



1. POSITION POSTING

- a. LISTING INFORMATION
- b. SCOPE OF WORK
- c. COMPENSATION & SUPPORT
- d. WHO IS GOD CALLING TO MINISTER WITH US?

1a. LISTING INFORMATION

Church name: **Urbandale United Church of Christ**

Street address: **3530 70th St.**

Supplemental web links: [Urbandale United Church of Christ](#)

Additional ecumenical affiliations (e.g. denominations, communions, fellowships):

Conference: **Iowa Conference**

Association: **Central Association**

UCC Conference or Association Staff Contact Person (Name, Title, Phone, Email):

Rev. Jonna Jensen

Associate Conference Minister

Phone: 563.357.7287

Email: jonna@ucctcm.org

Summary Ministry Description:

In a short paragraph, reflect on where your church is going and what it might look like when you get there. What do you need to get there? Who are you seeking to join you on this part of your church's faith journey?

See the attached document from our Transition Team.

This statement appears on our weekly bulletin. "We welcome into this community of faith and affirm the participation in all aspects of church life, persons of every age, race, gender identity and expression, nationality, ability, and sexual orientation. We will continue our efforts toward inclusiveness and stand against all forms of discrimination. We will empower ourselves, our children, and one another to be present in the world, living in Christ's image and striving for justice and peace."

Our congregation continues to explore ways to fulfill this goal. We listen to the cries for help and find ways to meet the need. We are witness to injustices and act in solidarity with those who are marginalized. We welcome anyone who can join us in the process and is willing to share their talents, skills and motivation on our journey.

Photographs:

Insert 1 – 3 images of your church, its people, its parsonage or building or gathering space, etc.

Below are a few images that capture the space and a few faces. To see a broader representation of our community, check out the [Urbandale UCC Facebook page](#).







What we value about living in our area (2 – 3 sentences):

Urbandale is a suburb of Des Moines, the state capital, with a strong sense of community. It retains the spirit of local neighborhoods while having easy access to urban amenities such as hiking/biking trails, athletic events and cultural activities.

Current size of membership:

Approximately 240 active members and participants

Languages used in ministry (other than English):

Primarily English

Position Title:

Senior Pastor

Position Duration (choose one, delete the other options listed):

Settled – a called position intended for longer-term ministry in which the minister moves church membership to the congregation and moves standing to related association.

Compensation Level (choose one, delete the other options listed):

Full Time

Does the total support package meet conference compensation guidelines?

Yes, we meet conference compensation guidelines.

1b. SCOPE OF WORK

(add here the Scope of Work developed by your church using the Call Agreement Workbook)

Preaching and Worship Leadership: Plan and lead relevant, spiritually nourishing, thought-provoking worship. Coordinate with music staff and Ministry Program Coordinator. Recruit liturgists as needed.

Pastoral Care: Informal counseling, visitation of hospitalized and homebound persons. Coordinate with Caregivers group.

Serve as Head of Staff Team: Coordinate the work of the staff team. Meet regularly, communicate, guide and support.

Administration: Be familiar with the congregation's business functions, working in collaboration with staff and lay leaders/officers. Meet with and serve as ex-officio, non-voting member of Leadership Team and as advisor to other teams as appropriate. Manage communications via CALL newsletter, Friday emails and communications with staff, leaders, teams and groups. Encourage faithful stewardship.

Weddings & Funerals: Prepare for and officiate as appropriate.

Volunteers: Encourage volunteer involvement, helping equip saints for work of ministry.

Involvement Beyond Urbandale UCC

Participate in events and activities of the Central Association UCC, Iowa Conference UCC, Tri-Conference Ministry (IA, NE, SD). As time and interest allows, participate in local ecumenical and interfaith organizations and activities as well as community engagement with current issues.

Core Competencies:

- **Spiritual Leadership:** Ability to guide and nurture the spiritual growth of the congregation
- **Effective Communicator**
- **Organizational and Administrative Skills**

Expectations

- **Degree from an accredited theological seminary**
- **Ordained ministerial standing in the United Church of Christ or a denomination in communion with the UCC**
- **Experience: Pastoral experience as head of a multi-staff church**

1c. COMPENSATION AND SUPPORT

Salary Basis:

We follow Iowa UCC Conference Compensation Guidelines for minister compensation.

<https://ucctcm.org/wp-content/uploads/2021/08/IA-2022-Compensation-Guidelines.pdf>

Benefits:

Salary plus Benefits. Benefits offered include family health and dental insurance, life and disability insurance, vision (optional), and sabbatical leave after 5 years.

What is the expected living situation for your next minister

Living nearby with a housing allowance based on Des Moines area housing costs

Comment on the residential/commuting expectations for your next minister.

We prefer the minister to live near to the church, within 15-20 minutes commuting time.

We offer some flexibility if needed.

State any incentives:

There are no defined incentives. Instead, the search team is open to discussing any additional benefits desired by a compatible candidate to best meet their needs and circumstances. For example, in prior years pastors have taken sabbatical or requested additional time off.

Describe peer and professional supports available for ministers in your association/conference:

Local ecumenical clergy group

Iowa Conference: Communities of Practice

If applicable, describe how your church will adopt part-time adjustments in the pastoral schedule to support a minister's bi-vocational employment:

Not applicable, offered position is full time

1d. WHO IS GOD CALLING TO MINISTER WITH US?

Describe the ministry goals you envision your next minister co-collaborating with the congregation to achieve.

We would like to develop a more creative and cohesive new membership process.

Another ministry goal would be to coordinate and support our financial stewardship for the Fall campaign and throughout the year with our special offerings.

Encourage the building of congregational connections within and outside our church setting (e.g., Interfaith Alliance and Des Moines Area Religious Council)

Explore and develop new possibilities for connecting with our online viewers.

Describe how your vision of the minister you are now seeking will assist the congregation in making an impact beyond its walls.

We are a Just Peace congregation with a strong desire to fight discrimination in any form. In 2023, we celebrated our 30th anniversary of being an Open and Affirming congregation. We also support efforts to reduce climate change and have installed solar panels on our building. We are looking for a pastor with the same passion for making the world a better place for all.

Specify language requirements or culturally-specific capacities preferred in a next ministerial leader, and why those matter to the congregation's sense of calling.

English

This congregation uses inclusive language in all areas of our ministry.

Based on what you have learned about who your church is, who your church's neighbor is, and who God is calling the church to become, describe four areas of excellence from The Marks of Faithful & Effective Authorized Ministry that your next minister will display to further equip the congregation's ministry in these areas.

[Marks-of-Faithful-and-Effective-Ministers.pdf \(ucc.org\)](#)

- **Exhibiting a spiritual foundation and ongoing spiritual practice**
- **Building transformational leadership skills**
- **Engaging sacred stories and traditions**
- **Strengthening inter- and intra-personal assets**
- **Caring for all creation**



2. WHO IS GOD CALLING US TO BECOME?

“You shall love the Lord your God with all your heart, and with all your soul, and with all your mind.” (Matthew 22:37 NRSV)

Who is God calling you to become as a congregation?

God calls Urbandale United Church of Christ to nurture connections, celebrate diversity, engage in social justice, and continue to question.

Describe how God is calling you to reach out to address the emerging challenges and opportunities of your community and congregation.

For example, describe two experiments your congregation has initiated or engaged in the past year, what were the results and where do you see your next steps? Has your church had a multi-year strategic plan or vision statement; if so, where do you see that plan/vision taking you?

In the past year, we have taken steps to live out our vision statement in new ways. A transition team was appointed by our leadership team to revisit our vision and purpose statements as a congregation. This team developed a purpose statement, which encompasses our mission and how we live it out in our congregation and the larger community. As a part of this process, an all-church retreat was held. We focused on the future and the places where new energy and support could be placed. Three areas emerged.

- 1. Refugee Ministry: We have partnered with USCRI (United States Committee for Refugees and Immigrants) to resettle refugees, especially the new arrivals from Afghanistan. Some members help with shopping, contributions with finances, personal support, and other needed items.**
- 2. We were contacted by one of the elementary schools in Urbandale, in hopes that our congregation could support children with basic needs. Last fall we donated shoes, last winter snow pants, and boots. We are continuing with seasonal donations for fall and Thanksgiving. Support has grown to more than one school. We hope to explore expanding our involvement with participating schools in a more direct way such as reading with students.**
- 3. We are looking for ways to support the Q Exchange, which is a safe place for LGBTQ+ families and youth in the Des Moines area. Some of our youth have joined the Q Exchange youth group. Our Free to Read group hopes to develop a library of free banned books for the Q Exchange families and youth. Recent Iowa legislation has removed some library books from our schools. The group focuses on ways to provide banned books to our youth and families in the wider Des Moines community.**

3. WHO ARE WE NOW?

“You shall love your neighbor as yourself.” (Matthew 22:39 NRSV)

- a. CONGREGATIONAL REFLECTIONS
- b. 11-YEAR REPORT
- c. CONGREGATIONAL DEMOGRAPHICS
- d. PARTICIPATION AND STAFFING
- e. CHURCH FINANCES
- f. HISTORICAL INFORMATION

3a. CONGREGATIONAL REFLECTIONS

Describe your congregation's life of faith.

For example, what beliefs and commitments are stated in your congregation's purpose statement or membership vows? How is God most often described in worship liturgy? In what ways would you describe the Holy Spirit in your midst?

Our statement of faith is printed on every Sunday bulletin and spoken by the congregation at every new member reception:

“We welcome into this community of faith, and affirm the participation in all aspects of church life, persons of every age, race, gender identity and expression, nationality, ability, and sexual orientation. We will continue our efforts toward inclusiveness, and stand against all forms of discrimination. We will empower ourselves, our children, and one another to be fully present in the world, living in Christ's image and striving for justice and peace.”

In our worship liturgy, we often describe God as love, Abba, Mother Father God, YHWH, and many others. One of our favorite sayings is a call and response: “God is good - all the time - and all the time - God is good”. At the beginning of our worship service, we take time to prepare ourselves in body and words to welcome the spirit with a special reading or song. Another example was when we created our new vision statement, the presence of the spirit was felt within the community.

Describe several strengths or positive qualities of your congregation.

We are an open, affirming, and welcoming congregation working together to provide a spiritual journey to all who enter. While we treasure tradition and traditional seasons of the church year, we observe them in a variety of creative ways.

Our congregation values and respects a wide spectrum of views and faith journeys. Learning, listening and exploring our pathways enriches us all. We enjoy creating multi-generational modes of worship, learning and celebrations. We welcome fresh ideas and support self-starters with new opportunities to participate and care for others in our church and wider community. We are willing to know ourselves and proclaim it to others. Together we care for our building and grounds with the help of our nested congregations.

Describe what worship is like when your congregation gathers.

For example, where does worship take place, and what is it based around? What was a recent baptism like? What are some words used to describe good preaching?

Our worship services have a comfortable, welcoming feel. We have a traditional worship format with contemporary interpretations and content delivered in the church sanctuary. We use the *New Century Hymnal*, and *Sing, Praise and Prayer* song book, the *Inclusive Bible*, and use inclusive language. Our worship services last 55-65 minutes and are held in the church sanctuary. We also live-stream the service on FaceBook. Our creative, active Worship Team meets monthly with the Pastor and Music Director to create worship possibilities to help the congregation visualize scripture passages, worship themes, and seasons of the church year. The results are usually non-traditional and are visually varied. The worship team decorations have extended beyond the chancel to the entire sanctuary.

Describe the educational program/faith formation vision of your church.

For example, how are young people in leadership? How do people continue to form their faith over a lifetime? Name a topic studied or curriculum used recently; what was the impact of this study on those who attended?

We offer faith formation for all ages:

- **Sunday School and Vacation Bible School for school-age children and youth**
- **Adult Spiritual Formation - recently studied “Doctrine of Discovery”**
- **Our Whole Lives: Sexuality and Our Faith for all ages, kindergarten through adult**
- **Book studies and Bible studies**
- **Q Exchange youth fellowship**
- **Youth attendance is encouraged and subsidized for national and regional youth events**
- **All ages are encouraged to attend General Synod and Iowa conference meetings.**

Describe how your congregation is organized for ministry and mission.

For example, how are decisions communicated in your church? How are teams or committees organized? Where does your church struggle for vision?

- *When it comes to decision-making, how many hours are spent in meetings per month?*

The Leadership Team meets for approximately 1.5 hours per month. Other teams and committees meet for approximately 1 hour per month or as needed. The executive committee of the Leadership Team meets as needed.

The Pastor regularly attends the Worship and Leadership Teams; occasionally attends Caregiving, Personnel Team and Stewardship and Mission Interpretation; checks in periodically with each of the other teams and committees; and holds weekly staff meetings.

- *Think of a time when action had to be taken quickly, for example when a crisis or disaster occurred. How was that accomplished?*

When the pandemic required immediate decisions to be made, the Leadership Team and the staff met to address ways to follow the local and CDC guidelines. They focused on retaining the worship experience, maintaining community, and keeping everyone safe. Realizing that live-streaming would need to continue after returning to in-person worship, we greatly upgraded our equipment and procedures. A special group called “Care Connectors” contacted each member to determine any unmet needs. They also did things like delivering flowers from personal gardens and sending birthday cards. When worship resumed we created special seating areas, held outdoor Sunday school and made special communion kits.

- *Can you provide the next minister with a copy of an organization structure, bylaws and/or annual report to further explain the patterns of the church’s activity and governance? [Yes/No]*

Yes. All those documents will be attached.

3b. 11-YEAR REPORT

(add here the 11-Year Report developed with the help of your conference staff, UCC Data Hub, and MissionInsite)

**UNITED CHURCH OF CHRIST
ELEVEN YEAR CHURCH PROFILE BASED ON DATA REPORTED IN UCC YEARBOOKS**



Church#: 220665

Assoc: 256 Schedule: 0 Urbandale UCC Urbandale IA 50322

YEAR	MEMBERS	AVG WEEKLY ATTENDANCE	CHR ED/ FAITH FORM	CONFIRMATION	CONFESSION	TRANSFER OR REAFFIRM	DEATHS OR TRANS OUT	OTHER LOSSES	NET MEMBS ADDS-REMOVED
2012	633	187	105	0	17	3	12	0	8
2013	636	183	101	5	7	0	9	0	3
2014	594	183	85	0	7	2	15	36	-42
2015	597	133	97	7	0	8	12	0	3
2016	615	150	107	0	0	21	5	0	16
2017	622	125	83	4	0	11	8	0	7
2018	627	114	80	0	0	10	5	0	5
2019	336	114	80	0	0	0	5	286	-291
2020	334	92	0	2	0	0	4	0	-2
2021	334	92	0	0	0	0	0	0	0
2022	334	92	0	0	0	0	0	0	0

YEAR	CURRENT EXPENSES	CAPITAL PAYMENTS	BASIC SUPPORT	TOT OTHER UCC GIVING	TOTAL OCWM	OTHER GIFTS	WIDER MISSION	BASIC SUPP% CURR LOCAL	TOTAL EXPEND	PLEDGES AND OFFERINGS
2012	\$313,175	\$10,380	\$24,223	\$7,092	\$31,315	\$3,473	\$34,788	7.73	\$358,343	\$312,554
2013	\$304,552	\$5,820	\$17,291	\$10,158	\$27,449	\$8,851	\$36,300	5.68	\$346,672	\$304,834
2014	\$333,614	\$6,826	\$18,500	\$5,337	\$23,837	\$7,052	\$30,889	5.55	\$371,329	\$325,266
2015	\$323,533	\$5,337	\$1,076	\$7,560	\$8,636	\$4,888	\$13,524	0.33	\$342,394	\$349,143
2016	\$312,014	\$5,340	\$8,495	\$4,479	\$12,974	\$3,950	\$16,924	2.72	\$334,278	\$322,961
2017	\$356,542	\$150,332	\$31,148	\$3,468	\$34,616	\$23,627	\$58,243	8.74	\$414,785	\$357,284
2018	\$348,273	\$13,211	\$16,306	\$14,619	\$30,925	\$16,516	\$47,441	4.68	\$395,714	\$306,278
2019	\$340,413	\$0	\$4,710	\$7,131	\$11,841	\$2,678	\$14,519	1.38	\$354,932	\$309,096
2020	\$335,374	\$93,268	\$4,220	\$6,194	\$10,414	\$3,500	\$13,914	1.26	\$349,288	\$340,994
2021	\$335,374	\$0	\$4,000	\$11,069	\$15,069	\$0	\$15,069	1.19	\$350,443	\$0
2022	\$335,374	\$0	\$7,751	\$5,001	\$12,752	\$0	\$12,752	2.31	\$348,126	\$0

% CHANGE	MEMBERS	AVG WEEKLY ATTENDANCE	CHR ED/ FAITH FORM	TOTAL ADDITIONS	TOTAL REMOVALS	CURR LOCAL EXPENSES	TOTAL OCWM	TOTAL EXPENDITURE
2017-2022	-46.30	-26.40	-100.00	-100.00	-100.00	-5.94	-63.16	-16.07
2012-2022	-47.24	-50.80	-100.00	-100.00	-100.00	7.09	-59.28	-2.85

3c. CONGREGATIONAL DEMOGRAPHICS

Describe those who participate in your church.

		<i>Is this number an estimate? (check if yes)</i>
Number of active members:	225	Realm - Church Membership Software
Number of active non-members:	18	Realm - Church Membership Software
Total of church participants (sum of the numbers above):	243	Realm - Church Membership Software

Percentage of total participants who have been in the church:

		<i>Is this number an estimate? (check if yes)</i>
More than 10 years:	66%	Realm - Church Membership Software
Less than 10, more than 5 years:	22%	Realm - Church Membership Software
Less than 5 years:	12%	Realm - Church Membership Software

Number of total participants by age:

0-11	12-17	18-24	25-39	40-59	60-79	80+	Unk	<i>Are these numbers an estimate? (check if yes)</i>
16	12	10	28	43	84	20	30	Yes

Percentage of adults in various household types:

We have families of many, various and ever-changing configurations.

		<i>Is this number an estimate? (check if yes)</i>
Single adults under 35:	13%	Yes, estimated
Households with minors:	9%	Yes, estimated
Single adults age 35-65:	7%	Yes, estimated
Joint households with no minors:	55%	Yes, estimated
Single adults over 65:	17%	Yes, estimated

Education level of adult participants by percentage:

		<i>Is this number an estimate? (check if yes)</i>
High school:	18%	from US Census, Urbandale
College:	60.5%	from US Census, Urbandale
Graduate School:	17.1%	from US Census, Urbandale
Specialty Training:		unknown
Other (please specify):		unknown

Percentage of adults in various employment types:

		<i>Is this number an estimate? (check if yes)</i>
Adults who are employed:	69.4%	from US Census, Urbandale
Adults who are retired:	30.0	Estimate
Adults who are not fully employed:	0.6%	Estimate

Describe the range of occupations of working adults in the congregation:

Our congregation hosts a wide variety of occupations, including but not limited to educators, lawyers, CPAs, healthcare providers, service employees, local business owners, government employees, and clergy.

Describe the mix of ethnic heritages in your congregation, and the overall racial make-up. Most UCC congregations tend to describe themselves as “diverse.” Yet, the vast majority of UCC congregations are mono-cultural. What does diversity mean in your context?

Though the vast majority of our congregation is white, we do have members who identify as Native American, Hispanic, African American and Asian. The congregation sees, welcomes and embraces many dimensions of diversity including age, disability, economic, and gender identity and expression. In particular the congregation very actively supports the LGBTQ+ community in the wider community, in the sanctuary, and in its hiring practices. Many of our members come from the LGBTQ+ community and have found a safe home in this church.

