94	56.5
JU	41.6	50.5	39.7	38.2	50.0	58.1	43	61.6	91	67.8
JULY	45.5	57.3	48.6	44.3	60.8	64.5	48	67.9	86	79.1
AUG	50.8	66.5	53.0	50.1	66.3	76.6	57	75.4	83	90.4
SEPT	59.1	76.9	59.7	63.4	77.9	89.3	66	85.2	83	102
OCT	77.0	98.4	80.9	80.3	97.4	121.6	81			113
NOV	87.3	102.1	91.1	88.8	106.9	131.0	97			124
DEC	99.1	114.8	108.5	112.6	136.2	139.7	103			135

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.

EPISCOPAL - MARYLAND CHURCH NEWS

# Sexual abuse in churches is topic of video series ready in December

Featuring authorities on the subject, it's designed for church staff, congregations

An eight-hour video series, "Sexual Misconduct in the Local Church — A Guide to Prevention and Healing," jointly prepared by the Life in Jesus Community (the Rev. Philip Zampino, rector) and the Christian Counseling Service of Annapolis (Dr. William W. Williams, executive director) is due to be completed by Dec. 1.

The series is designed to aid clergy, staff and church and church school volunteers in understanding sexual abuse issues; in providing pastoral care for victims and perpetrators, and in helping protect congregations, clergy and all church workers from needless expensive litigation. Says Philip Zampino: "It can be an important part of the church's total comprehensive plan, demonstrating to insurance carriers the congregation's intent to act responsibly on this vital subject."

Two licensed social workers, a clinical therapist, two marriage and family therapists, Dr. Williams, who is a licensed Maryland psychologist, a panel of three clergy and an attorney contribute to the series.

Outlines are suggested for using the video in eight two-hour sessions, each session including one hour of video followed by questions and discussion relevant to each church group.

Topics include information on legal aspects, and guidelines to follow when child sexual abuse or misconduct is suspected, reported and/or confirmed. Hiring practices, including sample reference and release forms, and suggested methods of forming a local investigative response team are discussed. Also covered are procedures followed by government agencies, such as Child Protective Services, on receipt of possible child sexual abuse reports. A Biblical and historical overview of issues relating to sexual misconduct is presented.

Clinical profiles of abusers, rehabilitation strategies, a study of the psychological impact on sexual abuse victims, and behavior often exhibited by the sexually abused are shown. A therapist who works with abused children demonstrates therapeutic intervention techniques used with them; the subject of unhealthy personal boundaries is also ad-

Actual victims describe the abuse, its impact on their lives, and the necessary healing process in individual and group therapy sessions. The pain that victims experience and the need for different therapeutic approaches at various stages of the healing process is evident.

The clergy panel discusses prevention of sexual misconduct, the need for a wise program to minimize the opportunity for sexual abuse in the church, and how to bring about redemptive restoration when abuse does occur.

Orders for the video series can be sent to the Life in Jesus Community, P.O. Box 40, Libertytown, Md. 21762. Telephone orders can be placed: 410-795-4869 and also 301-829-1577 are the numbers. The cost is \$100, plus \$5 for UPS service. Payment must accompany orders.

## Questionnaire on the diocese's future delayed, but it's due soon

The Rev. Noreen P. Suriner, the co-chair of the diocese's recently organized Planning Commission, explains why the questionnaire scheduled to have been handed to all worshippers at Sunday services on Oct. 10 has been delayed:

"Because of time constraints we were unable to design a questionnaire of quality — a questionnaire that in the most effective way possible would help us determine people's hopes and fears for the future of the diocese, as well as their views on the trends and forces, and obstacles and opportunities, facing us all.

Noreen — she is the rector of Christ the King, Woodlawn — says that such a questionnaire will be forthcoming in the near future; the hope is that the date for congregations to consider it will appear in December's *Maryland Church News*.

She adds: "We, on the committee, are seeking quality dialogue with the people of the Diocese of Maryland, so in addition to the questionnaire, you will be hearing reports at regional meetings, local group meetings, diocesan assemblies."

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

October 19, 1993

The Rev. Glenn Rogers,  
Bethel UCC  
3033 E. Baltimore St.,  
Baltimore, 21224

Dear Glenn:

We were delighted to hear of the approval at your Annual Meeting of October 17th, of conversations regarding a merger between United Evangelical and the Bethel UCC Churches. Such a merger would enable both churches to establish a strong UCC presence and mission in this community. I am happy to inform you that our Council unanimously approved these conversations at our meeting of October 5, 1993.

Enclosed you will find a copy of the appropriate section of the Constitution and Bylaws of the United Church of Christ as that document speaks to such a merger. This is from the 1992 Edition. I believe that the next appropriate step would be to have a meeting between us and to proceed with the appointment of a committee of three persons from each Council or Consistory to plan implementation of our discussions. With your approval, we will proceed with the presentation of the merger idea to our Annual Meeting on November 28th.

Glenn, the fact that we have such a good friendship and working relationship as Pastors and that our people know each other gives us a great head start toward considering this challenging new combined mission.

Kindest Personal Regards,



Robert M. Armstrong  
Pastor

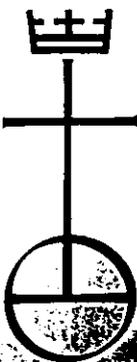
cc: C. Rowell, President  
H. Jacob, Financial Secretary  
W. Voelker, Treasurer  
Council

THE  
CONSTITUTION  
AND  
BYLAWS

UNITED  
CHURCH  
OF  
CHRIST

INCLUDING ACTIONS OF THE  
GENERAL SYNOD CREATING OR  
RECOGNIZING OTHER STRUCTURES  
RELATED TO THE UNITED CHURCH  
OF CHRIST

1992  
EDITION



12 Local Churches of the United Church of Christ are represented in the General Synod by the delegates from the Conferences to which they belong.

13 An Association or a Conference of the United Church of Christ may, under such provisions as it deems wise, admit, or continue to fellowship with, any Congregational Christian Local Church which is not part of the United Church of Christ. The names and statistics of such churches shall be kept separately; their members shall not be counted in determining the number of delegates which the Conference is entitled to send to the General Synod or hold elective office in that body, except that no ordained minister who has full standing in the United Church of Christ shall be ineligible to be a delegate to the General Synod or to hold elective office in that body. No direct or indirect participation by any such Local Church in, or support of the work of the United Church of Christ, or of any of its Instrumentalities, or of any Conference or Association, shall be construed as making it a church of the United Church of Christ.

14 The Local Churches of the United Church of Christ have, in fellowship, a God-given responsibility for that Church, its labors and its extension, even as the United Church of Christ has, in fellowship, a God-given responsibility for the well-being and needs and aspirations of its Local Churches. In mutual Christian concern and in dedication to Jesus Christ, the Head of the Church, the one and the many share in common Christian experience and responsibility.

15 The autonomy of the Local Church is inherent and modifiable only by its own action. Nothing in this Constitution and the Bylaws of the United Church of Christ shall destroy or limit the right of each Local Church to continue to operate in the way customary to it; nor shall be construed as giving to the General Synod, or to any Conference or Association now, or at any future time, the power to abridge or impair the autonomy of any Local Church in the management of its own affairs, which affairs include, but are not limited to, the right to retain or adopt its own methods of organization, worship and education; to retain or secure its own charter and name; to adopt its own constitution and bylaws; to formulate its own covenants and confessions of faith; to admit members in its own way and to provide for their discipline or dismissal; to call or dismiss its pastor or pastors by such procedure as it shall determine; to acquire, own, manage and dispose of property and funds; to control its own benevolences; and to withdraw by its own decision from the United Church of Christ at any time without forfeiture of ownership or control of any real or personal property owned by it.

16 Actions by, or decisions or advice emanating from, the General Synod, a Conference or an Association, should be held in the highest regard by every Local Church.

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

ACTIVITY REPORT TO THE CHURCH COUNCIL  
ROBERT M. ARMSTRONG, PASTOR  
NOVEMBER 1, 1993 - NOVEMBER 30, 1993

SUMMARY AND HIGHLIGHTS

For NOVEMBER 1993, the Church showed an increase in attendance at regular Sunday services. Based on a four weeks and Thanksgiving, attendance for these services in NOVEMBER was 1% above that during the month of NOVEMBER 1992.

The 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 providing the proposal was based on a less expensive proposal developed by Jon. This was to be reviewed in our meeting in May but Jon did not appear for that meeting. It must be followed up.

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.

We received a letter from Officers of the Bethel UCC Church indicating that their Consistory (Council) approved a recommendation to their Annual Meeting (October 17th) that they enter into merger talks with our Church. Their Annual Meeting on October 17th supported the recommendation. Members of the Council have received copies of my response to Bethel regarding this matter. Rev. Rogers is very enthusiastic about this matter. We agreed that should our Council support the merger, each Council or Consistory would appoint a Committee of three persons to negotiate the merger and that our Council at its November meeting would make a recommendation regarding this merger to our next Congregational Meeting on November 28th.

Bruce and Andrea Waters have indicated an interest in helping to develop a Young Adult Group for our church. We began to recruit members for that group on Sunday, November 28, 1993

To assist mothers to fulfill their promise in baptism to raise their children in the knowledge and love of the Lord, Marty Clement has begun to meet with a group of mothers whose children participate in the Nursery Program of our Church School. These mothers will plan, once a month, a program

which will take place in our church on Sundays at 9:30AM and which will involve the children of the Church School in attending church and in participating in some phase of education which broadens their understanding of the basics of the Christian faith and the church and prepares them for attendance in church services. The Pastor will lead these services and provide the educational content in response to the request from the mothers.

Priscilla is conducting a Bible study program in the church between 9:15AM and 10:15AM on Sundays. Members of this class will participate in support of the teaching for the children and will act as a liaison between the older members of the congregation and the children and build a bridge between the congregation and the church school.

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 = 5;calls=2</u>	<u>October</u>	<u>7</u>
<u>VISITS TO SHUT-INS =10</u>	<u>calls=3</u>	<u>November</u>
		<u>13</u>
<u>VISITS TO HOSPITALS=14;calls=0</u>	<u>October</u>	<u>14</u>
<u>VISITS TO HOSPITALS= 8;calls=0</u>	<u>November</u>	<u>8</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 Elizabeth Weitzel, November 7, Barbara Nassner, November 14, Dale Sanders, November 21, Bruce and Andrea Waters, November 28.

