

**UNITED CHURCH OF CHRIST  
LOCAL CHURCH PROFILE**



**Chapel Hills United Church of Christ  
Edina, Minnesota**

[chapelhillsucc.org](http://chapelhillsucc.org)

[uccmn.org](http://uccmn.org)

[ucc.org](http://ucc.org)

**August 4, 2022**

# POSITION POSTING

## LISTING INFORMATION

### SCOPE OF WORK

### COMPENSATION & SUPPORT

### WHO IS GOD CALLING TO MINISTER WITH US?

### WHO IS GOD CALLING US TO BECOME?

## LISTING INFORMATION

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**Church name:** Chapel Hills United Church of Christ

**Street address:** 6512 Vernon Ave S, Edina, MN 55436-1823

**Search Committee Email:** [chapelhillssearchandcall@gmail.com](mailto:chapelhillssearchandcall@gmail.com)

**Supplemental web links:** [www.chapelhillsucc.org](http://www.chapelhillsucc.org)

### **Additional ecumenical affiliations:**

Conference: Minnesota

Association: n/a

### **UCC Conference Staff Contact Person:**

Name: Rev. Cindy Mueller

Title: Steward of Search and Call and Congregational Legacy Planning  
for the Minnesota Conference United Church of Christ

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### **Summary Ministry Description:**

#### Mission Statement:

*Chapel Hills welcomes all people to live and serve in the light of God's love.*

#### Vision Statement:

*Chapel Hills UCC aspires to be an inclusive, innovative, collaborative and mission-driven congregation inspired to learn and serve through the love of Christ.*

#### Core Values:

*Progressive Christianity, Inclusion, Education, and Engagement*

We are a small UCC congregation located in suburban Minneapolis. Founded in 1961, Chapel Hills is a close-knit, loving congregation that engages in progressive but traditional approaches to worship and outreach. Our last pastor served our church for 35 years, which provided a very stable environment, but also allowed us to become complacent. Over time, our congregation has become smaller and older. And correspondingly, our programming and outreach has declined.

This is a time of rebirth for Chapel Hills! We are ready to experiment, innovate, and explore new ways to revitalize our faith community. We have an attractive facility and grounds which we would like to use more openly and effectively. We envision Chapel Hills becoming a hub of community activities and a gathering place for our neighborhood. Our congregation recently approved a capital investment to update our basement space to accommodate a variety of potential new activities.

Chapel Hills is blessed with a strong financial foundation. We hope to expand our mission and outreach activities by developing strategic partnerships with other churches and organizations. Although our congregation generously supports the church, for several years we have relied on investment earnings to bridge a gap in covering our annual budget. Chapel Hills also has a significant fund (called our Enduring Fund) which we have invested for the purpose of providing external grants to churches and other organizations, as well as to make internal grants to support our own capital needs and new projects.

We want to be a multi-generational church that draws a more diverse and younger congregation. Chapel Hills officially became an open and affirming congregation by unanimous vote in 2018. We look forward to working with a new pastor to help us think differently about how we attract new members, and organize our worship services, educational programming, mission work, and social activities.





**What we value about living in our area:**

Chapel Hills is located in Edina, Minnesota, a well-established first-tier suburb of Minneapolis. We are conveniently positioned close to two freeways. The demographics of our immediate neighborhood are changing, with more young families moving in and senior housing expansions.

Our location provides us with many opportunities for outreach, expanding the size and diversity of our congregation and accessing resources and mission partners.

**Current size of membership:**

Total “Active” and “Limited Active” Regardless of Age or Status = 81. (As of May 1, 2022)

**Languages used in ministry:**

English

**Position Title:**

Pastor

**Position Duration:**

Settled: A called position intended for longer-term ministry in which the minister becomes a member of the congregation and a member in good standing of the Minnesota conference. (40-50 hours weekly)

**SCOPE OF WORK**

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Chapel Hills UCC is hiring a full-time minister (40 to 50 hours weekly). Our minister will join a high-functioning administrative staff (currently two volunteer part-time staff members, although the position is funded as part of our annual budget) and music staff (currently an organist and music director). We have also included funding in the 2022 budget for a part-time Christian Education staff person.

Ministering to Chapel Hills UCC

- Preparing and leading weekly worship services, which includes the preparation of thoughtful and relevant sermons, scripture study, etc.
- Enhancing faith formation and vitality through prayer, Bible study, service, identifying helpful resources and opportunities and helping lay persons take advantage of them.
- Working with people in the church to create ministry and programs.
- Offering pastoral care in collaboration with lay people.
- Officiating baptisms, confirmations, weddings, and funerals for participants in the worshiping community.

Ministering to the Community and Wider World

- Leading community engagement for the church to be an ambassador of God’s love.

- Engaging the congregation in transformational mission work.
- Participating in wider church activities such as conference and association meetings.
- Being available to the community for baptisms, weddings, funerals, special worship programs, and as a representative of the church to local organizations.

#### Ministering to the Operation of the Church

- Leading strategic planning for membership growth and new directions in ministry.
- Attending meetings and providing leadership as needed to church programs, in collaboration with lay leadership.
- Providing leadership and support of faithful financial development and stewardship.
- Serving as head of staff and providing management/oversight of hiring new staff.

#### Core Competencies

- An inspiring, energetic preacher and thoughtful leader who can guide our worship.
- An organized administrator who can work collaboratively with lay leaders and staff to carry out our vision and mission.
- A strong advocate for social justice who champions diversity and leads the congregation to put its faith into action.

## COMPENSATION AND SUPPORT

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### **Salary and Benefits:**

The compensation package will be based on the candidate's experience level. A salary and benefits package for this position will range from \$85,000 to \$105,000 per year. This includes salary and housing allowance, travel/business expenses, continuing education, health insurance, pension and social security. We have not broken this number into categories as this can be adjusted to meet personal needs. For example, a pastor may want to place greater emphasis on family health insurance or pension savings or some other category.

In addition, this position includes four weeks paid vacation.

### **What is the expected living situation for your next minister?**

Chapel Hills does not own a parsonage. The minister will need to secure his or her own housing. The church offers a housing stipend as part of the benefit package.

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

Our minister is expected to live within a reasonably convenient commuting distance.

**State any incentives.**

Three months of sabbatical leave after six years of service.

**Describe peer and professional support available for ministers in your association/conference.**

The Minnesota Conference UCC offers a robust system of peer and professional support for its clergy. Those opportunities include the following:

- Support of Authorized ministers in MN Conference
- Authorized ministers' cluster groups with other authorized minister in the surrounding area
- Period support consultations available as requested by authorized ministers
- Conference staff provides support for authorized ministers as requested.
- Recently clergy care grants were offered by the conference
- The conference ministry team has held mutual support gatherings of clergy (Zoom & in person) where conference ministry team and authorized ministers can meet for support purposes
- Annual Clergy retreat
- Leadership development opportunities offered

In addition to the support offered by the Minnesota Conference, the Twin City Area is also home to United Theological Seminary and Luther Theological Seminary, both of which offer enriching continuing education opportunities.