Has your congregation recently had a conversation about welcoming diversity, or do you plan to hold one in the near future (perhaps using, for example, the Welcoming Diversity Inventory)? Please note the date. Comment after the exercise:

As a congregation, we have not hosted a formal conversation or utilized a formal inventory focused on diversity. We have had classes and book studies on racism. Individual members of the congregation and leadership have diversity, equity and inclusion training and professional requirements. Our public participation in community action and advocacy for justice reflect the values of inclusivity and welcome promised in our faith statement.

3d. PARTICIPATION AND STAFFING

Complete the following chart. Please leave blank any fields that are not applicable to your congregation.

Ways of Gathering	<i>Estimated number of people involved in attendance</i>	<i>Who plans each of the listed gatherings? (list any and all worship planners, such as various lay leaders, pastors, musicians, other staff)</i>
Adult Groups or Classes**	10-20	Ministry Program Coordinator, Adult Spiritual Formation Committee
Baptisms (<i>number last year</i>)	0	Senior pastor
Children's Groups or Classes	13	Ministry Program Coordinator, Lay leaders
Christmas Eve and Easter Worship	Christmas Eve 2022 Online Views: 285 2022 In Person: 40* Due to waterline break Easter Sunday Online Views: 198 2022 In Person: 110	Senior pastor, ministry program coordinator, music staff, musicians, worship team, lay leaders
Church-wide Meals	50-60	May be planned by church groups (men's group, leadership team, etc.)
Choirs and Music Groups	26 adult choir 6 bell choir 10 child choir	Music staff
Church-based Bible Study	Not active	
Communion (<i>served how often?</i>)	Monthly, Easter, Christmas	Senior pastor, ministry program coordinator, Worship team
Community Meals	Not active	
Confirmation (<i>number confirmed last year</i>)	0	Senior pastor, lay leaders
Drama or Dance Program	0	N/A

Funerals (<i>number last year</i>)	4	Senior pastor, music staff, worship team
Intergenerational Groups**		**See additional comments below
Outdoor Worship		
Prayer or Meditation Groups**	25+	On-line group of staff and members
Public Advocacy Work**		**See additional details below
Retreats	2 events, 20-40 persons each	Senior pastor, lay leaders
Theology or Bible Programs in the Community	0	
Weddings (<i>number last year</i>)	1	Senior pastor, worship team
Worship (time slot: 10:00am)	100	Senior pastor, ministry program coordinator, music staff, worship team
Worship other	0	
Young Adult Groups or Classes	0	
Youth Groups or Classes	1 group	
Other - Online	679	Facebook followers

****Additional church groups:**

- **Bowtie Boyz (men fellowship), 15, lay led**
- **Book Club, 12, lay led**
- **Refugee Ministry, 12, lay led**
- **Free to Read (concerned about banned books), 8, lay led**
- **Family Promise of Greater Des Moines (quarterly, housing up to 3 unsheltered families at our church for one week), 35, lay-led; (Note: Family Promise disbanded in November, but we expect a new organization to continue this work.)**
- **Prayer Shawl Ministry, 8, lay led**
- **School Ministry, 5, lay led**
- **Caregivers, 5-6, lay led**

List all members or regular participants in your congregation who are ordained, licensed, or commissioned ministers. Indicate those with current United Church of Christ Three-Way Covenants (i.e. serving in a congregation) or Four-Way Covenants (i.e. serving in a ministry beyond a congregation).

<i>Name</i>	<i>Three- or Four-Way Covenant? (3 or 4 or No)</i>	<i>Ministry Setting</i>	<i>Type of Ministry Role</i>	<i>Retired? (Y or N)</i>
Amy Galarowicz		Part-time staff, Urbandale UCC	Ministry Program Coordinator	N
Lisa Griffith-Tierney	Four	Pastor, Immanuel Communities (Retirement Homes)	Active Member Urbandale UCC	N
Kendy Miller	Four	Associate Conference Minister	Active Member Urbandale UCC	N

If one or more previous pastors or retired ministers currently hold membership in the church, describe their role(s) in the life of the congregation:

- **Kenneth Briggs ordained, retired**
- **Patricia Goldberg ordained, retired**
- **Walter Rehberg ordained, retired**
- **John Schaeffer ordained, retired**
- **Henrietta Klarenbeek ordained United Methodist pastor, retired**
- **Lynn Busch Rae ordained, retired**
- **Dawn Halstead ordained, retired**

List all current staff, including ministers. Exclude the position you are seeking to fill. Indicate which staff person serves as head of staff.

<i>Staff Position</i>	<i>Head of Staff?</i>	<i>Compensation (full time, part time, volunteer)</i>	<i>Supervised by</i>	<i>Length of Tenure for current person in this position</i>
Ministry Program Coordinator	No	¾ time	Sr. Pastor	16 years
Communications & Office Coordinator	No	Full time	Sr. Pastor	2 years
Music Director	No	Part-time	Sr. Pastor	12 years
Organist/Bells/Children’s Choir	No	Part-time	Music Director	23 years
Custodians	No	Part-time	Office Coordinator	13 years

REFLECTION

Reflection: After reviewing the congregational demographics and activities above, what does this information reflect about your congregation’s overall ministry?

We are a church that feels like home. Most members attend regularly in-person or online. We are a community that lives its purpose and mission to welcome all. The congregation gives time, talents and financial support to this church. We are living out the phrase, “We are the church!”

3e. CHURCH FINANCES

Current annual income (dollars used derived from 2023 annual report for full year 2022)

Source	Amount
Annual Offerings and Pledged Giving	\$352,696
Endowment Proceeds <i>(as permitted within spending policy, such as a cap of typically 4.5%-5% on total return)</i>	\$0
Endowment Draw <i>(beyond what is permitted by spending policy, "drawing down the principal")</i>	\$0
Fundraising Events	\$0
Gifts Designated for a Specific Purpose	\$78,250
Grants	\$0
Rentals of Church Building	\$2,650
Rentals of Church Parsonage	N/A
Support from Related Organizations	\$0
Transfers from Special Accounts	\$0
Other (specify):	\$0
TOTAL	\$433,596

Current annual expenses (dollars budgeted for most recent fiscal year):

See attached November 2023 YTD Treasurer Report

Considering total budgeted expenses for the year, compare total ministerial support. What is the percentage?

33% - based on the 2022 full year

Has the church ever failed to pay its financial obligations to a minister of the church?

No

Is your church 5-for-5, i.e. does it include each of the following contributions during the church year? (indicate those included during the most recent fiscal year)

- ✓ **Our Church’s Wider Mission (OCWM – Basic Support)**
- ✓ **One Great Hour of Sharing**
- ✓ **Strengthen the Church**
- ✓ **Neighbors in Need**
- ✓ **Christmas Fund**

In what way is OCWM (Basic Support) gathered? If calculated as a percentage of the operating budget, what is that percentage? (recommended 10%)

The amount given is determined by what is permitted by our annual budget plus any specific designated giving.

What is the church’s current indebtedness?

Total amount of loan debt: \$0

If a building program is projected or underway, describe it, including the projected start/end date of the building project and the total project budget.

None

If the church has had capital campaigns in the last ten years, describe:

Year(s)	Purpose	Goal	Result	Impact
2016	Rebuilding Together: Capital projects in the church with 15% of the amount pledged designated for missions outside our walls.	\$230,000, revised to \$300,000	\$363,525	Greater than 100% of the pledged amount was received. \$51,050 was used to support outside missions.

If a capital campaign is underway or anticipated, describe:

Year(s)	Purpose	Goal	Result	Impact
	None currently anticipated	\$	\$	

Describe the prominent mission component(s) involved in the most recent (or current) capital campaign.

- **A portion of the Building On the Promise Campaign (15%) was given as grant funding for a number of social justice nonprofits such as: Center for Social Ministry, Central Iowa Shelter & Services, Greater DM Habitat for Humanity, Iowa Homeless Youth Centers, Interfaith Alliance of Iowa, One Iowa, Pilgrim Heights Camp, Project IOWA, Mission Kite String, Sheltered Reality Inc., and Urbandale Food Pantry**

- **In addition, funding was used to support our building including....**
- **HVAC replacement \$55,000**
- **Sanctuary LED Lighting \$50,000**
- **Carpet replacement \$40,600**
- **Solar Panels \$30,000**
- **Roof structural (trusses) repairs \$30,000**
- **Retaining wall replacement \$22,400**
- **Many other smaller projects \$80,000**

Does your church have an endowment?

Yes

What is the market value of the assets?

\$252,000 (YE 2022)

Are funds drawn as needed, regularly, or under certain circumstances?

Interest earned can be drawn pursuant to our endowment policy

What is the percentage rate of draw (last year, compared to 5 years ago)?

Interest earned can be drawn pursuant to our endowment policy

Describe draw on endowment, if any, to meet operating budget expenses for the most recent year and the past five years:

None

At the current rate of draw, how long might the endowment last?

The endowment is designed to exist in perpetuity

Please comment on the above calculations or estimates:

Other Assets

Reserves (savings): \$65,702

Investments (other than endowment): \$0

Does your church have a parsonage? No

Fair market rental value of the parsonage:

How is the parsonage used?

Street / City / State / Zip:

Finished square footage:

Number of Bedrooms, Number of Bathrooms:

Assessed real estate value:

Available for minister residence: N/A

Expected minister residence: N/A

Condition of structure, systems and appliances

Entity in the church responsible for review and needed repairs

Describe all buildings owned by the church:

The church building comprises a sanctuary connected to the Fellowship Hall via a narthex area plus an education wing. Significant parts of the building were built or remodeled during the 1990's. The building is well maintained. There is also a small garden shed on the premises.

Describe non-owned buildings or space used or rented by the church:

None

Which spaces are accessible to wheelchairs? (worship space, pulpit, fellowship space, facilities, etc.)

Our sanctuary, chancel, fellowship space, classrooms, offices, bathrooms are wheelchair accessible. We have an elevator allowing access to four levels. Main entries have handicap pads to automatically open doors.

Reflection: After reviewing the church's finances and assets described above, what does this information reflect about your congregation's mission and ministry?

It reflects a strong commitment to care for individuals inside and outside our congregation now and in the future. This also reflects our commitment to caring for our planet and being a leader in environmental issues.

3f. HISTORICAL INFORMATION

Name one to three significant happenings in the history of your church that have shaped the identity of your congregation. Add the most important event in the life of your church in the past 10 years.

- **We became a Just Peace congregation in 1989.**
- **We became an Open and Affirming congregation in 1993.**
- **In the past ten years,**
 - **We have strengthened our endowment fund**
 - **Opened our doors to Burmese and African nested congregations.**

Our 2016 Building on the Promise capital campaign enabled us to strengthen our infrastructure, including the installation of solar panels on our church building, and heightened awareness which led us to endorse part 1 of the Paris Pledge on climate change.

Describe a specific change your church has managed in the recent past.

When the global pandemic required an immediate shut-down in March 2020, we immediately developed the capacity to provide livestream worship and provide fellowship and team meetings via video technology.

Every church has conflict, some minor, some larger. “Where two or three are gathered, there will be disagreement....” Describe your congregation’s values and practices when it comes to conflict.

For example, what is an example of a recent conflict and something your congregation learned from it? Describe an occasion when your church experienced conflict without being able to resolve it well. Does your church have policies, protocols or structures for dealing with conflict?)

During the last interim between settled pastors, the congregation participated in a workshop, “Facilitating Healthy Pastor-Congregation Relationships,” presented by the Lombard Mennonite Peace Institute. We have a detailed grievance procedure included in the personnel policies for every staff member. We engage in civil and spirited discussions on budget issues and most recently regarding the best practices in reopening the church. We are guided by principles of safety, welcome, and justice as we deliberate on our decisions.

Ministerial History (include all previous ministerial staff for the past 30 years)

Staff member's name	Years of service	UCC Standing (Y/N)
Rev. Patricia de Jong	1988-1994	Y
Rev. Sue L. Gallagher	1994-2003	Y
Rev. S. Michael Pater	2004-2008	Y
Rev. Emily Goldthwaite Fries (associate)	2005-2008	Y
Rev. David Sickelka	2010-2021	Y

Comment on what your church has learned about itself and its relationship with persons who provided ministerial leadership:

Urbandale United Church of Christ has been blessed by the gifts of each pastor who has led our congregation. They have provided a different perspective in strengthening our call to justice and peace in the world. Many members of our congregation were brought to our church by their work in the community. We continue to be grateful for their ministries and seek to carry on the lessons learned from their time with us. Now we look forward to a new settled pastor who can guide and walk with us to live our purpose statement.

Has any past leader left under pressure or by involuntary termination?

No

Has your church been involved in a Situational Support Consultation?

No

Has a past pastor been the subject of a Fitness Review while at your church?

No



4. WHO IS OUR NEIGHBOR?

“You shall love your neighbor as yourself.” (Matthew 22:39 NRSV)

- a. COMMUNITY VISION
- b. MISSION InSite

4a. COMMUNITY VISION

How do the relationships and activities of your congregation extend outward in service and advocacy? For example, which service activities has your church participated in this past year? Where has the church participated in global connections of care and justice? What is currently transformational in your church’s engagement with neighbors near or far?

- **Family Promise (One of several cooperating congregations in support of homeless families) (Note: Family Promise recently disbanded but will likely be started by another agency)**
- **Urbandale Food Pantry**
- **Q Exchange (We support LGBTQ+ families and youth at a local community center.)**
- **Scouts of America (New relationship with pack after their new open and affirming policy.)**
- **Refugee Ministry**
- **School Ministry (Supports Urbandale Schools)**
- **OWL (Our Whole Lives sexuality curriculum)**
- **Free to Read (Response to recently banned books by state legislation.)**
- **Nested Congregations (Share our space with “Light Mission Pentecostal” and “Matu Bethel”) congregations**
- **Prayer Shawl Ministry**
- **Habitat for Humanity/Rebuilding Together**

Describe your congregation’s participation in meetings, relationships and activities connecting the wider United Church of Christ (association / conference / national setting).

- **National and regional youth events (pre-Covid)**
- **Youth and adults attend General Synod, Central Association and Conference meetings**
- **Delegates to Association and Conference meetings**
- **General Synod delegates**
- **Support of Pilgrim Heights (Previous Iowa Conference Camp) through site upkeep, camp leadership, camp board members and financial assistance**
- **Congregational members and pastors have served on national, conference and association committees over the years.**

Many local churches love to tell the story of what they are doing in the community to transform lives. Some have identified certain aspects of their witness into the wider community using language shared with other UCC congregations. (Find more information as desired at ucc.org.) Check any statements below that apply to your UCC faith community.

- | | |
|--|--|
| <input type="checkbox"/> Accessible to All (A2A) | <input type="checkbox"/> Global Mission Church |
| <input type="checkbox"/> Creation Justice | <input checked="" type="checkbox"/> Open and Affirming (ONA) |
| <input type="checkbox"/> Economic Justice | <input type="checkbox"/> WISE Congregation for Mental Health |
| <input type="checkbox"/> Faithful and Welcoming | <input checked="" type="checkbox"/> Other UCC designations: 5 of 5 |
| <input checked="" type="checkbox"/> God Is Still Speaking (GISS) | Congregation |
| <input type="checkbox"/> Border and Immigrant Justice | <input type="checkbox"/> Designations from other denominations |
| <input type="checkbox"/> Inter-cultural/Multi-racial (I'M) | <input type="checkbox"/> None |
| <input checked="" type="checkbox"/> Just Peace | |

Reflect on what the above statement(s) mean(s) to your community. Is your congregation interested in working toward any of the above statements of witness in the near future?

Although we have not yet pursued the Creation Justice designation, our congregation did receive the Interfaith Power and Light's 2019 national congregational award for its efforts on creation care, including our congregational vote to accept the first part of the Paris Pledge, seeking to reduce our carbon footprint by 50% by 2030, installing energy-efficient HVAC equipment and light bulbs as well as installing solar panels on the church building.

Describe your congregation's participation in ecumenical and interfaith activities (with other denominations and religious groups, local and regional).

Our Building on the Promise capital campaign included 15% of the receipts given to 12 different local, regional, and international non-profit organizations. A representative from each organization visited to share about their group and receive their gift. We participate in the Interfaith Alliance, Des Moines Area Religious Council, and Interfaith Power and Light.

If your congregation has a mission statement, how does that mission statement compare to the actual time spent engaging in different activities? Think of the range of activities from time spent gathering, to governance, to time spent going out.

Our mission statement is included in our current purpose statement developed in 2023.

We engage with each other within the congregation. We also engage with people outside our congregation. Community engagement is both internal and external. Community engagement is interconnected with all four of the topics in our purpose statement and core values. It is also connected with the specific ways we live out our faith, values, and identity as shown in the groups, commitments, and activities in the outside circle. It is members engaging with each other and the wider community in small groups, doing the work of the church, and supporting each other in both difficult and happy times.

Reflect on the scope of work assigned to your pastor(s). How is their community ministry and their ministry in and on behalf of the wider church accounted for in the congregation's expectations on their time?

We welcome, encourage, and expect our pastor to continue discerning with us how we can live out our mission, as well as finding ways to live their own call to community and service.

4b. MISSION InSite

Comment on your congregation's MissionInSite report with data for your neighborhood(s) or area. What trends and opportunities are shown?

In many ways, Urbandale and Polk County reflect a wide range of incomes and opportunities reflecting Iowa as a whole. We have a large business and professional sector, largely related to insurance and state government, and we have many who lack security for basic human needs. The result is that we have both the opportunities and resources to provide support and welcome to our neighbors.

How do your congregation's internal demographics compare or contrast to a) the neighborhoods adjacent to your church, and b) other neighborhoods with which your church connects?

Our congregation is drawn from neighborhoods and communities across the area so reflects the diversity both of Urbandale and the Des Moines metropolitan area.

How are the demographics of the community currently shaping ministry, or not?

We are aware of the needs of our immediate community and of the wider community, and we seek to address these needs by participating in local and community activities.

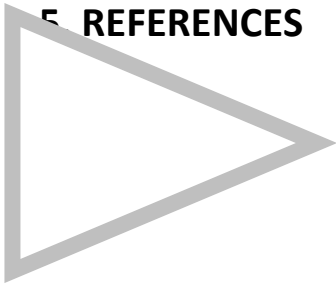
What do you hear when you talk to community leaders and ask them what your church is known for?

We are known in the community as being Open and Affirming, actively involved, and taking a lead on climate issues.

What do new people in the church say when asked what got them involved?

- **Our online presence**
- **Our location**
- **The steeple on the church**
- **The rainbow on our outdoor sign**
- **Their family history in the United Church of Christ**
- **Our music**
- **“Faith is a journey, questions are required”**
- **Preaching and action to be God's presence in this world**
- **Our radical welcome to all**

5 REFERENCES



Name up to three people who have agreed to serve as phone and written references. Advise the three references: “The contact information you provide may be shared publicly. Please use contact information that you feel comfortable giving to candidates so they can reach you with their questions.”

Make sure they are not members of your church but are persons who know your church well enough to be helpful to candidates seeking more information. Request a letter from each reference in answer to the four prompts below. Attach the letters (up to three) as desired.

REFERENCE 1

Fred Darbonne
Development Associate
U.S. Committee on Refugees & Immigration (USCRI)
1200 University Ave #205, Des Moines, IA 50314
515-528-7525 x2520

“The Urbandale United Church of Christ stands out as a consistent and generous advocate for refugees and immigrants in Des Moines. Their dedicated team of mission volunteers play a pivotal role in welcoming and resettling individuals who have endured significant traumas while seeking safety in our community. From managing donations of household goods to providing food and support during cultural orientation programs, they exemplify the core values of compassion, hospitality, and solidarity. Through their actions, they demonstrate the imperative to love our neighbor, welcome the stranger, clothe the naked, feed the hungry, and provide shelter to those seeking safety and new beginnings.”