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

Marty Clement, following a conversation with Carol Rowell, began a discussion with young mothers regarding a class for them while their children attend our church school and child care nursery school with Carol Borkman. This class is designed to help the mothers to fulfill their commitment in Baptism to raise the children in the knowledge and love of the Lord. The mothers will have a Bible class each week and also plan a monthly worship and teaching service for the Church School Children so that the children can begin to relate to the church on a regular basis. The first church

service took place on November 21 and focused on the meaning of Thanksgiving. The second service will be Tinsel Day on December 15 which deals with the birth of Jesus. The third service will take place in January.

We have moved the Tuesday evening Bible class which Priscilla is leading to Sunday morning at 9:15AM and incorporate the members of Marty's Bible Study Class into Priscilla's Class. In this way the program offerings will be expanded and everyone's needs should be met. These older adults join the children and younger mothers in their monthly Sunday Service as a support group. In this way they can be a bridge group to encourage children to worship and welcome them to church.

#### 6. SUPERPANTRY

I was asked by SEARCH to Chair the Interfaith Choir Festival on December 5th of 1993 to raise money for the SUPERPANTRY. We will not continue the SUPERPANTRY program this fall since it was contingent on our negotiations with WIC. You have received materials describing the 3rd Annual Music Festival.

#### 7. Developing a Community "Think-Tank":

A meeting was held at St. Brigid's on November 24th at noon to complete plans for the Interfaith Music Festival. With Jon Spencer's leadership we have developed an ad book to raise money for the SUPERPANTRY. Rob Gundlach is coordinating the music program and we will create the program and provide refreshments of cookies and punch, coffee and tea.

#### 8. Developing a Young Adult Group:

Bruce and Andrea Waters have volunteered to help organize and develop a program for Young Adults as a follow up to our fall program called REMEMBER WHEN. Lynn Sanders was the Chair for that. Everyone seemed enthusiastic about trying to bring back "Dolly".

#### 9. Getting Better Media Exposure

Two large ads in the Guide scheduled for the weeks of Oct 4 and 11 worked well to promote our fall Sour Beef dinner. We have a budget which made possible these ads for the Dinner this year. We need to continue these next year and also continue to promote our Lenten Series on healing.

### OBSERVATIONS

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

##### a. Attendance

Church attendance statistics indicate that for November our attendance at Sunday Morning Worship increased 1% when compared to November 1992.

##### New Members Class

We need to continue to work at building our approach to the

single young adults and to families who have children and who fall in the age range of 20 to 40 years of age. We must continue to work on building the membership class. We are asking those who wish to become members to contact the Pastor or the office. We need to think about receiving new members in a service in January 1993.

c. New Members Committee

The new members Committee met on Wednesday, April 21st at 4:00PM. Our next meeting will be in the summer or fall of 1993. We will 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 1993. 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 May meeting to forward this project but did not show up. We must follow up this program.

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 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. John is also setting up a system to computerize our entire record system. Members

of the office re-design committee include Harvey Jacob, Millie Slecta, Grace Fader, Sam Jones, and George Hammerbacher.

c. Spiritual Life Committee

The Committee met October 22, 1993. We reviewed and approved a proposed Worship Book which included the service for Baptism, Lord's Supper, etc. as presented in the model. Florence Gundlach and Margaret Myrick presented to the Council a proposed folder which will be given to parents following the baptism of children so that they will know about the program of our church. This program is designed to help raise these new children in the nurture and love of the Lord.

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

ACTIVITY REPORT TO THE CHURCH COUNCIL  
ROBERT M. ARMSTRONG, PASTOR  
NOVEMBER 1, 1993 - NOVEMBER 30, 1993

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 moving again on plans to computerize our record system.

3. Decision Regarding Capital Fund Raising Program

4. Develop a policy to protect our church from potential law suits re sexual abuse of members and especially children. We ordered the training tapes re sexual abuse from the Episcopal Church. They will be available in December and deal with just about every aspect of this matter. Included is a set of forms for implementing church policy. Attached is an article which appeared in a church publication (Liberty) and which is a good review of this issue from a legal point of view. In addition, I have included a response from our insurance organization regarding my questions.

Because of the seriousness of this matter, I have requested a review of our insurance policy by Bill Single. We need his legal judgement and recommendation in this matter. Bill has indicated his willingness to give us a written recommendation regarding this matter.

5. Approval of the plan of the Pastor and Priscilla to attend at his own expense a meeting (Ministry as Healing) in Orlando Florida from January 2 to January 9th in preparation for the Lenten Series on Healing. Max has agreed to preach on January 9th. This meeting is a national conference bringing together key persons in the church who are experts in the subject of the role of the Christian church in healing (see attached).

6. That we review the attached preliminary plan involving the proposed merger with the Bethel Church and use it to guide our Committee in discussing the merger with the Committee of Bethel Church on Thursday December 9th.

7. That we review the proposed Worship Book for printing.

STATISTICAL REPORT  
NOVEMBER 1993

		Total
VISITS TO SHUT-INS=6; Calls=3	<u>9</u>	
Elizabeth Weitzel 11-1 Call		
Daniel Webber 11-1 Call		
Kelly Hoeck 11-1 Call		
John Bond 11-4		
Sis Becker 11-4		
Marianne Carrigan 11-4		
Mel and Joyce Hammerbacher 11-5		
Scott Mitchell 11-5		
Jim Slechta 11-21		
 PARISH VISITOR'S CALLS	 <u>4</u>	
VISITS TO HOSPITALS=8;calls=0	<u>8</u>	
Clara Juliano Key 11-3		
Mary Warchal Church Home 11-3		
Anna Shaeffer Church Home 11-3		
John Samm Franklin Sq 11-3		
Helen Wirsing Key 11-3		
Sonny Waters Church Home 11-19		
Mary Warchal Maryland General 11-19		
George Shaefer Church Home 11-25		
 COMMITTEE MEETINGS	 <u>0</u>	
COUNCIL MEETINGS	<u>1</u>	
31st Meeting 11-2-93		
 CONGREGATIONAL MEETING 11-28-93	 <u>1</u>	
ADMINISTRATIVE MEETINGS = 9:Calls=3	<u>12</u>	
John Price, Computer 11-5		
SEARCH 11-5		
D.C. Impact 11-7		
Our Lady of Pompei 11-10		
John Price, Computer 11-19		
Glen Rogers 11-23		
THINK TANK 11-24		
Lena Manning Call 11-26		
Tim Bruce 11-26		
Stella Maris Call 11-26 re Cora Rowell		
Susan Rowell Call 11-26		
Priscilla Armstrong 11-26		
 COUNCIL MEMBER INTERVIEWS	 <u>0</u>	
GROUP MEETINGS	<u>11</u>	
Youth Choir 11-4		
Confirmation 11-4		

Bruce Walters 11-9  
Youth Choir 11-11  
Confirmation 11-11  
Youth Choir 11-18  
Confirmation 11-18  
Thanksgiving Service 11-25  
Holy Redeemer Call 11-11  
Connie Smith Call 11-15  
Guild Thanksgiving Dinner 11-17

BAPTISMS=5, Counselling=2, Party=0 7  
Gina Bailey Counselling 11-3  
Heather Kratsas Counselling 11-10  
Taylor Nichelle Kratsas Baptism 11-14  
Eric Michael Sanders Baptism 11-21  
Robert James Wolf Jr. 11-28  
Brandi Nicole Wolf 11-28  
Nicolas Kane Wolf 11-28

WEDDINGS=2 Counselling=2 Renewal of Vows=0 4  
Martin-Webb Rehersal 11-12  
Martin-Webb Wedding 11-14  
Debra Stinnett-Joseph McDaniels Rehersal 11-19  
Debra Stinnett-Joseph McDaniels Wedding 11-20

FUNERALS=1, Visit to Funeral Home=0, Counselling=1 2  
Evelyn Violi Skarda Counselling 11-14  
William Violi Skarda Funeral 11-17

COUNSELLING SESSIONS 0

CONFERENCE MEETINGS 0

SUNDAY ATTENDANCE - NOVEMBER 1993

<u>8:00AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total</u>	<u>Net</u>
<u>1992</u>	<u>60</u>	<u>64</u>	<u>52</u>	<u>00</u>	<u>40</u>	<u>00</u>		<u>216</u>
<u>1993</u>	<u>56</u>	<u>49</u>	<u>46</u>	<u>00</u>	<u>00</u>	<u>00</u>		<u>151</u>
<u>Net</u>	<u>- 4</u>	<u>-15</u>	<u>- 6</u>	<u>00</u>	<u>-40</u>	<u>00</u>		<u>- 65</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</u>	<u>Net</u>
<u>1992</u>	<u>92</u>	<u>80</u>	<u>104</u>	<u>66</u>	<u>96</u>	<u>00</u>		<u>438</u>
<u>1993</u>	<u>88</u>	<u>103</u>	<u>122</u>	<u>70</u>	<u>128</u>	<u>00</u>		<u>511</u>
<u>Net</u>	<u>- 4</u>	<u>+ 23</u>	<u>+ 18</u>	<u>+ 4</u>	<u>+32</u>	<u>00</u>		<u>+ 73</u>
<u>1992-1993</u>	<u>- 8</u>	<u>+ 8</u>	<u>+ 12</u>	<u>+ 4</u>	<u>- 8</u>	<u>00</u>		<u>+ 8</u>

1992-1993 % Change November 1993

%Change in Sunday attendance for NOVEMBER = +1%

COMPARISON JANUARY TO JANUARY -1992 AND 1993

	<u>TOTALS FOR THE MONTH (SUNDAY ONLY)</u>					
<u>1992-1993</u>	<u>JANUARY</u>	<u>FEBRUARY</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>
	<u>-35</u>	<u>-152</u>	<u>-45</u>	<u>-55</u>	<u>-100</u>	<u>+ 45</u>
<u>%</u>	<u>- 6%</u>	<u>- 21%</u>	<u>-10%</u>	<u>- 6%</u>	<u>-13%</u>	<u>+ 8%</u>
<u>1992-1993</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
	<u>-83</u>	<u>+ 2</u>	<u>-41</u>	<u>+ 26</u>	<u>+ 8</u>	
<u>%</u>	<u>-15%</u>	<u>+ 5%</u>	<u>- 8%</u>	<u>+ 4%</u>	<u>+ 1%</u>	