**WHO IS GOD CALLING TO MINISTER WITH US?**

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

**Promote Growth.** Provide leadership and substantive ideas for growing our congregation. Identify opportunities in and outside the church to attract new members. Help existing members minister to the community in ways that encourage people to visit the church.

**Deepen Engagement.** Revitalize our outreach to be a hub of activity and service in our neighborhood. Work closely with nearby churches and organizations. Explore and take opportunities to play an active role in Edina's social and diversity goals. Continue to take opportunities in transformational mission work on a national and global level.



**Enhance Education.** Provide leadership for innovative programs that meet the needs of congregants of all ages.

**Foster Progressive Christianity.** Respectful of and openness to the views of our members and friends, according to the dictates of their conscience.

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

We seek to build upon our foundation as a mission-driven congregation—with a new minister leading by providing resources and inspiration—while supporting the emerging leadership of members of the congregation. We envision our minister taking an active role in our neighborhood and community organizations to increase Chapel Hills’ visibility. We also seek to collaborate with the Minnesota Conference and other UCC churches to develop and enhance our outreach.

**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 speaking is a practical requirement given the makeup of the congregation. There is no culturally specific requirement other than a willingness to embrace a variety of cultures with outreach programs, education, and mission work.

**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.**

- Exhibiting a spiritual foundation and ongoing spiritual practice
- Building transformational leadership skills
- Engaging sacred stories and traditions
- Working together for justice and mercy

## **WHO IS GOD CALLING US TO BECOME?**

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**Who is God calling you to become as a congregation?**

God is calling us to become a church that is led by its members as well as its minister, to listen to each other and our neighbors, and to serve all in Christian love and grace. We are called both to embrace our traditions and to open ourselves to new people, new ideas and new ways to serve. We are called to teach children about the Christian faith, to help them grow in mind and spirit. We are called to invest and to take risks to grow our church. We are called to recognize our challenges and opportunities. We are called to take inspiration from the talent and choices of our

musical leaders. We are called to be part of the broader conversation of change, reconciliation and justice in our community. We are called to love the earth. We are called to be stewards of our resources in all forms.

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

Our interim minister over the last year revived a mid-week social gathering, which attracted a group of regulars and occasional drop-ins. The group started with a midday lunch, then shifted to an early afternoon coffee klatch and, as the nice weather returned this year, became a picnic lunch again. While our interim minister prepares for the picnics with a discussion topic, she said that participants often find something to discuss out of current events or from their own lives. She noticed that, over the months, participants often discussed or worked through grief or moments of loss. That was not the intent of the gathering, but it reflects the organic way that members of Chapel Hills are open to and serve each other.

While our church does not have a multi-year strategic plan, it agreed in the past year to explore a proposal by a young member to become the site of a Spanish Immersion Preschool with a targeted start date of August 2023. As a result, the church has been evaluating its building and grounds with an eye to preparing our facilities for daily use by dozens of young children. The congregation has authorized a \$200,000 budget to rebuild a playground, and update the basement level, including meeting rooms, bathrooms and the kitchen. When the basement project is complete, the entire church building will have been remodeled since 2019. We believe that the arrival of the preschool will infuse the building with energy all through the week and introduce Chapel Hills to more young families in our neighborhood and nearby community.

**WHO ARE WE NOW?**

**CONGREGATIONAL REFLECTIONS**

**11-YEAR REPORT**

**CONGREGATIONAL DEMOGRAPHICS**

**PARTICIPATION AND STAFFING**

**CHURCH FINANCES**

**HISTORICAL INFORMATION**

**CONGREGATIONAL REFLECTIONS**

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### **Describe your congregation's life of faith.**

We are a progressive Christian community following a path of love, grace, and compassion. We value both the head and the heart as we support one another on our faith journeys. We open ourselves to God's Spirit in worship, prayer and study. We hold each other in community and encourage one another to grow in the Spirit and to reach out in generosity and compassion to the people around us. We believe that God has given gifts to us all. Our task is to discover those gifts and use them to be who God has called us to be.

We are an inclusive, joyful congregation of witnesses to the life of Christ, and so we welcome all people to live and serve in the light of God's love. In 2018, Chapel Hills unanimously adopted the Open and Affirming Covenant to ensure that our ministry includes persons of all sexual orientations, gender identities, and gender expressions.

### **Describe several strengths or positive qualities of your congregation.**

- A welcoming community: We are a caring, supportive, and respectful congregation. People can find friendship, fellowship, and fun at Chapel Hills.
- Life-long learners: We appreciate relevant and thoughtful sermons, enjoy a variety of musical expressions of spirituality, and seek out opportunities to read about and explore contemporary issues together.
- Mission-driven: We provide opportunities for church members and neighbors to serve people who need support. We foster a presence through active assistance to a set of mission partners, which increases our understanding of and our ability to serve those who struggle.

### **Describe what worship is like when your congregation gathers.**

Worship at Chapel Hills takes place in the sanctuary, a welcoming space that can hold more than one hundred worshippers. At the front of the sanctuary are the words "You are the Light of the World."

We currently have one Sunday service per week. In addition, we have special services on Christmas Eve, Ash Wednesday, Maundy Thursday, and Good Friday. We celebrate communion on the first Sunday of the month.

Before services begin, worshippers gather in the narthex and lounge to converse with each other, while others take care of last-minute preparations. The choir, which practices on Wednesday evening, also rehearses before church. A greeter welcomes all participants as they enter the sanctuary.

Each service is a mix of contemporary and traditional elements and can include use of materials from outside the traditional church liturgy. Some elements of our service include announcements, prayer concerns, greeting members of the congregation, scripture reading by lay liturgists, children's time, music (choir sings an anthem and usually an offertory), sermon, prayers, and benediction/blessing. A large screen television at the front of the sanctuary provides a platform for sharing artwork or other service enhancements. After the service we gather for coffee, treats and fellowship in the narthex and lounge.

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

### **Children and Youth**

Only a small number of children and youth currently attend Chapel Hills. Children participate in the church service through Children's Time. Activity bags are provided for very young children until they leave the service for Sunday School. For small children, we offer childcare. Sunday School is taught by volunteers using a prepared Cokesbury curriculum and lesson plans developed by the Enrichment Team leader. On a typical Sunday, between two and six children participate in Bible-based activities such as storytelling, crafts, and singing.

Our vision is that children and youth will be an important component of our church life. In the past, Chapel Hills was able to support a robust youth program. As our numbers declined, these programs were phased out. Growing a high-quality and meaningful educational program for children and youth is one of our highest priorities. In 2022, our congregation approved a part-time position to help us move forward with our educational enrichment offerings.