REFERENCE 2

Pastor Debbie Griffin

Downtown Disciples of Christ

Pastor of Downtown Disciples ordained in the Christian Church Disciples of Christ

2326 University Avenue, Des Moines IA

515-244-0054

pastor@downtowndisciples.org

Dear Potential Candidate,

As the Pastor of Downtown Disciples and ecumenical partner of Urbandale UCC, it is my joy to provide this letter of reference for UUCC. Downtown Disciples and I have been blessed to serve alongside UUCC in the Des Moines Metro Area for the past 8 years. As an 8-year-old new church start with the Christian Church Disciples of Christ, we've been delighted to partner with UUCC in a variety of social justice ministries, ecumenical worship opportunities, Pride Parades, Capitol City Pride Festivals, the work of Interfaith Alliance of Iowa, immigration and refugee justice, racial justice, and most recently our joint Queer and Ally Youth Ministry for school age children.

UUCC is a leader in proclaiming the inclusive affirming love of Christ in the Des Moines area. Some areas of strength include their Queer affirming ministry, participation in ecumenical acts of social justice, generosity, and lovely Spirit filled worship. In the earliest days of Downtown Disciples' ministry UUCC invited us to walk with them in the Pride Parade and partner with them in several social justice events, as we grew our church. They granted us financial support for our young ministry as part of their outreach. While some churches might feel threatened by a new church rising up nearby, UUCC saw Downtown Disciples as a partner in ministry. They were generous in their support and partnership with Downtown Disciples. We are blessed to have them as ecumenical friends and partners in Christ's inclusive affirming justice-making ministry.

I look forward to meeting and growing in ministry with the next Pastor of UUCC! Please feel welcome to contact me with any questions or further information.



6. CLOSING THOUGHTS

- a. CLOSING PRAYER
- b. STATEMENT OF CONSENT
- c. CONFERENCE/ASSOCIATION VALIDATION

6a. CLOSING PRAYER

Include here any prayer or dream for the minister you imagine journeying toward you... a poem, for example, or a Scripture passage or a piece of music that is meaningful to your Search Committee:

“This is what we are about. We plant the seeds that one day will grow. We water the seeds already planted, knowing that they hold future promise. We lay foundations that will need further development. We provide yeast that produces effects far beyond our capabilities. We cannot do everything and there is a sense of liberation in realizing that. This enables us to do something and to do it well. It may be incomplete, but it is a beginning, a step along the way, an opportunity for the Lord’s grace to enter and do the rest.” ~Excerpt from ‘The Romero Prayer’ by Bishop Ken Untener

God of transitions,

Thank you for the many ways you come to us as we continue growing into what it means to be your church. As we live into this new season, we are embracing transition, letting go of that which no longer serves us and ready to receive your gifts. We are mindful of where we have been and pray that your Spirit will be upon us as we open ourselves to the Search and Call process.

Bless our conversations and the many hands that are working to update our profile and website in hopes of calling a pastor who will share in our mission and journey with us. Open our hearts as we discern together where you are calling us. We pray we will be open to change and challenge as we support one another and the church in this process.

Thank you for your steadfast love and presence throughout this process. Give us just what we need for today. We trust in you O God, even though the future is uncertain, we know you are with us every step of the way. Thank you for the wisdom we have learned from our past, the hopefulness of our present and the faith and grace of our future that is unfolding before us.

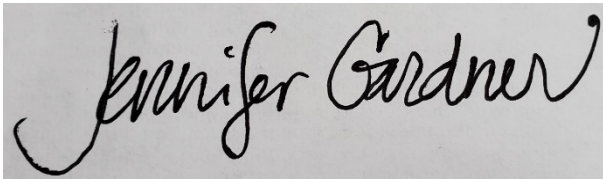
AMEN!

6b. STATEMENT OF CONSENT

The covenantal relationship between a church and those called by that church to serve as pastors and teachers and in other ministerial positions is strengthened when vital information is openly shared by covenantal partners. To that end, we attest that, to the best of our abilities, we have provided information in this profile that accurately represents our church. We have not knowingly withheld any information that would be helpful to candidates.

As the committee charged with the responsibility for identifying and recommending suitable new minister for our church, we have been authorized to share the information herein with potential candidates. We understand that a candidate may wish to secure further knowledge, information, and opinions about our church. We encourage a candidate to do so, recognizing that an open exchange of relevant information builds the foundation for continuing and healthy relationships between calling bodies and persons seeking a ministry position.

1. Which individuals and groups in the church contributed to the contents of this Local Church Profile? *(for example, church council or consistory, transition team, etc.)*
Search Team, Transition Team, Leadership Team, Moderator, Treasurer, Ministry Program Coordinator
2. Additional comments for interpreting the profile:

A handwritten signature in black ink on a light gray background. The signature reads "Jennifer Gardner" in a cursive script.

Signed:

Jennifer Gardner

Moderator, Urbandale United Church of Christ

1/11/2024

6c. VALIDATION BY CONFERENCE/ASSOCIATION

The congregation is currently in good standing with the association / conference named.

Staff Comment:

To the best of my knowledge, ministerial history information is complete.

Staff Comment:

To the best of my knowledge, available church financial information is presented thoroughly.

Staff Comment:

My signature below attests to the above three items.

Signature: *Jonna Jensen*

Name / Title: Rev. Jonna Jensen, Associate Conference Minister

Email: jonna@ucctcm.org

Phone: (563) 357-7287

Date: 1/17/2024

**UNITED CHURCH
OF CHRIST**



This document is created through support to Our Church's Wider Mission (OCWM) and is only possible through the covenantal relationships of all settings of the United Church of Christ.

"Jesus answered them, 'Have faith in God!'" – Mark 11:22

UUCC Transition Team Purpose Statement and Circle Chart Explanation

INTRODUCTION:

This purpose statement and circle chart are intended to be a statement and a visual representation of who we are as a congregation. Our identity. Our core values. What is important to us. Our reasons for being. What makes us unique.

All these things in the purpose statement and circle chart are interconnected.

They describe how we are living our faith. They describe how we implement and fulfill our core values. They describe how we claim and live out our identity statements of Just Peace, Open and Affirming, and Care for the Earth. They describe how we make things happen as an organization. What we do. How we care for each other. The purpose statement and circle chart are also a guide for us and **a call for us to do the work**. They are the product of many meetings and conversations held in 2022 and early 2023. We use the image of a tree to illustrate how our activities (the branches, leaves, flowers, and seeds) grow out from our core values (the roots) and everything is interconnected.

PURPOSE STATEMENT:

Nurture Connections

We envision connections both within the congregation and outside the congregation. We nurture connections with God, each other, and the world. The concept of nurturing connections is in our purpose statement as one of the things God is calling us to do. It is also one of our core values listed in the inner circle of the chart and flows through all the How areas of the chart.

Continue to Question

We are encouraged to consider what we believe and what we believe God is calling us to do. Who is our faith calling us to be? Who do we believe we are as a congregation? What do we believe about God and the divine? We are not told what to believe. We support each other in our differing beliefs and in our questioning. Continuing to question is in our purpose statement, is one of our core values, and is part of how we implement our core values.

THE WHY CIRCLE:

The inner Why circle contains our core values (our roots).

THE HOW CIRCLE:

The How circle begins to describe how we are living our faith and fulfilling our core values (the branches).

Worship & Music

Worship and Music is the primary place that connects us with God and one another. It is a time and place to express our core values.

Faith & Spiritual Formation

As a foundation of our core values, the church offers life-span education and opportunities to explore and grow our faith and spirituality.

Administration

Administration consists of two parts: Staff and Financial Stewardship. Staff are the personnel who keep the church running day to day and who make decisions on behalf of the congregation. This includes both paid individuals such as the Pastor and custodians, as well as unpaid individuals such as members of the Leadership Team and other volunteers. Financial Stewardship includes management of the General Fund, Endowment, and Memorial funds, special offerings, and building and grounds maintenance. It also includes our annual stewardship campaign.

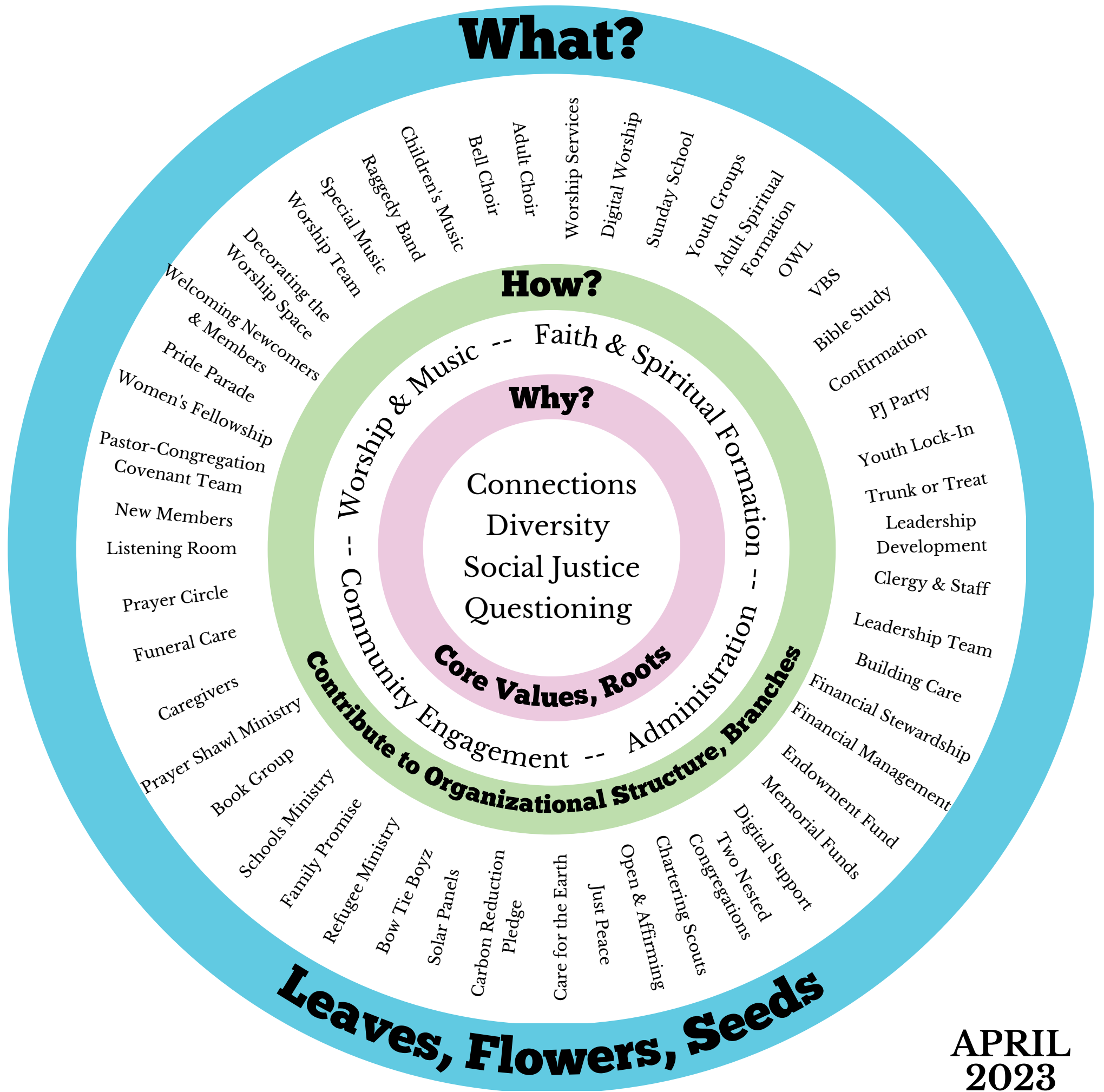
Community Engagement

We engage with each other within the congregation. We also engage with people outside our congregation. Community engagement is both internal and external. Community engagement is interconnected with all four of the topics in our purpose statement and core values. It is also connected with the specific ways we live out our faith, values, and identity as shown in the groups, commitments, and activities in the outside circle. It is members engaging with each other and the wider community in small groups, doing the work of the church, and supporting each other in both difficult and happy times.

THE WHAT CIRCLE:

The outer What circle describes what we do to give life to the inner circles (the leaves, flowers, and seeds). This version describes what we have done in the past and what we are doing now.

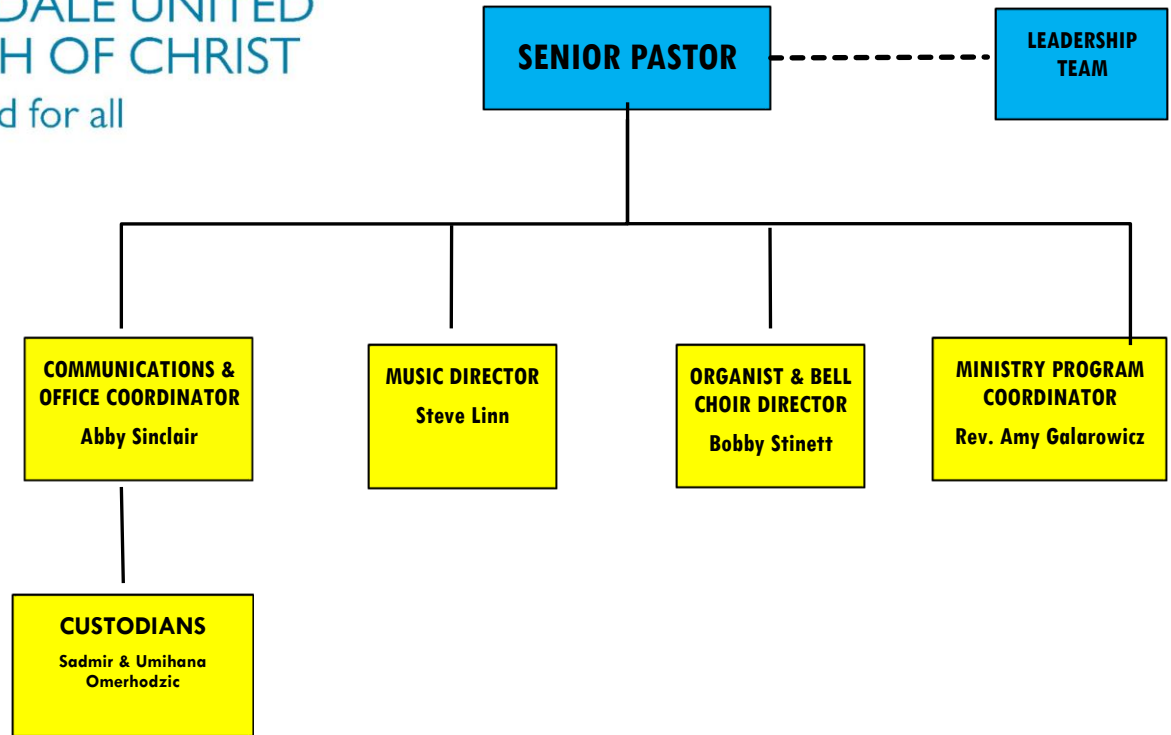
God calls Urbandale United Church of Christ to nurture connections, celebrate diversity, engage in social justice, and continue to question.





URBANDALE UNITED
CHURCH OF CHRIST
a just world for all

ORGANIZATION CHART



Statement of Activities

Date Range: Nov 1st 2023 - Nov 30th 2023

Accounts	Actual Nov 01, 2023 - Nov 30, 2023	Actual This Year Year to Date	Actual Last Year Year to Date	Annual Budget This Year Year	Annual Budget % Used This Year Year
Revenues					
Pledge Offering					
400100 Current Year Pledges	15,328.42	283,287.37	259,748.50	326,870.00	86.67 %
400120 Future Year Pledges	150.00	150.00	0.00	0.00	0.00 %
Total Pledge Offering	15,478.42	283,437.37	259,748.50	326,870.00	86.71 %
Other Receipts					
410100 Non Pledge and New Members	2,605.00	21,251.98	34,020.62	30,000.00	70.84 %
410200 Plate Offering	65.00	807.50	812.45	0.00	0.00 %
410300 Interest	6.50	91.23	34.84	0.00	0.00 %
410500 Miscellaneous Receipts	0.00	0.00	30.00	0.00	0.00 %
410600 Building Use	0.00	4,450.00	2,550.00	0.00	0.00 %
Total Other Receipts	2,676.50	26,600.71	37,447.91	30,000.00	88.67 %
Total Revenues	\$ 18,154.92	\$ 310,038.08	\$ 297,196.41	\$ 356,870.00	86.88 %
Expenses					
Personnel					
Senior Pastor					
500110 Sr Pastor Salary	5,968.84	65,114.63	54,262.30	71,626.00	90.91 %
500120 Sr Pastor Housing	1,950.00	21,700.00	22,000.00	23,400.00	92.74 %
500130 Sr Pastor SS Offset	605.83	6,641.72	5,834.20	7,270.00	91.36 %
500140 Sr Pastor Health/Dental	589.25	7,955.45	5,516.60	9,112.00	87.31 %
500141 Sr Pastor Life & Dis	118.79	1,302.30	915.20	1,425.00	91.39 %
500150 Sr Pastor Annuity	1,108.64	12,154.08	10,676.80	13,304.00	91.36 %
500160 Sr Pastor Cont Ed	0.00	1,499.00	449.00	5,000.00	29.98 %
500170 Sr Pastor Prof Expense	36.97	613.76	833.08	1,500.00	40.92 %
Total Senior Pastor	10,378.32	116,980.94	100,487.18	132,637.00	88.20 %
Ministry Program Coordinator					
500270 Min Prog Crd Salary	4,077.01	44,476.49	40,357.15	48,924.00	90.91 %
500271 Min Prog Crd Housing	1,356.58	14,922.38	14,922.38	16,279.00	91.67 %
500272 Min Prog Crd SS Offset	415.67	4,544.03	4,229.05	4,988.00	91.10 %
500273 Min Prog Crd Hlth Admin	6.60	387.60	372.60	400.00	96.90 %
500274 Min Prog Crd Annuity	760.71	8,315.92	7,088.20	9,128.00	91.10 %
500275 Min Prog Crd Prof Exp	0.00	0.00	0.00	1,800.00	0.00 %
Total Ministry Program Coordinator	6,616.57	72,646.42	66,969.38	81,519.00	89.12 %
Office Coordinator					
500310 Office Coord Salary	2,242.00	26,985.43	24,587.50	30,000.00	89.95 %
500330 Office Coord FICA	171.52	2,064.39	1,880.94	2,295.00	89.95 %
500341 Office Coord Hlth/Dent	0.00	0.00	2,127.00	0.00	0.00 %
Total Office Coordinator	2,413.52	29,049.82	28,595.44	32,295.00	89.95 %
Music Director					
500510 Music Director Salary	1,708.09	18,707.65	17,854.58	20,497.00	91.27 %
500530 Music Director FICA	127.92	1,400.94	1,335.68	1,568.00	89.35 %
Total Music Director	1,836.01	20,108.59	19,190.26	22,065.00	91.13 %
Organist/Youth Choir/Handbells					
500610 Org/YChoir/Hbell Slry	1,061.46	11,676.06	11,738.58	15,695.00	74.39 %
500630 Org/YChoir/Hbels FICA	78.50	863.46	868.25	1,201.00	71.90 %
Total Organist/Youth Choir/Handbells	1,139.96	12,539.52	12,606.83	16,896.00	74.22 %
Custodian					