**COMPARATIVE INCOME IN THOUSANDS  
TO DATE 9-30-93**

<u>MONTH</u>	<u>YEAR</u>		<u>CUMULATIVE</u>				<u>%act</u>	<u>93</u> <u>act</u>	<u>% bud</u>	
	<u>87</u>	<u>88</u>	<u>89</u>	<u>90</u>	<u>91</u>	<u>92</u>	<u>%</u>		<u>a</u>	<u>b</u>
JAN	3.8	6.8	6.5	5.0	5.4	6.8	5	7.2	63	11.3
FEB	9.5	12.1	13.2	10.0	12.1	14.0	10	13.4	59	22.6
MAR	17.1	19.4	21.6	14.7	23.3	25.9	19	23.2	68	33.9
APR	27.1	27.0	33.5	27.1	33.4	38.4	28	42.7	94	45.2
MAY	36.9	43.0	36.7	32.0	43.0	47.0	35	53.3	94	56.5
JU	41.6	50.5	39.7	38.2	50.0	58.1	43	61.6	91	67.8
JULY	45.5	57.3	48.6	44.3	60.8	64.5	48	67.9	86	79.1
AUG	50.8	66.5	53.0	50.1	66.3	76.6	57	75.4	83	90.4
SEPT	59.1	76.9	59.7	63.4	77.9	89.3	66	85.2	83	102
OCT	77.0	98.4	80.9	80.3	97.4	121.6	81	105.4	78	113
NOV	87.3	102.1	91.1	88.8	106.9	131.0	97			124
DEC	99.1	114.8	108.5	112.6	136.2	139.7	103			135

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.

PREPARATION FOR THE MERGER OF UNITED EVANGELICAL CHURCH  
AND  
THE BETHEL UNITED CHURCH OF CHRIST  
11-23-93

CREATION OF A PLAN

1. BACKGROUND AND HISTORY OF THE PROPOSAL
2. RECORD OF THE DECISIONS OF THE TWO CHURCHES
3. TIME LINE AND STEPS IN THE MERGER PLAN
4. PLAN FOR THE EXCHANGE OF BACKGROUND INFORMATION FROM THE CHURCHES
  - a. Certificates of Incorporation
  - b. Constitutions
  - c. Last Year's Annual Reports
  - d. Current Financial Statements
  - e. Membership Lists
  - f. Officers and Council Member Rosters
  - g. Documents regarding ownership of property
  - h. Insurance coverage
  - i. Important symbols or pieces of furniture
  - j. Assets - other than buildings
5. DEVELOPMENT OF JOINT MISSION STATEMENT
6. DUE DILIGENCE - REVIEW BY ATTORNEY PR ATTORNEYS ✓
7. PLAN FOR INTERIM REPRESENTATION OF COUNCIL AND OR ✓  
CONSISTORY DURING MERGER PLAN PROCESS
8. PLAN FOR THE ADMINISTRATION OF THE BUILDINGS DURING THE MERGER
  - a. Maintenance and security of buildings
  - b. Use of furniture
  - c. Transfer of Records
9. ADMINISTRATION OF CHURCHES DURING MERGER
  - a. Secretarial Service
  - b. Church Bulletins and Printing
  - c. Financial Management During Merger Process
10. PROGRAM PLANNING
  - a. Group meetings to meet needs of people of each church
  - b. New programs underway during merger
  - c. Christian Education during merger
11. WORSHIP
  - a. Plan for worship in each congregation in 1994
  - b. Plan for merger of worship

# Bethel United Church of Christ

3033 EAST BALTIMORE STREET  
BALTIMORE, MARYLAND 21224

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

14 November 1993

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

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

Dear Pastor and Members of United Evangelical Church:

Greetings from the Pastor and Members of Bethel United Church of Christ.

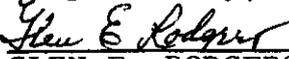
After several conversations by our Pastor, The Reverend Glen E. Rodgers, and The Reverend Robert M. Armstrong it was decided that both Pastors would seek the counsel and advice of their respective Consistory and Council to request that a formal act of "exploration" be entered into leading to the possibility of a Merger between United Evangelical and Bethel's Congregations and Ministers.

United and Bethel have appointed members to a Joint Committee to "explore" the possibility of a Merger and will have a dinner meeting 9 December for this purpose. In the meantime United's Council will visit Bethel and the appointed Committee from Bethel will attend a Worship Service at United.

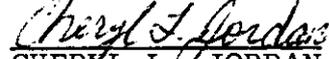
It is the understanding of Bethel that the subject of a Merger will be on the agenda for the Annual Meeting of United on 28 November. It is the desire of the Consistory and the Committee, following a unanimous vote of the Bethel Church Annual Meeting empowering the Consistory so to act, that United will prayerfully consider a Merger between the two Congregations and Ministers.

We at Bethel are continuing to seek the Lord's guidance. It is our feeling that a Merger between the two Congregations and Ministers would create a new and refreshing impact in East Baltimore. We pray that this Merger will be a working reality.

Respectfully,

  
GLEN E. RODGERS  
Pastor and Clerk

  
SAMUEL F. POOLE  
President

  
CHERYL L. JORDAN  
Treasurer

  
CLARENCE PATZ  
Committee Member

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

November 29, 1993

The Rev. Glen Rogers  
6865 Parsons Avenue,  
Baltimore, MD, 21207

Dear Pastor and Members of Bethel United Church of Christ

I am delighted to report that at the Annual Meeting of the United Evangelical Church on November 28, 1993, the congregation voted unanimously to approve the merger talks between Bethel and United. Our Committee looks forward to our beginning talks on December 9th for this purpose.

We are excited by the possibility of building a new mission combining the strengths of these two great churches and of working with you in a new outreach ministry in East Baltimore.

Kindest Personal Regards,



Robert M. Armstrong  
Pastor

cc: Council, M. Slechta and C. Young

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

November 29, 1993

Jacqueline D. Brown  
IAB Executive Director  
United Church of Christ  
Insurance Advisory Board,  
6001 Montrose Road, Suite 700,  
Rockville, MD, 20852

Dear Jacqueline Brown:

We appreciated your letter of November 23, 1993 in regard to my questions about coverage for churches in event of an incident of sexual abuse. As you know my concern is not just for the Pastor but for Church School Teachers, Boy Scout leaders, Youth Group Leaders, Choir Directors, etc.

Enclosed you will find an announcement of a video tape series on this subject as developed by the Episcopal Church. With the approval of the Council, I have ordered this series and hope to use them when I receive my copies. These should be useful in prevention of possible incidents in our church. One of our previous Pastors was involved with a member of this congregation. The fall out still effects the relationships in our church. Recently I went to court with one of our young fathers. He was given 15 years for abuse of his son and a nephew. He might have been one of our volunteer leaders.

Thanks again for your responsiveness. We have an attorney looking into this matter for us so we get guidance in the formation of a policy designed to protect our church. Such a policy should be developed for the entire U.C.C. since this issue is going to continue to plague us for sometime. Since your organization funds legal defenses, it seems to me that you have a self interest in giving all our churches legal guidance in policy matters such as this. Must we all individually invent the wheel?

Kindest Personal Regards,



Robert M. Armstrong  
Pastor

cc: W. Single  
J. Deckenbach  
T. Hamilton  
C. Rowell  
H. Jacob



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) 929-1152  
FAX: (301) 929-1161

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November 23, 1993

Rev. Robert M. Armstrong  
United Evangelical Church  
945 S. East Avenue  
Baltimore, MD 21224

RE: *Sexual or Physical Abuse or Molestation Vicarious Liability  
Coverage*

Dear Rev. Armstrong:

We recently received a copy of your correspondence to the Rev.  
John R. Deckenback regarding coverage and/or issues presented under the  
captioned coverage.

The responses and/or assurances sought in these matters is  
presented below.

I. Exclusion regarding criminal or deliberately wrongful act.

This exclusion (see page 2 of the coverage form, item C) does not  
leave the church or the Conference open to pay for legal defense and/or  
legal judgements.

The coverage provides the church's vicarious (or indirect)  
responsibility for such actions is insured.

If, in the final analysis, it is determined that the offending individual  
has committed any criminal or deliberately wrongful act or omission in  
connection with the coverage incident, then the individual is responsible for  
his/her own legal defenses or judgements.

The primary reason is, it is not possible, nor is it the intent of  
insurance, to provide coverage for criminal or deliberately wrongful acts or  
omissions.

If insurance paid for these types of actions, you would be rewarding  
someone for inappropriate behavior.

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

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

November 23, 1993  
Rev. Robert M. Armstrong  
Page 2

*What is provided for under this form is liability insurance for the "indirect" responsibility of the church (or conference) for the action or omission. You will note that the exclusion does not apply to any other insured -- church and/or conference -- where there is no legal finding that the other insured has committed such act or omission.*

*Simply put, in this instance where the church did not commit such an act, coverage should still be afforded.*

2. Who is an insured.

*This section of the policy defines who is an insured and under what circumstances. As the policy declarations states, the name insured is United Evangelical Church. Therefore, this particular section does not affect the church or the coverage afforded.*

3. Defense Expenses.

*This item is referenced on page 9 of the coverage form, item #05. The definition of the expenses is included for clarification purposes and perhaps the reference to how the coverage applies will provide you with answer needed.*

*Please reference the Insuring Agreement itself. It appears on page 01, item #01. the agreement includes, "We (the insurance company) have the right and duty to defend any suit seeking damages."*

*Because the insurer has the duty to defend the insured, its expenses in doing so are not considered part of the defense cost payable to the church.*

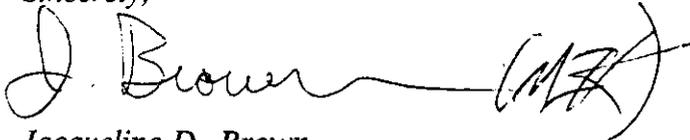
*In summary, the total \$36 million in coverage afforded does indeed protect the church. This coverage part is not normally available to individual churches and in becoming a part of the overall program is a very integral part of the necessary coverage all our churches need.*

*November 23, 1993  
Rev. Robert M. Armstrong  
Page 3*

*We trust that our responses have provided you with the information and assurances sought. If, for any reason, you should have need of further clarification on these issues or additional questions on others, please do not hesitate to call us at your convenience.*

*Thank you for this opportunity to be of service.*

*Sincerely,*

A handwritten signature in cursive script that reads "J. Brown" followed by a large, stylized flourish that resembles the initials "MFA".