### **Adults**

At present, Chapel Hills does not have a formal adult education program. However, an active group meets regularly to discuss books that address current issues and spirituality. These book discussions are led by a member of the congregation. Below are recent examples of the books that have been read and discussed.

- *Real Good Church*, by Rev. Molly Phinney Baskette
- *Becoming Nicole: The Transformation of an American Family*, by Amy Ellis Nutt
- *The Book of Joy (Lasting Happiness in a Changing World)*, by The Dalai Lama and Archbishop Desmond Tutu with Douglas Abrams
- *Two Old Women (An Alaska Legend of Betrayal, Courage and Survival)*, by Velma Watts
- *Minor Feelings: An Asian American Reckoning*, by Cathy Hong Park
- *Everything You Wanted to Know About Indians But Were Afraid to Ask*, by Anton Treuer
- *Dakota: A Spiritual Geography*, by Kathleen Norris

Going forward, we hope to increase our educational offerings for adults. In a Fall 2021 survey of Chapel Hills members, many expressed a strong interest in having adult Bible study gatherings. We hope to find innovative ways to make these opportunities accessible to people who would like to participate.

### **Describe how your congregation is organized for ministry and mission.**

Council consists of nine elected representatives authorized to make decisions on behalf of the members and friends of Chapel Hills. The Council members include Moderator, Clerk, Treasurer, Member-at-Large, and the leads of 5 Ministry Teams—Facilities, Worship, Hospitality, Enrichment, and Outreach. The Pastor is a nonvoting member of the Council. The scope of the Council's authority is specified in the bylaws, which were updated in 2022.

In addition, there are six Standing Committees that serve specific roles needed to fulfill the mission of the Church. These Committees include:

- The Enduring Fund Committee—responsible for seeking, evaluating, and making grants—both internally to support Chapel Hills and externally to help fund the work of other churches and organizations.
- Friends in Christ Committee—responsible for reaching out to individuals in the congregation who may need special support.
- The Giving Committee—responsible for conducting the annual pledge drive and any additional fundraising activities authorized by the Church Council.
- Human Resources Committee—responsible for establishing and implementing the Church's personnel policies, practices, and procedures.
- Nominating Committee—responsible for developing the slate of candidates to be elected at each Annual Meeting.
- Pastoral Relations Committee—responsible for supporting a healthy relationship between the Pastor and congregation.

### **How are decisions communicated in your church?**

Decisions are communicated to members and friends through multiple means: the Chapel Hills weekly newsletter (emailed or sent through U.S. mail), at the Sunday service on a large screen with PowerPoint, during announcements at the Sunday service, and in reports presented at the annual meeting from teams, committees, and church officers.

### **Where does your church struggle for vision?**

Chapel Hills struggles to find a coherent strategy for growth. Our church community is welcoming and joyful. We feel that our mission and programming are meaningful and could serve many more people. Despite our strengths, we have not been able to attract many new people into our

fellowship. Our efforts have been well-meaning, but disparate. A new pastor will play an important role in helping us develop a long-term strategic approach to growth that would help us develop multiple ways to identify and welcome new members into our church. Our current members are excited to participate in this effort.

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

On average, we estimate that the Church Council meets two hours per month. Teams and committees meet approximately one to two hours per month as well.

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

At the beginning of COVID, Chapel Hills had to adapt quickly to worship together virtually on Zoom. Members and friends stepped up quickly and helped convert our programming to an online format. Many people contributed to this effort by learning how to use Zoom and then teaching other members of our congregation how to participate in virtual events. Through this experience, we recognized that technology will be an important component of our church fellowship going forward. In early 2022, the congregation approved a significant investment to improve the technology infrastructure needed to provide a better virtual worship experience.

The coronavirus pandemic also helped us focus on the importance of strengthening our worship community even as we were unable to gather in person. There were some church members and friends who were not able to transition to a virtual format. We organized a group of members and friends who reached out to people who could not participate. We called them on the phone, sent cards, and delivered flowers and small gifts. We wanted all of our members and friends to know that we were thinking of them and wanted them to stay involved with the church.

**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. We revised our bylaws in 2022 and can provide a copy of our most recent Annual Report. As part of our transition work, we have developed a Master Calendar that covers both worship and administrative activities.

## **11-YEAR REPORT**

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The 11-Year Report for Chapel Hills is available on request. It is not included because the data was not accurately maintained over that period of time.

Below is the data (in the format of the 11-Year Report) with accurate information for 2021.

2021 Data for 11 Year Report										
	MEMBERS	AVERAGE WEEKLY ATTENDANCE	CHR ED/ FAITH FORM	BAPTISMS / WEDDINGS	CONFIRMATION	CONFESSION	TRANSFER REAFFIRM	DEATHS TRANSFER OUTS	OTHER LOSSES	NET MEMBERS ADD REMOVED
2021	71	44	0	2, 1	0	0		1	0	2
	CURRENT EXPENSES	CAPITAL PAYMENTS	BASIC SUPPORT (Dues) 1	TOT OTHER UCC GIVING 2	TOTAL OCWM	OTHER GIFTS 3	WIDER MISSION	BASIC SUPPORT CUR LOCAL	TOTAL EXPEND 4	PLEDGE & OFFERINGS
2021	\$236,759	\$5,566	\$1,700	\$3,590	\$15,030	\$9,250			\$242,324	\$162,910

1 Church Dues to MN Conf

2 NIN, OGHS, Christmas Fund, Strengthen the Church, Disaster Relief

3 VEAP. Connect with a Child, House of Charity

4 Budgeted and Unbudgeted Expenses

## CONGREGATIONAL DEMOGRAPHICS

**Describe those who participate in your church.** (As of May 1, 2022)

		<i>Is this number an estimate? (Check if yes)</i>
Number of active members:	75	Includes Active & Limited Active
Number of active non-members:	6	Unconfirmed children
Total of church participants (sum of the numbers above):	81	

### Percentage of total participants who have been in the church:

“Strong Estimate” indicates we did a thoughtful review of our entire congregation and referenced available records, but we did not do an individual survey of each congregant.

		<i>Is this number an estimate? (Check if yes)</i>
More than 10 years:	59%	Strong estimate
Less than 10, more than 5 years:	17%	Strong Estimate
Less than 5 years:	24%	Strong Estimate

**Number of total participants by age:**

0-12	13-18	19-21	22-30	31-60	61-70	71+	<i>Are these numbers an estimate? (Check if yes)</i>
6	1	2	4	25	20	23	Strong Estimate

**Percentage of adults in various household types:**

		<i>Is this number an estimate? (Check if yes)</i>
Single adults under 35:	2.4%	Strong Estimate
Joint household with minors:	12%	Strong Estimate
Single adults age 35 plus	26%	Strong Estimate
Joint household with no minors:	48%	Strong Estimate

**Number of adults in various employment types:**

	#	<i>Is this number an estimate? (Check if yes)</i>
Adults who are employed: both full and part-time	28	Strong Estimate
Adults who are retired	47	Strong Estimate

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

The majority are retired but, in many cases, significantly active. A large percentage are college educated with professional occupations.