Accounts	Actual	Actual	Actual	Annual	Annual
	Nov 01, 2023 - Nov 30, 2023	This Year Year to Date	Last Year Year to Date	Budget This Year Year	Budget % Used This Year Year
500710 Custodian Salary	1,411.20	16,850.40	15,751.00	17,891.00	94.18 %
500730 Custodian FICA	107.96	1,289.06	1,204.94	1,369.00	94.16 %
Total Custodian	1,519.16	18,139.46	16,955.94	19,260.00	94.18 %
Child Care Providers					
500760 Child Care Prov Wages	54.00	54.00	0.00	500.00	10.80 %
500780 Child Care Prov FICA	4.13	4.13	0.00	38.00	10.87 %
Total Child Care Providers	58.13	58.13	0.00	538.00	10.80 %
Videographer					
500740 Videographer Wages	173.25	1,599.01	1,376.25	1,680.00	95.18 %
500750 Videographer FICA	13.26	122.33	105.29	129.00	94.83 %
Total Videographer	186.51	1,721.34	1,481.54	1,809.00	95.15 %
Other					
500900 Payroll Processing	205.21	2,758.21	2,378.15	2,600.00	106.08 %
500910 Miscellaneous Personnel Expenses	0.00	0.00	121.59	200.00	0.00 %
500920 Staff Development	0.00	0.00	0.00	250.00	0.00 %
Total Other	205.21	2,758.21	2,499.74	3,050.00	90.43 %
Total Personnel	24,353.39	274,002.43	248,786.31	310,069.00	88.37 %
Other Expenses					
Christian Growth Ministry Team					
520110 Church School Curriculum	75.00	652.97	152.77	500.00	130.59 %
520115 Confirmation/Our Whole Lives	0.00	151.19	299.00	400.00	37.80 %
520120 Adult Education	0.00	17.00	24.77	100.00	17.00 %
520130 Church School Supplies	0.00	115.43	66.38	100.00	115.43 %
520160 Special Activities	0.00	945.05	653.20	1,000.00	94.50 %
520190 Lay Development	0.00	35.00	0.00	100.00	35.00 %
Total Christian Growth Ministry Team	75.00	1,916.64	1,196.12	2,200.00	87.12 %
Outreach/Nurture Ministry Team					
520210 OCWM	0.00	1,000.00	1,000.00	2,000.00	50.00 %
520215 Interfaith Alliance	0.00	0.00	0.00	500.00	0.00 %
520220 DMARC	0.00	0.00	0.00	750.00	0.00 %
520230 Central Assn Dues	0.00	300.00	0.00	350.00	85.71 %
520250 Advertising	0.00	0.00	0.00	100.00	0.00 %
520270 Membership	0.00	0.00	0.00	100.00	0.00 %
520280 Family Promise	0.00	1,000.00	0.00	1,000.00	100.00 %
Total Outreach/Nurture Ministry Team	0.00	2,300.00	1,000.00	4,800.00	47.92 %
Worship Team					
520310 Service/Worship Supplies	0.00	198.63	144.03	400.00	49.66 %
520315 Pulpit Supply	0.00	600.00	300.00	1,200.00	50.00 %
520320 Sub Organist/Guest Musicians	0.00	0.00	0.00	200.00	0.00 %
520330 Music Senior Choir	0.00	0.00	0.00	50.00	0.00 %
520335 Music Licensing	0.00	896.00	854.00	900.00	99.56 %
520370 Piano Tuning	0.00	140.00	250.00	400.00	35.00 %
Total Worship Team	0.00	1,834.63	1,548.03	3,150.00	58.24 %
Ad-Ministry Team					
520510 Electric/Gas	362.66	8,019.70	8,050.04	8,500.00	94.35 %
520511 Communications	404.47	4,413.82	4,156.62	5,000.00	88.28 %
520512 Water/Sewer	137.74	2,537.80	1,697.00	2,000.00	126.89 %
520520 Buildings/Grounds Maint	(1,549.64)	11,274.19	9,637.82	9,000.00	125.27 %
520530 Custodial Supplies	172.62	520.56	614.81	700.00	74.37 %
520540 Snow Removal	0.00	1,094.70	675.00	2,000.00	54.74 %
520550 Elevator	817.11	1,273.40	175.00	1,400.00	90.96 %
520600 Office Supplies	163.45	1,332.87	1,097.59	900.00	148.10 %
520610 Office Equipment	208.28	3,130.14	2,819.27	3,300.00	94.85 %
520620 Postage	132.00	639.80	355.60	600.00	106.63 %
520630 Technology	416.35	5,270.32	5,344.51	6,000.00	87.84 %

Accounts	Actual	Actual	Actual	Annual	Annual
	Nov 01, 2023 - Nov 30, 2023	This Year Year to Date	Last Year Year to Date	Budget This Year Year	Budget % Used This Year Year
520640 Insurance	0.00	14,959.00	14,002.25	19,000.00	78.73 %
520650 Stewardship	0.00	0.00	0.00	50.00	0.00 %
520660 Kitchen Supplies	0.00	0.00	19.98	50.00	0.00 %
Total Ad-Ministry Team	1,265.04	54,466.30	48,645.49	58,500.00	93.10 %
Total Other Expenses	1,340.04	60,517.57	52,389.64	68,650.00	88.15 %
Total Expenses	\$ 25,693.43	\$ 334,520.00	\$ 301,175.95	\$ 378,719.00	88.33 %
Net Total	(\$ 7,538.51)	(\$ 24,481.92)	(\$ 3,979.54)	(\$ 21,849.00)	112.05 %

Statement of Financial Position

As of: Nov 30th 2023

Assets

Current Assets

Checking

100100 General Checking	41,220.42
100200 Memorial Checking	14,783.57
100300 Designated Checking	29,253.10
100400 Endowment Fund Checking	3,943.01

Total Checking	89,200.10
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Investments

150100 Designated-Schwab	40,946.64
150410 Endowment - RJ Schwab	184,893.04
150500 Endowment-Cornerstone Note	38,098.18
150600 Endowment-Cornerstone Note	27,560.66
150700 Designated-Cornerstone Dmnd Note	21,095.11

Total Investments	312,593.63
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Total Current Assets	401,793.73
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Fixed Assets

180100 Land	264,900.00
180200 Building	1,524,600.00
180300 Contents	514,707.00

Total Fixed Assets	2,304,207.00
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Total Assets

\$ 2,706,000.73

Liabilities & Net Assets

Liabilities

Total Liabilities	0.00
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Net Assets

Without Donor Restrictions	2,345,427.42
With Donor Restrictions	360,573.31

Total Net Assets	2,706,000.73
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Total Liabilities & Net Assets

\$ 2,706,000.73

Summary of Restricted Net Assets

Date Range: Nov 1st 2023 - Nov 30th 2023

Accounts	Beginning Balance	Income	Expense	Ending Balance
Restricted Net Assets				
Memorials				
800152 Neita Derrough Memorial	170.00	0.00	0.00	170.00
800153 Mary Looney Memorial	2,430.00	0.00	0.00	2,430.00
800155 Obid Hofland Memorial	835.00	0.00	0.00	835.00
800158 Randy Jedele Memorial	630.00	0.00	0.00	630.00
800159 Ray Bowler Memorial	360.00	0.00	0.00	360.00
800168 Diann Miller Memorial	485.00	0.00	0.00	485.00
800169 Boyer Memorial	3,283.88	0.00	0.00	3,283.88
800170 Sunny Duvick Memorial	1,225.00	0.00	0.00	1,225.00
800171 Barbara O'Malia Memorial	42.00	0.00	0.00	42.00
800172 Alma Sims Memorial	1,017.96	0.00	0.00	1,017.96
800173 Don Steffen Memorial	945.00	0.00	0.00	945.00
800174 Laura Fefchak Memorial	235.00	0.00	0.00	235.00
800175 Laurayne Robinette Memorial	445.73	0.00	0.00	445.73
800176 Liz Dopman Memorial	340.00	0.00	0.00	340.00
800177 Lois Strickler Memorial	95.00	0.00	0.00	95.00
800178 Aime Beeks Memorial	405.00	0.00	0.00	405.00
800179 Betty Christensen Memorial	290.00	0.00	0.00	290.00
800180 Audrey DeCarlo Memorial	315.00	0.00	0.00	315.00
800181 Juanita Baker Memorial	594.00	0.00	0.00	594.00
800182 Darlene Harvey Memorial	0.00	285.00	0.00	285.00
800199 Miscellaneous Memorials	355.00	0.00	0.00	355.00
Total Memorials	14,498.57	285.00	0.00	14,783.57
Designated Funds				
820130 Building Fund	5,962.25	0.00	4,466.07	1,496.18
820140 Camperships	3,240.70	0.00	0.00	3,240.70
820143 2016 Capital Campaign	1,925.47	0.00	1,925.47	0.00
820145 Caregivers	1,971.59	0.00	0.00	1,971.59
820168 Endowment Fundraising	100.00	0.00	0.00	100.00
820170 Flowers	483.87	0.00	0.00	483.87
820180 Food Pantry	300.00	0.00	0.00	300.00
820184 Funeral Receptions	995.59	60.00	13.38	1,042.21
820235 Family Promise	1,811.61	0.00	0.00	1,811.61
820236 Iowa Poor Peoples Campaign	6,466.66	0.00	0.00	6,466.66
820239 Jedele Bequest	29,519.05	0.00	0.00	29,519.05
820250 Kitchen Fund	529.00	0.00	0.00	529.00
820260 Memorial Garden	523.21	0.00	0.00	523.21
820270 Miscellaneous - Designated	854.69	2,084.93	375.00	2,564.62
820280 Music Fund	1,456.38	0.00	0.00	1,456.38
820290 Neighbors in Need	685.00	100.00	0.00	785.00
820305 Our Church's Wider Mission (OCWM)	0.00	1,000.00	0.00	1,000.00
820310 Pastors Discretionary Fund	635.57	50.00	41.41	644.16
820320 Prayer Shawl Ministries	69.17	0.00	0.00	69.17
820328 Refugee Assistance Fund	5,176.45	3,986.30	1,959.18	7,203.57
820331 School Ministry Fund	540.00	1,295.00	0.00	1,835.00
820337 Senior Pastor's Sabbatical Reserve	7,687.30	0.00	0.00	7,687.30
820340 Social Team	418.66	131.21	198.21	351.66
820345 Solar Panel Project/GBT	1,895.00	0.00	0.00	1,895.00
820350 Sound System	230.72	0.00	0.00	230.72
820358 Strategic Plan	249.33	0.00	0.00	249.33

Accounts	Beginning Balance	Income	Expense	Ending Balance
820360 Strengthen the Church	25.00	0.00	0.00	25.00
820370 Strickler Peace and Justice Fund	10,227.22	0.00	0.00	10,227.22
820385 Sunday School	491.55	149.42	0.00	640.97
820390 Technology Fund	350.86	0.00	0.00	350.86
820410 Vacation Bible School	599.21	0.00	0.00	599.21
820420 Wednesday Night Meals	131.00	0.00	0.00	131.00
820430 Womens Fellowship	1,336.72	0.00	0.00	1,336.72
820432 Worship Fund	1,241.78	0.00	0.00	1,241.78
820434 Youth Fundraising	3,286.10	0.00	0.00	3,286.10
Total Designated Funds	91,416.71	8,856.86	8,978.72	91,294.85
Permanent Restricted1				
900100 Endowment Fund	254,494.89	0.00	0.00	254,494.89
Total Permanent Restricted1	254,494.89	0.00	0.00	254,494.89
Total Restricted Net Assets	\$ 360,410.17	\$ 9,141.86	\$ 8,978.72	\$ 360,573.31

"No matter who you are or where you are on life's journey, you are invited and welcome here."



URBANDALE UNITED
CHURCH OF CHRIST
a just world for all

A Just Peace and Open and Affirming Congregation

2023 ANNUAL REPORT



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Order of Meeting

URBANDALE UNITED CHURCH OF CHRIST
Annual Meeting, June 4, 2023

READING	Deuteronomy 30:8	Coqui Conkey
<p>(The Message) And you will make a new start, listening obediently to God, keeping all God's commandments that I'm commanding you today. God, your God, will outdo himself in making things go well for you.</p>		
RECEIVING THE REPORTS		Sandy Gahn
Approval of Minutes		
Minutes of the 2022 Annual Meeting		
Minutes of the Special Congregational Meeting		
2023 Budget Meeting		
Approval of Staff Reports		ALL: AMEN
Pastor Coqui's Report		
Ministry Program Coordinator		
Music Program Director		
Organist & Adult Handbell Director		
Communications & Office Coordinator		
Approval of Officer Reports		ALL: AMEN
Moderator		
Financial Secretary		
Treasurer		
Approval of Ad-Ministry Reports		ALL: AMEN
Building & Grounds Team		
Endowment Fund Team		
Funeral Receptions		
Membership Team		
Personnel Team		
Social Media Team		
Transition Team		
Technology Team		
Worship Team		
Approval of Care Ministry Reports		ALL: AMEN
Caregivers		
Prayer Circle		
Listening Room		
Prayer Shawl Ministry		
Approval of Small Group Ministry Reports		ALL: AMEN
Book Group		
Bow Tie Boyz		
Memorial Garden		

Previous Congregation Meeting Minutes

Minutes of the May 2023 Annual Meeting

May 22, 2022

The meeting was held in-person; approximately 35 were in attendance.

Diane Dornberg, Moderator, called the meeting to order at 11:14 am.

Pastor Coqui led a prayer.

I. Minutes

- A. The minutes of the 2021 Annual meeting and the budget meeting were reviewed.
- B. No changes were made.
- C. Those in attendance voted unanimously to approve the minutes as presented.

II. Staff Reports

A. Pastor Coqui

1. Written report was provided in the booklet.
2. Provided words of thanks to staff and all who made the year successful.
3. Special thanks to Jennifer Gardner who stepped in to organize special events.
4. Introduced Kathy Cox as the new communications coordinator.

B. Pastor Amy

1. Special thanks to Patricia Goldberg and Wilona Keeler for their work.

C. Steve Linn

1. Great to be back after a two-year hiatus.
2. Added three new members so there are now 21 members in the choir.
3. Special thanks to Bobby Stinnett.

D. Sandy Gahn

1. Four months as the office coordinator.
2. Looking forward to training Kathy.
3. Many thanks to all to stepped up to help.

III. Officer Reports

A. Moderator – Diane Dornberg

1. Written report is in the booklet.

B. Financial Secretary - Steve Looney

1. Income down \$26,000 from the previous year.
2. Very few new members.

C. Financial Reports - Jim Nervig

1. We didn't have to reduce anything – are in the black.

IV. Team Reports

A. Stewardship and Mission Interpretation – Debbie Gannon

- i. Thank you for the pledges.
- ii. Increase in special offerings.
- iii. Debbie Gannon will be stepping down from SMI.
- iv. Good year for volunteering as we seek a new pastor.

B. Endowment - Jim Benda

- i. No report

C. Centennial Committee – Ruth Rasmussen

- i. No report

D. Buildings and Grounds – Mark Siegel and Jerry Woods

- i. Mark Siegel and Jerry Woods are sharing the responsibility.
- ii. Keeping up with repairs.

E. Tech Team – Jon Duvick

- i. No report

F. Social Media – Sandy Gahn

- i. Facebook page is the “front door” to the congregation.
- ii. Facebook page needs to be refreshed.

G. Kitchen/Funeral Reception – Jennifer Gardner

- i. No report

H. Membership – Jon Greising

- i. Would like more volunteers.

I. Small Group Ministry

1. Book Club – Dianne Woods

- i. No report

2. Bowtie Boyz – Mark Siegel and Steve Rebelsky

- i. Meeting every two weeks.
- ii. Breakfast for Family Promise and other meals for events.

3. Memorial Garden – Mark Siegel

- i. No report

4. UUCW Women -Jeannine Dunn

- i. No report

5. Caregivers/Care Connectors – Rachel Siegel
 - i. No report
6. Prayer Circle – Sandy Gahn
 - i. Thanks to Maryellen for shepherding the prayer circle.
7. Prayer Shawl –Barb Woodsmall
 - i. Thanks to those who are knitting the shawls.
 - ii. Need more people to knit.
 - iii. Let Barb Woodsmall or Carol Looney know if you are interested.
8. Care Connectors/Listening Room – Maryellen Knowles
 - i. Liz Colton is taking over.
- J. Outreach and Nurture Ministry
 1. Family Promise – Jon Duvick
 - i. Steve Rebelsky thanked Jon Duvick for his leadership.
 - ii. Shout out to Bob Harding for coordinating the meals.
 - iii. Need more volunteers to sustain the ministry.
 2. Green Boat Crew -Amy Christiansen
 - i. Gordon Dunn provided a good explanation of the solar panels.
 - ii. The crew is not currently meeting.
 3. Habitat for Humanity – David Yurdin
 - i. Helped with a couple of houses.
 4. Hunger Hike – Sandy Gahn
 - i. The Hike will come to an end due to declining help and participation.
 - ii. Lots of places to give funds for food. Sandy encouraged us to support these locations.
 5. Worship Team – Patricia Goldberg
 - i. More greeters are needed, and several have volunteered.
 - ii. Need a new “wick watcher” – Jon Greising volunteered.
 - iii. Lee Rood will provide a tutorial.
 6. Refugee Ministry – Sandy Hecht
 - i. Very busy.
 - ii. Will be adding a description to the welcome packet.
- K. Those in attendance voted unanimously to approve the Team Reports.
- V. Old Business
 - A. No report.

VI. New Business

A. Transition Team – Pastor Coqui

1. Pastor Coqui introduced the transition team - Jennifer Gardner, Becky Swift, Steve Rebelsky, and Carol Looney.
2. They have begun meeting to talk about steps needed in preparation to call a settled pastor.
3. Planning to have small group meetings and an all-church retreat.

B. Introduction of the incoming leadership team – Diane Dornberg

1. Glen Lewis has resigned and will not be moving into the Moderator role. Diane will stay in that role until a new moderator can be selected.
2. Sandy Gahn has agreed to be the vice-moderator.
3. Wilona Keeler will serve as the Christian Growth leader.
4. Taena Fowler will be the recording secretary.
5. Need an Outreach and Nurture liaison.
6. A motion by Patricia Goldberg, seconded by Wes to accept the amended leadership team list passed unanimously by voice vote.

C. Jennifer Gardner motioned, Becky Swift seconded, to have Diane Dornberg serve as temporary moderator for up to three months at which time a new moderator would need to be selected and voted upon. All in attendance voted in favor of the motion.

A motion by Dave Sheridan, seconded by Wes Keeler, to adjourn passed unanimously by voice vote.

The meeting adjourned at 11:45 am.

Submitted by: Becky Swift

Minutes of the UUCC Special Congregational Meeting

August 28, 2022

Moderator Protem Diane Dornburg called the meeting to order at 10:41 a.m.

Pastor Coqui Conkey shared an opening prayer.

The purpose of this meeting was to vote on a slate of candidates to fill the remaining open positions on the Leadership Team. The candidates were:

- Moderator – Sandy Gahn
- Vice Moderator – Jennifer Gardner
- At Large – Bob Brandhorst

Diane asked for a discussion. There was none. The vote was taken, and the candidates were approved unanimously.

Diane made some closing remarks, thanking the Leadership Team and the congregation for their support during her time as Moderator and Moderator Proem. She introduced Sandy Gahn as the incoming Moderator. Sandy greeted the congregation.

Patricia Goldberg moved that the meeting be adjourned. Wesley Keeler seconded the motion. The meeting was adjourned at 10:46 a.m.

Submitted by: Taena Fowler

Minutes for January Budget Meeting

January 29, 2023

Moderator Sandy Gahn called the meeting to order at 10:58 a.m. Attendees were present in person and via Zoom. The meeting opened with a prayer from Pastor Coqui.

Bottom Line:

- 2022 – we ended the year with a \$15,000 surplus compared to the \$30,000 deficit in the budget.
- 2023 – budget is showing a \$21,000 deficit. If actuals are similar to the year, we could have a surplus again. If 2023 does end with a deficit, we have reserves from previous years' surpluses to cover it.

Revenues – Key Points

- Total budgeted revenue is \$20,000 higher than last year's budget (but similar to what we actually took in this year).
- The number of pledge units increased – from 79 last year to 83 this year.