*Jacqueline D. Brown  
Executive Director*

*JDB:evm*

*cc: Rev. Dr. John R. Deckenback  
Central Atlantic Conf. Minister*

BY J. BRENT WALKER

Adults who had been sexually abused as children by priests picketed the semiannual meeting of the U.S. Roman Catholic bishops in Washington, D.C. These victims have formed advocacy groups, e.g., Victims of Clergy Abuse Linkup (VOCAL), and are determined to expose church "cover-ups" of these crimes. So far, the Catholic Church has spent more than \$400 million in settlements.

These cases represent just a few examples of what appears to be an epidemic: clergy sexual misconduct. It's a devastating problem. When ministers abuse their positions of trust and power to exploit vulnerable parishioners and gratify their own libidos, lives are shattered, marriages are broken up, children are scarred for life, and careers are ruined.

As a result, the law is responding. More lawsuits are brought against clergy for sexual misconduct than for any other type. Courts around the country are revising traditional legal doctrines in ways that make it easier for victims to recover damages from the miscreant clergy and the church, its members and denominational agencies. In essence, courts are becoming less inclined to wink at bad behavior on the part of ministers and their churches. Churches must take steps to prevent sexual misconduct of its clergy, primarily for the sake of potential victims but also for its own protection.

### The Church's Peril

In the secular world, employers can be held liable when they negligently hire, supervise, and retain their employees. Courts now appear willing to extend this principle to the employment of ministers as well. Employers must exercise a reasonable degree of care when hiring employees. What is "reasonable" depends on the nature of the job and the risk to third parties. Because of the fiduciary relationship between minister and parishioner (i.e., expectation that a minister will act in the best interests of the parishioners and not abuse his or her position of power and trust), churches must exercise a relatively high degree of care in order for it to be deemed "reasonable." Usually, this care will involve in-depth interviews of the prospective minister or employee and a careful background check, including references. If a church fails to take these precautions, or if it ignores evidence of past sexual misconduct when hiring or retaining clergy, it does so at its peril.

The Supreme Court of Alaska re-

cently elevated this duty to near-absurd heights. In *Broderick v. King's Way Assembly of God Church* (1991), a mother sued a church for hiring a nursery worker who allegedly sexually abused her child. The lower court dismissed the case, but the Alaska Supreme Court reversed and sent the case back for trial. Although no proof was found that the worker had engaged in inappropriate sexual activities, there was evidence that she herself had been abused as a child. Because abused children are statistically more likely as adults to abuse others, the court suggested that a jury could find the church negligent for failing to ask if the prospective employee had been abused as a child.

### Vicarious Liability

Even if churches exercise reasonable care in hiring and supervising their ministers, they may still be held liable. Where an employee injures someone while acting "within the scope of his or her employment," the employer can be held "vicariously liable" even if he or she has exercised extraordinary care in hiring and supervision.

Traditionally, this legal theory rarely operated to impose liability on an employer for an employee's intentional sexual misconduct. Such behavior was properly considered outside the scope of employment. But this rule may be changing, too. In another case, the Alaska Supreme Court expanded an employer's potential vicarious liability for an employee's sexual misconduct.

In *Doe v. Samaritan Counseling Center* (1990), the plaintiff sought help at a counseling center. According to expert testimony, she had a history of emotional instability and was "easy prey" for any counselor who wished to exploit her condition. Allegedly, during two counseling sessions, the pastoral counselor kissed and fondled her. After terminating the counseling relationship, the two were soon engaging in sexual intercourse. As a result of these activities, the plaintiff claimed that she had suffered severe emotional and psychological damage. In addition, she alleged that the counseling center should be held liable for the sexual misconduct of its pastoral counselor.

The court ruled that the center could be held vicariously liable for the employee's wrongdoing, because the alleged misconduct "arose out of" and has "reasonably incidental to the employee's legitimate work activi-

*J. Brent Walker is the associate general counsel for the Baptist Joint Committee in Washington, D.C.*

ties." Though one of the justices found that sexual misconduct should never be considered "reasonably incidental" to legitimate work activities, a majority of the justices disagreed. The court reached this conclusion, even though the sexual relationship occurred outside the employer's workplace and more than a month after counseling had been terminated!

Although this case involved a counseling center, this same expansive understanding of vicarious liability for sexual misconduct with counselees could just as easily be applied to a church.

#### Punitive Damages

Sometimes one who suffers injury is entitled to money damages from the wrongdoer to compensate for the injury suffered (i.e., compensatory damages). But where the wrongdoer's conduct is particularly outrageous, willful, or wanton, the court often awards additional damages as punishment (i.e., punitive damages). Historically courts have been loath to assess punitive damages against churches, but no more.

In *Mrozka v. Archdiocese of St. Paul and Minneapolis* (1992), a child and his parent charged that a Catholic priest had sexually molested the child and others over a period of years. The plaintiff alleged further that the archdiocese had learned of the priest's illicit behavior on several occasions but continued to place the priest in situations where he would come into contact with children. The jury awarded the victim \$855,000 in compensatory damages and \$2,700,000 in punitive fines. The appeals court affirmed, although it allowed the trial judge to reduce the amount of punitive damage. The court ruled that neither the constitution nor the public policy of Minnesota barred the award of punitive damages against a church. Thus, churches that ignore or cover up the sexual sins of their clergy need to get out their checkbooks and prepare to pay shocking damage awards.

Because these cases reveal a trend toward an expansive understanding of vicarious liability on the part of an employer, as well as a propensity for awarding punitive damages in egregious violations, churches should conduct a thorough background investigation when hiring a minister. They should pay particular attention to allegations of sexual misconduct. A minister is inevitably placed in intimate relationships with emotionally vulnerable people, and any suggestions that the minister has problems in this area should be taken seriously. The church may want to inquire about whether the minister was ever the victim of physical or sexual abuse. Referenc-

es should be solicited and contacted.

If a minister is accused of sexual misconduct, he or she should be suspended with pay until a full investigation can be conducted. Obviously the investigation should be conducted quietly to avoid harming the reputation of the minister. An accusation should not be equated with guilt. If the accusation turns out to be true, discipline or termination of the minister should be conducted as discreetly as possible and not be discussed outside the church membership, excepting certain circumstances. Though it has a constitutionally protected right to discipline clergy, the church should not violate privacy rights by disseminating sensitive facts. A church should always follow an established procedure for discipline.

On the other hand, the church has a moral and legal obligation to protect other unsuspecting congregations from a minister who has demonstrated a propensity for sexual misconduct. If a prospective employer inquires about a former minister's employment record, failure to disclose incidents of sexual misconduct could expose the church to additional liability.

If a church decides not to terminate a minister guilty of sexual misconduct, professional rehabilitative treatment should be required. Failure to insist upon such a program could have devastating spiritual and legal implications. If the minister becomes sexually involved with another church member, not only does the church suffer but it may be liable for punitive damages.

#### Healthy Realism

Many churches—particularly large ones with multiple staff—may want to consider purchasing sexual misconduct insurance, which often can be tacked on to existing coverage for a small premium.

No church is immune to the problem of clergy sexual misconduct. Churchgoers tend to believe that the minister walks on water (at least at first). Also, they often err on the side of grace instead of judgment, forgive indiscretions, and give a second chance. Forgiveness and trust are laudable. But these traits need to be tempered by a healthy dose of realism.

For the sake of the children and other vulnerable parishioners—no less than for biblical stewardship of the church's financial assets—church leaders need to heed Jesus' admonition to be as wise as serpents as well as gentle as doves. In today's litigious society, that's particularly good advice. □

# LEADERSHIP TEAM



- **JAMES B. NELSON**, Professor Christian Ethics at United Theological Seminary of the Twin Cities, is the author of many books including *Embodiment: An Approach to Sexuality and Christian Theology*, *Between Two Gardens*, *The Intimate Connection: Male Sexuality and Masculine Spirituality*, and his most recent, *Body Theology*. A graduate of Yale University Divinity and Graduates School, Jim has served parshes in South Dakota and Connecticut.
- **CHARLOTTE DAVIS KASL**, who earned her PhD in Counseling Psychology from Ohio University, is a licensed Consulting Psychologist. For the past two decades, Charlotte has worked extensively with survivors of childhood abuse and with individuals in recovery from all forms of addictions, especially with women and marginalized people. Her book *Women, Sex, and Addiction: A Search for Love and Power* received wide, critical and popular acclaim as a major contribution to understanding vital aspects common to all addiction. Her newest book *Many Roads, One Journey: Moving Beyond the Twelve Steps* is just released.
- **BERNARD SIEGEL**, who prefers to be called Bernie rather than Dr. Siegel, is a nationally known physician, author, and lecturer. His books *Love, Medicine, and Miracles* and *Peace, Love and Healing* were on the New York Times' Best Seller List. He is a graduate of Coe College and Cornell University Medical College and founder of Exceptional Cancer Patients, a program for therapy and healing based on 'carefrontation' which facilitates personal change and healing through a loving, safe, therapeutic confrontation. His new book *How To Live Between Office Visits* will be published in 1993.
- **LEONTINE KELLY**, a retired Bishop of the United Methodist Church, San Francisco Area, is currently Visiting Professor of Evangelism and Witness at the Pacific School of Religion, Berkeley, CA. Bishop Kelly has served numerous appointments and committees within the United Methodist Church and has received many prestigious honors including "50 Black Role Models" (USA Today), "One Hundred Most Important Women in America" (Ladies Home Journal), and the "Ebony American Black Achievement Award."
- **WALTER WINK** is Professor of Biblical Interpretation at Auburn Theological Seminary in New York City. Previously he was a parish minister and taught at Union Theological Seminary. In 1989-1990 Walter was a Peace Fellow at the United States Institute of Peace. He is author of a trilogy, *Naming the Powers*, *Unmasking the Powers*, and *Engaging the Powers*. His other works include *Violence and Nonviolence in South Africa*, *Transforming Bible Study*, and *The Bible in Human Transformation*.
- **JUNE KEENER WINK** is an adjunct faculty member of Auburn Theological Seminary. From her background in body movement and art, she offers a unique approach to the integration of body, mind and spirit. Her studio, "Wild Thyme Pottery," is in the Berkshire Mountains of Massachusetts. She is author of an article, "Shedding the Snakeskin," forthcoming in *Women's Studies Quarterly* (1993) and is the subject of a chapter, "Bible Study and Movement for Human Transformation" in *Body and Bible*.
- **DONALD CONOVER**, who served as Consultation XVII Minister of Music, returns this year to assist in music leadership, lead the Consultation Choir, and entertain at the evening Cabarets. A member of the American Choral Director's Association, Don is in his 17th year as Minister of Music at Church of the Crossroads in Honolulu and in his 15th year behind the singalong piano at the Rose & Crown Pub in Waikiki.
- **GAIL McDOUGLE-ROY** is co-pastor of College Community Congregational Church (UCC) of Fresno, CA. Since her ordination in 1975, her ministry has been marked by energized, growing churches and a rich emphasis on the teaching ministry. That emphasis has led to an enriched atmosphere for faith development among children, teens, and adults. As one interested in biblical scholarship,