**Describe the mix of ethnic heritages in your congregation, and the overall racial make-up.**

Culturally, we are a white congregation, although we have had several Asian children grow up in the church (baptism, Sunday School, and confirmation). From a heritage perspective, most of our members and friends are of a Scandinavian or European background. For many years we sponsored a student from Mexico and part of this included an ethnically themed meal and educational program. Presently, we are supporting an orphanage/school in Africa, and we had the pleasure of hosting children from the school a few years ago. Many members have worked and/or traveled outside the country which contributes to our congregation's diverse worldview.



## PARTICIPATION AND STAFFING

Ways of Gathering	Estimated number of people involved in attendance	Who plans each of the listed gatherings? <i>(List any and all worship planners, such as various lay leaders, pastors, musicians, other staff)</i>
Adult Groups or Classes	6	Pastor
Baptisms <i>(number last year)</i>	2	Pastor
Children's Groups or Classes	6	Lay Leaders
Christmas Eve and Easter Worship	100	Pastor and Choir Director
Church-wide Meals	50	Lay Leaders
Choirs and Music Groups	12	Choir Director
Communion <i>(served how often?)</i>	40	1st Sunday of each Month Worship Ministry Team
Community Meals	125	Lay Leaders (Neighborhood Night to Unite)
Confirmation <i>(number confirmed last year)</i>	0	Pastor
Funerals <i>(number last year)</i>	1	Pastor
Outdoor Worship	1	Pastor
Weddings	1	Pastor
Worship (time slot: 10:15 a.m.)	40	Pastor

As of June 30, 2022 (year-to-date): 5 Baptisms and 3 Funerals.

**List all members or regular participants in your congregation who are ordained, licensed, or commissioned ministers.**

Name	Three- or Four-Way Covenant? <i>(3 or 4 or no)</i>	Ministry Setting	Type of Ministry Role	Retired? <i>(Y or N)</i>
Doug Allen				Yes
John Roschen				Yes

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

Staff Position	Head of Staff?	Compensation (full time, part time, volunteer)	Supervised by	Length of Tenure for current person in this position
Intentional Interim Pastor	Yes	Full Time/Salary	Pastoral Relations Committee	2 years
Choir Director	No	Part Time/Salary	Pastor	36 years
Organist	No	Part Time/Salary	Pastor	53 years
Financial Sec	No	Part Time/Salary	Church Council	15 years
Nursery Staff	No	Part Time/ Hourly	Enrichment Ministry Team	7 years
Admin Staff	No	Volunteer	Pastor	10 years
Financial Officer	No	Volunteer	Council	10 years

## **REFLECTION**

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

Our demographics show a congregation that has been gradually aging and declining in size for many years. This trend was a wake-up call that prompted us to undergo the “New Beginnings” self-study in 2014. That process required that we consider some hard questions. Was it time to close our church? Consider merging with another congregation? Make significant strategic changes? We emerged from that process with a renewed commitment to growth and outreach, but those efforts were not as effective as we had hoped.

The departure of our long-time minister, followed shortly by the pandemic, put additional pressures on our congregation. As we learned how to gather virtually by Zoom, we discovered some new opportunities for outreach, but we also had to put a number of meaningful and important initiatives “on hold.” We are just beginning to resume some of those activities (such as mission work and fellowship), but we need to expand our programming and outreach well-beyond our pre-pandemic levels.

## CHURCH FINANCES

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The following report was prepared by Barb Okonek, the Financial Officer of Chapel Hills, as a comprehensive summary of our church’s 2021 Budget, 2021 Total (Actual) Expenses, and the 2022 Budget. A preliminary version of this information was included in the 2021 Annual Report of Chapel Hills. The 2022 Budget was approved by the congregation at an Annual Meeting held on March 20, 2022.

	<i>2021 Budget</i>	<i>2021 Total Expenses</i>	<i>2022 Budget</i>
<b>COUNCIL</b>			
<b>MINISTER</b>			
Travel Expense	\$3,789.00	\$3,789.00	\$3,789.00
Continuing Education	\$1,200.00	\$200.00	\$1,200.00
Health Insurance	\$8,754.00	\$8,754.00	\$9,027.60
Housing	\$24,000.00	\$24,000.00	\$24,000.00
Pension	\$8,517.00	\$8,517.60	\$8,691.00
Sabbatical	\$0.00	\$0.00	\$0.00
Salary	\$35,586.00	\$35,586.00	\$38,077.00
FICA	\$4,654.00	\$4,654.00	\$4,749.00
Sub-Total	\$86,500.00	\$85,500.60	\$89,533.60
<b>OFFICE MANAGEMENT</b>			
Administrator	n/a	n/a	\$25,000.00
Bank Service Charge	\$240.00	\$165.00	\$0.00
Office (copier, supplies)	\$4,000.00	\$5,295.14	\$4,000.00
Phone and Internet	\$1,400.00	\$1,251.80	\$1,400.00
Postage	\$600.00	\$633.15	\$600.00
Sub-Total	\$6,240.00	\$7,345.09	\$31,000.00

