

**Minutes of the 217<sup>th</sup> Annual Meeting of the  
Massachusetts Conference of the United Church of Christ  
University of Massachusetts, Amherst  
June 17-18, 2016**

**Friday, June 17, 2016**

Worship opened at 3:00pm featuring Mr. Ken Medema and his music. Mr. Medema integrated the themes of the meeting into the music.

The Moderator, the Rev. Ms. Anne Cabbage called the 217<sup>th</sup> meeting of the Massachusetts Conference, United Church of Christ to order at 3:35pm. The Moderator made announcements regarding time and events, and offered instructions regarding social media. Ms. Cabbage then introduced the Vice-moderator, Mr. Ian Tosh; the Recorder, Ms. Patti Babcock; and the Parliamentarian, Mr. Harry Pape. Ms. Cabbage invited the Rev. Dr. Jim Antal to the podium to introduce the Board of Directors and Conference staff, who stood for gratitude and applause. He also introduced the Rev. Dr. Margaret Bullitt-Jonas, Missioner for Creation Care for both the Episcopal Church and the Massachusetts Conference, United Church of Christ; Ms. Nancy Gibbons from UCC Office of Philanthropy; and Mr. Chad Schwickerath from Chicago Theological Seminary.

The Moderator appointed the following, as well as herself, to the Business sub-committee: Mr. Vard Johnson, the Rev. Ms. Elizabeth Magill, Ms. Marjorie O'Reilly, Mr. Tosh (Chair of the committee), the Rev. Mr. Chuck Wildman and Ms. Martha Crawford, chief timekeeper. The Secretary of the Conference, Ms. Crawford, is Chair of the Credentials committee. She informed the Moderator that there were 158 lay delegates, 146 clergy, 74 visitors and 15 others registered for the meeting. The Moderator announced a quorum and that the meeting was officially in session.

Ms. Cabbage explained the voting procedures and appointed the Rev. Ms. Jill Graham and her committee as ushers and tellers. The Vice-moderator explained the Standing Rules as printed on pages 18-21 of the Advanced Materials.

The Moderator introduced the Consent Calendar from page 11 of Delegate Packet. The Consent Calendar was presented as a motion and seconded. The vote was carried unanimously.

<b>Consent Calendar 16-AM-01</b>	<i>The 217<sup>th</sup> Annual Meeting of the Massachusetts Conference of the United Church of Christ adopts the Consent Calendar as presented on pages 18-21 of the Delegate Materials. (Appendix A)</i>
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The Vice-moderator called upon the Treasurer of the Conference, Mr. Rick Lawrence to report on the budget and related votes, which appeared on pages 14-17 of the Advance Materials. Mr. Lawrence encouraged all to read the Annual Report which was included in the delegate materials packet.

The Assistant Treasurer, Mr. Chip Hamblet, then explained that one change to the budget presentation this year would be to apply the concept of outcomes, as recommended by Gil Rendle in his book, *Doing the Math of Mission*. Rather than talking only about dollars and cents, they would discuss the outcomes of financial decisions made by the Annual Meeting and the Board of Directors. As an example, he noted that the outcome of the sale of one of the Conference properties at Craigville was an \$815,000 endowment to fund the Pastoral Excellence Program.

Mr. Hamblet encouraged all to read Mr. Lawrence Treasurer's report on pages 12-13 of the Advance Materials, which explained financial results for 2016 and the rationale for the 2017 budget projections. Seventy-five percent of Conference operating revenue comes from the churches in the form of Fellowship Dues, OCWM Basic Support and United Church Mission. He then presented the first three votes recommended by the Board of Directors. The first vote was that 50% of Basic Support received in 2017 be sent on to the national setting of the UCC. This represented a reduction from the 53% being contributed to the national setting in 2016. The second recommendation was that Fellowship Dues be set at \$19.00 per member for 2017. The third vote proposed a budget with income of \$2,195,900, expenses of \$2,245,200, and a transfer from operating reserves of \$49,300. Mr. Hamblet explained that, although the Annual Meeting has often voted budgets including modest deficits, these deficits seldom materialize due to conservative budgeting and spending practiced by the Board and staff. The biggest change in projected expenses was that the Board planned not to renew the lease on the Waltham office.

Mr. Lawrence then continued the presentation, reminding the body that United Church Mission (UCM) is a new option for giving which replaces Basic Support and Fellowship Dues. In the first two years since this option was approved by the Annual Meeting, over 16% of churches have opted in to UCM; these churches were listed on pages 41-42 of the Delegate Packet. Mr. Lawrence reviewed the many advantages of United Church Mission and encouraged those present to contact the Rev. Dr. Jonathan New to learn more about this option. On behalf of the Board of Directors, he recommended the final budget-related vote, which would share 30% of UCM receipts with the national setting of the UCC.

Mr. Lawrence then introduced a vote to establish an Investment Committee for the Conference as outlined on pages 22-23 of the Advance Materials. In response to the closure of the Massachusetts Congregational Fund, the Board of Directors proposed to establish the Investment Committee which would consist of two members of the Finance Committee of the Board of Directors, and three members at large recruited by the Volunteer Development Committee.

Mr. Hamblet then explained two proposed votes of merger with the Conference, described on pages 35-39 of the Delegate Packet. Both votes were for the purpose of assisting related organizations to close; in each case, the Conference was to be the surviving entity following the merger. The Massachusetts Congregational Fund was closing because its Board had determined that it no longer served a necessary function for the churches of the Conference. South Congregational in Lawrence sought to close via merger because it no longer had the human resources to handle the full process of

legal dissolution. Mr. Hamblet noted that the Board of Directors was confident that there was no risk to be inherited from these mergers, and recommended them to the Annual Meeting.

The Vice-moderator then asked the Rev. Ms. Angie Menke Ballou to introduce Mr. Medema. Ms. Ballou explained that, though blind from birth, Mr. Medema truly sees the work of God. Mr. Medema then offered a moment of music and theological reflection.

