

**2022 Annual Reports
and 2023 Proposed Budget
For Congregational Meeting
January 29, 2023**



**Woodmont United Church of Christ
Milford, CT 06460**

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Annual Meeting Agenda

January 29, 2023

12:00 noon

1. Welcome

- 1.1. Opening prayer (Rev. Jill Olds)
- 1.2. Reading of Church Covenant (Bettina Thiel)
- 1.3. Introduction of officers and establishment of quorum (Ann Yost)

2. Approval of Minutes (Bettina Thiel)

- 2.1. Minutes of the Congregational Meeting Jan. 30, 2022
- 2.2. Minutes of the Special Congregational Meeting Oct. 2, 2022

3. Approval of Reports

- 3.1. Pastor's Report
- 3.2. Moderator's Report
- 3.3. Clerk's Report
- 3.4. Treasurer's Report
- 3.5. Auditors' Report
- 3.6. Music Director's Report
- 3.7. Reports of Boards, Committees and Delegates

4. Presentation of 2023 Budget (Maureen Shea)

- 4.1. Budget Highlights
- 4.2. Approval of Operating Budget
- 4.3. Stewardship Report (Bettina Thiel)

5. Safe Space Policy Presentation

6. Bylaws Revisions

- 6.1. Extending certain one-year terms to two-year terms

7. Election of Officers, Committee Members and Delegates (Nominating Committee)

- 7.1. Presentation of Nominating Slate
- 7.2. Vote
- 7.3. Installation

8. Recognitions

9. New Business

- 9.1. Parsonage update (Bettina)
- 9.2. Bob Menne Bequest
- 9.3. Any other business appropriate to come before us

10. Adjournment

Woodmont United Church of Christ

Annual Meeting Minutes

January 30, 2022

Held virtually on Zoom

PRESENT: Beverley Byer, Bettina Thiel, Bruce Barrett, Carol Topitzer, Therese Eke, Ed Wilson, Barbara Mackintosh, Deb Mason, Cyn Stehouwer, Sandy Steady, Bob Steady, Kathy Harrold, Gail Haas, Maureen Shea, Susan Lohr, Rob Swartz, Grace Schwartz, Rosa Richardson, Rev. Jill Olds, Wayne Kenyon, Ann Yost, Art Yost, Melissa Schwartz, Shakeela Nobles, Alyson Rodgeron, Esther Leiva, Frank Lyons, Lynn Lyons, Dorothy Osanitsch.

Meeting opened at 12:05 pm. Beverley Byer, Moderator, reviewed the voting procedures and how to raise the zoom hand in order to speak. Opening prayer was given by Rev. Jill Olds. The Church Covenant was read by Bettina Thiel, Vice Moderator.

Minutes of last year's annual meeting on January 31, 2021 were read by Carol Topitzer. Ann Yost read the minutes of the Special Congregational meeting on October 3, 2021. Deb Mason made the motion to accept the minutes of 2021. Seconded by Cyn Stehouwer. One correction made was to add Esther Leiva's last name in the filing section on page 5. All voted to accept minutes as written with the correction.

Motion was made by Bettina Thiel and seconded by Therese Eke that the boards and committee reports be accepted as written in the Annual Report booklet. The vote was unanimous (27 present).

Financial reports - Maureen Shea, Treasurer, reviewed the Balance sheet. There is \$144,511.22 in the Operating account at Milford Bank. This is about \$38,000 more than last year at this time. There is \$266,123.60 in total bank accounts which is about \$72,000 more than last year. The total equity for 2021 is \$347,104.49.

Proposed 2022 Budget was presented. Pledges increased this year to \$127,280. Co-op rent was increased to \$17,150 and the Parsonage rent was added into Operating (\$27,600 for 12 months). Total income was \$178,500 which is an increase of \$51,537 from last year's budget. Under expenses, Missions is lower because Milford Pastoral Counseling Center was dissolved as of 1/10/22. The insurance cost was increased to \$14,182. Parsonage expenses increased to \$10,000 for repairs and \$8400 for taxes. Budget increased by \$400 to \$1000 for guest musicians. The new salary package for Rev. Jill is \$57,382 and with pastor expenses included, it increases to \$74,500. The Executive Assistant salary is budgeted for \$13,312. Child Care salary was removed as we don't have any nursery school aged children. Question was asked what we would do if we had some come in. We have petty cash to cover expenses and can use volunteers. We have a restricted donation of \$26,338.50 to be used to cover the pastor's salary. Bottom line is that we have an expected loss of -\$34,244. Bettina thanked Maureen and the Finance team for all their work in putting the proposed budget together. Motion was made by Cyn Stehouwer and seconded by Wayne Kenyon to accept the 2022 financial reports and the 2022 proposed operating budget. Bruce Barrett thanked Maureen for her report. He pointed out that half of it is investment in the physical plant. Also a little under \$10,000 is depreciation. We will need to watch our growth. Motion passed unanimously.

Nomination Slate – Bettina started by saying she was impressed with pledges coming in with 20% increase. The slate was presented. Some committees are in need of more members. Ed Wilson nominated Grace Schwartz for Deacons, seconded by Carol Topitzer. Grace accepted nomination. Thank you Grace. Carol asked if Bruce would consider joining Deacons. Two family members on same committee is not usual. Bruce said not at this time. There can be a close relationship with deacons and music. BOS needs help

(Financials, stewardship, buildings and grounds). Deb Mason volunteered to join BOS. Thank you Deb! CE – Continuing from last year. Mission Team – open for anyone to join. Audrey Moore is a new member. Communications – differentiated between Tech Team and Communications. Dennis Shea is willing to do the live streaming, but is not interested in meetings. Deb Mason is interested in learning how to live-stream. Meeting next Sunday after church. Remove Bev Byer as delegate to the Southern NE Conference. Milford Pastoral Counseling Center has disbanded as of 1/10/22. Take MPC off our list. Church Historian position is vacant. However, Dorothy volunteered to fill this position. Wayne volunteered to work with Dorothy. Carol has additional historical material for Dorothy and Wayne from Union Chapel. Bev described history of the position. Jackie Rice-Rogers became the new chair last year but is not able to continue now. Cyn made an observation that PPR, although not elected, is usually listed on the Nominating slate. Bettina moved that we accept the slate as modified, with additions mentioned above. Melissa asked if Grace wants to stay on as a versatile volunteer. Grace will leave her name on as a volunteer. Eric Zentkovich expressed interest in doing things for the church but doesn't want to be on a committee. Decision made not to add him since he wasn't present at the meeting. The Nominating slate was accepted with the additions. Rev. Jill had an installation service for all who were nominated and also for those who will provide support. We come with open hearts.

Old and Unfinished business – none except that suggestion was made to put new list of Committees and Boards in the Chapel Bell.

New business – Bettina suggested that the terms for the New Haven Association and Southern New England Conference be two years, with one person being the lead person and the other being the new person and learning from the senior. Bettina has the wording for us to see. Art Yost asked if the 2 year terms can be renewed. Beverley Byer said a person could serve 2 consecutive terms. Bettina Thiel moved to authorize the church Council to extend term limits for delegates to the Southern New England Conference and the New Haven Association from one to two years, and to make them staggered terms, which can be renewed once. Motion seconded by Esther Leiva. The motion passed with one abstention.

Recognitions – Beverley Byer announced that the following people and Team are being recognized for extraordinary service to WUCC. A formal volunteer recognition service will be held on May 15th in person - Bruce Barrett, Rob Schwartz, Joe Cahill, Dorothy Osanitsch, Bettina Thiel, and Regathering Team. There will be a special event for recognition on May 15th. Bev will also be recognized at that time. Bev thanked us for our support to her these 4 ½ years as Moderator. She closed by reading our Vision statement.

Motion to adjourn by Bruce Barrett, seconded by Esther Leiva. Meeting closed at 2:15 PM

Respectfully submitted, Ann Yost, Clerk

Woodmont United Church of Christ
Special Congregational Meeting Minutes

October 2, 2022

PRESENT: Bettina Thiel, Beverley Byer, Dorothy Osanitsch, Jason Valdivieso, Art Yost, Deb Mason, Esther Leiva, Audrey Moore, Gail Haas, Carol Topitzer, Wayne Kenyon, Susan Lohr, Grace Schwartz, Melissa Schwartz, Sandy Steady, Bob Steady, Rosa Richardson, Rob Schwartz, Barbara Mackintosh, Karen Sherwood, Ed Wilson, Cyn Stehouwer, Ann Yost. On Zoom Dennis Shea, Maureen Shea, Don Moore, and Rev. Jill Olds.

27 voting members total.

Meeting opened at 11:35 AM by Bettina Thiel, Moderator who invited Rev. Art Yost to say a prayer. Beverley Byer, Chair of the Board of Stewards (BOS), began the meeting by describing that the BOS had been looking at the parsonage in reference to repairs and realized that it needed many repairs which would be expensive. To do them, there would be oversight needed. A comparative market analysis was done. Beverley said that the money gained from the sale of the parsonage would go into 5 “buckets” which would be: repairs to the church facilities, missions, pastor’s housing allowance, advertising to promote church growth and investments for the future.

The following motion was made by Beverley on behalf of the BOS: The Board of Stewards of Woodmont United Church of Christ made a motion to sell the parsonage at 45 Shadows End, Milford, CT 06460 for a favorable market price.

Questions were asked and answered in the discussion which followed.