*As pastors called to be ministers of Christ's healing power, we need a time and place where we can find healing for our wounds, renewal of our faith. CONSULTATION XIX, "Ministry as Healing," is more than an opportunity to discuss healing. It is designed to offer experiences of restoration, where we come together to learn and grow. Here we pray and hope to personally encounter God's gift of wholeness as well as discover new resources for our healing ministries.*

## **CONSULTATION PLANNING TEAMS**

### **Consultation XIX Planning Team**

John McFadden and Carol Munro Mosley, Co-Chairpersons

Reuben Sheares, who "blessed our hearts," was one of our initial chairpersons

Abel Amago  
Lavon Bayler

Steve Hecky  
Nayiri Karjian  
Mary Parish

Peter Luckey  
Gary McCann

### **Consultation XX on Parish Ministry**

**January 2-6, 1995**

Laurinda Hafner and David Norling  
Co-Chairpersons

### **UCBHM Staff Support**

Bob Burt

Alan Johnson

**PLANNED BY CLERGY FOR CLERGY**

D.C. IMPACT Self Defense  
701 Richmond Ave.  
Silver Spring, MD 20910-5225  
(301) 589-1349

November 29, 1993

Pastor Robert Armstrong  
United Evangelical Church  
East Avenue & Dillon Street  
Baltimore, MD 21224

Dear Pastor Armstrong:

We are excited that you have continued to enable us to bring D.C. IMPACT Self Defense to the Baltimore area. We can not thank you enough for your kind generosity.

This letter is to request to rent space for our IMPACT self defense course on April 3, 9, 10, 17, and 24, from 1:00 p.m. to 8:00 p.m. for \$15.00 per hour.

Thank you again; and wishing a very happy holiday season!

Respectfully yours,



Kayla Martin  
Associate Director

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

ACTIVITY REPORT TO THE CHURCH COUNCIL  
ROBERT M. ARMSTRONG, PASTOR  
NOVEMBER 1, 1992 - DECEMBER 31, 1992

SUMMARY AND HIGHLIGHTS

For the eight weeks in NOVEMBER - DECEMBER 1992, the Church showed a decrease in attendance at regular Sunday services. Based on a four week month, Sunday attendance for these services in November was 5% above that during the month of November in 1991 and in December 1992 compared to December 1991 it was a negative 8%. During the month of December 1992 the Pastor was recovering from a triple by-pass emergency heart surgery which was completely unexpected.

Plans for the redesign of the office are still in the formative stage.

The Council in our November 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 assuming the proposal was based on the more modest proposal developed by Jon.

The THINK TANK executed the Interfaith Music Festival at Sacred Heart Church. The event was a great success and was considerably shorter than last year due to the able planning of the Committee. The Pastor was invited to a Bull-Roast at St. Brigids on Sunday November 1.

The computer installation letters were distributed. New information re members was put into the church computer program.

The development of four groups for young people has been implemented. The first is our usual Confirmation Class on Wednesdays at 7:30PM (Pastor as leader), the second is a Jr. Confirmation Class (Lois Long as leader), the third a Youth Choir (Rob Gundlach, Pastor and Lois Long) on Thursdays at 6:30PM, and the fourth is a Youth Group (Scott Newvine and Denise Fischer) meeting on Sundays from 3-5PM.

Marty Clement began a Confirmation Class for adults in October. This will be open to new members and those who want a refresher course in church membership. While using Bible Study materials, it will replace our proposed Sunday Bible Study Class and convenes on Sunday morning at 9:15AM. The class now has five members.

A program for Young Adults called REMEMBER WHEN was held on Sunday, November 16th. Lynn Sanders was the Chair. This was designed to honor Fred Long and Otts Block. The participation was enthusiastic. In excess of fifty persons attended. They brought their children and renewed old friendships. Rob Gundlach prepared a show of 500 slides. Fred and Otts sang and danced some of the old songs along with the support of (formember) members of the Youth Groups led by Fred and Otts. Invitations were sent out and the event was be promoted beginning Sunday November 1, in church.

A Parish Visitors (Priscilla as Leader) program will be moving forward. Priscilla is leading Bible Study and Prayer Groups on alternate Tuesdays. Priscilla went through major surgery in November so no further progress was made on these projects. She continued her recuperation in December.

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 = 6;calls=0	October	6
VISITS TO SHUT-INS = 4;calls=2	November	6
VISITS TO HOSPITALS= 9;calls=0	October	9
<u>VISITS TO HOSPITALS=23;calls=0</u>	<u>November</u>	<u>23</u>
<u>VISITS TO HOSPITALS= 1;calls=0</u>	<u>December</u>	<u>1</u>

No visits were made to hospitals early in December because of the Pastor's emergency triple by-pass operation at Johns Hopkins.

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 Ursala Jacob, Nov 1, Jim Howard, Nov. 8th, Otts Block & Fred Long, Nov 15, Carolyn Noteware Nov 22, and Mel Hammerbacher, November 29th. No Roses were presented in December due to the illness of the Pastor.

4. Pastoral Support of Church Groups and Activities

The Pastor made a contact with the Jr. Girl Scouts and Brownies to set up Girl Scout Sunday at the Church in March. The leader did not follow up so I must take a more aggressive stance in pursuing this. While I have talked with her about the closing program for Girl Scouts in June, I still have not nailed down this invitation. This is still a piece of incompleted business.

promote our fall Sour Beef dinner. We have a budget which will support one more large ad and wanted to use this for Christmas. The Pastor's illness made this impossible.

#### 10. Councilman Cain's Kitchen Cabinet

The meeting this month was held on Saturday November 21st following John Cain's Party at our church on Friday November 20th to show slides of his recent trip to Hungary. He was asked to go there to offer advice regarding the economic development of that country.

### OBSERVATIONS

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

##### a. Attendance

Church attendance statistics indicate that for the four Sundays in November our attendance at Sunday Morning Worship increased 5% when compared to November 1991. Church attendance statistics indicate that for the services in December our attendance at Sunday Morning Worship decreased 8% when compared to December 1991.

##### b. New Members Class

We need to continue to work at building our approach to the single young adults and to families who have children and who fall in the age range of 20 to 60 years of age. We must continue to work on building the membership class for the Spring. We have received 1 new members in November and asked those who wish to become members to contact the Pastor or the office.

##### c. New Members Committee

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 1992. 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.

#### 5. Deepening the Spiritual and Prayer Life of the Church

The development of four groups for young people has been implemented. The first is our usual **Confirmation Class** on Wednesdays at 7:30PM (Pastor as leader), the second is a **Jr. Confirmation Class** (Lois Long as leader), the third a **Youth Choir** (Rob Gundlach, Pastor and Lois Long) on Thursdays at 6:30PM, and the fourth is a **Youth Group** (Scott Newvine and Denise Fischer) meeting on Sundays from 3-5PM. During November and December we experienced some dissatisfaction with the youth group leadership on Sundays. Dealing with this is a priority item as we get into the January schedule.

Marty Clement began a Confirmation Class for adults in October. This was opened to new members and those who want a refresher course in church membership. While using Bible Study materials, it replaced our proposed Sunday Bible Study Class and convenes on Sunday morning at 9:15AM. Five persons have been attending.

A Parish Visitors (Priscilla as Leader) program was to reconvene, but Priscilla had emergency surgery and has to forego major leadership roles in November and December. Priscilla is leading Bible Study and Prayer Groups on alternate Tuesdays.

#### 6. SUPERPANTRY

The SUPERPANTRY met Friday. This year we have, however, only seven members of the program. We had three cancellations at the last minute. The program went very well and members had a graduation program on November 22nd. Graduates were given certificates by both the Maryland Food Committee but also by the three District Councilmen of the First District.

#### 7. Developing a Community "Think-Tank":

The "think-tank" group of Pastors carried out the program for for an Interfaith Music Festival to fund the SUPERPANTRY next spring. The concert took place on Sunday, December 6th at 2:00PM at the Sacred Heart Church (see attached).

#### 8. Developing a Young Adult Group:

A program for **Young Adults** called **REMEMBER WHEN** was in the planning stages for November. Lynn Sanders was the Chair. This was designed to honor Fred Long and Otts Block for their leadership of the old youth group. Invitations were sent out and the event was promoted on Sunday November 1, in church. (See Invitation attached) and held on Sunday November 15th from 2:00PM to 4:00PM. 50 persons attended. Fred sang some of the old songs and Otts danced. Rob Gundlach prepared a show of some 500 slides of the activities of the old group. A luncheon was served. Everyone seemed enthusiastic about trying to bring back "Dolly".

#### 9. Getting Better Media Exposure

The large ad in the Guide scheduled for Oct 15 worked well to

## 2. Committees

### a. Committee on the Serving of Alcoholic Beverages:

Our members do not want to discuss this issue further and so we recommend that this issue be dropped.