After some announcements regarding dinner, the Moderator declared the Annual Meeting in recess until 7:15pm.

The Moderator welcomed everyone back at 7:15pm. After several Speakouts, the Vice-moderator introduced a young man named Ivan from Hadwen Park Church in Worcester to tell a “story of boldness.” Ivan introduced himself by his first name only, in order to protect himself and his family. He told of making a movie in Uganda about his experience as a gay man. He was persecuted both for being gay and for making the movie. He is currently living in the United States with the help of the Hadwen Park Church, applying for asylum. He gave thanks for the United Church of Christ and its work.

After some announcements, the Moderator invited Dr. Antal to welcome Conference Ministers, the Rev. Mr. Kent Siladi and the Rev. Ms. Barbara Libby to the gathering. Dr. Antal then welcomed the Rev. Dr. Otis Moss III and noted that he is the pastor of Trinity Church, UCC in Chicago, IL, the largest UCC church in the country. Dr. Moss’ boldness has inspired many people.

After a song by Mr. Medema, Dr. Moss took the stage and brought greetings from Chicago. He read Acts 20:7. Dr. Moss said it was time to raise a new generation of leaders, and that it is problematic when the church does not make room for the next generation, because God may be sending someone special. It is a mistake to deify methodology instead of focusing on the message.

Mr. Medema delivered a musical reflection including inviting four attendees to tell resurrection stories, and integrating them into songs.

The meeting ended for the evening at 9:04pm.

### **Saturday, June 18, 2016**

The Moderator reconvened the meeting at 10:17am and welcomed everyone with a prayer. Ms. Cabbage acknowledged the Standing Rules on page 18-21 of the Advance Materials, and made some announcements.

The Moderator described the “Season of Discernment” which had been underway since the fall of 2015. The Season of Discernment is an attempt to determine whether God might be calling the Massachusetts Conference into a closer relationship with the Connecticut and Rhode Island

conferences of the UCC. Ms. Cabbage called on the Rev. Ms. Angie Ballou, Chair of the Board of Directors, Dr. Antal, Mr. Siladi and Ms. Libby to take part in a discussion on this topic. Ms. Ballou pointed out that the Board of Directors had been reading *Beyond Resistance* by John Dorhauer, in which he refers to newly-emerging forms of Christianity as “church 3.0.” She referred to the Pentecost Bible verse in which all were talking in different tongues, but they came together, and suggested that the three conferences might bring their voices together in a new way.

Ms. Libby spoke about how the conferences might be better together - sharing resources, people and staff; building more relationships and connections; and inspiring more enhanced creative thinking. Mr. Siladi spoke about 1 Corinthians 12, “the hand cannot say to the eye, ‘I have no need of you.’” He noted that the UCC was formed “that they may all be one”, and asked what the message of unity is today.

Dr. Antal encouraged attendees to answer an on-line survey about the possibility of merger, federation or closer collaboration among the three conferences. He noted that a constant question from people around the conferences is “what would a federation or merger look like?”, and said that the Boards don’t yet have an answer for that. The conferences are living into change, just as the disciples were in 2 Acts. When the Boards were together this past May, one possibility that emerged was that of a unified governance structure similar to that recently adopted by the national setting of the UCC. Under this scenario the conferences would retain their corporate identities while create a fourth overarching corporation. He remarked that one consequence of discernment is that new things emerge.

Ms. Ballou invited Ms. Cabbage to take the podium and read questions submitted by participants. The panelists took turns answering the questions. Dr. Antal pointed out that the Conferences are already sharing staff. There have been no conversations regarding office space. With regard to staffing, Ms. Ballou commented that the conferences, taken together, are a little “top heavy”, and that it might be possible to free up some high-level position resources and use them for more mid-level positions.

Ms. Libby commented that clergy and lay members in Rhode Island are engaged in the discernment process via small gatherings in churches. Mr. Siladi expressed hope that all local churches would have conversations about how they connect with the wider church.

Panelists said that, if and when a new entity is named, the name will most likely stress the plural rather than the singular, for example, using “Conferences”. There would need to be connections and networks built among the smallest New England UCC congregations in the context of a larger setting. Ms. Ballou thanked everyone for engaging in the conversation, and suggested that they go to the Massachusetts Conference website for further information and resources. Dr. Antal emphasized that the Boards of Directors seek to be completely transparent about the discernment process.

The Moderator reviewed the procedures for voting. She then called on the Vice-moderator to introduce the proposed vote on the Resolution on Immigration and Refugees which appeared on pages 28-29 of

the Advance Materials. The Vice-moderator explained that the resolution was in draft form because the intention is to present it to the 2017 General Synod. The resolution is being developed collaboratively by teams from several Conferences of the UCC. The vote would empower the Board of Directors to vote on behalf of the Conference to sponsor a resolution in its final form, provided the final form is substantially similar to the version in the Advance Materials. Hearing Manager, the Rev. Ms. Lori Souder reported on the hearing on the proposed resolution. The Rev. Ms. Dawn Adams moved the resolution and spoke to the motion. There being no discussion, the resolution was voted on and passed unanimously.

<b>Resolution: Immigration and Refugees 16-AM-02</b>	<i>The 217<sup>th</sup> Annual Meeting of the Massachusetts Conference of the United Church of Christ adopts the Resolution Calling on the Thirty-First General Synod of the United Church of Christ and its Members, Congregations, Associations, and Conferences to Covenant as Immigrant-Welcoming Congregations. (Appendix B)</i>
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The Moderator called retiring Registrar Ms. Jane Logee to the stage along with the Annual Meeting Committee, who sang a song in her honor.

The Vice-moderator made announcements regarding lunch. Following Mr. Medema’s reflection, the meeting was recessed until 1:00pm.