- When will it be put on the market? We have offered it to the tenants. We will get another comparative market analysis. The first one recommended listing it at \$550,000 - \$570,000. Jason read off sale prices of houses in that area some of which got a price beyond what was asked for. He also mentioned interest rates are going up.
- Melissa talked of starting low, so we have room to move it up and get into a bidding war.
- Art mentioned that we should be judicious in the use of the money we get for the house.
- Karen asked about what repairs are needed at WUCC. Jason replied we need a new parking lot, new church doors (after exploring the gutters which leak and cause the moisture, rotting the doors), landscaping and grounds improvement. There are other needs too.
- Carol mentioned we may need a parsonage in the future if we grow. Or funds to cover the cost of a pastor’s housing allowance.
- Melissa raised the question of the need for a professional financial advisor and suggested we use one. Dorothy responded that first the vote needs to be taken to sell. Then a small group of church members will be formed and will explore various financial advisors such as through Milford Bank, UCC Conference, or a company where a family member works.

Rosa Richardson moved to close the discussion. Vote passed unanimously.

Bettina repeated the motion and a vote was taken. It passed unanimously, including the 4 on zoom.

Meeting closed at 12:00 PM

Submitted by Ann Yost, Clerk

Pastor's Annual Report 2022

The Rev. Jill E. Olds

As I reflect upon the previous year, the word that most quickly comes to mind and heart is: gratitude. In 2022, my first full year with all of you, I have developed an ever-deepening sense of gratitude in my spirit as I serve as your minister.

This was our first full year together. And it was just that: very full! As your $\frac{3}{4}$ time minister, I am responsible for: leading worship; providing pastoral care; being the staff liaison for the church's committees (this year, in no particular order, this has included: Board of Stewards, Christian Education, Deacons, Missions, PPR, Regathering, Executive Council, Safe Space, and Communications); co-teaching Confirmation for the first half of 2022; leading our faith formation group on Tuesday evenings during the seasons of Advent and Lent; oversight of our staff (our Office Administrator, our Director of Music, and our Member in Discernment); and helping our church together dream about what might come next for us. These responsibilities can be divided into three helpful categories: gatherings with individuals, with small groups, and with larger, church-wide groups.

Individual gatherings: My primary goal in my first year here, in every area under my purview, has been to listen: to listen to your stories, to hear where God has been at work, to get my finger on the pulse of this community, and to honor the journey God wishes for us to traverse together. I cannot begin to count the number of individual encounters and conversations we've engaged in together in 2022: over the phone, at your homes, in those precious in-between times on Sunday mornings, and in my office with a box of tissues at the ready. A few members have had very specific challenges this year, and several have encountered surgeries or hospital stays. While COVID has sometimes made in-person visits difficult (often due to hospital restrictions on visitors) I remain grateful to have been in contact and supportive to you during these times.

Small groups: In small groups too, we have gathered as God's people, endeavoring to do God's work in this world. The weekly Tuesday evening gatherings in Lent focused on the book *How Not To Be Afraid*, by Gareth Higgins. It was a study which tied directly into our Lenten sermon series...
...and it also led very helpfully into our Leadership Retreat in June of 2022. We gathered off-site to enjoy good fellowship time, and to dream a bit about where God might wish for us to go next as a church. This group had wonderful ideas, and we encouraged one another to think together about how not to be afraid as we look towards our future.

With this goal in mind, I also convened a small group of church members to read *Not Your Parents' Offering Plate* (by Clif Christopher) this past summer. Christopher is a very well-regarded expert in church fundraising. Our group read the book separately, then gathered for discussion of next steps. Some of these were implemented during this year's Stewardship season.

With Advent came a gathering that focused on the Enneagram, a deeply spiritual tool about personalities, relationships, and faith. A guest minister led us in one session, and I led the other two.

The most frequent small group gatherings at our church take place in committees, as leaders gather to plan how we might continue to be faithful in our service to one another. A great deal of work was accomplished:

- On PPR's plate this year was the hiring of an office administrator (and gosh, did we luck out there), and the creation of the church's Safe Space policy, which is nearly complete. PPR also conducted staff reviews this fall, and I was instrumental in that process. Thanks to PPR for this hard, and necessary work!

- For the Deacons, the work of updating our church rolls was finished, and I was glad to have the opportunity to call every member on our rolls whom I had not yet met. Of course, the Deacons also oversee the worship leadership of the church (which will be discussed in greater detail below).
- Our Regathering Team continued to wrestle with COVID, working hard to make our gatherings as hospitable and as safe as possible. This was no easy feat: Jan and Feb saw a spike in COVID numbers, and we made the difficult decision to have worship online for those two months.
- Similarly, God was present in our Missions Team, as they raised funds for various outreach endeavors, and collected food, back-to-school supplies for children, and Christmas presents for young ones in need.
- The Christian Education Committee saw a reduction in children's attendance this year. While still providing quality care for our young ones, the group is in the process of considering a shift towards adult education (often termed "faith formation"). This is a large part of my background, and I anticipate 2023 looking a bit different in how my time is allocated, with this goal in mind.

The CE Committee also took it upon themselves to host several fellowship gatherings this year. Their report will cover this, so I won't steal their thunder—but they deserve a standing ovation for working through the challenges of regathering safely while still planning and implementing very fun programs for our whole congregation.

- The Board of Stewards has made some incredibly forward-thinking steps this year, specifically in renovating a room in our space so that it is up to fire safety codes. The decision was also made to approach the congregation about selling the parsonage. I was glad to lend my two cents into these discussions whenever helpful.
- I would be remiss if I did not mention the hard work of the volunteers who worked on Stewardship and Nominating this year. I have been grateful to have the opportunity to provide support to both (hardworking and faithful!) groups.

Large groups: Worship is the defining experience of every church community—it is what literally makes us a church. I consider myself blessed to be able to lead worship here at WUCC. Worship here is light and joyous and genuine. It is sacred space. I had the particular honor of planning weekly worship services, and the special services which took place throughout the year: the Ash Wednesday Zoom service; a newly-revamped Maundy Thursday service; the town's ecumenical Good Friday service; Easter Sunday (of course!); Confirmation Sunday; Children's Sunday; Gifts of the Spirit Sunday; Pentecost; a special Taizé service in August; a Rally Sunday in September; the town's ecumenical Thanksgiving service; the Longest Night service on December 21st; the 11pm Christmas Eve service; and the Christmas Day Zoom service. All of these were wonderfully holy experiences, and I'm grateful to have led them.

My perspective is that worship should be eclectic and inclusive of different voices (evidenced in altering my preaching style from time to time, and in encouraging various members to do readings, mission moments, Good Trouble moments, and liturgies during different times of the year). In addition to these, our church also had one funeral this year. We welcomed six members into our midst, four of them our Confirmands.

It has been a full year. And we expect more to come! The fullness is holy when we remain centered, faithful in our mission as children of God, and steadfast in our love for one another. I look forward to 2023, to seeing what God would wish to do in our midst. And through it all, I remain grateful. Beloved of God, may we continue to be the church together.

Respectfully submitted,
The Rev. Jill Olds

Moderator's Annual Report 2022

At Shadow's End ...

As we were crawling out from under the shadow of a novel virus in 2021, I was often wondering what will stick — masking? Social distancing? Zoom meetings?

Well, the pandemic has driven home two lessons for me: First and foremost: like it or not, change is always a part of life. And secondly, have faith. Even if change is uncomfortable, it all works out in the end.

We started the year 2022 with online services, each one of us in their own four walls, yet hearing God's word. Then, with the spring sunshine, we returned to worship in person, albeit with a relatively strict masking policy. Thank you to all who adhered to it in spite of the discomfort. Since then we have loosened the Covid prevention measures, but as I am writing this, a new variant seems to be gaining traction, and the Regathering group is scheduled to meet. Stay tuned ...

The Regathering team includes Ann Yost, a Deacon; Carol Topitzer, office administrator and AA liaison; Sandy Steady, Sunday School organizer; Maureen Shea, treasurer; and Bettina Thiel, moderator. Also guiding us along was Rev. Jill, with her gentle wisdom and wealth of experience.

New traditions have taken hold during the pandemic. Thanks to a handful of volunteers, we have been able to continue our life stream feed, which makes our Sunday services available to those who are not attending in person. Although many meetings are happening in person, online meetings are allowing us to continue our work without venturing out in bad weather or when health fails.

We have returned to some fellowship traditions as well ... even if they were smaller than in the past. What comes to mind is the Easter Egg hunt for our church families, a summer picnic, and the CE-sponsored pumpkin carving. Thanks to Therese Barrett and Dorothy Osanitsch, the Women of Woodmont had a chance to get together and connect outside of church in a social setting.

Nina Barrett and Therese Barrett are holding our feet to the fire with the Good Trouble Moments, which they started online during in the aftermath of police brutality protests. We continue to be a prophetic church. But we are also service-oriented, as was evidenced at the Interfaith Day of Service, organized by Bruce Barrett, and embraced by this community of faith. We also saw an outpouring of care when it comes to collecting items for kids (see the Mission team report).

In November we hosted the New Haven Association for its fall meeting in our sanctuary, welcoming delegates with a nice spread of food in the Gardenview Room.