	<b>OTHER</b>			
	Delegates	\$250.00	\$0.00	\$250.00
	Employer F.I.C.A.	\$2,371.00	\$2,370.12	\$2,536.00
	Financial Secretary	\$1,760.00	\$1,173.36	\$1,883.00
	Giving (Enlistment)	\$100.00	\$0.00	\$100.00
	Online Transaction Fees	\$300.00	\$203.98	\$0.00
	Social Media/Marketing	\$500.00	\$1,013.40	\$900.00
	Sub-Total	\$5,281.00	\$5,012.49	\$5,669.00
	<b>TOTAL COUNCIL</b>	\$98,021.00	\$97,858.18	\$126,202.60
<b>FACILITIES</b>				
	Building Maintenance	\$5,000.00	\$3,845.96	\$4,000.00
	Curators	\$400.00	\$0.00	\$400.00
	Custodial	\$10,000.00	\$10,631.38	\$15,000.00
	Electricity	\$3,000.00	\$3,370.75	\$3,500.00
	Grounds Maintenance	\$10,000.00	\$13,381.20	\$12,500.00
	Street Repair Assessment	\$1,600.00	\$1,543.76	\$1,600.00
	Heating	\$5,500.00	\$5,893.57	\$6,250.00
	Heating Repairs	\$1,500.00	\$2,015.02	\$1,750.00
	Heating Contract	\$1,200.00	\$1,721.58	\$1,722.00
	Insurance	\$11,000.00	\$13,808.00	\$15,305.00
	Trash	\$1,500.00	\$1,079.75	\$1,100.00
	Water & Sewer	\$3,500.00	\$3,611.96	\$3,700.00
	Workers' Comp	\$978.00	\$993.00	\$1,025.00
	<b>TOTAL FACILITIES</b>	\$55,178.00	\$61,895.93	\$67,852.00
<b>ENRICHMENT</b>				
	Adult Education	\$0.00	\$0.00	\$0.00
	Bibles	\$0.00	\$0.00	\$0.00
	Confirmation	\$0.00	\$0.00	\$0.00
	Sunday School	\$1,000.00	\$53.75	\$1,000.00
	Nursery Staff	\$2,350.00	\$1,890.00	\$1,670.00
	Sunday School Staff	n/a	n/a	\$5,000.00
	<b>TOTAL ENRICHMENT</b>	\$3,350.00	\$1,943.75	\$7,670.00
<b>HOSPITALITY</b>				
	Greeting and Potluck	\$700.00	\$285.15	\$700.00
	Special Gatherings	\$500.00	\$155.05	\$500.00
	Friends in Christ	n/a	n/a	\$500.00
	<b>TOTAL HOSPITALITY</b>	\$1,200.00	\$440.20	\$1,700.00
<b>WORSHIP</b>				
	Choir Director	\$13,770.00	\$13,770.00	\$14,733.00
	Guest Minister	\$600.00	\$575.00	\$1,600.00
	Music	\$0.00	\$73.95	\$0.00
	Organist	\$17,212.00	\$17,212.08	\$18,415.00
	Section Leaders	\$9,000.00	\$9,000.00	\$9,000.00
	Special Music	\$500.00	\$500.00	\$500.00
	Sub Organist	\$800.00	\$400.00	\$800.00
	Worship Supply	\$800.00	\$942.85	\$800.00
	<b>TOTAL WORSHIP</b>	\$42,682.00	\$42,473.88	\$45,848.00

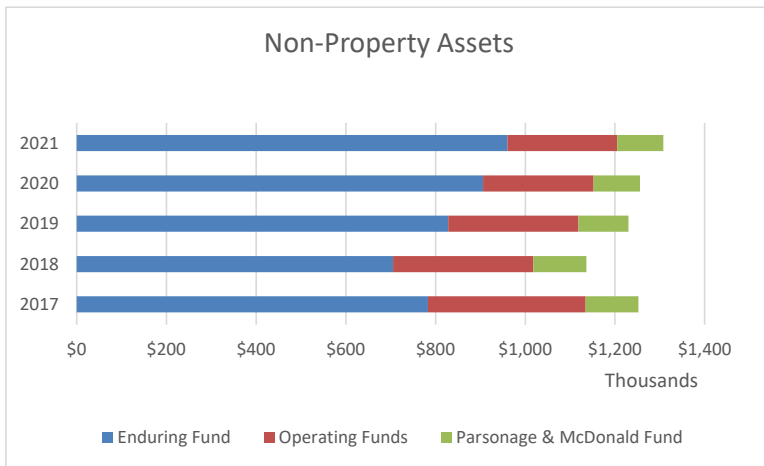
<b>OUTREACH</b>				
	Hands on Missions	\$2,000.00	\$0.00	\$2,000.00
	Association Dues	\$1,700.00	\$1,700.00	\$1,700.00
	House of Charity	\$1,500.00	\$1,500.00	\$1,500.00
	OCWM	\$15,000.00	\$15,030.00	\$15,000.00
	VEAP Budgeted	\$1,500.00	\$1,500.00	\$1,500.00
	Connect With A Child Sponsor	\$600.00	\$480.00	\$600.00
	<b>TOTAL OUTREACH</b>	\$22,300.00	\$20,210.00	\$22,300.00
<b>TOTAL ALL CATEGORIES</b>		<b>\$222,731.00</b>	<b>\$224,821.94</b>	<b>\$271,572.60</b>

The following report is a comprehensive summary of Chapel Hills’ assets, operating income and expenses, investment income and expenditures, and capital expenditures. This report was prepared by Mike Camilli, the Treasurer of Chapel Hills, and was included in the 2021 Annual Report on the church’s finances in preparation for the church’s Annual Meeting, held on March 20, 2022.

### **2021 Chapel Hills Church Treasurer’s Report**

Chapel Hills is blessed to have members who generously support the Church strengths – Message, Music, Mission, Meals and Hospitality. Chapel Hills continues to have a strong financial position thanks to the ongoing stewardship by Church members. Generous giving by Church members and the financial assets provides funds to support Church programs, outreach to our local and global community, and Church special projects.

The Church financial position includes three primary drivers – assets, operating income, and investment income. Chapel Hills non-property assets are stable, growing by 4% during 2020. The Church incurred another operating loss as expected since budgeted expenses exceeded budgeted income. Total investment income exceeded the operating loss for the year, resulting in higher non-property assets compared to 2020 year-end.



**Total Non-Property Assets are stable and 4.2% higher than last year**

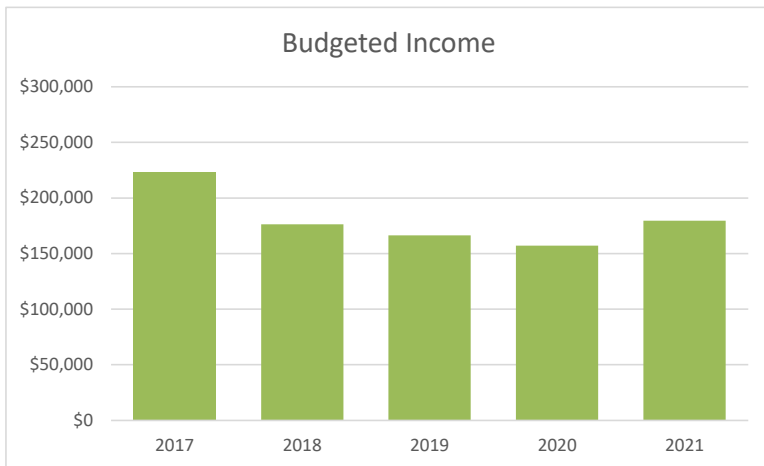
Total Assets = \$1,308,027

Enduring Fund = \$960,223 (+6.0%)

Operating Funds = \$244,544 (-0.6%)