### b. Committee on Fundraising

Jon Greif, of Berkshire Life Insurance Company distributed to the Council in the July 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 the November 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.

### 3. Acquiring a Computer and Office Re-design

We will soon need other persons to help input data. The plan was to take three to six months to complete the installation. This work has been completed so we can begin to use the computer in the new year. Members of the office re-design committee include Harvey Jacob, Millie Slecta, Grace Fader, Sam Jones, and George Hammerbacher. We need to meet with this group to move forward on our plans for office development as the computer comes on line.

### 4. Copier Breaks Down

It became clear to all of the Council that the copier needed to be replaced. The announcement was made in the Sunday during the time that the Pastor was in the hospital. A gift of \$5000 was received from Mary and Philip Thomas to make that possible. After considerable conversation with Jim and Arleen Pate, the Pastor explored opportunities in improving our approach to copying and has a proposposal in the section on Recommendations.

### 4. Communication to the Members re the Deficit

These reports have been continued each Sunday.

### 5. Our Youth Program

Members of the Youth Council met before our Council meeting on January 5, 1993 to review some program ideas for approval this winter. They include trips to see various places of employment. We need to add new members to the Council and have invited Amber Kapela and Rob Palmer to join the Jr. Council. My recommendation is that we install members of the Jr. Council for a two year term. This needs to be done this winter.

## 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.

3. Conversation with Jim Pat and Arleen of FIRST IMPRESSIONS produced a plan which may be our long term plan for the printing and publishing of bulletins as well as for office copying. This plan is in three parts:

a: Obtaining a copy of a Publishing Program for our computer at a cost of approximately \$89.00. This would be similar to the one which Jim and Arleen own and will allow us to print all our bulletins on two sides of a program each week because it will allow us to better use our space and at the same time get a more legible piece of printing. Each week Millie or Pastor would print the Bulletin and Announcements using the agreed upon Order of Worship.

b: Buy a Lazer Printer for a cost of \$1000 so we can print a master copy for the weekly bulletin.

c: Buy a replacement copier (Zerox) for approximately \$1500. According to Jim this will run the 500 copies a week necessary to providing us bulletins. He believes we need to be able to run these ourselves.

d: Arrange with Jim and Arleen to print our heavy publications such as the ENDEAVOR, TOTENFEST AND OTHER MEMORIAL BULLETINS, SAUER BEEF ADVANCE ADDS, AND ADDITIONAL ANNOUNCEMENT PACKAGES, ETC. on the off-set press of FIRST IMPRESSIONS. They have the capacity to handle these large volume publications. We will give them the copy which they will set up, reorganize and make the final printed reproductions. They will help us to get the publication program on line and will do this reproduction at a very reasonable price.

ADVANTAGES OF THIS APPROACH:

\* FIRST IMPRESSIONS will give us the printing service we need at a reasonable price. Jim and Arleen are members of our church and will at no cost help us to initiate the publishing program for bulletins.

\* This method of production will give us a much better quality at a more reasonable price. If we continue in our present direction of using the copy machine, burning out the copy machine will continue to be a high cost item for us.

\* With the publishing program we can print the bulletin with

announcements on two sides of a page.

\* Printing our larger publications on Jim's Off Set Press will take pressure off the office and give us a higher quality job. Should that press not be available for some reason we can take our material to another outside printer and do it for about 2 cents a page. At the same time we can do our own bulletins.

\* This method will be able to be installed for less than the \$5000 copier cost.

#### 7. D.C. Impact Program

Self Defense Program for Women. High Quality limited enrollment. Begins Sunday March 7, 14, 21, Friday 26th (5-11PM), Sunday, March 28th. Time 1-8 on Sundays. 16 Women plus 7 staff leaders. Donation \$15.00 per hour. We provide some storage for matts that they work on. Last Sunday open to the public for a Graduation performance. Impact carries insurance. Terri Diener Coordinator 358-3647.

#### 8. Continue to build close interpersonal relationships with Father Joe at St. Brigid's and Father Poetzel at Sacred Heart

This has now been possible through the relationships I have established as a result of the by-pass. Something good came out of it all. We must encourage the mutual support of Pastors and Priests in work and illness.

STATISTICAL REPORT  
NOVEMBER - DECEMBER 1992

	Total
VISITS TO SHUT-INS=4;Calls=2	<u>6</u>
John Strong Call 11-12	
Shirley Kellner 11-13 Call	
Ruth Voelker 11-13	
Shirley Kellner 11-19	
Anna Price-Rose Guy 11-24	
Margaret Hannon Riverview Nursing Home 11-26	
PARISH VISITOR'S CALLS (not reported this month)	<u>0</u>
VISITS TO HOSPITALS=25; calls=0	<u>25</u>
Ruth Koch Church Home 11-2	
Dorothy Bellman Mercy 11-9	
Priscilla Armstrong Church Home 11-10	
Ruth Koch Church Home 11-10	
Margaret Kelly Church Home 11-10	
Margaret Hanon Key Center 11-12	
Priscilla Armstrong Church Home 11-16	
Priscilla Armstrong Church Home 11-17	
Sis Miskar Bon Secours 11-17	
Priscilla Armstrong Church Home 11-18	
Priscilla Armstrong Church Home 11-19	
Ruth Koch Church Home 11-22	
Priscilla Armstrong Church Home 11-22	
Priscilla Armstrong Church Home 11-23	
Ruth Koch Church Home 11-23	
Priscilla Armstrong Church Home 11-24	
Ruth Koch Church Home 11-24	
Priscilla Armstrong Church Home 11-26	
Ruth Koch Church Home 11-26	
Sis Miskar Bon Secours 11-27	
Dorothy Bellman University 11-28	
Ruth Koch Last Rites Church Home 11-28	
Priscilla Armstrong Church Home 11-28	
Pastor Armstrong Johns Hopkins and Planet "Q" 11-30	
Arthur Smith Church Home 12-28	
COMMITTEE MEETINGS	<u>0</u>
COUNCIL MEETINGS	<u>1</u>
23rd Meeting 1-3-93	
CONGREGATIONAL MEETING	<u>0</u>
ADMINISTRATIVE MEETINGS =7; Calls=0	<u>7</u>
Bill Gonce 11-5	
Ministerium United 11-10	
Philathia Calhoun Maryland Settee 11-11	
Lynn Sanders 11-12	
John Price Computer 11-13	
John Price Computer 11-20	

John Cain's Kitchen 11-21  
Susan Rowell Food for Baskets 11-23  
Laurie Wilson Church and Christian Support Guide 11-24

COUNCIL MEMBER INTERVIEWS 0

GROUP MEETINGS 9

Confirmation 11-4  
Sunday School Party Eastern Hse 11-10  
Confirmation 11-11  
Jr. Choir 11-12  
REMEMBER WHEN! 11-15  
Guild Sewing Dinner 11-18  
Confirmation 11-18  
Youth Choir 11-19  
Thanksgiving Service 11-26

BAPTISMS=0, Counselling=0, Party=0 0

WEDDINGS=0 Counselling=1 Renewal of Vows=0 1  
Reicharz-Lydia Voelker Counselling 11-17

FUNERALS=4, Visit to Funeral Home=1; Counselling=3 8  
Charles Burger Call Schimunek Funeral 11-6  
Matthew Emmel Charles Zeiler 11-11  
Ed Friedel Baranco's 11-11  
Dorothy Pindell Ruck Funeral Visit 11-18  
Anna Price-Rose Guy re Rose Carigan Counselling 11-24  
Rose Carrigan Funeral Skarda 11-27  
Margaret Hanon - Lois Duvall Counselling 12-23  
Margaret Hanon - Funeral Skarda 11-27

COUNSELLING SESSIONS 0

CONFERENCE MEETINGS 1

**SUNDAY ATTENDANCE - NOVEMBER**

<u>8:00AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total</u>	<u>Net</u>
1991	53	55	56	52	0	87*		303
1992	60	64	52	53	40	66*		335
Net	+ 7	+ 9	- 4	+ 1	+ 40	- 21		+ 32
<u>10:30AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total</u>	<u>Net</u>
1991	93	72	103	122	0	0		390
1992	97	80	104	108	96	0		485
Net	+ 4	+ 8	+ 1	- 14	+ 96	0		+ 95
Net 1991-1992	+ 11	+ 17	- 3	- 13	+136	-21		+127

\* Thanksgiving Service

1991-1992 % Change October

% Change in Sunday attendance for November = +18%

First four Sundays = + 5%

**COMPARISON JANUARY TO JANUARY -1991 AND 1992**

	<u>TOTALS FOR THE MONTH (SUNDAY ONLY)</u>					
<u>1991-1992</u>	<u>JANUARY</u>	<u>FEBRUARY</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>
	-39	+109	+70	+251	-7	-48%
	- 6%	+ 16%	+ 9%	+ 41%	-1%	- 7%
<u>1991-1992</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
	-16	+ 4	-18	+52	+12	-67
%	- 3%	+ 1%	- 3%	+ 9%	+ 5%	- 8%

**SUNDAY ATTENDANCE - DECEMBER**

<u>8:00AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total</u>	<u>Net</u>
1991	51	41	44	250*	60	35		481
1992	106	48	45	218*	46	00		463
Net	+55	+ 7	+ 1	- 32*	- 14	- 35		- 18
<u>10:30AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total</u>	<u>Net</u>
1991	82	90	185	59*	108	87		611
1992	00	168	88	66*	88	0		410
Net	- 82	+ 78	- 97	+ 7*	- 20	-87		-201
Net 1991-1992	-27	+85	-96	- 25*	- 34	-122		-219

\* Christmas Eve Service

1991-1992 % Change December

% Change in Sunday attendance for December =

First four Sundays = - 8%

**COMPARATIVE INCOME IN THOUSANDS  
TO DATE 120-31-92**

<u>MONTH</u>	<u>YEAR</u>		<u>CUMULATIVE</u>			<u>91</u>	<u>%act</u> <u>%</u>	<u>92</u> <u>act</u>	<u>%bud</u>	
	<u>86</u>	<u>87</u>	<u>88</u>	<u>89</u>	<u>90</u>				<u>a</u>	<u>b</u>
JAN	6.9	3.8	6.8	6.5	5.0	5.4	4	6.8	5	8
FEB	11.2	9.5	12.1	13.2	10.0	12.1	9	14.0	10	16
MAR	23.4	17.1	19.4	21.6	14.7	23.3	17	25.9	19	24
APR	36.0	27.1	27.0	33.5	27.1	33.4	25	38.4	28	33
MAY	41.2	36.9	43.0	36.7	32.0	43.0	32	47.0	35	42
JU	47.2	41.6	50.5	39.7	38.2	50.0	37	58.1	43	50
JULY	50.6	45.5	57.3	48.6	44.3	60.8	44	64.5	48	58
AUG	55.1	50.8	66.5	53.0	50.1	66.3	49	76.6	57	66
SEPT	62.5	59.1	76.9	59.7	63.4	77.9	57	89.3	66	75
OCT	77.4	77.0	98.4	80.9	80.3	97.4	72	121.6	81	83
NOV	86.9	87.3	102.1	91.1	88.8	106.9	78	131.0	97	91
DEC	104.5	99.1	114.8	108.5	112.6	136.2	101	139.7	103	100

NUMBERS FOR EACH MONTH ARE TOTALS UP TO AND INCLUDING THAT MONTH I.E. 91.1 POSTED FOR NOVEMBER 1989 INDICATES THE TOTAL FOR ALL SOURCES OF INCOME TO THAT POINT OR FOR \$91,000.