Many functions in this church are being fulfilled by volunteers, and we are grateful for each and every one. Volunteering can be a burden, but at the same time it ties us all in with each other. Volunteer hours helped with a spring cleanup throughout the building, to get rid of years of accumulated clutter. Volunteers — in particular Dorothy and Carol — sorted through years of paperwork that had accumulated in the office. Volunteers helped Dorothy sort through the kitchen cabinets.

As I am writing this, the parsonage at 45 Shadow's End Lane is about to hit the market. The congregation at a special congregational meeting in October voted for the proposal put forth by the Board of Stewards to sell the house while the Real Estate market is hot. We haven't had any pastor living there for some ten years or so, and it seems that the trend is for them to not live in parsonages. We hope that the house can be a happy home for a new owner.

Last fall, I attended a workshop organized by the UCC Building And Loan Fund. It featured some examples of how congregations with old buildings and dwindling membership could turn around dead space to give it a fruitful new life. Typically, that starts with a visioning process. It is my hope that we will do some of that visioning work as well, in order to ensure that Woodmont United Church of Christ can move into a fruitful future.

Yours in faith,
Bettina Thiel

Clerk's Annual Report 2022

In the year 2022, we took a hybrid approach to our weekly Sunday services due to the Covid 19 pandemic. We met on zoom all of January and February and returned to in-person services on March 2nd, Ash Wednesday, for the beginning of Lent. From then on, our services were livestreamed and posted on YouTube. It has been difficult to record numbers from the livestreamed services. Therefore, the numbers in this report only reflect January and February on Zoom and the in-person attendance. Thank you, Carol Topitzer, for your assistance in keeping track of numbers and membership.

Average Sunday attendance – 30

Special services:

Ash Wednesday – 19

Maundy Thursday – 24

Longest Night – 19

Christmas Eve – 31

Membership Report 2022

The Deacons, along with Rev. Jill, reviewed the membership list and contacted those who have not been involved in any way for 2 years or more. Rev. Jill called everyone and letters with returning postcard were sent out. April Hunt asked to be removed from the membership rolls. 22 people were taken off the rolls and two were moved to Inactive status.

We were happy to have 6 new members join WUCC including our Pastor, Rev. Jill Olds. Welcome to all!

New Members

Cole Cahill – Confirmand joined 5/22/22

Hailey Cahill – Confirmand joined 5/22/22

Anthony Paules-Harrold – Confirmand joined 5/22/22

Patrick Paules-Harrold – Confirmand joined 5/22/22

Rev. Jill E. Olds – Pastor joined 6/12/22

Rosa Richardson – joined 6/12/22

Member passed away – Johanna Pagliaro

Total Membership: 68 (plus 5 on inactive list)

Respectfully submitted,
Ann Yost, Clerk

Treasurer's Report – 2022

This year our long time bookkeeper, Lynn Foss, resigned in March and we hired a new bookkeeper, Suri Hostetler. As in any change, there was a learning curve. We have worked together all year to address any issues that have come up. As we worked to close out the year, there was good news on the Income side. Our net income was \$28,465.19 when we expected a loss of \$34,244.00. Like last year, this was in part to another anonymous donation of \$25,000.

Some other highlights are:

- Gross Profits were up by approximately \$8,000.
 - Contributions: We had generous contributions from potential/future members. Contributions were up approximately \$6,400
 - Plate contributions were also up about 1,000
- Expenses for the year were considerably less than budgeted by approximately \$40,000.
 - Building expenses were down by \$32,500. We did not use the full budget for landscaping, parsonage repairs and major repairs.
 - We purchased a new computer for the office.
 - Bookkeeping expenses were up as we transitioned from one bookkeeper to another.
- The Restricted donation of \$25,000 listed under Other Income added to our income to bring us to the net income of \$28,465.19

Respectfully Submitted

Maureen Shea

Treasurer

Music Director's Annual Report 2022

Dear church family, with great joy I provide you my first report on our Music Program. For twenty years I've been playing, singing and writing music of faith. This is my first written report.

Our music program includes six talented musicians, plus a team of three Audio Video specialists. Together, we provided music for 52 weekly services, live streamed, with original music, plus special holiday services. This is a growing ministry with a dedicated team of professionals.

Let me present our Audio-Visual specialists, Rob Schwartz, Dennis Shea, and Anthony Richardson. All experts in their fields, these folks bring their knowledge of computers, sound, and live stream into our church. Please thank them when you see them and please support our budget request for \$750 to cover equipment upgrades needed to expand and improve our online ministry.

Next, please welcome our organist, Alyson Rodgerson. Alyson provides a needed change in sound scape; organ music, while offering me time to sit with you in the pews. I love listening to the organ and Alyson loves playing. It's a great fit. Please thank Alyson when you see her.

Next our worshipping band: Ken Wingood on African Drums, Esdras Lubin on bass, Wayne-the-train Kenyon on drums, Carol Topitzer on vocals, and me on piano and vocals. We meet every Thursday for ninety minutes preparing for worship. I arrive at 9:00 Sunday mornings to learn the hymns. The band comes at 9:30 for warmups, ready to join you in worship at 10:30. The AV crew arrives at 10:15.

This year I'm asking you to support a small musician's compensation of just \$25/player to cover their expenses and let them know you appreciate their skills. Carol is a master harmonist, inventing her part with joy and dedication. I can't tell you what a fine drummer with have in Wayne Kenyon, who is sensitive, rhythmically mature, able to follow the tunes while holding us together. Esdras is a true profession bass player, freeing my left hand while giving depth to the sound. And finally, Ken brings us new rhythmic ideas, with both complexity and sensitivity. Please support the band by telling them you love them and please support our 2023 budget. With your help, we will continue ministering to one another.

Bruce A. Barrett
Director of Music

Board of Deacons' Annual Report – 2022

We Deacons spent 2022 trying to juggle the needs of feeding the spirit while protecting health. The church was thrown back into worshipping remotely at the beginning of the year. We ended up on zoom by necessity when it became too challenging to get even a small group together to record from the sanctuary. And found that zoom felt more friendly, if less polished, than our elegant, prerecorded services.

Covid continued to cause us to find new ways of doing things, like meeting Reverend Jill in the parking lot for receiving ashes on Ash Wednesday.

It was joyous to return in person for Holy Week. We started offering real communion bread and juice in the fall for those who wanted, while keeping the prepackaged option for those who felt safer with it. Tentative steps back to normality. We hope that along the way, we have learned things that we can use in the future to improve our worship experience.

Some highlights of the year:

Grace Schwartz joined deacons. We worked on giving Bruce a break so that he could take some time off, or even just sit in the pews by finding other sources of music. We are thrilled to have Alyson Rodgerson on the organ for some services. Reverend Jill offered Lenten and Advent studies via zoom. We are trying to increase the diversity of voices from the lectern by occasionally having guest deacons to assist and other friendly faces by using guest greeters. If anyone would like to help in that way, let a deacon know!

We reviewed our membership rolls and reached out to those we hadn't seen for a while and revised our membership.

Most joyously, we added members.

We welcomed Reverend Jill Olds and Rosa Richardson to our ranks as church members. And confirmed 4 of our youth: Cole and Hailey Cahill and Patrick and Anthony Paules-Harrod.

Looking forward to another year of worship and fellowship, even if we need to be creative at times in how we manage it.

Sincerely, Barbara Mackintosh, Chair of Deacons, January 2023

Board of Christian Education Annual Report 2022

Embracing the *new normal*: We started 2022 by embracing the *new normal*. And, after several weeks, church resumed in person. We felt lots of excitement to be back in church and reconnect with friends. We took guidance from the Reopening Committee. Sunday school started, CE hosted several coffee hours, hosted the New Members reception, cleaned out our CE storage space, held meetings... jumping right in felt good. It was exciting to begin again. With Rev Jill's guidance and support, we carried on. I thank the Christian Education Board Members for their work and involvement in the programs and activities offered: Gail Haas, Wayne Kenyon, Barbara Mackintosh, and Shakeela Nobles.

Confirmation Sunday: we welcomed four of our youth into full membership in our church. A special service with our Confirmands and their families was followed by cake and refreshments, hosted by the board. We thank Rev Jill for her care and attention to our youth in offering special confirmation classes. Also, at this service 4 of our younger children received Bibles, a special time for them.

Sunday school: we started class in March, with sporadic attendance, but so exciting to see the children again! A familiar curriculum: *Seasons of the Spirit*, was taught by Sandy Steady and Barbara Mackintosh. The children who attended enjoyed focus Bible stories, prayer time, and fun art and craft activities. Sandy led the children in making Easter cards, and Halloween cards for our Absent Faith Friends. We thank Carol Topitzer for a new picture collage of the folks who receive the cards. This ongoing class ministry is a favorite activity of the class. The children also created a *Covenant to Care* Easter Basket for a special child. Their loving spirit shines bright! New for our Sunday school children: Sunday School Outreach (SSO) mailings. Children received packets for the Advent/Christmas Season. The mailing included several activities and supplies to create Advent projects. This seasonal program is a great way to keep in touch with our Sunday school kids. Also, substitute teachers were invited to offer teacher backup and class coverage when needed.

Super Summer Sundays were held. We presented two summer programs for our church children and visitors. Sandy led the Fun n' Games activity and Barbara offered tie dye to adults and kids. The regular Summer Clip Board Club offered activities and fun in the pews during worship. In the fall, Busy Bags were reinstated. The bags were made for visiting children. They offer interesting activities to engage young children, during worship.