Parsonage Fund = \$103,000

McDonald Fund = \$0 after using the fund \$ to remodel the bathrooms



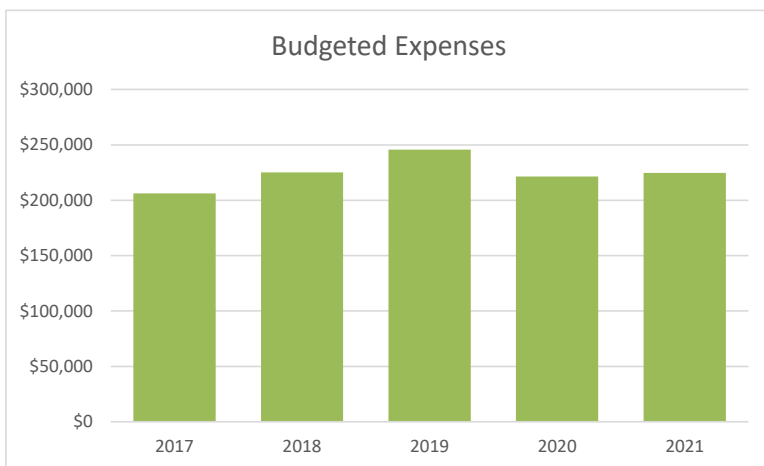
**Actual Budgeted Income is higher than planned (\$179,523)**

2022 pledges received in 2021 total \$20,914

+14.2% vs. last year (\$157,246)

-7.6% below plan (\$166,770)

Budgeted Income includes pledge \$, unpledged \$, loose \$, rental income and refunds

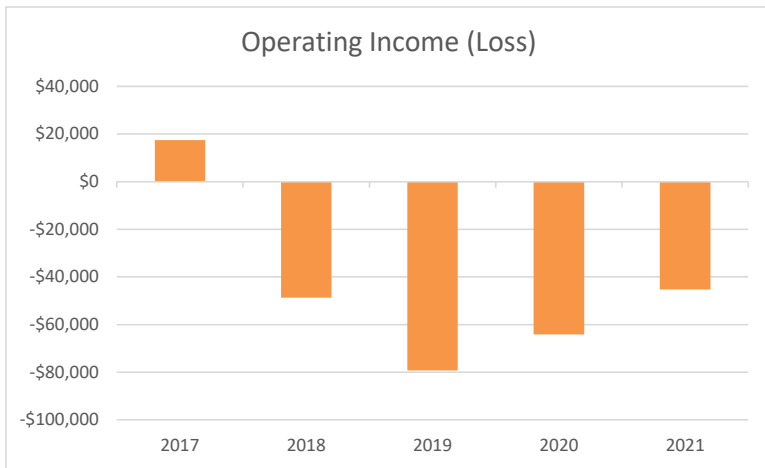


**Actual Budgeted Expenses are steady YOY, but higher than plan (\$224,822)**

+1.5 vs. last year (\$221,425)

+0.4% over budget (\$223,831)

Budgeted expenses include an unplanned roof repair (\$1,339)

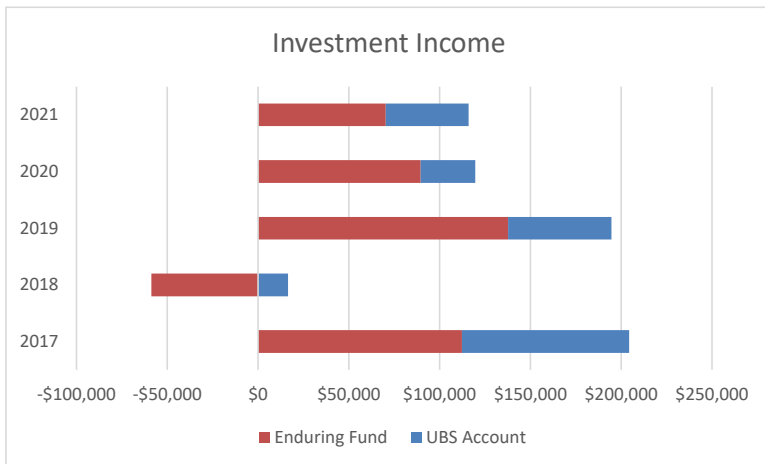


**Operating Loss (\$45,299) continues and is smaller than expected**

Higher income from early 2022 pledge payments resulted in a smaller operating loss. Otherwise, the Operating Loss is higher than plan (\$45,299 + 20,914 early \$ = \$66,213)

\$18,880 or 29.4% smaller than last yr.

\$11,762 or 20.6% smaller than expected compared to the budgeted operating loss (\$57,061)

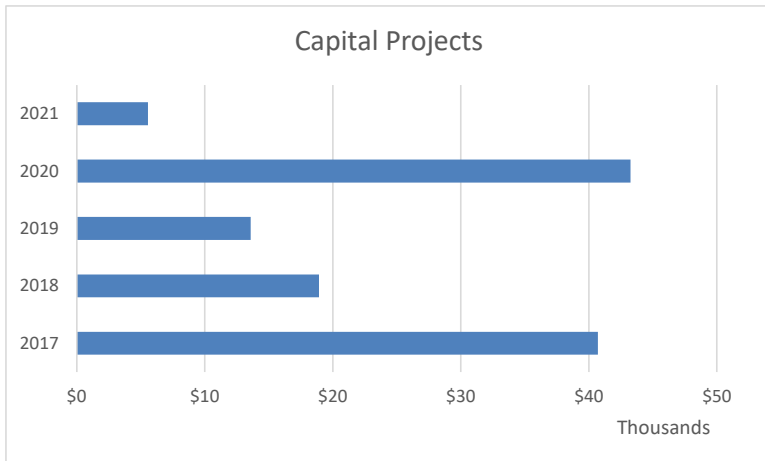


**Investment Income (\$115,937) is higher than the Operating Loss. The 9.2% return exceeded expectations**

Enduring Fund investment income from the United Church Fund = \$70,277 (+7.8% investment return)

UBS account investment income = \$45,660 (+14.5% return)

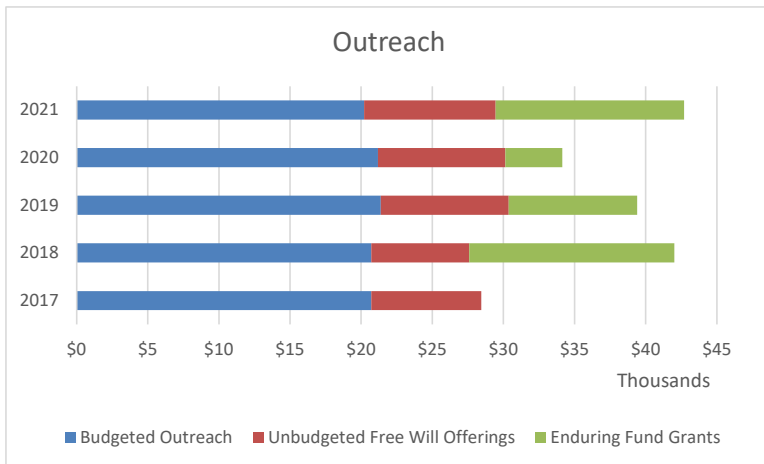
UBS account includes Undesignated Operating Funds and Parsonage Fund



**Capital Project spending (\$5,566) is lower than 2020 and the smallest in the last 5 years**

Average capital spending for the last 5 years is \$24,400, and 7 years is \$32,800