Expenses – Key Points

- Salary increases
 - Following Conference guidelines, we are budgeting a 10% increase in ministers' salaries.
 - At Pastor Coqui's request, we are moving some dollars from her housing line to her continuing ed line.
 - We are budgeting a 5% increase for other staff.
 - Note that the new Office Coordinator started at a lower salary level than the previous Office Coordinator, who had been with us for several years. When comparing the 2022 budget to the 2023 budget, this line will not show a 5% increase.
- Music expenses
 - We've made music licensing its own line item. Streaming licenses cost more, and calling them out separately seemed like a good idea.
 - Music – Senior Choir budget was taken down to \$50. There is money in Designated Funds to cover music needs. When those funds are gone, we will increase the budget allocation.

Discussion items

- Utility costs
 - Question: our electric/gas expenses have gone up, especially compared to 2020.
 - Answer: yes, we are getting benefits from the solar panels on our electric bill, but the cost of gas has gone up. 2020 was an unusually low utility usage year because of the pandemic. We currently have three congregations actively using the building, and that increases utility costs.
- OCWM
 - We budgeted \$2,000 for OCWM in 2022 and 2023.
 - In 2022, we received an additional \$6300 for OCWM from designated donations and special offerings.

Amy Christensen made a motion that the presented budget be accepted. Becky Swift seconded the motion. The motion passed unanimously. The meeting adjourned at 11:13 a.m.

Submitted by: Taena Fowler

Staff Reports

Interim Senior Pastor

I, you, and we have been busy this last year!

TRANSITION SPECIFIC WORK

The Transition Steering Team began its work about a year ago. We read and discussed parts of the book “Interim Ministry in Action” by Norman Bendroth. I also referenced works by Susan Beaumont (“How to Lead When You Don’t Know Where You Are Going”) as we planned, reviewed, and assimilated information about and from the congregation. The Transition Steering Team has its own report.

The congregation was invited to participate in a retreat in October where we focused on metaphors for the congregation, the things people love about this church, and dreams and visions for Urdandale UCC. “I Love My Church Because...” carried over into the annual stewardship drive. The Team created a Purpose Statement that went to the Leadership Team. The Team then worked on the Circle Graph that describes “why” UUCC exists and “how” the congregation lives into that purpose. The Team also reviewed the past and present activities and programs of the congregation to create the outer ring of “what” we do. Another retreat in May invites the congregation to consider what there is still energy to do and to also describe some possible new or refreshed programs, activities, and partnerships.

When I arrived in January 2022, Mike Coveyou and Tom Rendon had begun a review of the UUCC Bylaws. That review and revision process had stalled. The Bylaws really needed to be revision. Taena Fowler and other Leadership Team members joined the effort. The new version of the UUCC Bylaws comes to this annual meeting for approval.

These are two significant pieces of interim work that prepare you for the future with a new pastoral leader!

There is always more to do. Even as a Search Committee is formed and begins its tasks, work will continue on Personnel and Financial Policies, on an organizational structure, and on fully being the church God needs you to be.

Last spring, we went through a change of staff in the office. The Personnel Team and I expanded the position description to emphasize communications. Our first hire did not work out well. Abby Sinclair joined our staff in August! She has brought wonderful skills and ideas and color.

WORSHIP

Worship services are central to the life of the congregation. I've tried a few different things. In Lent, Readers' Theaters presented the scripture readings. This included one for Maundy Thursday. Working with the Worship Team, we purchased three series for worship from Worship Design Studio which were used in Epiphany and Eastertide Seasons. The third will guide our planning for June. These have been generally well received. I was motivated to create a series for Lent. The Children's Chat has become a renewed part of worship. We've sung lots of new music! I want to convey that I have felt part of a much larger creative team as I have worked with the WDS materials.

Another change, although a temporary one, was to move Communion to a place in the worship service so the children could still participate before they left for their Our Whole Lives class.

We've celebrated baptisms, congratulated graduates, lifted one another in prayer, and, in special services, said good-bye to cherished members in memorial services and funerals.

Thank you to the Worship Team for their support and for the wonderful work they do to decorate the sanctuary for the various seasons and the on-going work they do to make sure visitors and members are greeted warmly as they come to worship.

PASTORAL CARE

I've met regularly with the Caregivers Team. I have visited people at their homes, in the hospital, and in rehab centers. I have brought Communion to homes. I have also met with people in the office or over a cup of coffee.

COMMUNITY

I have the responsibility of managing the Pastor's Discretionary Fund. You have been able to give financial assistance to people who have asked for help with gas, food, utilities, and rent.

Last year we entered the Pride Parade and the Urbandale 4th of July Parade. I walked in both of those! I love to give out candy! I have felt called to be present for several rallies during this legislative session supporting issues of social justice. I have been part of discussions with other leaders in progressive congregations. Working with other congregations and within community partnerships will continue to be important for UUCC.

SPIRITUAL FORMATION

I have been privileged to travel with the youth to the various activities they have had – progressive dinner, bowling, and mystery adventures. Confirmation classes started this fall. However, this wasn't the best way to help our current youth investigate their faith towards making the commitment of confirmation. In January, the participants were given the option to continue working with a mentor. One did want to do this. Confirmation has become self-paced, relying on the student, mentor, and parents to acknowledge when it is time for the Rite of Confirmation.

During Lent, I created a movie series to accompany the worship series: "All Who Wander Are Not Lost." 8-12 people gathered on those Thursday nights to watch a movie and have a brief discussion.

I also pay attention to my own spiritual formation. I participate in a monthly "Circle of Trust" that engages deep listening and being heard into speech. I have a spiritual director that I meet with monthly. I have been participating with a support group for interim ministers through the Interim Ministry Network. I spent a week of Continuing Education exploring Digital Ministry.

THE NEXT YEAR will be an interesting one. You will dive into the search process for your next called pastor. God's timing is always a mystery and there is no way to predict how long this part of the transition will take. There is no "Pause" button. You will continue being the church and people that God calls you to be.

Submitted by: Pastor Coqui Conkey

Ministry Program Coordinator

Our ministries and programs continued to adapt again this past year as we welcomed Pastor Coqui and began to reimagine church in this transitional time. We have been intentional about our energies and finding ways to be the church as we discern what it means to be Urbandale United Church of Christ. I am grateful for all the support of our volunteers and staff this year.

We continue to define our mission and purpose in our community. We offered opportunities for our youth and families to be in fellowship and continue to grow in faith. Here are some of the ways we nurtured and put our faith in action in 2022-2023:

- Participation in the Urbandale 4th of July Parade
- Discovery Island Vacation Bible school & Worship leadership
- Worship Leadership and support with interim pastor/staff
- Preschool-5th grade Sunday school with Taena Fowler, Clair Sowder and Sarah Boelts
- Youth Christmas Program
- Intergenerational Pajama Party
- 6-12th Youth Group Planning Meeting
- 6-12th Youth Group monthly activities including:
 - Regressive Dinner
 - Mystery Trips
 - Meals & Fellowship
 - Bowling
 - Arcade
 - Nature walks
 - PJ Party
- Adult Spiritual Formation offerings
- Kindergarten-3rd grade Our Whole Lives Program

I want to especially thank Pastor Coqui for leading youth group with me as well as our Sunday school leaders for their creativity, support and love for our youth and families.

In hopes of wholeness,

Submitted by: Rev. Amy Galarowicz, Ministry Program Coordinator

Music Program Director

ADULT CHOIR

The Adult Choir finally had a program year undisturbed by the COVID virus. Our last hiatus occurred from January through March of 2022. It is great to be back on our pre-COVID schedule!

We rehearsed every Wednesday evening and Sunday morning before worship from September through May.

This year we had two new members join, which included Cadence Davis and Pastor Coqui Conkey.

Special thanks to Bobby Stinnett for an outstanding job accompanying the choir again this year!

Thank you to the sound/tech team that ensures everything goes smoothly every Sunday. They do an incredible job for our live stream service.

We had some excellent vocalists and instruments provided with special music last summer. The Raggedy Band also resumed playing on the 3rd Sunday of every month. The Bell Choir also resumed this year. It is great having them all back!

I continue to enjoy working with Coqui and Amy. This year we had a wonderful addition to our staff, Abigail Sinclair, our Communications and Office Coordinator. She has a lot of creative and fresh ideas; she has been a blessing to our church!

The choir sang for the final time on May 21st. Special music started on May 28th, including vocal and instrumental soloists and ensembles. They are scheduled through September 3rd. The choir will resume rehearsals at the end of the summer and sing for the first time on September 10th.

I'm looking forward to another year at UUCC!

Submitted by: Steven Linn

Music Program Director

Organist & Adult Handbell Director

Music Ministry here at Urbandale United Church of Christ has regained some normalcy during this past program year. Each Sunday has brought new faces, and it has been nice to see an increase in our overall attendance. This means more families attending with children too.

The children met each week at the beginning of their Sunday school time to sing and learn songs. Along with a Christmas presentation, their songs have been presented throughout the year during Sunday morning worship during the kid's time. The number of children attending has seen growth during the year. I am hopeful this will continue to lead to more opportunities for children's music ministry next year here at UUCC.

Additionally, the adult bell choir reformed this past year. We had five dedicated bell players meet on Wednesday nights during the week. Special thanks to our five members: Taena Fowler, Bob Brandhorst, Coqui Conkey, Margaret Christian, and Joe Walters. They were able to perform several times during the year for our church services. I would love to see this group grow for next year!

Our church continues to live stream most of the services here at UUCC. As an organist, I must pick my service music that is approved for performance through one of our Copyright licenses here at the church. These selections are given to the music director to submit after each weekly live-streamed performance. Working with Steve Linn, we all ensure we are legal with our live-streamed services.

As your church organist, I am grateful to be serving the church and helping to bring music to our worship time. As always, a big thank you to all that continue to make my job enjoyable in so many ways. I find it such a joy to work with our great staff: Coqui, Amy, and Steve. Special thanks goes to Patricia, Jon, Ryan, and Scott for their weekly assistance in making our services so successful.

Submitted by: Bobby Stinnett

Communications & Office Coordinator

My first nine months here at Urbandale UCC have been a valuable experience. I remember sitting in Diane Dornberg's (2022 Moderator) office in early August 2022 asking her if she knew of any good job opportunities for a full-time graduate student, and she recommended I apply here at UUCC. I graduated from Cornell College in Mount Vernon, IA in May of 2022, where I received my BA in Psychology. I just completed my first year of the Master of Social Work program at the University of Iowa at the Des Moines campus downtown.

The previous job title of the office coordinator has been modified to: "Communications and Office Coordinator." With this change has come various new responsibilities centering around communication with the congregation and the community outside the church. One of the tools I have been using to help increase communication is Canva. Canva is a digital program that allows one to make custom images and designs. I have been using Canva to help create marketing on various platforms and create church graphics, flyers, cards for the Caregivers, and cover photos for the bulletin, The CALL, and the Friday email.

While familiarizing myself with the United Church of Christ (UCC), I noticed that the UCC had a rainbow comma logo and branding guidelines. Using Canva, I created an Urbandale UCC logo consistent with the UCC branding guidelines. In addition to the new logo, I updated the Sunday Bulletins to allow for consistent spacing throughout the whole document and a cover page. Another important part of church communications that was given a makeover was the Friday email and monthly CALL newsletter. The church started using Constant Contact with the December 2022 CALL. With Constant Contact I can use images, links, different font colors, sizes, highlights, effects, and more. My favorite feature of Constant Contact is its ability to sync with other programs. I can connect Realm groups and Canva images to Constant Contact.

This year the church also transitioned to a new church database, Realm. Realm is a more user-friendly program than the previous ACS database we used. Realm also allows church members to interact with the database through an app on their mobile devices. On this app, church members can update their contact information and see the updated church directory, calendar, and personal giving statements. I have really enjoyed my time here at Urbandale UCC and cannot wait to see what this next year will hold!

Submitted by: Abigail Sinclair

Officer Reports

Moderator

At the Annual Meeting in June of 2022, I agreed to serve as Vice Moderator. As it turned out, Diane Dornburg stayed on as Moderator for three extra months (June, July, and August). At a special congregational meeting on August 28, 2022, I was elected as the moderator. I didn't mind filling this role sooner than expected. In the months prior, I had helped fill the gap between Office Coordinator changes. I had a good handle on what was going on. Diane gave me a name, which I wore with pride, "Stands in the Breach."

In the months that followed, the Leadership Team read the book, "Interim Ministry in Action" by Norman Bendtroth. Pastor Coqui lead us in an all-church retreat to discuss what we love about our church. We added new members on Homecoming weekend. Behind the scenes we converted our church membership and financial data into a new platform called, "Realm." We still have work to do to share more of that with the congregation. That will be on my agenda even after my term as Moderator ends.

In October, several members attended the Tri-Conference meeting in Sioux City, Iowa. A handful of people (Tom Rendon, Jeff Couch, Steve Looney) helped launch a successful stewardship campaign. During all of these months, the Transition Team was working to help us move along this time of interim ministry to get ready for the next phase – a settled pastor. Also, during this time, the Bylaws group was working on the major revision of our bylaws...another step toward a new minister.

As we moved into Easter and Holy Week, Pastor Coqui has been using a fresh worship theme of a chrysalis and the emerging butterfly – an apt metaphor for where our church is at this time. We held another all-church retreat on May 20, 2023, to plan for our future. The Transition Team did an excellent job of capturing our core values: to nurture connections, celebrate diversity, engage in social justice, and continue to question.

I am proud to have served my church this past year and I look forward to new adventures ahead. On a personal note, it has been my honor to serve with Pastor Coqui, who has brought great skill in interim ministry; and Abigail, our Communications Coordinator, who has brought energy, fresh eyes, and talent to our community.

Best wishes to the new Moderator, Vice Moderator, and Leadership Team. It is time to form the new search committee and move into the future.

Submitted by: Sandy Gahn

Financial Secretary

In 2022 our General Fund Income was \$352,696; this was a \$700 increase over the prior year.

We annually support four special offerings: Neighbors in Need, One Great Hour of Sharing, Strengthen the Church, and Christmas Fund. Giving to our four special offerings totaled \$5,367; this was down by approximately 50% from the prior year we did receive \$4,200 for Refugee Ministry and \$6,340 for Our Church's Wider Mission (OCWM).

While we continue to receive donations via check and on-line via credit card, we have seen many of our contributors take advantage of the convenience of electronic funds transfer. Although the church does pay a very minimal service fee for EFT, it is considerably less than the fees we incur for credit card processing.

It has been a privilege to serve as your Financial Secretary. I appreciate the generosity of this congregation. Please see the Financial Statements for a complete breakdown of the 2022 revenues and expenses.

Submitted by: Steve Looney

Treasurer

Submitted by: Jim Nerving

Statement of Activities-Annual Report 2022

Accounts	Actual This Year Year to Date	Actual Last Year Year to Date	Annual Budget This Year Year	Annual Budget % Used This Year Year
Revenues				
Pledge Offering				
400100 Current Year Pledges	296,764.80	324,386.98	307,200.00	96.60 %
400120 Future Year Pledges	8,255.00	6,000.00	0.00	0.00 %
Total Pledge Offering	305,019.80	330,386.98	307,200.00	99.29 %
Other Receipts				
410100 Non Pledge and New Members	44,086.69	18,611.45	28,000.00	157.45 %
410200 Plate Offering	867.45	548.00	0.00	0.00 %
410300 Interest	42.08	5.31	0.00	0.00 %
410400 Weddings	0.00	150.00	0.00	0.00 %
410500 Miscellaneous Receipts	30.00	0.00	0.00	0.00 %
410600 Building Use	2,650.00	2,050.00	0.00	0.00 %
410800 Fundraisers	0.00	17.00	0.00	0.00 %
Total Other Receipts	47,676.22	21,381.76	28,000.00	170.27 %
Total Revenues	\$ 352,696.02	\$ 351,768.74	\$ 335,200.00	105.22 %
Expenses				
Personnel				
Senior Pastor				
500110 Sr Pastor Salary	59,688.53	50,944.68	60,000.00	99.48 %
500120 Sr Pastor Housing	24,200.00	20,439.68	26,400.00	91.67 %
500130 Sr Pastor SS Offset	6,417.62	5,461.14	6,610.00	97.09 %
500140 Sr Pastor Health/Dental	6,588.90	16,072.00	8,785.00	75.00 %
500141 Sr Pastor Life & Dis	1,029.60	889.68	1,296.00	79.44 %
500142 Sr Pastor Aflac	0.00	46.80	0.00	0.00 %
500150 Sr Pastor Annuity	11,744.48	8,303.28	12,096.00	97.09 %
500160 Sr Pastor Cont Ed	624.63	0.00	2,000.00	31.23 %
500170 Sr Pastor Prof Expense	1,253.14	72.71	1,500.00	83.54 %
Total Senior Pastor	111,546.90	102,229.97	118,687.00	93.98 %
Ministry Program Coordinator				
500270 Min Prog Crd Salary	44,063.54	39,454.50	44,477.00	99.07 %
500271 Min Prog Crd Housing	16,278.96	16,278.96	16,279.00	100.00 %
500272 Min Prog Crd SS Offset	4,616.38	4,264.00	4,648.00	99.32 %
500273 Min Prog Crd Hlth Admin	379.20	379.20	400.00	94.80 %
500274 Min Prog Crd Annuity	7,797.02	7,811.76	8,506.00	91.66 %
500275 Min Prog Crd Prof Exp	0.00	79.92	1,800.00	0.00 %
Total Ministry Program Coordinator	73,135.10	68,268.34	76,110.00	96.09 %
Office Coordinator				
500310 Office Coord Salary	26,791.06	33,209.36	31,403.00	85.31 %
500330 Office Coord FICA	2,049.51	2,540.52	2,402.00	85.33 %
500341 Office Coord Hlth/Dent	2,127.00	9,550.00	12,762.00	16.67 %
Total Office Coordinator	30,967.57	45,299.88	46,567.00	66.50 %
Music Director				
500510 Music Director Salary	19,481.33	18,998.80	19,521.00	99.80 %
500530 Music Director FICA	1,457.39	1,420.47	1,493.00	97.61 %

Accounts	Actual This Year Year to Date	Actual Last Year Year to Date	Annual Budget This Year Year	Annual Budget % Used This Year Year
Total Music Director	20,938.72	20,419.27	21,014.00	99.64 %
Organist/Youth Choir/Handbells				
500610 Org/YChoir/Hbell Slry	12,800.04	14,000.05	14,948.00	85.63 %
500630 Org/YChoir/Hbels FICA	946.74	1,038.55	1,143.00	82.83 %
Total Organist/Youth Choir/Handbells	13,746.78	15,038.60	16,091.00	85.43 %
Custodian				
500710 Custodian Salary	17,095.00	17,007.20	17,039.00	100.33 %
500730 Custodian FICA	1,307.78	1,301.04	1,304.00	100.29 %
Total Custodian	18,402.78	18,308.24	18,343.00	100.33 %
Child Care Providers				
500760 Child Care Prov Wages	0.00	0.00	500.00	0.00 %
500780 Child Care Prov FICA	0.00	0.00	38.00	0.00 %
Total Child Care Providers	0.00	0.00	538.00	0.00 %
Videographer				
500740 Videographer Wages	1,496.25	316.50	1,600.00	93.52 %
500750 Videographer FICA	114.47	24.21	122.00	93.83 %
Total Videographer	1,610.72	340.71	1,722.00	93.54 %
Other				
500900 Payroll Processing	2,569.06	2,349.62	2,400.00	107.04 %
500910 Miscellaneous Personnel Expenses	121.59	0.00	200.00	60.80 %
500920 Staff Development	0.00	0.00	250.00	0.00 %
Total Other	2,690.65	2,349.62	2,850.00	94.41 %
Total Personnel	273,039.22	272,254.63	301,922.00	90.43 %
Other Expenses				
Christian Growth Ministry Team				
520110 Church School Curriculum	152.77	445.27	500.00	30.55 %
520115 Confirmation/Our Whole Lives	299.00	71.63	400.00	74.75 %
520120 Adult Education	24.77	0.00	100.00	24.77 %
520130 Church School Supplies	66.38	66.98	100.00	66.38 %
520160 Special Activities	758.13	523.46	1,000.00	75.81 %
520190 Lay Development	0.00	0.00	100.00	0.00 %
Total Christian Growth Ministry Team	1,301.05	1,107.34	2,200.00	59.14 %
Outreach/Nurture Ministry Team				
520210 OCWM	2,000.00	4,000.00	2,000.00	100.00 %
520215 Interfaith Alliance	500.00	500.00	500.00	100.00 %
520220 DMARC	750.00	750.00	750.00	100.00 %
520230 Central Assn Dues	339.00	339.00	350.00	96.86 %
520250 Advertising	0.00	0.00	100.00	0.00 %
520270 Membership	0.00	0.00	100.00	0.00 %
520280 Family Promise	1,000.00	0.00	1,000.00	100.00 %
Total Outreach/Nurture Ministry Team	4,589.00	5,589.00	4,800.00	95.60 %
Worship Team				
520310 Service/Worship Supplies	248.25	610.25	400.00	62.06 %
520315 Pulpit Supply	450.00	1,350.00	200.00	225.00 %
520320 Sub Organist/Guest Musicians	0.00	0.00	200.00	0.00 %
520330 Music Senior Choir	0.00	503.89	500.00	0.00 %
520335 Music Licensing	854.00	0.00	650.00	131.38 %
520370 Piano Tuning	380.00	439.55	400.00	95.00 %
Total Worship Team	1,932.25	2,903.69	2,350.00	82.22 %