Sunday school resumed in the fall with a well-attended, Rally Day Picnic. A great time of food and fellowship. Safe space protocols were in place to ensure a fun, safe environment in class. A new air purifier added another layer of safety. Attendance continued to be sporadic.

The **Pumpkin Carving Party** and fall **Sleeping Giant hike** added opportunities for fellowship for adults and families. Both activities were well attended and enjoyed by those who participated.

In the fall, we contacted members and encouraged them to speak to CE members and Rev. Jill with ideas for desired programs and activities. The **enneagram Advent program** was offered on Zoom, led by Casey Martinez-Tinnin, and Rev. Jill. This program was well attended and enjoyed by all who joined. We look forward to more adult programming in the New Year.

Christian Education will continue to meet to plan programs, along with Rev. Jill, in support of faith formation, fellowship, and fun. We embrace 2023 as we navigate best practices for events going forward, like Zoom opportunities and workshops. Keep us in prayer.

Sandy Steady - Chair, Board of Christian Education

Board of Stewards Annual Report 2022

With fewer-than-usual committee members (Deb Mason, Art Yost, Dorothy Osanitsch/ secretary, Jason Valdivieso/ grounds coordinator, and Bev Byer/ chair; Bob Steady/ emeritus), this was a challenging, yet productive and rewarding year for the Board of Stewards. Our duties included managing the properties and grounds of both church and parsonage (as trustees), managing finances, and conducting stewardship and fundraising drives. As faithful members, we pooled our strengths & resources to get the jobs done.

A summary of our year:

- Repaired & replaced lights on the sign near the street and at our main entrance.
- Led a successful spring cleanup.
- Contracted with a different trash hauler, the Bozzuto Bros. We negotiated a three-year contract instead of the usual five and lower monthly fees.
- Upgraded our copier for a first-year savings of \$540.00 and \$240.00 for the next four years.
- Cleaned our sanctuary, eliminating cobwebs, dust, and stains which buildup from nonuse due to COVID-19.
- Spruced up other parts of the church building & grounds in preparation for the New Haven Association's fall meeting.
- Invited Marty Halprin from the Milford Fire Marshal's office to conduct a class on safe & effective use of the defibrillator.
- Added a door & window to Conference B. It's now a safe & legal conference room.
- Conducted a successful stewardship campaign. Actually, our moderator, Bettina Thiel graciously agreed to lead this drive. HUGE THANK YOU, BETTINA!
- Begin the process of selling our parsonage:
 1. Got a comprehensive comparative analysis.
 2. Formulated & presented a proposal to the Council and then the congregation.
 3. After the proposal passed, extended first offer to purchase our tenants, who declined.
 4. Got new comprehensive comparative analyses including one from another realtor.
 5. Formed a team (Bettina Thiel, Dorothy Osanitsch, & Jason Valdivieso) to handle the sale going forward. They chose the Higgins Group (Tanya Walsh & Kelly Ferriera) to do the listing. As of Annual Meeting, the parsonage should be on the market for \$525,000.00.

As Chair of the Board of Stewards, I would like to thank each and every one of my board members (& nonmembers) who volunteered or stepped up when asked to do the jobs we were called to do. We look forward to welcoming new members to help us continue our work, which will include a number of exciting fundraising events. Stay tuned! God Bless!

Blessings,
Beverley Byer, Chair, Board of Stewards

Mission Team Annual Report 2022

One of the goals of the Mission Team is to support the Woodmont United Church of Christ (WUCC) Vision Statement of “ministering to the needs of the people and environment.” With your generous support, we have been able to do that. We met our goal of being a 5 for 5 church in our conference, the Southern New England Conference of the United Church of Christ. In 2022 we pledged \$2000 to Our Church’s Wider Mission (OCWM) and will increase our pledge to \$3570 in 2023 if the church budget sustains the increase. In addition, we support all 4 special mission offerings taken during the year - One Great Hour of Sharing, Neighbors in Need, Strengthen the Church, and the Christmas Fund.

At the beginning of 2020, a church survey was sent out to our church family (you) asking for feedback concerning the missions we support. From that feedback, the Mission Team came up with 8 additional mission projects which we support throughout the year: Food2Kids, Deacon’s Fund, Land and Sea, Bridges Health Care, Covenant to Care Children, West Haven Emergency Task Force (WHEAT), Bridgeport Rescue Mission and Beth-El Center. In addition, someone from the Mission Team fills the Purple Pantry box in front of the church with food items every Monday throughout the year. Green envelopes are provided in the church bulletin each week for people who wish to make a monetary donation to a mission and anyone wishing to bring non-perishable food items or toiletries for the Purple Pantry box can leave them in the purple storage bin by the front door of the Narthex. With guidance from our social worker with Covenant to Care Children, we provide Easter baskets filled with Easter goodies, donate backpacks and school supplies before the school year begins and buy Christmas presents at Christmas for these children ages 0 – 18 years old. Other mission support projects will be developed by the Mission Team and Reverend Jill with approval of Council throughout the year.

While Covid has changed the way some of these programs operate, WUCC has adapted to the changes and has been able to support them through your generosity.

The Mission Team always encourages your feedback. We typically meet every other month via Zoom and anyone is welcome to attend.

Thank you to all of the Mission Team members and the entire WUCC church family for your support of these missions. Also, a big thanks to Reverend Jill for attending our meetings and providing your valuable input.

Your Mission Team Members for 2023 are: Ann and Art Yost, Audrey Moore, Barbara Mackintosh, Bettina Theil, Therese Eke and Deb Mason – Chairperson.

Submitted by Deb Mason, Chair

Personnel and Pastoral Relations Annual Report 2022

The members of PPR were busy the first half of 2022 focusing on filling the Office Administrator position left open by Becky Baker's planned departure. After reviewing many resumes and conducting interviews, we realized that the best person for the position was a member of our church, Carol Topitzer who had been functioning as an interim. It was decided that we would hire the best person for the job, including possibly a church member, under defined parameters. Council adopted a policy for employment of church members, and Carol's contract was signed on June 30, 2022.

The Safe Space policy revision was headed up by PPR members along with Melissa Schwartz, Bev Byer and Carol Topitzer, and it has been finalized after several months of hard work. It will be presented and explained creatively at the Annual Meeting. Thank you all for your ideas/contributions.

We continued working on the behavioral covenants which were developed last year. Esther, Ann, and Rev. Jill attended zoom workshops where resources were gathered such as the book Dare to Lead by Brené Brown. Rev. Jill held a leadership retreat in June to prepare for the introduction of behavioral covenants to the membership. They are not rules but are written tools for navigating communication and conflict. Keep an eye out for more details and upcoming leadership and faith formation activities.

The last quarter of 2022 involved much time and energy doing the performance evaluations of Rev. Jill and Carol Topitzer. We thank those who gave feedback to PPR so the evaluations could reflect the congregational members as well as the PPR committee.

Finally, there were changes within the committee itself. In May, Esther Leiva rotated off after serving for 4 years. Her contributions were numerous and spirit-filled, and we miss her thoughtful and prayerful ideas. We welcomed Ed Wilson in August of this year. He has been a wonderful addition to the team and has stepped up to tasks as needed such as taking minutes and ongoing support to Rev. Jill. In October, Cyn Stehouwer, chair of PPR, had to rotate off after 4 years and Ann Yost became the new chairperson. Cyn will be greatly missed! She is organized, caring and moved the committee along to accomplish planned goals. She kindly helped us with the performance evaluations. Thank you, Cyn! We have been looking for someone to fill that opening and hopefully Council will approve a recommended person in January.

Since I am new as the chairperson of PPR, I am going to end this report with the same paragraph that Cyn ended with last year. It puts in better words than mine the definition of the purpose of PPR.

"PPR works to develop and maintain good working relations between the congregation, the Pastor, and the staff of the church, to enable the tasks of ministry to be carried out faithfully and joyfully with a minimum of friction and stress. We strive to keep communication lines open and provide a supportive environment for feedback."

Any of the members of PPR – Wayne Kenyon, Ed Wilson, and Ann Yost are available to you. Please reach out for confidential and active listening.

Peace and Blessings,
Ann Yost, PPR Chair and your PPR Committee

New Haven Association Delegates' Annual Report 2022

Your delegates attended nearly 6 Ecclesiastical Councils to vote if the Member in Discernment (MID) was suitable for UCC ordained ministry on your behalf. It is interesting to observe how God equips and later calls today's MID's coming through the vastness of rich diversity. It is impressive to witness God's presence in their development, life, and as the vision of their ordained ministry feels solidifying.

2022's NHA spring meeting was offered in person as well as on the Zoom platform. This meeting focused extensively on churches going "green."

No quorum is needed, as the meeting is focused on education and sharing ideas.

The NHA fall meeting (similar to our annual meeting) was held in our church in November. This meeting is formal and there are many items for approval.

The Association did not have a full slate, especially in the area of the Nominating Committee and needed two NHA delegates for General Synod in 2023.

Our pastor offered to be a delegate at General Synod in late May.

All things considered, Ann and I enjoyed representing you and look forward to supporting the Association as God continues to call MID's into UCC ordained ministry.

In God's service with faith/hope in the Church's future,
Ann Yost and Esther Leiva

[Southern New England Conference, UCC, Delegates' Annual Report 2022](#)

The Annual Meeting of the Southern New England Conference, UCC (SNEUCC) was held on June 18, 2023 online, attended by our WUCC Delegates, Kathy Harrold and Carol Topitzer.