The Annual Meeting reconvened at 1:00pm starting with worship. The Rev. Ms. Cindy Maybeck told a “story of boldness” and Dr. Moss spoke about the character of God and the way of love - that love is the challenge, even though it is the foundation of the gospel. Furthermore, it is easy to hurt and hard to love, and, ‘when you see brokenness you get a glimpse of God in the process’.

Following Speakouts, the Moderator invited the Rev. Ms. Christina Walker-Morin to report on the budget hearing. Ms. Walker-Morin reported that there was discussion regarding the Craigville property sale, budget items, United Church Mission, the proposed Investment Committee, and merger votes; and that clarifying questions were asked for each.

Mr. Hamblet moved that the 217<sup>th</sup> Annual Meeting of the Massachusetts Conference United Church of Christ retain 50% of the OCWM Basic Support received in 2017. The motion was seconded. Mr. Hamblet yielded his time, and there being no discussion, a vote was taken and it passed.

<b>OCWM Retention 16-AM-03</b>	<i>The 217<sup>th</sup> Annual Meeting of the Massachusetts Conference of the United Church of Christ determined that 50% of OCWM Basic Support received in 2017 be retained by the Conference.</i>
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Mr. Hamblet then moved that the 217<sup>th</sup> Annual Meeting of the Massachusetts Conference United Church of Christ set the 2017 Fellowship Dues rate at \$19 per church member as reported December 31, 2016. The motion was seconded. Mr. Hamblet yielded his time, and there being no discussion, a vote was taken and it passed.

<b>Fellowship Dues</b> <b>16-AM-04</b>	<i>The 217<sup>th</sup> Annual Meeting of the Massachusetts Conference of the United Church of Christ set the Fellowship Dues at \$19 per church member as reported on December 31, 2016.</i>
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Mr. Lawrence moved that the 217<sup>th</sup> Annual Meeting of the Massachusetts Conference United Church of Christ adopt a 2017 budget with income of \$2,195,900, expenses of \$2,245,200, and a transfer from operating reserves of \$49,300. The motion was seconded. Mr. Lawrence pointed out that the budget was printed on page 14 of the Advance Materials, and yielded the remainder of his time. There being no discussion, a vote was taken and it passed unanimously.

<b>Income and Expense</b> <b>16-AM-05</b>	<i>The 217<sup>th</sup> Annual Meeting of the Massachusetts Conference of the United Church of Christ adopted a 2017 Budget with income of \$2,195,900, expenses of \$2,245,200, and a transfer from operating reserves of \$49,300.</i>
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Mr. Lawrence moved that the 217<sup>th</sup> Annual Meeting of the Massachusetts Conference United Church of Christ determines that 30% of the United Church Mission support received in 2017 be forwarded to the national setting of the United Church of Christ. The motion was seconded. Mr. Lawrence yielded his time, and there being no discussion, a vote was taken and it passed.

<b>United Church Mission</b> <b>16-AM-06</b>	<i>The 217<sup>th</sup> Annual Meeting of the Massachusetts Conference United Church of Christ determined that 30% of the United Church Mission support received in 2017 be forwarded to the national setting of the United Church of Christ.</i>
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The Vice-moderator called attention to the proposal to establish an Investment Committee on pages 22-23 of the Advance Materials. Mr. Lawrence moved that the 217<sup>th</sup> Annual Meeting of the Massachusetts Conference United Church of Christ establish an Investment Committee. The motion was seconded. Mr. Lawrence spoke to the motion. There being no discussion, a vote was taken and it passed.

<b>Establishment of Investment Committee</b>	<i>The 217<sup>th</sup> Annual Meeting of the Massachusetts Conference of the United Church of Christ affirmed the establishment of an Investment Committee as proposed on pages 22-23 of the Advance Materials. (Appendix C)</i>
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<b>16-AM-07</b>	
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Mr. Hamblet moved that the 217<sup>th</sup> Annual Meeting of the Massachusetts Conference United Church of Christ authorize the merger of the Conference with the Massachusetts Congregational Fund. The Moderator pointed out that this vote required a two-thirds vote. Mr. Hamblet yielded his time, there being no discussion, a vote was taken and it passed.

<b>Merger: Massachusetts Congregational Fund 16-AM-08</b>	<i>The 217<sup>th</sup> Annual Meeting of the Massachusetts Conference of the United Church of Christ approved an agreement of merger with the Massachusetts Congregational Fund as presented on pages 36-37 of the Delegate Materials. (Appendix D)</i>
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Mr. Hamblet moved that the 217<sup>th</sup> Annual Meeting of the Massachusetts Conference United Church of Christ authorize the merger of the Conference with the South Congregational Church UCC, Lawrence, MA. The Moderator pointed out that this vote required a two-thirds vote. Mr. Hamblet yielded his time, there being no discussion, a vote was taken and it passed unanimously.

<b>Merger: South Congregational Church, Lawrence, MA 16-AM-09</b>	<i>The 217<sup>th</sup> Annual Meeting of the Massachusetts Conference of the United Church of Christ approved an agreement of merger with the South Congregational Church UCC, Lawrence, MA as presented on pages 38-39 of the Delegate Materials. (Appendix D)</i>
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The Moderator asked the gathering to pause and think about the courage it takes to face the end of a ministry, and yielded the podium briefly to Dr. Antal, who offered a prayer.

The Vice-moderator suggested a stretch break, and introduced a tribute to retiring Educational Ministries staff member Ms. Elsa Marshall – a song written by Mr. Medema in her honor. After the song, Dr. Antal took the podium and conveyed the gratitude of the Conference for Ms. Marshall’s life-giving ministry.

The Vice-moderator called on Dr. Antal to lift up the names of all those who serve the wider church in the national setting of the United Church of Christ. He then celebrated those individuals newly ordained in the past year, fifty-year ordinands, and those who are new to the Conference. Dr. Antal

highlighted new ministry initiatives Sanctuary, Phoenix Rising, Common Ground, Agape, the Gaps Ministry, Saturday Church, Promise Church, and the Worcester Fellowship.