Accounts	Actual This Year Year to Date	Actual Last Year Year to Date	Annual Budget This Year Year	Annual Budget % Used This Year Year
Ad-Ministry Team				
520510 Electric/Gas	8,974.40	6,844.88	7,000.00	128.21 %
520511 Communications	4,555.44	4,156.80	4,600.00	99.03 %
520512 Water/Sewer	1,938.51	1,532.51	1,700.00	114.03 %
520520 Buildings/Grounds Maint	10,017.72	8,732.91	8,000.00	125.22 %
520530 Custodial Supplies	806.42	464.99	500.00	161.28 %
520540 Snow Removal	675.00	1,162.50	2,000.00	33.75 %
520550 Elevator	1,241.56	757.19	1,600.00	77.60 %
520600 Office Supplies	1,097.59	737.96	800.00	137.20 %
520610 Office Equipment	3,165.43	2,617.39	3,300.00	95.92 %
520620 Postage	475.60	770.95	800.00	59.45 %
520630 Technology	5,951.78	5,540.12	7,000.00	85.03 %
520640 Insurance	18,558.25	16,403.50	17,000.00	109.17 %
520650 Stewardship	0.00	0.00	100.00	0.00 %
520660 Kitchen Supplies	19.98	29.96	50.00	39.96 %
Total Ad-Ministry Team	57,477.68	49,751.66	54,450.00	105.56 %
Total Other Expenses	65,299.98	59,351.69	63,800.00	102.35 %
Total Expenses	\$ 338,339.20	\$ 331,606.32	\$ 365,722.00	92.51 %
Net Total	\$ 14,356.82	\$ 20,162.42	(\$ 30,522.00)	(47.04 %)

Statement of Financial Position-2022

As of: Dec 31st 2022

Assets

Current Assets

Checking

100100 General Checking	65,702.34
100200 Memorial Checking	14,307.69
100300 Designated Checking	33,294.85
100400 Endowment Fund Checking	2,973.12

Total Checking	116,278.00
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Investments

150100 Designated-Schwab	40,946.64
150410 Endowment - RJ Schwab	184,893.04
150500 Endowment-Cornerstone Note	37,613.23
150600 Endowment-Cornerstone Note	27,303.40
150700 Designated-Cornerstone Dmnd Note	21,003.98

Total Investments	311,760.29
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Total Current Assets	428,038.29
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Fixed Assets

180100 Land	264,900.00
180200 Building	1,524,600.00
180300 Contents	514,707.00

Total Fixed Assets	2,304,207.00
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Total Assets

\$ 2,732,245.29

Liabilities & Net Assets

Liabilities

Total Liabilities	0.00
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Net Assets

Without Donor Restrictions	2,369,909.34
With Donor Restrictions	362,335.95

Total Net Assets	2,732,245.29
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Total Liabilities & Net Assets

\$ 2,732,245.29

Summary of Restricted Net Assets-Annual Report 2022

Date Range: Jan 1st 2022 - Dec 31st 2022

Accounts	Beginning Balance	Income	Expense	Ending Balance
Restricted Net Assets				
Memorials				
800152 Neita Derrough Memorial	170.00	0.00	0.00	170.00
800153 Mary Looney Memorial	2,430.00	0.00	0.00	2,430.00
800155 Obid Hofland Memorial	835.00	0.00	0.00	835.00
800158 Randy Jedele Memorial	630.00	0.00	0.00	630.00
800159 Ray Bowler Memorial	360.00	0.00	0.00	360.00
800168 Diann Miller Memorial	485.00	0.00	0.00	485.00
800169 Nancy Boyer Memorial	2,190.00	1,050.00	0.00	3,240.00
800170 Sunny Duvick Memorial	1,225.00	0.00	0.00	1,225.00
800171 Barbara O'Malia Memorial	42.00	0.00	0.00	42.00
800172 Alma Sims Memorial	1,017.96	0.00	0.00	1,017.96
800173 Don Steffen Memorial	945.00	0.00	0.00	945.00
800174 Laura Fefchak Memorial	235.00	0.00	0.00	235.00
800175 Laurayne Robinette Memorial	1,695.05	250.00	487.32	1,457.73
800176 Liz Dopman Memorial	340.00	0.00	0.00	340.00
800177 Lois Strickler Memorial	0.00	95.00	0.00	95.00
800178 Aime Beeks Memorial	0.00	155.00	0.00	155.00
800179 Betty Christensen Memorial	0.00	290.00	0.00	290.00
800199 Miscellaneous Memorials	230.00	125.00	0.00	355.00
Total Memorials	12,830.01	1,965.00	487.32	14,307.69
Designated Funds				
820130 Building Fund	6,509.11	2,486.76	2,572.32	6,423.55
820140 Camperships	3,240.70	0.00	0.00	3,240.70
820143 2016 Capital Campaign	1,925.47	0.00	0.00	1,925.47
820145 Caregivers	2,036.40	0.00	0.00	2,036.40
820150 Christmas Fund	1,795.00	2,351.03	2,147.06	1,998.97
820168 Endowment Fundraising	100.00	0.00	0.00	100.00
820170 Flowers	324.82	1,400.50	1,368.95	356.37
820180 Food Pantry	0.00	2,680.00	2,380.00	300.00
820184 Funeral Receptions	981.72	650.00	518.20	1,113.52
820235 Family Promise	1,632.34	0.00	0.00	1,632.34
820236 Iowa Poor Peoples Campaign	6,416.16	741.36	690.86	6,466.66
820239 Jedele Bequest	39,542.65	932.37	10,338.97	30,136.05
820250 Kitchen Fund	529.00	0.00	0.00	529.00
820260 Memorial Garden	523.21	0.00	0.00	523.21
820270 Miscellaneous - Designated	298.73	4,347.81	4,631.82	14.72
820280 Music Fund	1,381.38	0.00	0.00	1,381.38
820290 Neighbors in Need	50.00	625.00	550.00	125.00
820300 One Great Hour of Sharing	0.00	2,231.24	2,206.24	25.00
820305 Our Church's Wider Mission (OCWM)	0.00	6,341.82	4,120.82	2,221.00
820310 Pastors Discretionary Fund	6,197.50	0.00	843.59	5,353.91
820317 Pilgrim Hts/Our Sacred Space	970.70	0.00	970.70	0.00
820320 Prayer Shawl Ministries	44.17	0.00	0.00	44.17
820328 Refugee Assistance Fund	769.33	6,100.23	5,181.54	1,688.02
820337 Senior Pastor's Sabbatical Reserve	13,231.47	602.12	6,039.30	7,794.29
820340 Social Team	(3.83)	838.53	281.51	553.19
820345 Solar Panel Project/GBT	1,695.00	200.00	0.00	1,895.00
820350 Sound System	230.72	0.00	0.00	230.72
820358 Strategic Plan	249.33	0.00	0.00	249.33
820360 Strengthen the Church	0.00	185.00	100.00	85.00

Accounts	Beginning Balance	Income	Expense	Ending Balance
820370 Strickler Peace and Justice Fund	10,227.22	0.00	0.00	10,227.22
820385 Sunday School	150.00	0.00	0.00	150.00
820390 Technology Fund	58.10	4,100.00	4,117.24	40.86
820410 Vacation Bible School	60.00	475.00	146.18	388.82
820420 Wednesday Night Meals	131.00	0.00	0.00	131.00
820430 Womens Fellowship	1,336.72	0.00	0.00	1,336.72
820432 Worship Fund	1,241.78	0.00	0.00	1,241.78
820434 Youth Fundraising	3,286.10	0.00	0.00	3,286.10
Total Designated Funds	107,162.00	37,288.77	49,205.30	95,245.47
Permanent Restricted1				
900100 Endowment Fund	292,810.01	39,267.02	79,294.24	252,782.79
Total Permanent Restricted1	292,810.01	39,267.02	79,294.24	252,782.79
Total Restricted Net Assets	\$ 412,802.02	\$ 78,520.79	\$ 128,986.86	\$ 362,335.95

Team Reports

Ad – Ministry

Building & Grounds Team

We continue to be blessed with the stability and reliability of our long-term custodian team of SADMIR and Umihana. We thank you and deeply appreciate your continued service, dedication, patience, and attention to detail. In addition to our custodians' weekly care of our facility, we thank all of our volunteer helpers on the big and little projects that so many provide throughout the year.

This was a year of transition for lawn care and snow removal. After many years, 20+, our parking lot snow removal company decided to no longer plow snow on the west side of town. We started with a new snowplow company and have a new person mowing the lawn this summer.

Some of the major projects we completed this year include:

- Built and installed a new cross for the north tower.
- Completed the exterior trim painting.
- Installed new LED flat panel lighting in the pastor's study, office, and Pastor Amy's office.
- Mud jacking of settling sidewalks to keep rainwater away from the building.
- Caulked sidewalk joints at the east entrance.
- Tree removal of two storm damaged trees.
- Flat roof inspection for leaks prior to expiration of 10-year warranty.
- Fluorescent light bulb replacement with LED tubes in ed wings classrooms, kitchen and pantry, lower-level classrooms and storage rooms.
- Gallery lighting installed in narthex using memorial funds.
- Interior painting was started. Three bathrooms, narthex, the southwest classroom, and part of the Fellowship Hall have been completed.

Special thanks or the Christmas Eve response to a frozen waterline in the west entrance bathroom. Although we had no water service for Christmas Eve services, cleanup, carpet drying, new water shut off valve, and water line replacement were completed during the week between Christmas and New Years Day.

Thanks to all that continue to pitch in during our Spring and Fall church clean up days. We continue to have great turnouts. We are able to find jobs for all skill levels and it is a great time for fellowship. Clean up days are also a great way to get acquainted with the members of the sister churches that use our space, ~~including~~

the Matu Bethel Church and the Light Mission Pentecostal, as well as the Scouts and Cub Scouts.

Thanks to those individuals who personally funded the cost of the cross-replacement materials as well as the one-week rental of the articulating lift. The lift allowed us to install the cross and reach the highest areas of the church exterior in complete the exterior paintwork



Submitted by: Mark Siegal

Endowment Fund Team

Endowment Fund as of 12/31/22.

Interest/Dividends	\$6,232.48
<u>Balances:</u>	
Checking	\$2,973.12
Schwab Account	\$184,893.04
Cornerstone Note	\$37,613.23
Cornerstone Note	\$27,303.40
Total	\$252,782.79

The Endowment Team will review proposals for distribution of the earnings on the endowment funds, subject to approval by the Leadership Team.

Please keep the Endowment Fund of Urbandale United Church of Christ in mind as you make financial plans for the future. There are many ways in which you can contribute to the fund. If you wish more information about the Endowment Fund, please contact the Team.

The UUCC Endowment Team
Submitted by: Jim Benda, Chair

Funeral Receptions

The Funeral Reception Team continues to offer a luncheon or light refreshment reception for funeral attendees. We have moved to catering receptions to meet the family's needs. This has worked well. Thank you to everyone who generously shared their time and talents to set-up, serve and clean-up for funeral receptions. Hospitality during such a difficult time for families is an important part of who Urbandale United Church of Christ is.

Submitted by: Jennifer Gardner

Membership Team

During its first post-COVID new member classes, the Membership Team welcomed 7 new members into the congregation. In the coming program year, we will focus on updating the membership packet we distribute to visitors.

Submitted by: Jon Greising

Personnel Team

Team Members: Julie Armstrong, Diane Dornburg, Dianne Woods

1. Engaged in a hiring process which resulted in the hiring of Abigail Sinclair as Communication and Office Coordinator and completed her 6-month performance review.
2. Ongoing review of all staff job descriptions and personnel policies, to be updated for consistency with new bylaws anticipated to be adopted at Annual Meeting.
3. Ongoing support, upon request, of all staff.

Submitted by: Diane L. Dornburg

Social Media Team

Facebook Administrators: Sandy Gahn, Jon Chaplin, Jon Duvick, Claire Sowder, Coqui Conkey, Abigail Sinclair. Our social media tools include our website, Facebook page, and email communications using Constant Contact.

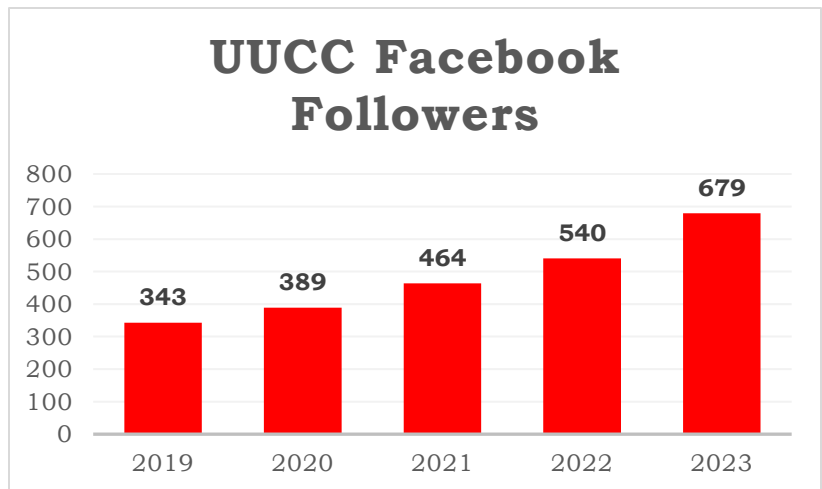
Jon Duvick is the primary manager of our website. He also manages the Sunday morning videos of our church service posted on our Facebook page. Ryan Nussbaum is our dedicated videographer.

On Sunday mornings, we broadcast our services on Facebook. The number of people we “reach” (Facebook defines that as the number of people who see our content) varies between 73 and 214 and averages 159 per Sunday.

Another important metric is our number of “followers”. That number has been increasing each year as you can see from the graph.

Our followers come from these places (from most to least): Des Moines, Urbandale, West Des Moines, Johnston, Ankeny, Perry, Grimes, Ames, Clive, and Kampala Uganda.

This coming year, we hope to do some major revisions and updates to our website and continue to make the most of our Facebook page.



Submitted by: Sandy Gahn

Transition Team

Team Members: Amy Christensen, Jennifer Gardner, Carol Looney, Steve Rebelsky, Becky Swift, and ad hoc Sandy Gahn

During the past year, the Transition Team gathered input from the congregation that helped all of us understand our shared history and values and the things that are important and meaningful to us. We met with small groups and individuals and had two congregational meetings in July and August. We focused on two key questions: 1) please tell us about a time when you were especially proud of the congregation or of a person acting on behalf of the congregation; and 2) thinking back over the last three years, what was meaningful for you about being part of this congregation?

The Transition Team provided a summary of the input we received to the congregation at an All-Church Transition Retreat held on October 15, 2022, and in the CALL. At the Retreat, participants engaged in spiritual and creative activities exploring who we are now as a church and who we want to be in the future.

Based on the input from the Two Questions discussions and the All-Church Retreat, the Transition Team developed a proposed Purpose Statement for our church to describe our core values and reasons for being. Why do we exist? The Transition Team also developed a proposed list of ways that describe how we currently implement and fulfill our core values/purposes. How do we make things happen as a congregation? We developed the beginnings of a circle chart intended to be a visual representation of our “Why” and “How” topics.

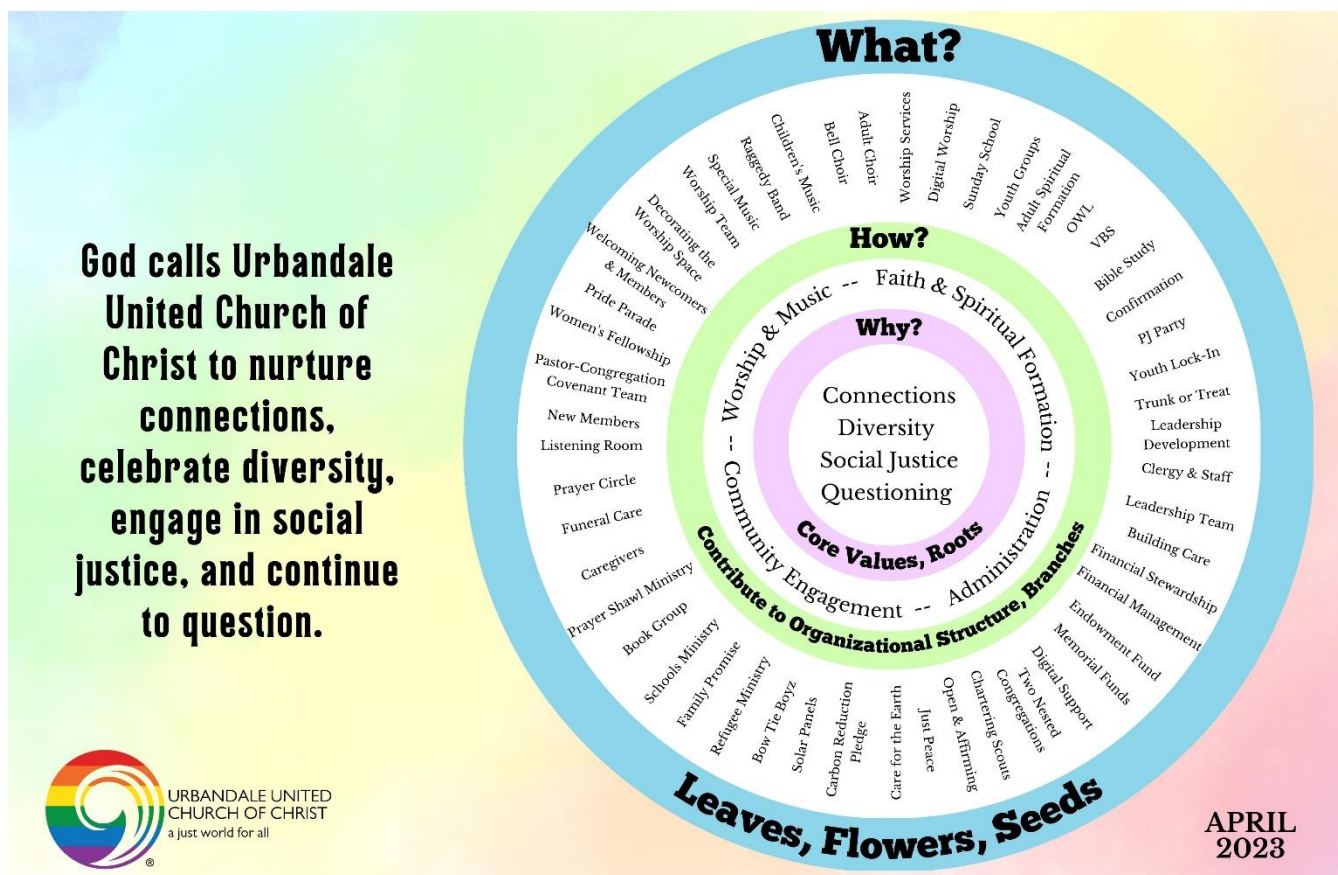
The Team hosted three congregational meetings during January 2023 to receive input on the proposed Purpose Statement, proposed list (our “Why” and “How” topics), and the beginnings of the circle chart (the “Why” circle and the “How” circle). Congregational members were very supportive of the proposals and provided a wealth of good ideas for changes at these meetings. It also became obvious that a simple explanation of some of the main ideas and chart would be helpful.