Here is a summary of the meeting, by SNEUCC Moderator Persephone Hall:

“This was third Annual Meeting of the new Conference - and the third time it was held online due to the pandemic. The meeting, attended by almost 400 people, opened and closed with worship, and included a keynote address by the Rev. Patrick Duggan, speakouts, reports from the Treasurer and from the President, and updates from staff. The only official vote taken was to vote in the Board of Directors, Officers and General Synod delegates.

The meeting also included Ministry Engagement breakout sessions, where attendees could talk about faith formation and proportional giving, reimagining mission, learnings from the COVID pandemic, approaches to church governance and more. During lunch, attendees could watch a livestream of the Poor People Campaign's Moral March on Washington.” The agenda for this annual meeting included the following:

Agenda - 3rd Annual Meeting SNEUCC - June 18, 2022

8:30 am	Gathering, conference-wide announcements, and chat with other attendees.
9:00 - 9:45 am	Opening Worship <ul style="list-style-type: none">• Moderator welcome
9:45 - 10:45 am	Plenary – Business <ul style="list-style-type: none">• Moderator Opening• Rev. Patrick Duggan, UCC Church Building and Loan Fund• Voting – Election of Directors and Officers• Speakouts• Treasurer
10:45 - 10:50 am	Break
10:50 - 11:50 am	Ministry Gathering Breakout Sessions
11:50 - 12:30 pm	Lunch
12:30 - 1:15 pm	Plenary – Business <ul style="list-style-type: none">• Moderator• Speakouts• Board Chair Address• Narrative Budget• Recognitions, anniversaries• Speakouts
1:15 - 2:15 pm	Closing <ul style="list-style-type: none">• Rev. Darrell Goodwin, Executive Conference Minister• Communion• Moderator Closing with Gratitude

Here is a link to the Video Showcase from the 2022 SNEUCC Annual Meeting: <https://vimeo.com/showcase/9621648>

All are invited to visit the Southern New England Conference website at: <https://www.sneucc.org/>

UPCOMING SNEUCC AND UCC EVENTS

2023 Annual Meeting will be held in person at **DCU Center in Worcester, MA**, on **June 10, 2023**.

2023 UCC General Synod 34 will be held in **Indianapolis** from **June 30 – July 4, 2023**.

Submitted by delegates Carol Topitzer and Kathy Harrold

Woodmont United Church of Christ

Membership List

Revised 12/28/2022

Active Members

1 Barrett, Bruce	24 Lynch, Pam	47 Rodgersson, Alyson
2 Barrett, John	25 Lynch, Ron	48 Schwartz, Grace
3 Barrett, Nina	26 Lynch, Ron Jr. (RJ)	49 Schwartz, Melissa
4 Barrett, Robbie	27 Lyons, Frank	50 Schwartz, Robert
5 Barrieau, Susan	28 Lyons, Lynn	51 Shea, Dennis
6 Brigham, Lori	29 Mackintosh, Barbara	52 Shea, Maureen
7 Byer, Beverley	30 Martin, Flora	53 Sherwood, Karen
8 Cahill, Cole	31 Mason, Deb	54 Steady, Robert
9 Cahill, Hailey	32 McGhee, Michele	55 Steady, Sandra
10 Cahill, Joe	33 McMahon, Joy	56 Stehouwer, Cyn
11 Cahill, Wendy	34 Moore, Audrey	57 Thiel, Bettina
12 Coulombe, Nena	35 Moore, Don	58 Topitzer, Carol
13 Doherty, Judith	36 Morgan, Jeff	59 Torres, Johanna
14 Eke, Therese	37 Nobles, Shakeela	60 Valdivieso, Jason
15 Garrison, Bela	38 Olds, Rev. Jill	61 Wakeley, Karen
16 Gerlander, Eric Jr.	39 Ortiz, Eric	62 Wakeley, Vivian
17 Haas, Gail	40 Osanitsch, Dorothy	63 Walker, Patricia
18 Harrold, Kathy	41 Paules-Harrold, Anthony	64 Wilson, Edward
19 Kenyon, Wayne	42 Paules-Harrold, Patrick	65 Yost, Ann
20 Lach, Nancy	43 Pecor, Jasmine	66 Yost, Art
21 Leiva, Esther	44 Peterson, Jennett	67 Zentkovich, Alicia
22 Lohr, Susan	45 Rice Rogers, Jackie	68 Zentkovich, Eric
23 Lynch, Mackenzie	46 Richardson, Rosa	

Inactive Members

69 Biroscak, Thomas	71 Clinton, Dan	73 Warner, Laureen
70 Clark, Barbara	72 Mooney, Bill	

Communications Team Annual Report 2022

Your Communications Team met a few times in 2022. Here are some of the highlights of the year:

We established a Livestream Tech Team: Rob Schwartz, Dennis Shea, Anthony Richardson, Carol Topitzer, Deb Mason, and Grace Schwartz. We welcome others interested in joining us!

We created new church business cards for Jill and members.

Rob posts the email & website notices on Sunday morning for our YouTube worship service, as well as the sermon videos.

At the beginning of the year, we decided to delegate some communications tasks to the newly hired Office Administrator who was supposed to start work in March. As it turned out, instead, a member of the Communications Team became the new Office Administrator, so that made for a smooth transition, and seems to be the best fit to accomplish those tasks. The Office Administrator now publishes the Chapel Bell, the Woodmont Weekly, Milford Patch (Sunday worship notices), updates the website, and manages social media (Facebook, Twitter). This is working well, since many of the announcements/events coincide with those printed in the bulletin announcements, which is created by the Office Administrator.

The website has seen some updates, including the creation of a church documents page. Check it out!

On June 12th, we gathered on the lawn for an all-church photo, which is on the website home page.

We had a booth at the Oyster Festival and would like to attend again in 2023. We have some ideas for improving our presence there, and welcome YOU to join us! Please see a member of the Communications Team to let us know you're interested!

Also, if anyone has suggestions or ideas for improving our online and/or community presence, please let us know!!! We want the world to know what a wonderful place this church is!

Your Woodmont UCC Communications Team

Beverley Byer

Deb Mason

Dennis Shea

Rob Schwartz

Carol Topitzer

Submitted by Carol Topitzer

Stewardship Annual Report 2022

Stewardship Reflects Level of Involvement

A group of us earlier this year read the book “Not Your Parents' Offering Plate,” by Clif Christopher. Christopher challenges churches and pastors to take a lesson from the leaders of not-for-profit organizations for successful fund raising.

We learned a number of things from his experiences:

Lesson #1: There is a lot of competition out there – 25 years ago there were some 500,000 not-for-profits – today there are over a million competing for support. The slice of the donation pie for churches is getting smaller. In order to keep up, we have to change our ways.

Lesson #2: People give because they want to make a difference.

Lesson #3: People give because they trust the leadership to do the right thing.

Christopher comes to the conclusion that **pastors need to be fully involved in the fiscal life of the institution.** And he or she can only do so if all the facts are on the table, including – but not limited to – who gives what.

How does that challenge our stewardship efforts?

If you have a story to tell about how this church has changed a life, yours or somebody else's, please do share it with us. Think how it has helped you discover a better YOU. As part of our Stewardship campaign this year, we had two pulpit personals – one from Karen Sherwood, one from Dorothy Osanitsch, who did just that. Karen shared how attending church strengthens her for life's challenges. Dorothy invoked the memory of Lydia Polomski. Rev. Jill shared how she and her husband had to figure out how to support their two churches. As a guideline she suggested to think of car payments. A car “gets us where we want to go,” and the church should do the same in a spiritual sense.

The author Clif Christopher wrote that in his experience, the level of giving in any congregation is an indicator of whether its work had changed lives. Giving, he says, is an indicator of spiritual health.

Thanks to all of the givers in this congregation, the 2022 stewardship campaign has noted some growth: We recorded 30 “pledge units,” — that includes individuals and families — of which four were new pledgers. Rev. Jill encouraged all church leaders (Council) to respond to the pledge appeal, and they did! Thank you to all! Most people increased their pledges. In the end, pledges toward the 2023 budget added up to about \$135,000; up by \$8,000 from the previous year.

May all those dollars be put to good use to proclaim the glory of the Almighty and further goodwill among us all!

Bettina Thiel
Stewardship Coordinator

Auditor's Report

The Purpose and Scope of the Audit:

The Auditors perform two financial functions: Risk management and theft testing. Risk management means reviewing existing financial systems to minimize opportunities for theft. Testing means examining random and targeted samples of past transactions to confirm that no theft has taken place. The audit encourages good accounting practices, minimizes risk, and ensures confidence among the members that their gifts are being responsibly managed. For greatest affect, the audit should take place within a few months after the year end.

Most organizational theft occurs when single individuals or members of the same family, either staff or volunteers, have unchecked access to all sides of a transaction. Specifically, the person preparing checks should not also be signing the checks, nor should they have check signing authority, nor should either of those two persons be reconciling the bank statements. Persons requesting reimbursement of funds should not approve their own request, nor those of related parties. Counters should work in unrelated pairs. The bookkeeper, treasurer, and those with access to checks should not have a way of writing undetected checks to persons of their own choice. The auditors inquired and confirmed that no employee or volunteer or family has exclusive access to all sides of any transaction. We stress however that the auditors do not have access to review the Deacons funds or the pastor's discretionary fund.