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

ACTIVITY REPORT TO THE CHURCH COUNCIL  
ROBERT M. ARMSTRONG, PASTOR  
DECEMBER 1, 1993 - DECEMBER 31, 1993

SUMMARY AND HIGHLIGHTS

For DECEMBER 1993, the Church showed an increase in attendance at regular Sunday services. Based on four weeks and Special Christmas Eve services, attendance for these services in DECEMBER was 3% above that during the month of DECEMBER 1992.

The 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 providing the proposal was based on a less expensive proposal developed by Jon. This was to be reviewed in our meeting in May but Jon did not appear for that meeting. It must be followed up.

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.

Fifteen members and Officers of the Bethel Church attended the Tinsel Day Dinner following their worship services. Tom Hamilton, Associate Conference Minister preached at the first service on Tinsel Day. In preparation for that experience, he was informed that the Bethel people would be present so that this would not be a surprise. Pastor Rogers discussed plans for the merger talks with Tom and Dr. John Deckenbach, Conference Minister, prior to the Tinsel Day experience.

While Bruce and Andrea Waters have indicated an interest in helping to develop a Young Adult Group for our church I have not gotten a positive commitment from them re the follow up. I am still working on this.

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 =10</u>	<u>calls=3</u>	<u>November</u>	<u>13</u>
<u>VISITS TO SHUT-INS = 8;</u>	<u>calls=6</u>	<u>December</u>	<u>14</u>

VISITS TO HOSPITALS= 8;calls=0 November  
VISITS TO HOSPITALS= 6;calls=0 December

8  
6

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 Alex Cunningham, December 5, Karen Foster, December 12, Marlene Denham, December 19, and Ida Jefferson, December 26.

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

Marty Clement will pick up her class for Young Mothers, beginning Sunday, January 9th and Priscilla her Bible Class, beginning January 16th.

6. SUPERPANTRY

As a result of the 3rd Interfaith Music Festival, SEARCH, under the Chairmanship of Jon Spencer will have enough money to fund SUPERPANTRY at our church this Spring. The program will be held on Fridays beginning March 18, and 25, April 8, 15, 22, and 29, May 6 and 13th. Graduation will take place on May 15th.

7. Developing a Community "Think-Tank":

A meeting will be set up on January to plan our next events.

8. Developing a Young Adult Group:

Bruce and Andrea Waters have volunteered to help organize and develop a program for Young Adults as a follow up to our fall program called REMEMBER WHEN. I have not however, got a firm, final commitment from them to lead this group.

9. Getting Better Media Exposure

Two large ads in the Guide will be scheduled prior to Lent to promote the Lenten Services on healing.

OBSERVATIONS

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

a. Attendance

Church attendance statistics indicate that for December our attendance at Sunday Morning Worship increased 3% when compared to December 1992.

### New Members Class

We need to continue to work at building our approach to the single young adults and to families who have children and who fall in the age range of 20 to 40 years of age. We must continue to work on building the membership class. We are asking those who wish to become members to contact the Pastor or the office. New members will be received on January 23, 1993 at the 10:30 service.

### c. New Members Committee

The new members Committee met on Wednesday, April 21st at 4:00PM. Our next meeting will be in the summer or fall of 1993. We will 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 1993. 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 May meeting to forward this project but did not show up. We must follow up this program.

### 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. John is also setting up a system to computerize our entire record system. Members of the office re-design committee include Harvey Jacob, Millie Slecta, Grace Fader, Sam Jones, and George Hammerbacher.

c. Spiritual Life Committee

The proposed Worship Book which included the service for Baptism, Lord's Supper, etc. has been given to Jim Pate to develop a model and get the costs. Florence Gundlach and Margaret Myrick presented to the Council a proposed folder which will be given to parents following the baptism of children so that they will know about the program of our church. This program is designed to help raise these new children in the nurture and love of the Lord.

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ACTIVITY REPORT TO THE CHURCH COUNCIL  
ROBERT M. ARMSTRONG, PASTOR  
DECEMBER 1, 1993 - DECEMBER 31, 1993

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 moving again on plans to computerize our record system.

3. Decision Regarding Capital Fund Raising Program

4. Develop a policy to protect our church from potential law suits re sexual abuse of members and especially children. The training tapes re sexual abuse ordered from the Episcopal Church have arrived. Included is a set of forms for implementing church policy.

Because of the seriousness of this matter, I have requested a review of our insurance policy by Bill Single. We need his legal judgement and recommendation in this matter. Bill has indicated his willingness to give us a written recommendation regarding this matter.

5. That we review the attached preliminary plan involving the proposed merger with the Bethel Church and use it to guide our Committee in discussing the merger with the Committee of Bethel Church at our next meeting with the Bethel Committee.

6. That we review the proposed Worship Book for printing.

7. That we approve the revised schedule of dates below for D.C. Impact and approve the discussion with them for a program in the first weeks of August 1994. Per Kayla Martin of D.C. Impact (301-589-1349) Spring Dates; April 16 and 17, April 24, April 30th and May 1, 1994.

STATISTICAL REPORT  
DECEMBER 1993

	Total
VISIT SINGLE INDIVIDUALS & SHUT-INS=8; Calls=6	<u>14</u>
Frank Klima 12-2	
Joyce Hammerbacher 12-7 Call	
Nicolas Walters 12-7	
Sonny Walters 12-8 Call	
Holly Radditz 12-8 Call	
Edna Miller 12-7 Call	
Edna Miller & Dave Miller 12-9	
Mel & Joyce Hammerbacher 12-9	
Bill Voelker 12-16	
Carolyn & Charles Rada 12-17	
Margaret Kelly 12-19	
Linda Forrest 12-21 Call	
Sonny Waters 12-23	
Amy Picarello Johnson 12-23 Call	
 PARISH VISITOR'S CALLS	 <u>4</u>
VISITS TO HOSPITALS=6;calls=0	<u>6</u>
Margaret Kelly Church Home 12-7	
Hilda Mallon Church Home 12-22	
Hilda Mallon Church Home 12-26	
Margaret Kelly Church Home 12-26	
Cora Rowell Stella Maris 12-28	
Ruth Pearce Harbour Hospital 12-28	
 COMMITTEE MEETINGS	 <u>0</u>
COUNCIL MEETINGS	<u>1</u>
32ND Meeting 12-7-93 at Bethel	
 CONGREGATIONAL MEETING	 0
ADMINISTRATIVE MEETINGS = 8:Calls=1	<u>9</u>
SEARCH 12-3	
Glen Rogers 12-6	
James Pate 12-8	
Father Joe 12-9	
Grace Fader 12-9 Call	
Bethel Church Committee & United Hausners 12-9	
SUPERPANTRY 12-20	
Roy Joellenbeck 12-19	
Glen Rogers 12-21	
 COUNCIL MEMBER INTERVIEWS	 <u>0</u>
GROUP MEETINGS	<u>5</u>
Confirmation 12-2	
Interfaith Music Festival 12-5	
Sewing Group Party 12-8	
Exchange Club 12-15	

SUPERPANTRY 12-15  
Senior Citizens Party 12-20  
Guild Christmas Party 12-15

BAPTISMS=0, Counselling=0, Party=0 0

WEDDINGS=0 Counselling=1 Renewal of Vows=0 1  
Jill Kwarta 12-14 Counselling

FUNERALS=1, Visit to Funeral Home=0, Counselling=4 5  
Clara Wise Charles Zeiler's call 12-11  
Kim McNeal re Clara Wise Counselling 12-11  
Shirley Jenkins re Clara Wise Counselling 12-11  
West Seachrist re Clara Wise Counselling 12-11  
Clara Wise Charles Zeiler Funeral 12-16

COUNSELLING SESSIONS 0

CONFERENCE MEETINGS 0

SUNDAY ATTENDANCE - DECEMBER 1993

					Christmas	Eve*(7:00 & 11PM)		
<u>8:00AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total</u>	<u>Net</u>
<u>1992</u>	<u>00</u>	<u>48</u>	<u>45</u>	<u>46</u>	<u>*210</u>	<u>00</u>		<u>349</u>
<u>1993</u>	<u>44</u>	<u>46</u>	<u>57</u>	<u>19</u>	<u>*243</u>	<u>00</u>		<u>409</u>
Net	+44	- 2	+12	-27	+ 33	00		+ 60
<u>10:30AM</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>Total</u>	<u>Net</u>
<u>1992</u>	<u>106</u>	<u>168</u>	<u>88</u>	<u>88</u>	<u>*66</u>	<u>00</u>		<u>516</u>
<u>1993</u>	<u>77</u>	<u>210</u>	<u>85</u>	<u>37</u>	<u>*73</u>	<u>00</u>		<u>482</u>
Net	- 29	+ 42	- 3	-51	+ 7	00		- 34
1992-1993	+15	+ 40	+ 9	-78	+40	00		+ 26