Based on the input received at the congregational meetings, the Transition Team made changes to the proposed Purpose Statement. This is the Purpose Statement as modified after the meetings:

God calls Urbandale United Church of Christ to nurture connections, celebrate diversity, engage in social justice, and continue to question.

During February and March, the Transition Team worked on changes to the circle chart. We added the “What” circle, which describes what we do to give life to the inner circles. We also drafted an explanation to go along with the purpose statement and circle chart. These were given to the congregation in a banner in the church narthex, in the CALL, on the church’s website, and in handouts provided during church.

The Transition Team thanks Abigail Sinclair for all her creativity and expertise in helping us develop the circle chart. We also thank Pastor Coqui for her guidance during this transition time.



Transition Team’s Purpose Statement & Circle Chart.
Created by Abigail Sinclair 2023

Submitted by: Amy Christensen on behalf of the Team.

Technology Team

The current tech team consists of Jon Greising and Jon Duvick. We would welcome additional members with technical experience to help us keep our systems up to date and secure. Thanks to Joe Walters, former tech team member, for his advice and support this year, and to Scott Gardner, who has retired from active support but who had worked for many years to provide the infrastructure for our computer and lighting systems.

In 2022-23 we have continued our live stream setup for worship and some special events such as memorial services as requested. Ryan Nussbaum is our primary video tech for Sunday services, with Jon D. handling special events. Sandy Gahn has provided backup support during the service on occasions when Jon/Ryan need to be away from the controls. Scott Davis has faithfully filled the Sunday audio booth role throughout the year. We are actively seeking new volunteers to allow us more flexibility. We are seeing average real-time views of 10 to 15 viewers, with between 150 - 300 views of archived streams for most Sundays.

In 2023 we replaced the security camera PC in the basement and added a security camera feed and monitor for the church office. Lockable drawers were added to sanctuary video and audio booth, and a project is underway to reorganize and consolidate wiring and cabling systems in the video booth.

We are still working to complete a software upgrade to our lighting system that would allow additional lighting presets, but installation company response has been an issue.

Finally, we are aware of the limitations of our current sanctuary projector (poor visibility during daylight; problems viewing from sides), and we are looking into options for upgrading the system, but no good solution has yet presented itself. We would welcome more ideas on this.

Submitted by: Jon Duvick

Worship Team

When nine people met at the church to help arrange poinsettias last December, one of them said, “It takes a village!” That’s right! Worship does not take place in a vacuum or with people isolated from others. Gathering for worship as a congregation/a village shows us God’s claim on our shared lives and equips us to work together for a more loving and just world.

The Worship Team, a segment of our UUCU “village,” provides worship support in varied and interesting ways: We consult with Pastor Coqui about worship traditions and themes; learn how music supports worship plans; conceive, create, and arrange the décor to enhance themes and seasons in our village’s worship space; identify necessary logistics; invite, coordinate, and equip the service of greeters, acolytes, and many other worship volunteers.

The Worship Team is only a small part of the village that supports our congregational worship. Besides many in the village who volunteer occasionally, -- or are invited and even drafted[!] on Sunday mornings -- we have a wonderful cadre of people who regularly provide essential parts of our village’s worship:

- The church staff: Pastors Coqui Conkey and Amy Galarowicz, Steve Linn and Bobby Stinnett, Abigail Sinclair, SADMIR and Umihana Omerhodzic.
- The Adult Choir, Handbell Choir, Raggedy Band, soloists and ensembles.
- Our tech crew: Ryan Nussbaum, Scott Davis, and Jon Duvick.
- Our Candle-Tenders, caring for the oil candles: Taena Fowler and Jon Greising.
- Our Wick-Watcher, keeping the acolytes’ tapers in working order: Dave Dhanin
- Our installer of banners, swags, and other items hung in high places: Jon Duvick.
- Our communion prep team: Wilona Keeler and Gary Roccapriore.
- Our provider of communion bread: Deb Beery.
- Our plant-tenders: Rachel Siegel and Bobby Stinnett

We are grateful to those named above and to everyone who volunteers, whether one time or more often. The Worship Team invites all children, youth, and adults who feel worship of the village is essential to volunteer in at least one way: As a musician, a greeter, an acolyte, a behind-the-scenes helper, a decorator, a tech person, a liturgist, a reader, in a way not mentioned here -- even as a member of this illustrious team. Speak to any team member, and we will help you find the right way

and time to be of worship-related service to our village. We would rather have a lot of people, each carrying out a small part of this adventure we call village worship than have a few people who are overloaded with tasks.

Submitted by: Patricia Goldberg,
with gratitude for an extraordinarily talented and dedicated Worship Team: Anne Clark, Claudia Galetich, Debbie Rebelsky, Michelle Thies, Coqui Conkey, & Steve Linn
P.S.

A word about the sign-in sheets at the Welcome Table: These replace the pew pads that were used before the pandemic and serve two main purposes, -- to help us welcome visitors and to provide attendance information that the national church uses in its statistical databases about all UCC churches. This information will also help when potential candidates for our next called pastor seek to learn as much as they can about us, including how many of us actually do participate in the worship of this valued village.

Caregiving Ministry

Caregivers

The original Caregivers group serves the UCC church family by caring for those who are ill, who are suffering the loss of a loved one, who are confined to their homes or care facilities or who have special needs. Caregivers meet the second Tuesday morning of the month from September through May to share their information and to pray for those who receive care. Our purpose is to always be watchful of the needs of our church family and serve in a caring and supportive manner.

If you are aware of someone who may be a candidate or have a personal need for visitations, phone pals, receiving of cards or prayer shawls, please call the church office or any of the people on this Caregivers Team— Jeff Couch, Barb Woodsmall, Carol Looney, Jo Lilley, Rachel Siegel, John & Nancy Young, and Interim Pastor Coqui Conkey.

Caregivers participate in the following:

Visitations:

Many of the Caregivers offer ongoing caregiving to special people on a regular basis throughout the year.

Phone Calls:

A Caregiver is paired with a church member. Calls are made several times a month to “check in” with that person to see how they are doing. These calls result in companionship and reassurance.

Cards:

Throughout the year cards are created by Abigail Sinclair and sent to church members on the Caregiver list.

Easter flowers and poinsettias continue to be delivered to those on Caregivers list.

Submitted by: Rachel Siegel, Chair

Prayer Circle

The Prayer Circle does not meet in person. Members who have offered to pray will receive an email as to the request. Then, individuals will hold that person(s) in prayer. The guidelines for this include:

- We hold you in our prayers.
- We hold your request in confidence.
- You may request prayer for yourself or a member of your family.
- You may give permission for another to request prayer for you.
- No one may put you on the list without your permission unless you are incapable of doing so yourself.
- You may share as much or as little information as you wish in the request.
- Cards may be sent as appropriate from members of the prayer circle. You may indicate if you would also like visits (when allowable) or phone calls.
- A follow-up with an update is appreciated. Or a request to be removed from the prayer list is acceptable.

To be placed on the Prayer Circle you may email prayer.circle@urbucc.org or notify the church and that information will be given to me to contact the other members.

The prayer circle members include the following: John Chaplin, Amy Christensen, Coqui Conkey, Jeff Couch, Sandy Gahn, Amy Galarowicz, Jennifer Gardner, Gail George, Patricia Goldberg, Diana Griffith, Paul Johnson, Maryellen Knowles, Julie Linderkamp, Steve Linn, Carol Looney, Elaine Lundsrom, Kathy Marean, Elsie Naylor, Rachel Siegel, Claire Sowder, Jeanne White, Bonita Wiley, Barb Woodsmall, Abigail Sinclair.

If you wish to be added to the list to join in prayerfulness, please send a request to prayer.circle@urbucc.org.

Submitted by: Sandy Gahn

Listening Room

The Listening Room has been available for the last three years. This year there have been several people meeting, primarily as part of their healing from grief.

The Listening Room is a sacred space for anyone in our wider church family who is having a rough time in their life and needs to be heard by someone with deep caring and without judgment. It is meant to be short-term support.

The room and the services are underutilized. Rethinking the future direction of this service and space is recommended.

Submitted by: Maryellen Knowles, Liz Colton, Sandy Gahn

Prayer Shawl Ministry

Our Prayer Shawl Ministry is in its 20th year and has given 782 shawls since the start of this ministry. Much appreciation goes to Carol Looney and Julie Linderkamp who assisted with this ministry in processing shawls and keeping records. Thanks also goes to our Interim Senior Pastor, Rev. Coqui Conley; Ministry Program Coordinator, Rev. Amy Galarowicz; and Communications and Office Coordinator, Abigail Sinclair.

Also, thanks to all our church family for recommending prayer shawl recipients and giving donations: and, most of all to every one of our prayer shawl makers for their time and talents given to PSM.

Please take time to look at the prayer shawl display, a visual representation of the many shawls given, located in the Narthex. Each loop represents one year (and there are TWENTY OF THEM) , and each strand of yarn represents a prayer shawl given.

Below is a summary of activity for this annual period **May 10, 2022 - May14, 2022.**

- A total of 15 shawls were given during this time and 6 of these were given to people outside our church family.
- Two baptismal shawls were given to Owen Lown and Amos Solomon Keeler.
- Two high school graduates from our church family in May 2023 received shawls: Sova Gannon and Ryan Nussbaum.

Our PSM roster includes Alberta Bowler-Keeler, Karen Capps- Davis, Jenny Coughlin, Taena Fowler, Jennifer Gardner, Carol Looney, Bonita Wiley and Barb Woodsmall. And we welcome a new member, Claudia Galetich.

Submitted by: Barb Woodsmall, PSM Co-Coordinator

Small Group Ministry

Book Club

The Book Club met on the third Monday of each month, September through July, at noon at the church or at Lion's Park. Membership in the group ranged between 8 and 14. At this time all are women, either members of the church or friends of members.

We met at the Art Center for lunch in August to select titles for Sept., Oct., and Nov. We then met at Louie's Wine Dive on University Ave. in December for lunch and to select titles for the next few months. Each member read the book and a member led the discussion. The meetings usually lasted an hour.

A few titles from this fiscal year include Lessons in Chemistry, Horse, The Thursday Murder Club, The Woman They Could Not Silence, and Remarkably Bright Creatures.

If you are interested in reading and discussing books, please join us.

Submitted by: Dianne Woods

Bow Tie Boyz

Bow Tie Boyz is a mission-based men's fellowship group that gets involved in church work projects and community-based support projects. Typically, we meet twice each month at church for breakfast and conversation.

We continued our tradition of supporting families in need at Christmas time. This year we contributed money to support our church's effort to assist in the relocation and settlement of Afghan refugees in our community.

We prepared and served food for the Ash Wednesday pancake meal and the Easter brunch.

If you are interested in getting involved in a faithful fellowship group with other men, we would welcome your participation.

All are welcome to attend our Bow Tie Boyz breakfasts or any other activities that we lead throughout the year.

Submitted by: Mark Siegal & Steve Rebelsky Bow Tie Boyz Leaders

Memorial Garden

The Memorial Garden is a sacred space for contemplation and prayer. As a visible symbol of the love and care of God in our lives and our deaths, the garden is available as a place for the interment of the cremated remains of members of the UUCC family. The garden is also a living reminder and celebration of the contributions that our members, past and present, have made to our UUCC community. Memorial services, weddings and other small gatherings may be held in the garden.

Visit the garden often to witness the symphony of seasonal changes. Rest there on a limestone bench with a view of the Cross.

For information regarding the garden and its use, or to join the Memorial Garden Committee, which cares for the garden, please contact the church office at Staff@urbucc.org.

Submitted by: Abigail Sinclair

Outreach & Nurture Ministry

Family Promise of Greater Des Moines

Our church hosts three families in need of shelter for 1 week, roughly on a quarterly basis. (In April 2022, hosting returned to individual churches after 2 years of shelter in place.) We rely on volunteers from UUCC and from St. Pius X Catholic Church (our Family Promise partner) to deliver and serve evening meals, provide overnight hosting, setup/teardown the Ed Wing classrooms/bedrooms, launder bedding, and drive guests to/from Westminster in a 15 passenger van. Our church also contributes an annual fee towards general expenses associated with Family Promise Des Moines (<http://www.familypromisedm.org>), and volunteers who purchase supplies have the option to submit receipts for reimbursement. Typically, meal providers shoulder the meal expense themselves.

Historically, each church organization including UUCC/St. Pius X served about 4 times per year, but for the past year, due to fewer churches participating, the frequency has increased somewhat. Post-pandemic we are still encouraging volunteers to practice safety in social interactions and hand sanitation, and optionally to use masks.

We have a great pool of dedicated volunteers for most areas, but we would love to increase our volunteer pool, especially in light of the more frequent service needs. We would appreciate any ideas for raising the profile of this volunteer effort which we feel is an important and high impact ministry of our church.

OUR FAMILY PROMISE COORDINATORS ARE AS FOLLOWS:

Jon Duvick - FP Coordinator; Overnight Host & Transport Coordinator
(Bill Murphy, St. Pius X liaison to St. Pius volunteers)

Jon Greising - Set Up/Tear Down Coordinator

Michelle Thies- Laundry Coordinator

Jennifer Gardner – Kitchen Supply Coordinator

During Covid we discontinued the Kids Corner volunteer effort (coordinated by Kathy Marean) – essentially, we have accommodated this need by ensuring adequate meal prep/cleanup volunteers are present.

FAMILY PROMISE HOSTING DATES (COMPLETED)

July 17 -24, 2022; October 9-16, 2022; December 11-18, 2022; February 16 - 23, 2023; May 14-21, 2023

FAMILY PROMISE HOSTING DATES (UPCOMING)

(2023-24 schedule not yet published)

Our local Family Promise organization has undergone some changes in the past 12 months, as long-time director Jim Cain left in August 2022 and LaToya Scott took over as Director, having previously served as Case Manager for a number of years.

This ministry is able to continue only due to the generous contributions of UUCU members and friends as well as St. Pius volunteers. Thanks to all who volunteer and work on this most needed, and beneficial, ministry.

Submitted by: Jon Duvick

Refugee Ministry

The Refugee Ministry team has continued to be actively involved assisting a local resettlement agency, USCRI, with their work of resettling refugees from various countries around the globe here in the Des Moines metro area.

Over the year members of the group have provided transportation to medical and dental appointments as well as transportation to DMACC where clients are tested to determine their education needs/competency. We have one member who has done the teaching necessary to help new arrivals navigate the city bus system.

A couple of team members have volunteered weekly to make note of donations needed at the agency, and they have consistently organized things so that it makes it easier for the staff to gather items for apartment set ups. In this part of our ministry, we continue to be especially grateful for the generosity of this congregation! We also have members that have assisted the USCRI staff with administrative tasks such as setting up files, helping to transfer degrees, etc.

A new endeavor for our team is to assist the agency with their monthly Cultural Orientation classes. There have been anywhere from 5 to 15 adults and a number of children that attend these classes to learn some basic skills to function in their new culture. Our role with the orientations has been to provide lunches and childcare and to offer our heartfelt welcome to those who are new to this country. Another new endeavor was for a couple of our members to make weekly visits to two families from Afghanistan in which the adults were all illiterate in their native language as well as English. The goal is to teach some very basic skills.

Our team of dedicated volunteers includes: Kathy Marean, Sandy Gahn, Carla Briggs, Elaine Lundstrom, Amy Christensen, Jan Dunn, Jennifer Gardner, Barb Woodsmall, Tom Rendon, Jeff Couch, Linsey Birusingh, Steve Rebelsky, Bob Brandhorst, Sue Hartman, Claudia Galetich and Sandy Hecht.

Submitted by: Sandy Hecht

UUCC Solar Energy Project

Results from Year 3 and comparison to Years 1 and 2.

Installation: In February and March 2020, One Source Solar installed 58 solar panels on the roof of the Education Wing. The panel array on the roof, wiring and the power control equipment was fully operational and connected through a new electrical meter to MidAmerican Energy by late March 2020.

Much of the solar electricity goes directly to run the lights, furnace/air conditioners and other equipment. Excess solar kilowatt-hours generated goes through the meter and into the MidAmerican system, to be used by other customers. When there is not enough solar electricity to run the entire church building, MidAmerican sells electricity to UUCC.

Billing: MidAmerican monthly bills show the kWh sent into the building and the kWh sent by UUCC into the MidAmerican system. The MidAmerican bill is based on the “Net Billed kWh.” For 2 months in the early part of 2020, UUCC generated more kWh than the building used, which was “credited” by MidAmerican and used to offset subsequent electric bills. Separately, the solar kWh generated by UUCC is tracked on the “Solar Edge” website, showing all of the electricity coming from the panels, whether used immediately in the building or sent into the MidAmerican system.

I (Gordon Dunn) have been tracking the MidAmerican monthly bills date from the One Source Solar site for three years. I have grouped these data into table below:

Solar Year	Solar kWh total (Site tracking)	Solar used on-site	All electricity Solar or Purchased	Solar kWh as percent of UUCC use
Apr - March		kWh	kWh	%
2020	29,179	14,135	47,839	61
2021	26,874	17,754	59,950	47
2022	25,847	18,047	66,767	39

The increase in total electricity use from 2020 through early 2023 should not be a surprise. The UUCC building had very low use from April into the fall of 2020. There was a definite return of people to the church in 2021 and especially 2022, including for the nested congregations and the other groups which returned to using the church building.

A couple of other factors may have also temporarily increased electrical use. The break in the water line in December 2022 required the use of a lot of fans and maybe electric heating to dry out rooms. The MidAmerican bills for Dec 2022 and Jan 2023 were quite high, absorbing all of the solar electricity for those two months. At the same time, winter weather reduced total solar generation, also contributing to higher kWh use.

However, looking back to years such as 2015 – 2019 shows that the UUCC building often needed 80,000 to 90,000 to light, heat and cool everyone for a year. The solar energy and the various HVAC and lighting improvements, in the face of more active use of the building, are proving to be good investments.

Submitted by: Gordon Dunn

Membership & Other Reports

Stewardship Report

I ♥ My Church was the theme for the 2022 fall Stewardship Campaign. In as many ways as we could we completed the sentence “I ♥ My Church because..... We collected pledge comments with this sentence. We posted videos. We heard individual testimonies. We all really do love our church. We adopted this theme to build on a series of reflections and retreats about who we are at UUCC and what we want to be as UUCC. It will lead to the selection of a search committee in 2023 and the calling of a pastor that fits our nature and essence as a UCC congregation.

The campaign garnered 83 pledges for a total of \$326,880. This compares with 78 pledges for \$305,637 for the 2022 calendar year and 98 pledges for \$350,344 for the 2021 calendar year.