Thieves often hide their ways with disorder. The Auditors should check to see that all files are in order and all reimbursements are documented and signed. Checks to utilities and vendors should match invoices with the correct amount and address. The auditors should inspect bills and see that everything is properly filed and transparent. Bank reconciliations should be timely, well organized, signed and dated, with the reconciliation attached to the bank statement and filed in clearly marked location.

The Auditors met twice, once on January 16th for four hours, and again on January 17th for another four hours.

We found no signs of theft, but wish to stress the following concerns:

1. The Bank reconciliations were a mess: We stress that Bank Reconciliations must occur monthly with careful attention to proper filing and storage.

We spent the bulk of our auditing time organizing two years of bank statements and their corresponding reconciliations. We found the files were so incomplete and poorly filed that we did not have time to complete the balance of our audit in the time allowed. Specifically, at the time of the audit, January of 2023, the following 2021 bank reconciliations and bank statements were missing:

Designated Fund:	Missing April, July, August statements and reconciliations.
Operating Fund:	Missing July-December: Missing reconciliation statements.
Parsonage Deposit:	Missing Jan & April Statement and reconciliations. Missing June-December Reconciliations.

(We found 2022 bank statements mixed with 2021 bank statements, so we organized all the bank statements from 2021 and 2022, making a careful list of what was missing.) The challenge was that the statements and reconciliations were misfiled (because they all look the same) and as the pages of the monthly bank statements were not stapled together, they were often separated and out of order. Organizing the bank and reconciliation print outs was difficult because the bank statements are differentiated only their account numbers, while the bank reconciliations are identified by account name, which are not listed on the bank statements. This makes matching two years of four different bank statements with their corresponding

reconciliation reports tedious. Our efforts were compounded because the church has no in-house computer, so we were unable to log on and print the missing bank reconciliation reports. Finding and printing the many missing documents has not yet been completed.

Recommendations:

- a. Reconciliations take place monthly, are printed, signed, and carefully filed.
- b. Have a church computer in the church office so the officers with the responsibility of logging on, reconciling, printing, and filing bank documents can easily do their work.
- c. Include the account number on bank reconciliations statements.
- d. Ask the bank to add a unique account name to each bank statement.

2. Need to conduct a timely audit.

We confess we waited too long to conduct our audit, and that January of 2023 was far too late to audit 2021. We learned from experience that the audit triggers all parties to complete their work, correct errors, and answer questions at the time of the Audit. Conducting our Audit 12 months after the year end allowed others to delay completing their work until 12 months after the year ends, making everyone's job harder as memories fade regarding the things under audit. **The auditors strongly urge future auditors to complete their audit as soon as possible**, in the Spring, immediately following the year end close. We apologize for conducting our audits in January, realizing this year how late audits contribute to error, loss of memory of things being audited, allowing errors to continued unchecked, and creating a rushed audit environment when a tone of calm is required.

Scope and Audit details

We found no sign of theft and most financial systems (apart from the reconciliations) were in good order. Herein we discuss those systems and any findings or concerns:

1. **We found our Cable bill was routinely paid late incurring \$10/month in late fees for the entire year.** We ask the treasurer to check for late fees when signing routine bills. **We recommend either asking the cable company to change the billing cycle from mid-month to end of month billing or modify our internal payment process to better accommodate the due date for the cable bill.**

Routine Bills such as utilities and insurance are received by the bookkeeper who prepares the checks for treasurer review and signature. The treasurer reviews the checks and invoices, signs the checks, and returns them to the church secretary who mails the checks and leaves the advice and stub for filing by the bookkeeper.

Do to a lack of time, the auditors looked at some, but not all bills/invoices for 2021 and found the files in good order with check advices attached to the proper bills written for the correct amount. We reviewed all utility bills to make sure we were paying church bills and no others by mistake.

2. Reimbursements to church members are submitted on a request for payment form with supporting documentation for the expense. This form must be signed by a committee chair responsible for the item or service being reimbursed. At no time should a chair approve payments for themselves or related parties. (In these instances, the chair should seek a signature from another committee member.) Do to a lack of time, the auditors reviewed only a sample of reimbursements to church members and found all payments and signatures reviewed were in order.

3. The auditors found good systems in place to ensure no single person can make unauthorized payments. Our bookkeeper prepares checks for the treasurer's review, however the treasurer does not have access to blank checks. Bank reconciliations are not conducted by the Treasurer, but are conducted by a member of the Board of Stewards who does not have check signing authority nor access to make Quick Books entries. The church, however, no longer provides a computer and printer for bank reconciliations, causing much difficulty for those tasked with reconciling, printing, and filing the reconciliations. Before signing checks, the treasurer confirms the bill is attached with proper documentation. As a reminder, the treasurer, (and not the bookkeeper) has the responsibility to review and demand proper documentation for all disbursements under their signature and should feel comfortable to respectfully return all requests that are not properly documented and/or approved. These systems are in place to protect us from temptation.
4. Reconciliations were not up to date as earlier described.
5. Our Checks are locked.
6. The counters books were well organized and in good order. Covid impacted counting procedures, often limiting us to a single counter. As cash donations were also limited, we feel this was an acceptable change in procedures, however we recommend returning to a two counter system as soon as is practicable.
7. Our bookkeeper prepares payroll using Quick Books Payroll systems. We understand but did not visually confirm that w2's are in order.
8. We did not find time to audit the investment account. We understand a credit card was set up for the paster. We did not find time to review this account.

The Auditors found no signs of theft. As of this writing, we have not reviewed petty cash.

Respectfully submitted,

Bruce A. Barrett
Frank Lyons
Auditors

January 20, 2023

January 2023 Nominating Slate

Number after each name indicates the term each person will be serving (e.g., 1st or 2nd)

NOTE: After serving two (2) full terms (exception: Treasurer), a year must elapse before a member is eligible for further election to the same position, board, or committee.

Officers

Moderator (2 yr. term):	Bettina Thiel-1	<i>Term Expires Jan. 2024</i>
Vice Moderator (2 yr. term):	Cyn Stehouwer-1	<i>Term Expires Jan. 2024</i>
Clerk (1 yr. term):	Rosa Richardson-1	<i>Term Expires Jan. 2024</i>
Treasurer (2 yr. term, 3 term limit):	Maureen Shea-1	<i>Term Expires Jan. 2024</i>
Assistant Treasurer (1 yr. term):	Frank Lyons-1	<i>Term Expires Jan. 2024</i>

Board of Deacons

(3 yr. term)

<i>Term Expires Jan. 2024</i>	Ann Yost-2	Barbara Mackintosh-2	Alyson Rodgerson-2
<i>Term Expires Jan. 2025</i>	Therese Eke-2	Grace Schwartz-1	
<i>Term Expires Jan. 2026</i>	Esther Leiva-1	Carol Topitzer-1	

Board of Stewards

(3 yr. term)

<i>Term Expires Jan. 2024</i>	Jason Valdivieso-2			
<i>Term Expires Jan. 2025</i>	Beverly Byer-1	Art Yost-1	Dorothy Osanitsch-1	Deb Mason-1
<i>Term Expires Jan 2026</i>	Bruce Barrett-1	Patrick Paules-Harold-1		
Emeritus	Bob Steady-NA			

Board of Christian Education

(3 yr. term)

<i>Term Expires Jan. 2024</i>	Sandy Steady-1		
<i>Term Expires Jan. 2025</i>	Wayne Kenyon-2	Gail Haas-2	Shakeela Nobles-2
<i>Term Expires Jan. 2026</i>	Nina Barrett-1	Cyn Stehouwer-1	

Mission Coordination Team

(1 yr. term, but member may remain as necessary for the duration of a project)

Deb Mason	Ann Yost	Art Yost	Audrey Moore
Therese Eke	Barbara Mackintosh		

Communications Committee

(no term limit)

Rob Schwartz	Beverly Byer	Carol Topitzer	Dennis Shea
Ed Wilson	Mark Viets	Grace Schwartz	

Personnel and Pastoral Relations Committee

(2 yr. term)

The members of PPR are not *elected* at the Annual Meeting, but are *selected* by the Chair of Deacons and the Moderator and approved by the Council. The current members of PPR are:

Ann Yost-1	Term ends Feb. 2023
Wayne Kenyon-2	Term ends May 2023
Ed Wilson-1	Term ends Aug. 2024
Shakeela Nobles-1	Term ends Feb. 2025

Other Volunteer Positions

Auditors (1 yr. term):	Karen Sherwood, Deb Mason
Nominating Committee (1 yr. term):	Grace Schwartz, Art Yost, Wayne Kenyon
New Haven Association Delegates* (1 yr. term):	Ann Yost, Esther Leiva
Southern NE Conference Delegates* (1 yr. term):	Carol Topitzer, Kathy Harrold, Ann Yost
Church Historian(s) (no term limit):	Dorothy Osanitsch, Wayne Kenyon
Versatile Volunteers (no term limit):	Joe Cahill, Grace Schwartz, Bev Byer, Susan Lohr

*NOTE: We may elect one delegate for every 75 members or part thereof for the New Haven Association and three delegates for 0-300 members for the Southern New England Conference.