The Moderator invited the Rev. Ms. Lynne Dolan to report on the hearing on Clergy Compensation Guidelines. She reported two minor changes to the proposed Guidelines printed on pages 24-27 of the Advance Materials. She emphasized that the proposed resolution was drafted in such a way that it would no longer be necessary to vote on compensation guidelines at every Annual Meeting. Rather, if approved, the guidelines presented would remain in place, with possible cost-of-living adjustments, until such time as the Clergy Leadership Council wanted to propose more substantive changes. The Rev. Mr. Quentin Chin moved that the 2017<sup>th</sup> Annual Meeting of the Massachusetts Conference United Church of Christ adopt the 2017 Guidelines for Local Church Personnel and Search Committees for Authorized Ministers and Professional Expense Reimbursement as amended. The motion was seconded and Mr. Chin spoke to the motion. There being no discussion, a vote was taken and passed unanimously.

<p><b>Clergy Compensation Guidelines 16-AM-10</b></p>	<p><i>The 217<sup>th</sup> Annual Meeting of the Massachusetts Conference of the United Church of Christ adopted the Guidelines for Local Church Personnel and Search Committees for Authorized Ministers and Professional Expense Reimbursement as amended. (Appendix E)</i></p>
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The Moderator called on Dr. Antal to address the plenary session. Dr. Antal talked about God preparing the church for a new day, and said God is calling the people of the Conference to be bold. The world is in need of a moral revolution, and as followers of Jesus we are the ones who should initiate the revolution, even though a bold public witness to our faith is not easy. The UCC needs to be a church that does not remain silent, a church no longer drawn to nostalgia, a church that embraces interdependence so we are not left alone. Dr. Antal described many of the bold ministries in the Conference that were “lighting candles in the dark”. He said the world has never needed the witness of the UCC more than today, and we should go forth and be that witness.

The Moderator called on the Rev. Ms. Laura Everett, Executive Director of the Massachusetts Council of Churches and the Rev. Mr. Daryl Lobban, new Director of External Relationships for the Council, to address the gathering.

The Vice-moderator invited the Rev. Dr. Beverly Prestwood-Taylor and Mr. John Sacco, a Silver Star Awarded Veteran to tell a “story of boldness”. They spoke about “living with the war” after returning home from war. The Vice-moderator thanked Mr. Sacco for his service and called on Mr. Medema to provide a musical reflection.

The Vice-moderator recognized the Rev. Dr. Donald Paine from the First Congregational Church, UCC, Stockbridge, who was standing at one of the floor microphones, to make a comment regarding suicide among war veterans.

The Vice-moderator invited the Rev. Dr. Jonathan New to speak regarding United Church Mission, now in its second year of implementation. Dr. New noted the advantages of United Church Mission, including the implicit understanding that all church giving is mission giving. Dr. New pointed out the many Stewardship resources and tools available on the Conference website, and asked that churches invite him to visit and speak.

The Moderator invited Ms. Martha Crawford to the podium. Ms. Crawford moved that the Nominating Slate be adopted, as found on the blue pages 43-50 of the Delegate Materials. The motion was seconded and, there being no discussion, a vote was taken and passed unanimously.

<b>Nominating Slate 16-AM-11</b>	<i>The 217<sup>th</sup> Annual Meeting of the Massachusetts Conference of the United Church of Christ adopts the Slate of Committee and Board Members, General Synod Delegates and Officers as presented in bold type on the blue colored pages 43-50 of the Delegate Materials.</i>
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After some Speakouts, the Moderator asked those who were recognized at the Recognition Lunch to stand for applause and encouraged everyone to read the write-ups available on pages 19-34 of the Delegate Materials.

The Vice-moderator announced that in attendance that day were 374 delegates, 106 visitors, and 15 others. As Chair of the Business Committee, he reported that all business had been completed. Next year's Annual Meeting will be June 16-17, 2017 in Hartford CT, in conjunction with the Annual Meetings of the Connecticut and Rhode Island Conferences. The Rev. Dr. John Dorhauer, General Minister and President of the United Church of Christ, will be the keynote speaker.

Dr. Antal thanked the Moderator, Ms. Cabbage and the Vice-moderator, Mr. Tosh, as well as outgoing Board members. The Vice-moderator thanked the worship leaders and Mr. Medema.

The Vice-moderator asked for a motion to adjourn following worship. The motion was made and seconded; a vote was taken and passed unanimously.

Respectfully submitted by,

Patti Babcock, Recorder

Martha Crawford, Secretary

**Appendices to the Minutes of the 217<sup>th</sup> Annual Meeting of the  
Massachusetts Conference, United Church of Christ  
June 17-18, 2016**

**Appendix A:  
Consent Calendar**

1. *The 217<sup>th</sup> Annual Meeting adopts the Standing Rules as printed on pages 18-21 of the Advance Materials.*
2. *The 217<sup>th</sup> Annual Meeting adopts the Order of Time and Events as printed on pages 2-4 of this packet.*

**Appendix B:  
Resolution Calling on The Thirty-First General Synod of The United  
Church Of Christ and its Members, Congregations, Associations, and  
Conferences to Covenant as Immigrant-Welcoming Congregations**

*Presented by the Justice and Witness Council at the request of the Immigration and Refugee Concerns Task Team*

**INTRODUCTION**

The draft Resolution below is in the process of development by immigration and refugee task teams throughout the national United Church of Christ. The intention is to propose a resolution to General Synod, the National gathering of the UCC, in 2017. The language below is the most current at the time of publication of these Advance Materials.

The MACUCC Task Team for Immigration and Refugee Concerns proposes that the Massachusetts Conference be among those conferences sponsoring the Synod resolution. However, the resolution is not yet in its final form, and the deadline for sponsorship is December 31, 2016 – six months prior to the next Annual Meeting of the Conference.