The sink hole repair is the 2021 capital project

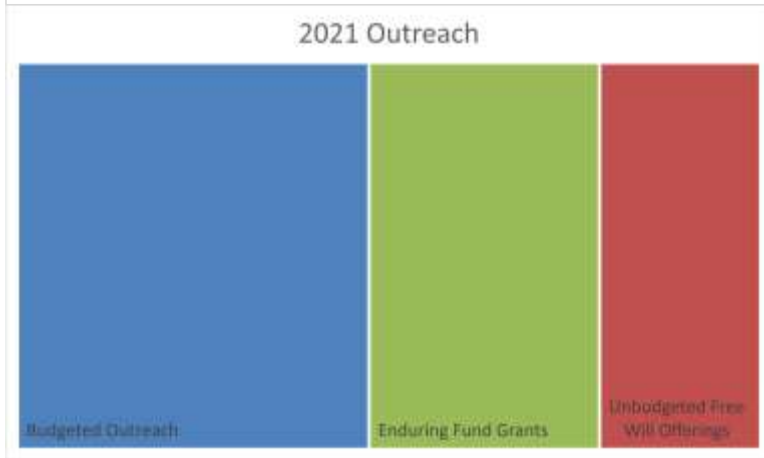


**Total Outreach is higher than last year (\$42,700)**

Budgeted Outreach = \$20,210

Unbudgeted Free Will Offerings from additional Church member giving = \$9,240

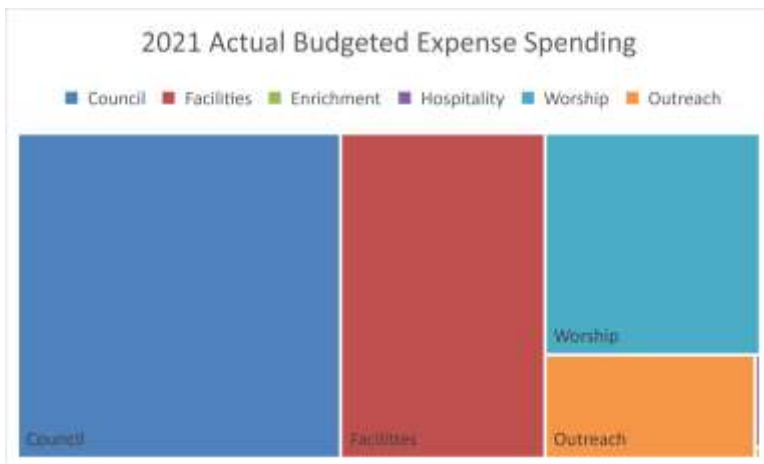
Enduring Fund Grants to external organizations = \$13,250



Budgeted Outreach = 47%

Unbudgeted Free Will Offerings = 22%

External Enduring Fund Grants = 31%



**Actual spending on Budgeted Expenses**

Council (Minister, Office, Other) = 43.5%

Facilities = 27.5%

Worship = 19.7%

Outreach = 9.0%

Enrichment and Hospitality = < 1%



<b>Funds / Accounts</b>	<b>2020</b>	<b>2021</b>	<b>\$ Change</b>	<b>% Change</b>
<b>Funds</b>				
Church Funds				
Parsonage Fund	\$ 103,260.00	\$ 103,260.00	\$ -	0.0%
McDonald Fund	\$ -	\$ -	\$ -	
Undesignated/Operating Fund	\$ 246,101.14	\$ 244,544.43	\$ (1,556.71)	-0.6%
Total Church Funds	\$ 349,361.14	\$ 347,804.43	\$ (1,556.71)	-0.4%
Enduring Fund	\$ 906,195.65	\$ 960,222.54	\$ 54,026.89	6.0%
Total Assets	\$ 1,255,556.79	\$ 1,308,026.97	\$ 52,470.18	4.2%
<b>Accounts</b>				
Checking	\$ 34,053.40	\$ 20,705.83	\$ (13,347.57)	-39.2%
United Church Funds	\$ 906,195.65	\$ 960,222.54	\$ 54,026.89	6.0%
UBS Investment	\$ 315,307.74	\$ 327,098.60	\$ 11,790.86	3.7%
Total Assets	\$ 1,255,556.79	\$ 1,308,026.97	\$ 52,470.18	4.2%

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

39%

**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?**

Yes, Chapel Hills is a 5-for-5 church.

- 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?**

In 2021, we contributed \$15,030 to OCWM or 6.6% of our operating budget.

**What is the church’s current indebtedness?**

Chapel Hills has no debt other than current accounts receivable which are typically paid monthly.

- Total amount of loan debt: \$0
- Reason for debt: N/A
- Are capital and other payments current? Yes

**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.**

During fiscal year 2022, we are updating the church’s audio-visual capabilities to enhance our online worship experience, and we will be installing an outdoor playground adjacent to our building. In addition, we are in the late stages of vetting plans and funding alternatives to remodel our basement to accommodate a variety of potential new activities.

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

Not applicable.

**Does your church have an endowment?**

Although Chapel Hills does not have a legally restricted endowment, we have a professionally managed investment fund (the combined Operation/Parsonage Investment Fund, managed by UBS) along with a separate quasi-endowment fund (The Enduring Fund, managed by UCC Funds) which was seeded with approximately \$592,066 from the sale of church property about 20 years ago.

**What is the market value of the assets?**

The Chapel Hills non-property assets total \$1,308,027 at 2021 year-end and \$1,152,851 on April 30, 2022. The assets are in three categories:

- Enduring Fund (73%) – purpose is to fund grants to support local and global missions and Church projects. Bylaws limit the spending to 4% of the average ending account balance for the last 3 years but also allow additional spending if approved by the congregation.
- Operating Fund (18%) – purpose is to fund general operating expenses.
- Parsonage Fund (9%) – part of the investment account (the separate line item represents the proceeds from the sale of the parsonage more than 35 years ago).

**Are funds drawn as needed, regularly, or under certain circumstances? What is the percentage rate of draw (last year, compared to 5 years ago)? Describe the draw on**

**endowment, if any, to meet operating budget expenses for the most recent year and the past five years.**

Funds from the combined Operations/Parsonage account have been used as needed to bridge the gap between pledged contributions and our operating budget for the past four years (2018-2021), as well as to cover capital project expenditures.

The funds drawn from the Enduring Fund are governed by the Enduring Fund Charter, which specifies an annual draw of 4% applied to the average year-end valuation of the Fund for the preceding three years. The terms of the Enduring Fund Charter provide flexibility as to both the purpose of spending (external vs. internal grants) and the amount of the draw, with a provision that the draw should not invade principal. The Enduring Fund Committee has adhered to the 4% draw, including designating part of the annual draw to be reinvested in the Enduring Fund, except in the limited circumstances, described below.