Balance Sheet

As of December 31, 2022

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	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1010 Operating-Milford Bank	178,200.54
1011 Youth Group	0.00
1012 Due to/from Book of Remembrance	0.00
1013 Lakota Mission Trip	0.00
Total 1010 Operating-Milford Bank	178,200.54
1018 PayPal	4,303.30
1020 Disbursement/Designated Cash Account	1,234.63
1033 Covenant to Care	651.00
1037 Youth Group Designated	290.12
1038 Pastor's Discretionary Fund	-702.00
1041 Winter Wonderland	0.00
1099 Due to/(from) operating acct	0.00
Total 1020 Disbursement/Designated Cash Account	1,473.75
1049 Due to/from Designated	0.00
1050 Investment Accounts (Long Term)	0.00
1051 Capital Improvement	0.00
1052 Savings	65,191.03
1053 Stillman Kelsey	7,041.21
1054 Sabbatical	7,933.68
1055 Pastors Salary Package Support	25,000.00
1056 Rev Jill E Olds Housing Equity	1,285.13
Total 1050 Investment Accounts (Long Term)	106,451.05
1060 Petty cash	500.00
1061 Petty Cash - Designated	0.00
1062 Parsonage Security Deposit	4,603.72
1065 Savings - Book of Remembrance	1,626.93
1067 Due to/from Operating	0.00
Total 1065 Savings - Book of Remembrance	1,626.93
Total Bank Accounts	\$297,159.29
Accounts Receivable	
1110 Accounts receivable	0.00
1210 Pledges receivable	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
1299 Undeposited Funds	0.00
1300 Payroll Service Customer Asset	0.00
1320 Notes/loans receivables	0.00
1400 Due from Co-op	1,715.00
1402 Due from Corcoran/Sherman	63.25
1404 Due from Serrv	0.00

Balance Sheet

(page 2 of 3)

	TOTAL
1405 Due from Perry Choi	0.00
1450 Prepaid expenses	
1451 Prepaid Workmen's Comp	0.00
1452 Prepaid Pension	1,712.49
1453 Prepaid Medical Ins.	0.00
1454 Prepaid Dental Ins.	0.00
1455 Prepaid Life Ins.	0.00
1456 Prepaid Cleaning	0.00
Total 1450 Prepaid expenses	1,712.49
1460 Deposits	250.00
1500 Stop & Shop Gift Cards	99.50
Total Other Current Assets	\$3,840.24
Total Current Assets	\$300,999.53
Fixed Assets	
1600 Lap Top April 2015	823.99
1625 Stove for Parsonage July 2014	718.50
1628 Roof 2019	46,275.00
1635 Furniture and Equipment	3,464.43
1640 HVAC System Lawn View July 2011	12,138.89
1641 HVAC Sanctuary December 2015	36,200.00
1642 HVAC - Gardenview 2016	21,300.00
1643 HVAC in classrooms/offices 2017	27,500.00
1700 Accumulated Depreciation	
1701 AD Parsonage Stove	-610.98
1702 AD Laptop/Furn & Equip	-2,902.65
1710 AD- HVAC Lawn View	-15,780.65
1711 AD- HVAC Garden View	-12,957.50
1712 AD HVAC Sanctuary	-25,517.78
1713 AD- HVAC Classrooms/Offices	-15,354.39
1725 AD Roof	-1,028.33
Total 1700 Accumulated Depreciation	-74,152.28
Total Fixed Assets	\$74,268.53
Other Assets	
1850 Split-interest agreements	-0.21
1950 Fund held in trust by others	
Total Other Assets	\$ -0.21
TOTAL ASSETS	\$375,267.85
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts	
Payable	
2010 Accounts payable	2,032.94
TOTAL	
Total Accounts Payable	\$2,032.94

Balance Sheet

(page 3 of 3)

Other Current Liabilities	
2100 Payroll Liabilities	0.00
2200 Tenant Security Deposit Payable	4,602.21
2250 Mission Pass Through	0.00
2310 Deferred Revenue	0.00
2311 Due to Youth Group	0.00
2575 Deferred Sabbatical Income	0.00
PPP Loan	0.00
Total Other Current Liabilities	\$4,602.21
Total Current Liabilities	\$6,635.15
Long-Term Liabilities	
2910 Custodial funds	0.00
Total Long-Term Liabilities	\$0.00
Total Liabilities	\$6,635.15
Equity	
3000 Unrestricted net assets	
3009 Transfers to/from unrestricted	0.00
Total 3000 Unrestricted net assets	0.00
3001 Opening Bal Equity	1,362.82
3010 Unrestrict (retained earnings)	338,804.69
Net Income	28,465.19
Total Equity	\$368,632.70
TOTAL LIABILITIES AND EQUITY	\$375,267.85

Statement of Cash Flows

January – December 2022

	TOTAL
OPERATING ACTIVITIES	
Net Income	28,465.19
Adjustments to reconcile Net Income to Net Cash provided by operations:	
1400 Due from Co-op	0.00
1402 Due from Corcoran/Sherman	-63.25
1451 Prepaid expenses:Prepaid Workmen's Comp	109.95
1452 Prepaid expenses:Prepaid Pension	-1,712.49
2010 Accounts payable	-6,392.95
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	-8,058.74
Net cash provided by operating activities	\$20,406.45
INVESTING ACTIVITIES	
1701 Accumulated Depreciation:AD Parsonage Stove	71.88
1710 Accumulated Depreciation:AD- HVAC Lawn View	1,213.92
1711 Accumulated Depreciation:AD- HVAC Garden View	2,130.00
1712 Accumulated Depreciation:AD HVAC Sanctuary	3,620.04
1713 Accumulated Depreciation:AD- HVAC Classrooms/Offices	2,750.04
Net cash provided by investing activities	\$9,785.88
NET CASH INCREASE FOR PERIOD	\$30,192.33
Cash at beginning of period	266,966.96
CASH AT END OF PERIOD	\$297,159.29

2022 Budget Versus Actual and 2023 Proposed Budget

Page 1 of 5	Actual	Budget	2023 Budget
	Jan-Dec 2022	Jan-Dec 2022	Final
Income			
4010 Fundraising	0.00	500.00	500.00
4050 Holiday Contributions	0.00	0.00	
4053 Easter Flowers	-90.00	0.00	
Total 4050 Holiday Contributions	-\$ 90.00	\$ 0.00	\$ 0.00
Total 4010 Fundraising	-\$ 90.00	\$ 500.00	\$ 500.00
4100 General Income	0.00	0.00	0.00
4101 Balance the Budget	55.00	120.00	
4102 Contributions	8,256.56	1,800.00	1,800.00
4104 Plate	1,422.00	450.00	570.00
4110 Investment Income	0.00	0.00	0.00
4111 Investment Earnings	869.75	1,200.00	1,200.00
4113 Realized Gain/Loss	0.30	0.00	
Total 4110 Investment Income	\$ 870.05	\$ 1,200.00	\$ 1,200.00
Total 4100 General Income	\$ 10,603.61	\$ 3,570.00	\$ 3,570.00
4105 Pledges	127,431.00	127,280.00	135,608.00
4200 Shared Income	0.00	0.00	0.00
4201 Co-Op	17,150.00	17,150.00	17,150.00
4203 AA	3,006.00	1,800.00	2,400.00
4205 Shared Inc Other	79.00	600.00	600.00
Total 4200 Shared Income	\$ 20,235.00	\$ 19,550.00	\$ 20,150.00
4300 Mission Pass Through Income	0.00	0.00	0.00
4301 Beth-El Center Income	889.00	0.00	0.00
4302 Beth-El Center (Contra)	-889.00	0.00	0.00
4311 OGHS Income	605.00	0.00	0.00
4312 OGHS (Contra)	-605.00	0.00	0.00
4313 Neighbors in Need Income	175.00	0.00	0.00
4314 Neighbors in Need (Contra)	-175.00	0.00	0.00
4315 Strengthen the Church Income	393.00	0.00	0.00
4316 Strengthen the Church (Contra)	-393.00	0.00	0.00
4317 Christmas Fund Income	472.00	0.00	0.00
4318 Christmas Fund (Contra)	-472.00	0.00	0.00
4319 Heifer Project Income	20.00	0.00	0.00
4320 Heifer Project (Contra)	-20.00	0.00	0.00
4331 Covenant to Care Income	52.00	0.00	0.00
4332 Covenant to Care (Contra)	-52.00	0.00	0.00
4335 Deacon's Fund Income	375.00	0.00	0.00
4336 Deacon's Fund (Contra)	-375.00	0.00	0.00
4344 Bridges Healthcare	333.00	0.00	0.00
4345 Bridges Healthcare (Contra)	-333.00	0.00	0.00
4346 Land and Sea	340.00	0.00	0.00
4347 Land and Sea (Contra)	-340.00	0.00	0.00