**PROPOSED VOTE**

Therefore, the Justice and Witness Council of the Conference recommends that the Board of Directors be authorized to vote to sponsor the final version if, in the Board's estimation, the final version is substantially similar to the version printed below. Specifically, the Council recommends to the 217th Annual Meeting the following:

The 217th Annual Meeting authorizes the Board of Directors of the Massachusetts Conference to vote on its behalf to sponsor a Resolution Calling on the Thirty-first General Synod of the United Church of Christ and its members, congregations, associations and conferences to Covenant as Immigrant-Welcoming Congregations provided that, in the Board's estimation, the proposed resolution is substantially similar to the draft printed in the Advance Materials to the 217th Annual Meeting.

### PROPOSED RESOLUTION

WHEREAS the International Association for Refugees has stated, "The world is in the midst of a long-term refugee crisis"; and

WHEREAS thousands of refugees and migrants come from throughout the world to the United States seeking safety, security, freedom, and opportunity; and

WHEREAS the Jewish and Christian traditions honor this text: "When an immigrant resides with you in your land, you shall not oppress the immigrant. The immigrant who resides with you shall be to you as the citizen among you; you shall love the immigrant as yourself, for you were immigrants in the land of Egypt" (Leviticus 19:33-34, adapted from NRSV); and

WHEREAS Jesus says, "'you shall love your neighbor as yourself.' There is no other commandment greater than these.'" (Mark 12:31, NRSV); and

WHEREAS migrants bring us as offerings their stories and experiences, dreams and hopes, energy and skills; and

WHEREAS our new neighbors experience difficulties adjusting to life in a new country, difficulties such as language barriers, culture shock, a sense of loss, and isolation; and

WHEREAS the welcome and support immigrants receive helps in the building of safe communities and future prosperity; and

WHEREAS the United Church of Christ (UCC) declares "No matter who you are or where you are on life's journey, you are welcomed here"; and

WHEREAS an example of living a covenant of immigrant welcome is offered in the following UCC resource: "Becoming an Immigrant Welcoming Congregation - The Journey is Made by Walking" (<http://www.uccfiles.com/pdf/Becoming%20an%20immigrant%20welcoming%20congregation%20up%20dated%20Nov%201%202012.pdf>);

NOW THEREFORE BE IT RESOLVED, that the Thirty-first General Synod of the United Church of Christ declares itself an "Immigrant Welcoming Synod" and that it encourages the development of policies dedicated to facilitating the respectful welcome and inclusion of all immigrants into the United States.

BE IT FURTHER RESOLVED that the thirty-first General Synod of the United Church of Christ calls on its members, congregations, associations, and conferences to become active "Immigrant Welcoming Congregations and Communities" and that it assist this process by making available the example

resources cited in this resolution along with other resources developed and identified by the Justice and Witness Ministries of the United Church of Christ, UCC members, associations, and conferences who are the United Church of Christ.

**FUNDING:** The funding for the implementation of the Resolution will be made in accordance with the overall mandates of the affected agencies and the funds available.

**IMPLEMENTATION:** The Officers of the Church, in consultation with appropriate ministries and other entities of the United Church of Christ, will determine the implementing body.

## **Appendix C: Resolution Vote to Affirm the Establishment of an Investment Committee for the Conference**

*Presented by the Board of Directors of the Massachusetts Conference, United Church of Christ*

### **INTRODUCTION**

For many years, the Massachusetts Congregational Fund (MCF) has handled the investments of the Massachusetts Conference of the United Church of Christ (MACUCC), the Board for Ministerial Aid, and many local congregations. The Board of Directors of MCF has been elected by the MACUCC Board of Directors. The Board of the MCF has served as an investment committee for the Conference, choosing investment managers and deciding where funds should be invested. Since 2007, those investments have been exclusively in United Church Funds, a national UCC entity which handles investments on behalf of UCC organizations and churches throughout the country.

In 2015, the Board of Directors of the MCF decided that it would better serve our churches and other entities if the MCF were to disband. Depositors will have the option of directly investing in United Church Funds. This will save money in management fees.

However, the closure of the MCF leaves the Massachusetts Conference with no one to advise the MACUCC Board of Directors on investment matters. The Bylaws give the Board the authority to create committees and subcommittees of the Board. However, given the nature of the new committee, the Board seeks Annual Meeting affirmation for its creation.

### **PROPOSED VOTE**

*The Annual Meeting affirms the action of the Board of Directors in establishing an Investment Committee for the Conference, as proposed in the 217th Annual Meeting Advance Materials.*

### **PROPOSED STRUCTURE OF AN INVESTMENT COMMITTEE**

### **Purpose**

As a result of the closure of the Massachusetts Congregational Fund, it is the desire of the Massachusetts Conference Board of Directors to establish an Investment Committee. This committee shall oversee the long-term invested assets of the Conference, and serve in an advisory capacity to the Finance Committee of the Board of Directors.

### **Structure**

The Investment Committee shall be a sub-committee of the Finance Committee of the Board of Directors of the Conference.

### **Membership**

The Investment Committee shall consist of five (5) members. Two of those members shall also be members of the Finance Committee, assigned by the Chair of the Board. One of the two, also designated by the Chair of the Board, shall serve as Chair of the Investment Committee.

The remaining three members shall be recruited by the Volunteer Development Committee from member churches of the Conference. These individuals should have an extensive background in investing or financial matters. Each of these three members shall serve a three year term, subject to election by the Annual Meeting of the Conference, or, should a vacancy occur between Annual Meetings, by the Board of Directors. The initial members shall serve staggered terms such that one member is elected each year.