I ♥ My Church
Fall 2022 Stewardship Campaign Logo.
Created by: Abigail Sinclair 2022

Submitted by: Tom Rendon

Membership Report

TOTAL MEMBERSHIP as of April 30, 2022 336

Additions from April 30, 2022, to April 30, 2023:

Confirmation.....	0
Confession of Faith	4
<ul style="list-style-type: none"> • Vicky Galarowicz • Claudia Galletich • Lynn Rae • Sonny Rae 	
Associate Members	0
Transfer In.....	3
<ul style="list-style-type: none"> • Judith Youngman • Emily Hartman • Sue Hartman 	

Total Additions: **7**

Losses from April 30, 2022, to April 30, 2023:

Deaths.....	5
<ul style="list-style-type: none"> • Aimie Beeks (May 4, 2022) • Betty Christensen (October 18, 2022) • Audrey DeCarlo (January 30, 2023) • Sandy Forez (February 26, 2023) • Juanita Baker (April 6, 2023) 	
Transfer Out	1
<ul style="list-style-type: none"> • Teresa Clark 	

Total Losses: **6**

TOTAL MEMBERSHIP as of April 30, 2023 337

Baptisms (not counted in change of membership):

- Owen Lown (May 22, 2022)
- Amos Solomon Keeler (July 31, 2022)

Submitted by: Sandy Gahn

URBANDALE UNITED CHURCH OF CHRIST

3530 70th Street, Urbandale, IA 50322 Phone: 515-276-0625 ▪ Fax: 515-276-2451

Urbandale UCC is an active and dynamic congregation with a rich history and an exciting ministry to the community.

Our church is a part of a blend of four major Protestant denominations that united together in 1957 to form the United Church of Christ. We claim the early Pilgrim and Puritan settlers of this country as part of our heritage, and embrace the thought of Pastor John Robinson, who in his farewell remarks to the Pilgrims as they were leaving for the “new world” said,

“There is still more light and truth to break forth from God’s holy word.”

It is that pioneering spirit that calls us to continue “Moving Forward in Faith.” It is that same spirit that calls us to covenant together to be “a community which remains open to the challenges of the Christian faith.” GOD IS STILL SPEAKING, As such:

“We welcome into this community of faith and affirm the participation in all aspects of church life, persons of every age, race, gender identity and expression, nationality, ability, and sexual orientation. We will continue our efforts toward inclusiveness and stand against all forms of discrimination. We will empower ourselves, our children, and one another to be fully present in the world, living in Christ’s image and striving for justice and peace.”

We welcome you into the full life and participation of this lively congregation. If our church staff can be of assistance to you in any way, please feel free to call upon them.

SUNDAY MORNING SCHEDULE – Summer

10:00 am - Worship

The Rev. Coqui Conkey, Intentional Interim Pastor
 The Rev. Amy Galarowicz, Ministry Program Coordinator
 Steven Linn, Music Program Director
 Bobby Stinnett, M.M., Organist,
 Children/Youth Choirs and Handbell Director
 Abigail Sinclair, Communications & Office Coordinator
 Sadmir & Umihana Omerhodzic, Custodians

coqui.conkey@urbucc.org
 amy.galarowicz@urbucc.org
 steven.linn@urbucc.org
 bobby.stinnett@urbucc.org
 staff@urbucc.org
 sadmir.omerhodzic@urbucc.org

URBANDALE UNITED CHURCH OF CHRIST

BYLAWS

Revised August 13, 2023

Revised June 1, 2014

Revised December 4, 2011

**URBANDALE UNITED CHURCH OF CHRIST
BYLAWS**

Article I.	Name	Article VII.	Fiscal Management
Article II.	Purpose	Article VIII.	Policies and Procedures
Article III.	Mission Covenant	Article IX.	Meetings
Article IV.	Polity	Article X.	Elections
Article V.	Membership	Article XI.	Bylaws Review and Amendments
Article VI.	Organization & Governance		

Article I. NAME

The name of this church is the Urbandale United Church of Christ.

Article II. PURPOSE

God calls Urbandale United Church of Christ to nurture connections, celebrate diversity, engage in social justice, and continue to question.

Article III. MISSION COVENANT

We welcome into this community of faith and affirm the participation in all aspects of church life, persons of every age, race, gender identity and expression, nationality, ability, and sexual orientation. We will continue our efforts toward inclusiveness and stand against all forms of discrimination. We will empower ourselves, our children, and one another to be fully present in the world, living in Christ's image and striving for justice and peace.

Article IV. POLITY

This Church is a local church of the United Church of Christ, with privileges and responsibilities as described in the Constitution and Bylaws of the United Church of Christ. As a congregation of the United Church of Christ, the governance of this church is vested exclusively in the Congregation, which consists of all active members and associate members.

Article V. MEMBERSHIP

A. Full Membership

Membership in the Urbandale United Church of Christ is available to all persons. Full members may join this church by one of the following methods: affirmation of faith, letter of transfer from another church, confirmation of Christian faith.

B. Associate Membership

Persons who have cause to retain membership in other churches may be accepted as associate members. Associate members may vote at meetings of the Congregation, serve as at-large members of the Leadership Team and exercise other rights and responsibilities of membership, but are not counted in our annual report to the denomination.

C. Commitment

Both full and associate members will normally make a public commitment to the Church through a Reception of New Members liturgy.

D. Maintaining Active Membership

If a person has not actively participated in the life of the church for two years, they may be placed on Inactive status. Inactive members may not exercise the rights of membership.

Article VI. ORGANIZATION AND GOVERNANCE

A. The Congregation

The Congregation is composed of all full and associate members of the Church. The governance of the Church is vested in its members, gathered as the Congregation. To make the life of the Church effective and visible, the Congregation delegates governance authority to the elected Board of Directors, hereafter known as the Leadership Team, and management authority to the Pastor. The following areas of authority are reserved to the Congregation: annual election of Leadership Team members; annual approval of the budget; purchase, sale, mortgage, or transfer of real property; call of new Pastors; and amendment of the bylaws.

B. The Pastorate

1. The Pastorate of the Church will consist of the Senior Pastor and any additional pastors called by the Congregation. Any Pastor called to serve this church will maintain standing with the local Association of the United Church of Christ.
2. Role of the Senior Pastor
The Senior Pastor serves as the spiritual leader of the Church, as its executive director, and as the primary leader of its spiritual, programmatic, and administrative work. The Pastor is a non-voting member of the Leadership Team and the supervisor of all paid staff. In partnership with the Leadership Team, the Pastor formulates goals for the Church and ensures compliance with policies.
3. Call of the Senior Pastor
 - a. The Leadership Team guides the transition during a pastoral vacancy. They determine the nature of the transition between the current and next installed pastor and arrange for the hiring of an Interim Minister, if needed. The Leadership Team also appoints the members of the Search Committee.
 - b. The Search Committee will follow United Church of Christ guidelines for a pastoral search and will seek the cooperation of the Conference.
 - c. There shall be a Special Meeting of the Congregation to act upon a call to a Pastorate. An affirmative vote of two-thirds or more of those members attending the meeting and voting constitutes a call.
 - d. This church follows Conference guidelines for salary, housing, and benefits.
4. Termination of Pastorate
 - a. Resignation and Notice. A Pastor will be expected to give the Leadership Team at least ninety days' notice of the Pastor's decision to leave the church, unless otherwise agreed upon by both the Pastor and the Leadership Team. Similarly, a request for resignation is expected to become effective within ninety days.
 - b. Dismissal. A Pastor may only be dismissed by a two-thirds vote of the members in attendance and voting at a Special Meeting of the Congregation. Prior to calling such a meeting, the Leadership Team must seek counsel from appropriate agencies of the United Church of Christ.
5. Vacancies in the Pastorate
In the event of a vacancy in the role of Pastor, the Leadership Team may arrange for interim ministry, pulpit supply, or pastoral ministry.

6. Establishing a new Associate or Assistant Pastor role
Upon a two-thirds affirmative vote at a meeting called for that purpose, the church may choose to call one or more Associate or Assistant Pastor(s). The same procedure used to call a Senior Pastor will be used to call an Associate or an Assistant Pastor. Any Associate or Assistant Pastor would be called/hired/terminated by the Congregation and supervised by the Senior Pastor.

C. The Leadership Team

1. The Leadership Team has responsibility for facilitating congregational discernment about mission and vision, establishing strategic plans and goals, and working in partnership with the Pastor to ensure that Church resources are properly and effectively used for the fulfillment of its mission.
 - a. Functions of the Leadership Team will include, but not be limited to, the following:
 - i. Adopting policies to delegate authority, establish guidance and limitations, and provide for oversight of the work of the Church
 - ii. Presenting an annual operating budget for approval by the Congregation
 - iii. Appointing members to Standing Teams
 - iv. Calling Congregational meetings
 - v. Appointing delegates to UCC Association and Conference meetings
 - vi. Additionally, the Leadership Team may appoint persons, teams, or groups to aid in the accomplishment of the aims and goals of the Church.
2. The Leadership Team will consist of:
 - Moderator, as chairperson
 - Moderator-Elect
 - Treasurer
 - Financial Secretary
 - Recording Secretary
 - Four At-Large Members
 - The Pastor, serving as an ex-officio, non-voting member
3. Operational Details
 - a. The Leadership Team must meet at least nine times a year. Meetings may be called by the Moderator, the Pastor, or any three Leadership Team members.
 - b. Meetings are open to allow any interested persons to attend. However, the Leadership Team has the authority, upon a two-thirds vote of its membership, to go into closed session for the benefit of the Church as a whole (e.g., for the discussion of sensitive legal or personnel matters).
 - c. A quorum of the Leadership Team will be five persons, and the Moderator will not vote except as needed to resolve tie votes.
 - d. Action of the Leadership Team will be by majority vote of those present, unless otherwise specified.
 - e. At-Large Leadership Team members serve a two-year term. They may be re-elected for a maximum of two additional consecutive terms. Terms will be staggered so that the terms of two at-large positions expire each year.

4. Removal of a Leadership Team member
 - a. A Leadership Team member (officer or at-large) who is absent for four consecutive regular meetings, except in the case of illness or incapacitation, will be considered to have vacated their position.
 - b. The Leadership Team may remove an Officer or At-Large Member for misconduct by a vote of at least five Leadership Team members after giving an opportunity for a fair hearing.
5. The Leadership Team may not buy, sell, mortgage, or transfer real property without prior approval by a two-thirds vote of the Congregation.
6. Leadership Team Members will be covered by relevant liability insurance policy(s) carried by the church.
7. The final authority for settling all questions that may arise as to the policies or organizations of this church shall rest with the members of the Congregation.

D. Officers of the Church

The officers of the Church are the Moderator, Moderator-Elect, Recording Secretary, Treasurer and Financial Secretary. They are elected at a meeting of the Congregation.

1. Moderator

It is the responsibility of the Moderator, with assistance from the Moderator-Elect, to coordinate the work of the various parts of the church organization in cooperation with the Pastor. The Moderator is the presiding officer of the Leadership Team and will be responsible for conducting the Team's meetings. The Moderator will also conduct all congregational meetings.

2. Moderator-Elect

The Moderator-Elect will assist the Moderator in fulfilling the responsibilities of that office. The Moderator-Elect serves as Moderator when the Moderator is unable to do so and performs such other duties as the Moderator or Leadership Team may assign. The Moderator-Elect will become the Moderator during the second year of their term.

3. Recording Secretary

The Recording Secretary will be responsible for recording the proceedings and actions of all Congregational and Leadership Team meetings and will provide copies for archiving at the Church.

4. Treasurer

The Treasurer supports fulfillment of the Leadership Team's financial oversight responsibilities. They are responsible for maintaining detailed books of accounts. The Treasurer must stay informed of the financial condition of the Church and report such condition at each Leadership Team meeting. The Treasurer will manage the annual budget process and will report on the financial condition of the Church to the Congregation as part of the budget process and at the Annual Meeting of the Congregation.

5. Financial Secretary

The Financial Secretary will oversee the recording of all offerings, the deposit of all monies received by the church and the submission of timely receipts of deposit to the Treasurer. They

will keep an accurate record of all pledge and pledge payments. They will also provide annual contribution statements to donors according to the rules governing 501(c)3 organizations.

6. Terms of Office

- a. A Moderator-Elect will be elected for a two-year term. The first year, they will assist the Moderator in fulfilling the responsibilities of that office. The Moderator-Elect will become the Moderator during the second year of their term.
- b. The Moderator serves a one-year term and may not be re-elected to serve consecutive terms.
- c. The Recording Secretary, Treasurer and Financial Secretary will be elected to a two-year term. They may be re-elected for a maximum of two additional consecutive terms.
- d. Treasurer and Financial Secretary terms will be staggered so that both positions do not expire in the same year.

E. Standing Teams

1. Personnel Team

The Personnel Team will have three to five members serving two-year staggered terms. It is responsible for providing advice, support, and assistance regarding church staff employment issues to the Pastor, staff, Leadership Team, and other church teams.

- a. The Personnel Team, subject to the approval of the Leadership Team, develops and updates written employment policies and job descriptions for all employees of the church other than the pastor.
- b. The team functions in the staff grievance process as stated in the Grievance Procedure.

2. The Pastor(s)-Congregation Covenant Team

The purpose of the Pastor(s)-Congregation Covenant Team is to facilitate the processes necessary for establishment and maintenance of healthy relationships between the Pastor and the Congregation and the fidelity of both parties to the covenant established between them at the installation of the Pastor.

- a. Acts as a sounding board for the Pastor's ideas, dreams, and expectations for the Congregation.
- b. Anticipates and addresses conflicts or concerns that may develop.
- c. Arranges for personal support for the Pastor(s) and family members.
- d. Maintains an open relationship with the Congregation, while respecting confidentiality.
- e. The team will consist of three-five members who serve staggered three-year terms. Members may serve no more than two consecutive terms.
- f. The team will meet with the Pastor at least four times per year.
- g. When there is an Assistant or Associate Pastor, an additional team with similar roles and responsibilities will be formed.

3. Endowment Fund Team

The Endowment Fund Team encourages, receives, and administers gifts to the Fund in a manner consistent with Christian stewardship and with the Endowment Fund policy.

- a. The team will consist of three-five members from the Congregation. The term for each member will be three years. No member will serve consecutively for more than two full terms.
- b. The Pastor and Moderator of the Church will be non-voting ex-officio members of the Endowment Fund Team.
- c. The team will meet at least two times each year.

- d. The team will provide semi-annual reports to the Leadership Team. A report shall be presented by the Chairperson on behalf of the Endowment Team at each Annual Meeting of the Congregation.

4. Nominating Team

The Nominating Team recruits candidates for open positions on the Leadership Team and the Standing Teams.

- a. The Moderator-Elect is the chair of the Nominating Team.
- b. The team will consist of an additional two-four members, who will be approved by the Leadership Team:
 - i. At least one other member of the Leadership Team
 - ii. At least one member of the Congregation who is not a member of the Leadership Team
- c. The Nominating Team will secure the consent of each candidate before listing them for office.

Article VII. FISCAL MANAGEMENT

A. Funds

The books and records of the Church will reflect the following funds: Endowment, Designated, and General.

1. Endowment Fund

- a. The Endowment Fund provides members and friends of the Church with opportunities to extend the direction of their life-time stewardship through planned giving. It enhances and enlarges the ability of the Church to underwrite its stated goals, objectives, and purposes.
- b. The Endowment Fund shall be maintained separately from the general operating funds of the Church and may be maintained in cash or investments approved by the Endowment Fund Team and the Treasurer.

2. Designated Funds

- a. Designated Funds are contributions made for a specific group or project of the Church or in memory or in honor of someone (i.e., a memorial fund).
- b. Each Designated Fund will be shown as a separate line item, with inflows and outflows, as part of the monthly financial reporting.

3. General Fund

The General Fund will be for contributions designated to the General Fund and for contributions not designated to any other fund. These monies will be spent according to the General Fund budget.

B. Annual Budget

1. The fiscal year of the Urbandale United Church of Christ will commence January 1st and end December 31st of each year.
2. A proposed budget will be presented to the Congregation for approval at a meeting called for that purpose.
 - a. The proposed budget is drafted by the Officers of the Leadership Team following the conclusion of the annual Stewardship Campaign.
 - b. At least one budget review will precede the Congregational budget approval meeting.

- c. Notice of the review session and Congregational meeting will be given to the membership at least two weeks prior to final approval of the budget.
- d. The review session and Congregational meeting will occur in the month of January.

Article VIII. POLICIES AND PROCEDURES

Policies and procedures will be established to facilitate the effectiveness and efficiency of performing church business. They will be reflective of the Church's mission and consistent with the values of the Congregation as stated in these bylaws.

- A. The Leadership Team will develop, record and revise policies to enhance the overall operation of the Church and procedures necessary to complete the business of the Church and of the Leadership Team itself.
 1. Standing Teams and other teams may make recommendations to the Leadership Team regarding policies relevant to their areas of activity.
 2. Members of the Congregation may also make policy recommendations to the Leadership Team.
 3. The Leadership Team must review and approve any such policy before it goes into effect.
- B. Policies may be amended or rescinded by a subsequent vote of the Leadership Team.
- C. Policies, once adopted, revised, or rescinded, will be made known through publications available generally to members of the church. Such publication may be electronic or in print or both.
- D. The Secretary will see that a register of all policies and procedures is maintained and accessible.

Article IX. MEETINGS

A. Regular Meetings

1. Annual Meeting. An annual meeting of the Congregation shall be convened in May or no later than the first week of June. The purpose of the meeting is for the Congregation to hear reports from staff, officers, and ministry teams; to elect the members of the Leadership Team; and to conduct and transact other Church business. Newly elected persons will assume office immediately.
2. Budget Meeting. A meeting to approve the budget for the fiscal year will take place in January, as described in Article VII.B.2. Other Congregational business may occur at this meeting, as needed.

B. Special Meetings

A Special Meeting of the Congregation may be called by the Pastor(s), by the Leadership Team or by written request of ten members of the Congregation. The call to a Special Meeting must state the nature of the business to be considered and no other business may be acted upon at the meeting.

C. Administrative Details

1. Notice of Meetings. Notice of Congregational meetings must be given at least two weeks in advance through publications (print, electronic or both) that are available generally to the members of the church.
2. Meetings may be in-person, online or hybrid.
3. Voting.
 - a. A majority vote is defined as approval by more than half of the active members present and voting at a duly called meeting.

- b. A two-thirds vote is defined as approval by two-thirds or more of the active members present and voting at a duly called meeting.
 - c. No absentee voting or voting by proxy will be allowed.
- 4. Quorum. At meetings of the Congregation, ten percent of the active members of the Congregation constitutes a quorum.
 - 5. Meetings will be conducted in an informal but orderly style that encourages participation. Robert's Rules of Order may be used to facilitate discussion and decision-making, as the person conducting the meeting (the Moderator or Moderator-Elect) deems appropriate.

Article X. ELECTIONS

- A. Elections will be held by voice vote unless any member present at an election meeting requests a vote by ballot.
- B. If a winner cannot be immediately determined by voice vote, the vote will be taken by ballot.
- C. Unless otherwise specifically provided, a majority vote is decisive.
- D. Where there are more than two candidates for a single position and no one receives a majority, the candidate receiving the lowest number of votes will be dropped on each succeeding ballot until one is elected.
- E. All active members of the church are entitled to vote.

Article XI. BYLAWS REVIEW AND AMENDMENTS

A. Review

At least once every three years, the Leadership Team will appoint a team to review the bylaws and make recommendations for amendment or revision, as needed.

B. Amendments

The Congregation may amend the bylaws at a Congregational meeting.

- 1. Amendments can be recommended in two ways:
 - a. By the Leadership Team or
 - b. By a petition submitted to the Moderator signed by at least twenty active members or 10% of the active membership, whichever is greater.
- 2. Amendments will be circulated through publications available generally to members of the Church at least two weeks prior to the Congregational meeting at which the vote is to be taken. Such publications may be electronic or in print or both.
- 3. Approval requires two-thirds affirmative vote of active members present.