<i>Page 2 of 5</i>	Actual	Budget	2023 Budget
	Jan-Dec 2022	Jan-Dec 2022	Final
4348 Food 2 Kids	315.00	0.00	0.00
4349 Food 2 Kids (Contra)	-315.00	0.00	0.00
4350 Ukraine	181.00	0.00	0.00
4351 Ukraine (Contra)	-181.00	0.00	0.00
4352 WHEAT	285.00	0.00	0.00
4353 WHEAT (Contra)	-285.00	0.00	0.00
Total 4300 Mission Pass Thru Income	\$ 0.00	\$ 0.00	\$ 0.00
4400 Parsonage Income	27,600.00	27,600.00	27,600.00
Uncategorized Income	915.00	0.00	
Total Income	\$ 186,694.61	\$ 178,500.00	\$ 187,428.00
Gross Profit	\$ 186,694.61	\$ 178,500.00	\$ 187,428.00
Expenses			
7000 Mission Expense	0.00	0.00	0.00
7010 Budgeted Missions	0.00	0.00	0.00
7011 Member Share	0.00	1,000.00	1,000.00
7013 New Haven Assoc. Dues	152.25	154.00	154.00
7014 OCWM	1,999.92	2,000.00	3,570.00
7015 Mission Team	0.00	100.00	100.00
Total 7010 Budgeted Missions	\$ 2,152.17	\$ 3,254.00	\$ 4,824.00
Total 7000 Mission Expense	\$ 2,152.17	\$ 3,254.00	\$ 4,824.00
7100 Advertising	0.00	0.00	0.00
7102 Other Advertising	100.00	0.00	0.00
Total 7100 Advertising	\$ 100.00	\$ 0.00	\$ 0.00
7150 Building	0.00	0.00	0.00
7151 Insurance	14,536.50	14,182.00	14,182.00
7153A Repair & Maint Small Routine	5,222.96	6,360.00	5,160.00
7153C Repair & Maint Major (\$800)	11,225.00	16,000.00	16,000.00
7153D Church Cleaning	7,140.00	7,000.00	7,200.00
7154 Landscaping	0.00	4,800.00	4,800.00
7154B Tree Removal	0.00	5,000.00	5,000.00
Total 7154 Landscaping	\$ 0.00	\$ 9,800.00	\$ 9,800.00
7155 Snow Removal	1,670.00	2,516.00	2,516.00
7156 Utilities	0.00	0.00	0.00
7156A Southern CT Gas	5,826.57	5,400.00	5,400.00
7156B Electric	4,481.25	4,200.00	4,800.00
7156C Ring Central	0.00	850.00	850.00
7156D Water	775.85	800.00	960.00
7453 Internet Access	1,966.64	1,764.00	1,980.00
Total 7156 Utilities	\$ 13,050.31	\$ 13,014.00	\$ 13,990.00
7160 Parsonage Maint & Repairs	1,939.93	10,000.00	10,000.00
7160A Taxes Parsonage	0.00	8,400.00	10,000.00
Total 7150 Building	\$ 54,784.70	\$ 87,272.00	\$ 88,848.00
7175 Church Development	0.00	2,500.00	2,500.00

<i>Page 3 of 5</i>	Actual	Budget	2023 Budget
	Jan-Dec 2022	Jan-Dec 2022	Final
7200 Christian Education	0.00	0.00	0.00
7201 3rd Grade Bibles	190.74	0.00	50.00
7201a Child Care	0.00	50.00	50.00
7204 Supplies-Sunday School	0.00	200.00	100.00
7205 Curriculum	21.27	350.00	350.00
7207 Teacher's Gifts	50.00	100.00	100.00
7208 Ministry Resource	0.00	250.00	500.00
7210 Youth Group	0.00	0.00	0.00
7510B Youth Group Expenses	0.00	150.00	0.00
Total 7210 Youth Group	\$ 0.00	\$ 150.00	\$ 0.00
7211 Special Events	0.00	0.00	0.00
7211B Special Events Expense	143.86	400.00	500.00
Total 7211 Special Events	\$ 143.86	\$ 400.00	\$ 500.00
Total 7200 Christian Education	\$ 405.87	\$ 1,500.00	\$ 1,650.00
7225 Conference Delegates	0.00	300.00	300.00
7226 Conferences and Training	98.00	100.00	100.00
7250 Diaconate	0.00	0.00	0.00
7253 New Members	57.00	100.00	100.00
7254 Misc. Diaconate	0.00	50.00	50.00
7255 Supply Pastor	250.00	2,000.00	2,400.00
7256 Worship Supplies	1,255.41	500.00	600.00
Total 7250 Diaconate	\$ 1,562.41	\$ 2,650.00	\$ 3,150.00
7350 Hospitality	0.00	200.00	480.00
7350A Coffee Hour Income	13.79	0.00	0.00
Total 7350 Hospitality	\$ 13.79	\$ 200.00	\$ 480.00
7400 Music	0.00	0.00	0.00
7401 Instrument Maintenance	655.00	360.00	775.00
7403 CCLI License	279.77	400.00	300.00
7404 Guest Musicians	550.00	1,000.00	2,000.00
7405 Supply Organist	200.00	0.00	1,200.00
Total 7400 Music	\$ 1,684.77	\$ 1,760.00	\$ 4,275.00
7450 Office Expenses	0.00	0.00	0.00
7452 Copier Contract	1,753.64	1,500.00	1,368.00
7455 Postage	246.00	200.00	300.00
7456 Supplies-Office	1,089.95	400.00	360.00
7457 Bookkeeping	6,003.93	3,600.00	4,200.00
7460 Computer	1,666.37	700.00	950.00
Total 7450 Office Expenses	\$ 10,759.89	\$ 6,400.00	\$ 7,178.00
7550 Stewardship	56.10	600.00	300.00
7555 Personnel & Pastoral Relations	0.00	1,200.00	1,200.00

<i>Page 4 of 5</i>	Actual	Budget	2023 Budget
	Jan-Dec 2022	Jan-Dec 2022	Final
8000 Pastor Salary Package	0.00	0.00	0.00
8003 FICA-MED-Pastor	463.97	0.00	0.00
8004 Parsonage Housing Allowance	999.96	1,000.00	1,000.00
8005 Pension-Pastor	5,265.36	7,219.00	7,358.88
8006 Salary-Pastor	52,062.94	49,163.00	53,110.00
8008 FSA-Childcare/Medical	-1,712.45	0.00	0.00
8009 Medical/Dental Insurance	11,904.40	8,000.00	9,096.36
8011 Life/Disability Insurance	1,117.07	773.00	788.52
Total 8000 Pastor Salary Package	\$ 70,101.25	\$ 66,155.00	\$ 71,353.76
8050 Pastor Expenses	0.00	700.00	0.00
8051 Cell Phone			300.00
8053 Professional Expenses	700.00	0.00	700.00
8054 Travel Expenses	96.39	1,000.00	1,000.00
8055 Continuing Education	500.00	500.00	500.00
8056 Wider Church Meetings	0.00	200.00	200.00
8057 Social Security Offset	986.25	3,945.00	3,945.00
8058 Housing Equity Allowance	0.00	2,000.00	2,000.00
Total 8050 Pastor Expenses	\$ 2,282.64	\$ 8,345.00	\$ 8,645.00
8100 Personnel Expenses	0.00	0.00	0.00
8110 Salaries	0.00	0.00	0.00
8112A Executive Assistant	14,412.94	13,312.00	13,711.32
Total 8110 Salaries	\$ 14,412.94	\$ 13,312.00	\$ 13,711.32
8120 Payroll Taxes-Employer	1,102.59	5,408.00	9,900.00
8122 Workman's Comp Ins	842.95	788.00	772.00
Total 8100 Personnel Expenses	\$ 16,358.48	\$ 19,508.00	\$ 24,383.32
9380 Parsonage Utilities for tenant	129.75	0.00	0.00
9500 Misc.	1,073.64	0.00	0.00
66900 Reconciliation Discrepancies	0.50	0.00	0.00
7650 Unbudgeted Expenses other	0.00	0.00	0.00
7655 PayPal Fees	64.27	200.00	200.00
Total 7650 Unbudgeted Expenses other	\$ 64.27	\$ 200.00	\$ 200.00
Total 9500 Misc.	\$ 1,138.41	\$ 200.00	\$ 200.00
Uncategorized Expense	200.00	0.00	0.00
Total Expenses	\$ 161,828.23	\$ 201,944.00	\$ 219,387.08
Net Operating Income	\$ 24,866.38	-\$ 23,444.00	-\$ 31,959.08

<i>Page 5 of 5</i>	Actual	Budget	2023 Budget
	Jan-Dec 2022	Jan-Dec 2022	Final
Other Income			
4165 Interest Inc-Book of Remembrance	0.11	0.00	0.00
9300 Investment Account	0.00	0.00	0.00
9304 Unrealized Gain/Loss on Invstmt	-6,421.67	0.00	0.00
Total 9300 Investment Account	-\$ 6,421.67	\$ 0.00	\$ 0.00
Restricted Donation	25,000.00	0.00	0.00
Total Other Income	\$ 18,578.44	\$ 0.00	\$ 0.00
Other Expenses			
9240 Sabbatical Expense	0.00	1,200.00	1,200.00
9245 Parsonage Taxes	5,033.75	0.00	0.00
9265 New Pastor Search Expenses	160.00	0.00	0.00
9970 Depreciation Expense	9,785.88	9,600.00	0.00
Total Other Expenses	\$ 14,979.63	\$ 10,800.00	\$ 1,200.00
Net Other Income	\$ 3,598.81	-\$ 10,800.00	-\$ 1,200.00
Net Income	\$ 28,465.19	-\$ 34,244.00	-\$ 33,159.08

Woodmont United Church of Christ

Vision Statement

“Woodmont United Church of Christ embodies God’s unconditional love by Ministering to the needs of the people and the environment; striving to promote spiritual growth through scripture-driven exuberant worship and advocating for peace and justice. We celebrate diversity and welcome all into fellowship of acceptance, forgiveness, spiritual exploration, and discovery.”

(adopted January 28, 2018)

An Open and Affirming Congregation since 2005



Woodmont United Church of Christ

*“No matter who you are, or where you are on life’s journey,
you are welcome here.”*

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