### **Responsibilities**

It shall be the responsibility of the Investment Committee to monitor and report on the performance of the Conference's invested funds, both those held for itself and those held in trust for others, in accordance with the Investment Policy of the Board of Directors. It shall also be the responsibility of the Investment Committee to recommend changes in the investment vehicles or investment managers utilized for these purposes. Such recommendations shall be subject to approval of the Board of Directors at the recommendation of the Finance Committee.

To accomplish its responsibilities, it is expected that the Investment Committee will meet periodically with the outside investment managers who have day to day control of the invested funds. In addition, the Investment Committee may invite other former investors of the Massachusetts Congregational Fund to join such meetings. At least one such meeting per year should be in person. Until at least December 31, 2017, such investment managers shall be United Church Funds.

### **Authorities**

As a sub-committee of the Finance Committee of the Board of Directors, the actions of the Investment Committee shall be limited to meeting with outside investment managers, monitoring the investment and performance of the Conference's invested funds, reporting its findings to the Finance Committee, and making recommendations to the Finance Committee relative to the investment of the Conference's invested funds.

## **Review**

The form, function and effectiveness of the structure and makeup of the Investment Committee will be monitored and reviewed by the Finance Committee on an ongoing basis, with a report and recommendations to the Board of Directors before the next Annual Meeting of the Conference.

## **Appendix D: Votes to Allow Related Organizations to Close via Merger with the Massachusetts Conference UCC**

### **Background**

The proposed votes on the following pages are recommended by the Board of Directors of the Massachusetts Conference. Both would authorize other entities to merge with the Conference, though the details are quite different.

The first proposed vote (#1, below) relates to the closure of the Massachusetts Congregational Fund, described on page 22 of your Advance Materials. The mechanism by which the Massachusetts Congregational Fund seeks to close is to merge with the Massachusetts Conference of the United Church of Christ. Attorneys on all sides have approved this mechanism, which is much simpler than a dissolution.

The second proposed vote (#2, below) relates to the closure of the South Congregational Church, UCC in Lawrence. The church seeks to close by way of merger with the Conference. The congregation sold its building some time ago, and the remaining members lack the capacity to close via a dissolution process with the Office of the Attorney General, which can be quite complex. The members of the Board of Directors of the Conference are persuaded that there are no outstanding liabilities which would make a merger problematic. There is precedent for this merger: in 2013, two other local congregations made this request, which was granted by the Board and the Annual Meeting.

Both proposals will be discussed at the hearing on the Conference budget and related matters, to be held at 8:45 AM on Saturday in the first floor Campus Center Room C.

### **Proposed Vote #1 - to Authorize Merger with the Massachusetts Congregational Fund**

WHEREAS the Massachusetts Congregational Fund (hereinafter the "Fund") was organized in 1945, and is a public charity incorporated in the Commonwealth of Massachusetts, subject to Chapter 180 of the Massachusetts General Laws ("Chapter 180"); and

WHEREAS the Massachusetts Conference of the United Church of Christ (hereinafter the "Conference") is a public charity incorporated in the Commonwealth of Massachusetts, subject to Chapter 180; and

WHEREAS the Fund and the Conference are parties to the Memorandum of Understanding dated February 3, 2016 (the “Memorandum”) which outlines their commitment to transfer shareholder accounts now held by the Fund to United Church Funds; and

WHEREAS Paragraph 5 under “Roles and Responsibilities” of the Memorandum memorializes the intent of the Fund and the Conference to effect a merger of the Fund into the Conference with the Conference as the surviving entity in a transaction subject to Chapter 180 (the “Merger”); and

WHEREAS In accordance with Section 10(b) of Chapter 180, the Fund and the Conference intend to effect the Merger by entering into an agreement of merger compliant with the statute (the “Merger Agreement”); and

WHEREAS the Merger Agreement will provide, inter alia, that:

- a. The Fund shall merge into and with the Conference as the surviving entity and upon acceptances of Articles of Merger by the Massachusetts State Secretary (the “Massachusetts Secretary”) the Fund shall cease to exist as a corporate entity;
- b. The effective date of the Merger shall be such date on or after June 30, 2016, as the President of the Fund may determine following completion of the Transition (as defined in the Memorandum) to United Church Funds;
- c. The assets of the Fund, after payment or discharge of all liabilities including without limitation expenses of the Transition such as preparation of any requisite financial reports and legal services, shall be transferred to the Conference in accordance with the Merger Agreement;
- d. Either or both of the Conference and Fund, as required by applicable law, will file Articles of Merger in accordance with Chapter 180 with the Massachusetts Secretary; and
- e. No assets of the Fund, in connection with the Merger or otherwise, shall be delivered to or otherwise transferred directly or indirectly to its members or any other person or entity except for the Conference; and

WHEREAS the Members of the Conference desire to approve the Merger.

NOW THEREFORE the Members of the Conference take the following actions:

VOTED:

To authorize and agree to the merger of the Fund and the Conference in accordance with an Agreement of Merger in form and substance satisfactory to President and the Treasurer of the Conference, and in accordance with the provisions of Massachusetts General Laws, Chapter 180, Section 10, incorporating the terms set forth above, with the Conference being the surviving legal entity with an effective date on or after June 30, 2016, as the President of the Fund may determine following completion of the Transition (as defined in the Memorandum) to United Church Funds; and

To authorize and direct the President, the Treasurer, and the Secretary/Clerk of the Conference to execute all documents necessary to carry out the intent of this resolution, including but not limited to an Agreement of Merger and Articles of Merger, to be filed with the Massachusetts State Secretary.