1992-1993 % Change December 1993

%Change in Sunday attendance for DECEMBER = +3%

COMPARISON JANUARY TO JANUARY -1992 AND 1993

	<u>TOTALS FOR THE MONTH (SUNDAY ONLY)</u>					
<u>1992-</u>	<u>JANUARY</u>	<u>FEBRUARY</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>
<u>1993</u>	<u>-35</u>	<u>-152</u>	<u>-45</u>	<u>-55</u>	<u>-100</u>	<u>+ 45</u>
%	- 6%	- 21%	-10%	- 6%	-13%	+ 8%
<u>1992</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
<u>1993</u>	<u>-83</u>	<u>+ 2</u>	<u>-41</u>	<u>+ 26</u>	<u>+ 8</u>	<u>+26</u>
%	-15%	+ 5%	- 8%	+ 4%	+ 1%	+ 3%

COMPARATIVE INCOME IN THOUSANDS  
TO DATE 12-31-93

MONTH	YEAR	88	CUMULATIVE				%act	93	% bud	
	87		89	90	91	92	%		act	a
JAN	3.8	6.8	6.5	5.0	5.4	6.8	5	7.2	63	11.3
FEB	9.5	12.1	13.2	10.0	12.1	14.0	10	13.4	59	22.6
MAR	17.1	19.4	21.6	14.7	23.3	25.9	19	23.2	68	33.9
APR	27.1	27.0	33.5	27.1	33.4	38.4	28	42.7	94	45.2
MAY	36.9	43.0	36.7	32.0	43.0	47.0	35	53.3	94	56.5
JU	41.6	50.5	39.7	38.2	50.0	58.1	43	61.6	91	67.8
JULY	45.5	57.3	48.6	44.3	60.8	64.5	48	67.9	86	79.1
AUG	50.8	66.5	53.0	50.1	66.3	76.6	57	75.4	83	90.4
SEPT	59.1	76.9	59.7	63.4	77.9	89.3	66	85.2	83	102
OCT	77.0	98.4	80.9	80.3	97.4	121.6	81	105.4	78	113
NOV	87.3	102.1	91.1	88.8	106.9	131.0	97	114.5	84	124
DEC	99.1	114.8	108.5	112.6	136.2	139.7	103	144.0	106	135

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.

TO: GLEN ROGERS

FROM: BOB ARMSTRONG

DATE: 12-24-93

SUBJECT: MEETING TO DISCUSS ROLE RELATIONSHIPS IN MINISTRY RE  
MERGER

GLEN AND I MET TODAY, DECEMBER 21, 1993, TO TALK ABOUT THE NEXT STEPS. GLEN SAID THAT HIS PEOPLE FELT THEY OUGHT NOT TO BE PRESENT AT OUR CONGREGATIONAL MEETING SO THAT WE COULD FEEL FREE TO TALK ABOUT THE MERGER AND OTHER ISSUES UNDER DISCUSSION. HE SAID THAT HIS PEOPLE FELT POSITIVE ABOUT THE MEETING OF THE MERGER COMMITTEES OF THE TWO CHURCHES AT HAUSNERS ON DECEMBER 7TH AND THE MEETING OF OUR COUNCIL AT BETHEL ON DECEMBER 5TH AND THAT EVERYONE WAS VERY PLEASED WITH THE TINSEL DAY JOINT EXPERIENCE AT UNITED ON DECEMBER 12th GLEN MENTIONED THAT SOME OF HIS PEOPLE HAD BEEN THINKING THAT MEMBERS OF THEIR CONSISTORY MIGHT MEET WITH OUR COUNCIL WITHOUT THE PASTORS IN ORDER TO DISCUSS VARIOUS ASPECTS OF THE MERGER. WE BOTH INDICATED TO EACH OTHER THAT THIS MIGHT NOT BE WISE SINCE WE BOTH PLAY A KEY ROLE IN THIS MERGER.

I MADE THE SUGGESTION THAT WE MIGHT SPEND TIME TODAY DISCUSSING OUR RELATIONSHIP WITH EACH OTHER IN THE MERGER

SINCE WE BOTH HAVE POSITIONS OF GREAT INFLUENCE IN OUR CHURCHES AND THAT THE FUTURE SUCCESS OF THE MERGER WILL REST UPON OUR BEING ABLE TO WORK SMOOTHLY TOGETHER. I SHARED FOUR ASPECTS OF THIS WORKING RELATIONSHIP WITH GLEN WHICH I FELT WERE KEY.

THE FIRST OF THESE WAS THAT OF OUR HAPPINESS AS INDIVIDUAL PASTORS WITH OUR NEW ROLES IN THE MERGER. IF WE ARE HAPPY, THE MERGER WILL GO WELL. IF NOT, WE COULD BOTH HAVE A SERIOUS PROBLEM AND SO WOULD THE CHURCHES.

THE SECOND CONSIDERATION IS THAT OF OUR AGREEMENT ON THE MISSION STATEMENT FOR THE MERGED CHURCHES.

THE THIRD ISSUE TO LOOK AT WAS STYLE. WILL HE FEEL COMFORTABLE WITH THE STYLE OF WORSHIP WHICH WE HAVE AT UNITED SINCE THIS WILL BE THE BASE FOR OUR WORSHIP EXPERIENCE TOGETHER? I REVIEWED SOME OF THE ASPECTS OF THE STYLE: I.E. THE USE OF ASPECTS OF THE CATHOLIC TRADITION AS THE SOLEMN DECLARATION, THE OPENING SENTENCES (I WAS GLAD WHEN THEY SAID UNTO ME, LET US GO INTO THE HOUSE OF THE LORD), THE ASSURANCE OF PARDON AS A SUMMARY STATEMENT OF THE BASICS OF OUR FAITH, AND THE USE IN WORSHIP OF REPETITION AS A WAY OF TEACHING AND OF ANCHORING THE FAITH OF THE MEMBERS OF THE CHURCH IN TIMES OF CRISIS. IN GENERAL, WOULD GLEN BE HAPPY WITH THIS FORMAL WORSHIP STYLE? I SUGGESTED THAT OUR JOINT LEADERSHIP IN WORSHIP COULD GIVE BOTH CHURCHES A FEEL FOR THIS AREA OF OUR

COMMON MISSION. IN OUR DISCUSSIONS GLEN POINTED OUT THAT HE WAS ACCUSTOMED TO THE FORMALITY OF WORSHIP WHICH I DESCRIBED IN TYING TOGETHER THE CATHOLIC AND REFORMED TRADITIONS SINCE HE WAS VERY FAMILIAR WITH THE EVANGELICAL AND REFORMED TRADITIONS IN HIS EARLY DAYS OF FOLLOWING THE E.&R. WORSHIP BOOK. HE SAW NO PROBLEM IN OUR WORK STYLES IN WORSHIP AND FELT COMFORTABLE WITH MY POSITIONS IN THE EXAMPLES OF AREAS CONCERNS WHICH I SHARED.

WE AGREED THAT IT WOULD BE GOOD TO HAVE A COMMON MISSION STATEMENT WHICH WE WOULD DEVELOP.

WE DISCUSSED THE ISSUE OF ACCOUNTABILITY. WE NEED TO EACH BE RESPONSIBLE TO THE COUNCIL FOR OUR AREAS OF WORK. I INDICATED TO GLEN THAT I NEEDED TO FEEL COMFORTABLE IN USING MY SKILLS IN IMPACTING THE MINISTRY SUCH AS USING MY SKILLS IN RECRUITING NEW MEMBERS OF THE CHURCH, ESPECIALLY YOUNG ADULTS BETWEEN THE AGES OF 20 AND 40 YEARS. GLEN POINTED OUT THAT HE WAS VERY INTERESTED IN FOLLOW UP -IN THE NATURE OF PASTORAL SERVICES TO THESE NEW PEOPLE SO THAT WE CAN RETAIN THEM AS MEMBERS AND MEET THEIR NEEDS AS WELL AS IN PROVIDING SKILLED PASTORAL SERVICES TO OUR OLDER SICK AND DISABLED PERSONS. I AGREED THAT GLEN HAS A VERY SPECIAL SKILL IN THAT AREA OF MINISTRY AND THAT WE COULD COMPLEMENT EACH OTHERS SKILLS -I WITH THE BROADER CONCERNS OF THE MINISTRY INCLUDING THE RELATIONSHIP WITH OTHER CHURCHES AND GLEN WITH HIS SKILL AND CONCERN IN WORK WITH THE NEEDS OF THE INDIVIDUAL CHURCH

MEMBERS. WE AGREED THAT WE NEED TO SPELL OUT THESE AREAS MORE SPECIFICALLY AS WE MOVE ALONG (PERHAPS IN JOB DESCRIPTIONS WHICH FIX OUR ACCOUNTABILITY TO THE COUNCIL) BUT THAT IT SEEMED TO US THAT WE HAVE THE BASIS FOR A GOOD WORKING RELATIONSHIP AND NEED NOT BE TOO CONCERNED ABOUT HOW THESE WORKING RELATIONSHIPS WILL PAN OUT.

WE AGREED THAT WE WOULD THINK ON THESE THINGS AND THAT AFTER I RETURN FROM MY CONFERENCE ON JANUARY 9TH AND GLEN FROM HIS TRIP ON JANUARY 8TH, WE WOULD PLAN THE NEXT SPECIFIC STEPS IN THE MERGER PROCESS.

NEXT STEPS IN MERGER PLAN WITH BETHEL CHURCH  
January 19, 1994

1. Meeting with Rev. Glenn Rogers on February 1, 1994 at 10:30AM with Rev. Armstrong
2. Meeting of Merger Committee on <sup>WEDNESDAY</sup> Tuesday February 9th to review next steps with the Bethel Committee.
3. Approval of Joint Ash Wednesday Services on Wednesday Evening February 16, 1994.
4. Approval of Joint Lenten Services on Wednesday Evenings at United and at Noon at Bethel. Announcement of Joint Services to be made in the Guide.
5. Approval of invitation from our Ladies Groups to the Ladies at Bethel to participate in joint meetings.
6. Meeting of Pastor Armstrong and Dr. Tom Hamilton on Wednesday, February 2, 1994 at 1:30PM to review our merger plans and to talk about sexual abuse policy in the local church.