**Proposed Vote #2 – to Authorize Merger with South Congregational Church, UCC, Lawrence**

WHEREAS the South Congregational Church of Lawrence, Mass. (hereinafter the “Church”) was organized in 1924; and

WHEREAS the Church is a member of the Massachusetts Conference of the United Church of Christ (hereinafter the “Conference”); and

WHEREAS both the Church and the Conference are public charities incorporated in the Commonwealth of Massachusetts; and

WHEREAS the Church currently has fewer than twenty-five (25) members and has determined that its ministry is ending; and

WHEREAS the Church has previously sold its real estate and currently owns unencumbered and unrestricted assets comprised solely of cash and marketable securities of less than \$300,000.00; and

WHEREAS the said members of the Church are desirous of transferring all of its unencumbered and unrestricted cash and marketable securities to the Conference as an unrestricted transfer to be used by the Conference for its unrestricted use in accordance with its By-laws, and of then merging the Church into the Conference whereby the surviving entity is the Conference and the Church will then no longer exist as an entity.

NOW THEREFORE the Members of the Conference takes the following actions:

VOTED:

To authorize the receipt of the unencumbered and unrestricted financial assets of the Church as an unrestricted transfer to be used in accordance with the By-laws of the Conference;

To authorize and agree to the merger of the Church and the Conference in accordance with an Agreement of Merger in form and substance satisfactory to President and the Treasurer of the Conference, and in accordance with the Conference, and in accordance with the provisions of Massachusetts General Laws, Chapter 180, Section 10, with the Conference being the surviving legal entity with an effective date being the later of the date of the adoption by the members of the Church and the members of the Conference as required by said Chapter 180, Section 10; and

To authorize and direct the President, the Treasurer, and the Secretary/Clerk of the Conference to execute all documents necessary to carry out the intent of this resolution, including but not limited to an Agreement of Merger and Articles of Merger, to be filed with the Massachusetts State Secretary.

# **Appendix E:**

## **2017 Guidelines for Local Church Personnel and Search Committees for Authorized Ministers and Professional Expense Reimbursement**

*Presented by the Clergy Leadership Development Ministry Council of the MACUCC*

### **INTRODUCTION**

For many years, it has been the practice of the Annual Meeting to vote clergy compensation guidelines every year. The Guidelines are developed and proposed by the Clergy Leadership Ministry Council. This year, a question came to this Council from the Annual Meeting Planning Committee: “Do we really need to vote these guidelines every year?”

The Council determined, after some consideration, that a vote is necessary only when the Council proposes substantive changes to clergy compensation (beyond annual cost-of-living adjustments), or paradigmatic shift changes to clergy compensation methodology.

### **PROPOSED VOTE**

Therefore, the Clergy Leadership Ministry Council recommends to the 217th Annual Meeting the following vote:

*The 217th Annual Meeting adopts the Clergy Compensation Guidelines as printed in the Advance Materials. These Guidelines shall remain in effect, with annual cost-of-living adjustments as recommended by the Clergy Leadership Council, until such time as the Annual Meeting adopts new Clergy Compensation Guidelines.*

### **PROPOSED GUIDELINES**

The recommended guidelines are printed below and will be discussed at a hearing on Saturday morning.

The 217<sup>th</sup> Annual Meeting of the Massachusetts Conference of the United Church of Christ, seeking to balance the growth, vitality and financial sustainability of its churches with the fair and appropriate compensation of its authorized ministers, recommends that all congregations meet the goals as outlined in these *Compensation Guidelines for Authorized Ministers* and explained in greater detail in the 2016 *Compensation Handbook*. The guidelines apply to all people serving in authorized ministries of the church, including full-time and part-time solo, senior, associate and assistant pastors, both settled and interim, as well as licensed and commissioned ministers.

**The primary operating principle for these guidelines is fair and just compensation for all authorized ministers.** Authorized ministers serving our churches should be able to earn enough income, which includes base salary and housing, to live in the community they serve. This, however, does not obligate congregations to cover the necessary income in its entirety. When congregations cannot pay their authorized ministers according to the guidelines, the minister’s service to the church should be adjusted accordingly to allow them to find other work to supplement their income. The guideline figures presented in these tables represent an average across the Conference drawn from data from congregations and reported to the national offices. The data were evenly distributed with more than 40% of our congregations reporting. Local economic conditions will vary and thus,

these figures should be adjusted up or down depending upon local income data, such as that reported by the U. S. Census or the Massachusetts Department of Revenue. Median household income for Massachusetts in 2014 was \$69,160 as reported by the U. S. Census.

These guidelines reflect a congregation's average size of participation in the faith development opportunities it offers each week. These will include all worship services and educational opportunities, such as Bible study and regular mission and outreach activities. These guidelines also should encourage clergy and congregations to think of compensation in terms of ranges based upon the skills and talent pastors bring to complement the ministries of their congregations. They intend to foster a constructive dialogue between clergy and congregation to shape their shared ministry. This dialogue should reflect the scope of ministry which includes: congregation size, ministry tasks, congregational resources, the pastor's skills and expertise, and any exceptional conditions facing the congregation's current ministry.

The tables below reflect the scope of ministry and the experience and skills of the pastor. These ranges reflect conference-wide compensation data reported to the national offices of the United Church of Christ.

- Tables A and B present ranges for **Base Salary and Housing**, with and without a parsonage. To this amount, the following components would be added:
  - **SECA Allowance** – 7.65% of total salary basis (base salary plus housing or fair rental value of the parsonage)
  - **Home Equity Allowance** for those in a parsonage – 1.5% of average home value
  - **Pension Contribution** – 14% of salary basis
  - **Life Insurance and Disability Income Plan** – 1.5% of salary basis
  - **Health, Dental, and Vision Insurance**

The Conference recommends that all ministers, whether full-time or part-time, should have health insurance for themselves and their families. If a congregation can afford to cover a minister's health insurance needs, it should do so. However, when a congregation cannot, it should provide an addition to the salary to enable the minister to afford health insurance coverage. The minimum for this addition should be based upon the current UCC health insurance rates for Plan A for a single minister 41 years old or older. This would be pro-rated based upon the number of hours.

- In addition to this compensation, we recommend an Accountable Reimbursement Plan to cover ministry-related expenses incurred by the minister, including:
  - **Mileage reimbursement** – for use of a personal car at current IRS rate plus tolls and parking, or an automobile provided by the church.
  - **Professional expenses** – the Conference recommends a minimum of at least \$1,000 per year for other travel, meetings, books, professional subscriptions and other business expenses allowed by the IRS.
  - **Continuing education time and expense** – the Conference recommends a minimum of \$500 for participation in a clergy community of practice as well as workshops, trainings and retreats, supervision or mentoring.
- An additional benefit the church should offer is a **Health Flexible Spending Account** which is at no extra cost to the church.
- Note: **Accountable Reimbursement Plans** are not included in the tables as they are not taxable and thus are not considered as clergy compensation.

## Time Considerations

- The **work schedule** of a full-time local pastor is an average of 35-50 hours per week with no more than 3 evenings in a given week and 2 regular days off per week.
- **Paid Holidays** according to church personnel policy.
- **Vacation Time** – Four weeks paid vacation per year.
- **Continuing Education Leave** – Two weeks, including weekends, per year.
- **Sabbatical Leave** – Three months paid full-time sabbatical leave every 5-7 years in addition to the expenses for substitute pastoral coverage during that time.
- **Sick Time** according to church personnel policy, but at least two weeks per year.
- **Parental Leave**, for Birth or Adoption – Twelve weeks paid (by church and/or disability plan) and up to six months of unpaid leave.
- **Personal/Compassionate Leave** as needed for bereavement or family celebrations.
- **Military Leave** – Those who serve in the military reserves or National Guard receive compensation for each day of mandatory mobilization up to 30 days a year. Should mobilization extend beyond 30 days, the local pastor will go on unpaid leave.

The following tables are based upon the following:

- Weekly Participation – the average number of people who participate each week in various faith development experiences in the church
- Clergy experience – relevant professional experience from ministry and other professions pertinent to the church, including supervisory experience
- Full-time is an average 35-50 hour work week, including four weeks for vacation, and two weeks of continuing education leave

Using these tables: The Conference encourages clergy and congregations to consider compensation based upon relevant experience and competency as follows:

- Low – Base training and education with minimal related professional experience.
- Mid – Demonstrates consistent, successful performance in all areas of the job.
- High – Performs job responsibilities independently and in a highly effective manner; may demonstrate unique knowledge or skill; is often a resource to others.

Associate pastors should be paid 80% of a full-time senior pastor with similar professional experience and demonstrated skills.

<b>Table A. Base Salary with Parsonage</b>			
<b>Weekly Participation</b>	<b>Low</b>	<b>Mid</b>	<b>High</b>
0 - 75	\$30,300 - \$38,700	\$34,500 - \$42,900	\$38,700 - \$47,000
75 - 110	\$36,300 - \$46,300	\$41,300 - \$51,200	\$46,300 - \$56,100
110 - 190	\$42,000 - \$53,600	\$47,800 - \$59,300	\$53,600 - \$65,100
Above 190	\$63,400 - \$80,800	\$72,100 - \$89,500	\$80,800 - \$98,200

Note: The above table assumes the parsonage is furnished plus all utilities are paid by the church.

<b>Table B: Cash and Housing Allowance Range</b>			
<b>Weekly Participation</b>	<b>Low</b>	<b>Mid</b>	<b>High</b>
0- 75	\$46,000 - \$58,650	\$52,300 - \$65,000	\$58,650 - \$71,300
75 - 110	\$55,000 - \$70,100	\$62,500 - \$77,600	\$70,100 - \$85,000
110 - 190	\$63,700 - \$81,200	\$72,400 - \$89,900	\$81,200 - \$98,700
Above 190	\$96,000 - \$122,400	\$109,200 - \$135,600	\$122,400 - \$148,800

### **How to Apply these Guidelines:**

Note: A comprehensive set of instructions for determining clergy compensation can be found in the **Clergy Compensation Handbook**. It provides detailed information related to authorized ministry, tax implications, and benefits. These instructions are intended to help users determine dollar ranges appropriate for use in negotiating compensation for the ministerial leadership.

**Step 1:** Choose either **Table A** or **Table B** based on the housing/parsonage situation for your pastor.

**Step 2:** Select the appropriate row in the chart that best describes your church's **weekly attendance** at various faith development offerings/meetings. (Weekly attendance would include the numbers for those involved in worship service(s), bible studies, programs, committee meetings, etc.)

**Step 3:** Select the appropriate column by considering the level of professional experience, including performance, skills, responsibilities, and effectiveness of your pastor's work. For ministers answering an initial call, relevant professional and supervisory experience should be considered. For ministers who have served more than one year in their position, this should be determined based on a formal annual evaluation.

**Step 4:** Using the Total Salary Basis agreed to, determine the amounts to be allocated to Housing Allowance or Parsonage Allowance based on the reasonable needs of the minister. (This does not increase the cost to the church, but it benefits the clergy tax liability.)

**Final Word:**

Congregations will pay clergy what they can afford. Compare that amount to the amount in your appropriate range within the table, keeping in mind that the pastor should be able to live comfortably in the community where the church is located and in a manner consistent with the majority of the congregation's members. Churches who cannot afford this should consider employing a part-time pastor, thus allowing the pastor to work part-time at another job to supplement their income.

**References:**

- <sup>1</sup> Due to the federal tax code, clergy taxes are complex. The handbook will cover the lion's share of the questions for churches and clergy. However, a complete reference is the **Church and Clergy Tax Guide** by Richard Hammar. It is revised annually to correlate to the current tax code.
- <sup>2</sup> Based upon the 2016 Health Insurance rates published by the UCC Pension Board, this will be \$9,969.00.
- <sup>3</sup> An accountable reimbursement plan is not considered income and is administered by the church. While a part-time pastor may do fewer visits and thus may not need as much money in the plan for auto mileage as a full-time pastor, that pastor could incur the same expenses for conferences, meetings, meeting travel and expenses, books, and continuing education.