The average annual draw to cover operating expenses and capital projects for the last five years is 5.6%, or approximately \$68,400:

	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Operating Gain (Loss)	\$ 17,450.78	\$ (48,758.35)	\$ (79,224.25)	\$ (64,178.49)	\$ (45,298.67)
Capital Projects	\$ (40,704.62)	\$ (18,919.00)	\$ (13,587.78)	\$ (43,257.55)	\$ (5,566.19)
Total Deficit Spending	\$ (23,253.84)	\$ (67,677.35)	\$ (92,812.03)	\$ (107,436.04)	\$ (50,864.86)
Investment Income	\$ 204,355.93	\$ (42,316.39)	\$ 194,670.01	\$ 119,582.43	\$ 115,936.95
Gain (Loss)	\$ 181,102.09	\$ (109,993.74)	\$ 101,857.98	\$ 12,146.39	\$ 65,072.09

In the last five years, the investment returns of the Church investment accounts offset the operating loss for the Church budget and capital project & maintenance spending. The investment income averaged ~ \$118,400 and supported a ~ \$224,500 increase in the non-property assets from \$1,083,557 at 2016 year-end to \$1,308,027 at 2021 year-end.

Please note the non-property assets increased ~\$224,500 over the last five years while the total gain when combining investment income, operating loss, and capital projects/maintenance spending is ~ \$250,200. The difference is due to external Enduring Fund grants, unbudgeted operating expenses, and timing of church expense payments.

The congregation approved additional Enduring Fund spending in the last several years for unexpected maintenance and repairs. The projects include a basement repair and landscaping project to remediate a water/flooding issue in 2015/2016 and the boiler replacement in 2017.

The undesignated operating funds have funded multiple projects in the last five years including remodeling the main floor bathrooms and offices, adding an automatic opener to the front door, repairing the roof, and replacing the hot water heater and water softener.

Chapel Hills non-property assets are expected to decrease in 2022 to \$800K due to a higher operating loss (~96K), deferred maintenance spending (up to \$200K), and investment account losses due to the stock market returns.

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

The non-property assets are expected to last at least 10 years and possibly longer depending on investment returns.

**Other Assets**

The land on which Chapel Hills is situated has an estimated value of \$5 million.

**Does your church have a parsonage?**

No

**Describe all buildings owned by the church:**

Our church building and the surrounding lot, located at 6512 Vernon Ave S, Edina, Minnesota.

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

None

**Which spaces are accessible to wheelchairs?**

The main floor of the church building is wheelchair accessible, including the worship space, first floor fellowship hall, office/classroom space, and restrooms. The chancel and choir loft are not accessible to wheelchairs. The main front entrance has handicapped door openers. The basement can be accessed by wheelchairs through a separate basement doorway.

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

Historically, our budgeting process as a congregation has not been contentious. The focus year-over-year was on containing costs and making incremental changes. This approach was likely the result of our favorable investment portfolio which enabled us to balance the budget as our annual pledges from members for operating expenses have fallen short of actual expenses.

The budgeting process for 2022, however, reflects a marked change in our congregation's commitment to making strategic new investments in our ministry. Specifically, we added a new line item for administrative staffing and created a new part-time position for educational outreach. The congregation also approved significant additional capital investments in our building to make our facility useful for a variety of new purposes.

## HISTORICAL INFORMATION

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### **Name significant happenings in the history of your church that have shaped the identity of your congregation.**

In June 1958, a committee formed at Colonial Church of Edina, then located on its east side, to organize a new Congregational church in an undeveloped area on the western edge of the suburb. The members of Colonial were building on a tradition; their church was organized in 1946 by members of Edina Morningside Congregational. In October, the committee forming the church chose a name: Chapel Hills Congregational. They hired a minister named Owen Akers, who had been the organizing minister of a church in suburban Madison, Wisconsin. In swift succession, fifteen families from Colonial agreed to join the new church, Akers moved to Minnesota and a capital campaign began to pay for a building. Akers led the church until 1964, when he was succeeded by Stephen Diller, brother-in-law to the comedian Phyllis Diller. A significant contribution to the church came in 1969, when he interviewed a young woman named Sandy Davis to be organist. "What is your religious affiliation?" Diller asked. "Temple Israel," Davis replied, thinking her answer would be the end of the interview. But it wasn't. And today, Sandy is in her 52<sup>nd</sup> year as Chapel Hills' organist. Diller's tenure lasted five years. His successor stayed for just two, however, and the minister after that stayed just six months, saying he made a mistake by accepting the church's call. Donald Asman arrived in summer 1974 and, over the next five years, his ministry saved the church at a time when it could have dissolved. In that time, however, Colonial Church, which had outgrown its building, purchased several acres of land just a half-mile from Chapel Hills and built a campus. By 1978, the rapidly developing west side of Edina now had two Congregational churches.

In 1984, Chapel Hills hired its seventh minister, Alan McNamara. A young Midwesterner, McNamara was fairly new to ministry, having served five years as assistant pastor at a UCC in Eau Claire, WI, before accepting the call to Chapel Hills. He and his wife Barb had two toddler children. The couple remained at Chapel Hills for the next 35 years, and their ministry shaped the rest of its history. In the pulpit, McNamara leaned on theology and philosophy and peppered his sermons with contemporary culture and tales of his family. Members felt his sermons were thought-provoking. He challenged them to live their faith all the time, not just at Chapel Hills. He arrived early at church but got up even earlier to read the morning newspaper. Frequently,

parishioners learned of world events when he called for prayers for people affected by conflict or natural disaster. Though leaning left, he kept Chapel Hills in the middle of the political road. The church neither led nor steered clear of the UCC's stances on political and social issues. With nearby Colonial exerting a gravitational pull on Edina's elite, Chapel Hills under McNamara offered a lower-key, take-people-as-they-are alternative. The church's membership grew solidly in the late 1980s and early 1990s. In 1986, the church hired Andrea Erickson as choir director. The basement kitchen was remodeled and upgraded, and members celebrated 25 years in the building. By that time, an important outreach relationship for Chapel Hills had taken root. The church had become a member, and regular contributor, to VEAP, a food shelf operator serving people in Edina, Richfield and Bloomington. Its youth group, Women's Fellowship and Vacation Bible School flourished. A nursery school operator leased a portion of the education building through the week.

The 1990s and 2000s marked the peak years of Chapel Hills' member enrollment and number of activities. As church members today look back on that time, they note that young families were attracted in part because the McNamaras themselves were a young family then. The Sunday School year was marked by seasonal activities, highlighted by a Christmas pageant. In the late 1990s, the church took advantage of an important decision made when its location was chosen and purchased 40 years earlier. Situated on more than six acres, church leaders sounded out opinions from real estate agents and developers about selling some of its land. In 2000, the church council and trustees appointed a committee to formally entertain offers. The next year, a developer purchased three acres around the church parking lot and then built 13 townhouses. Proceeds from the sale seeded a fund now known as the Enduring Fund that the congregation has used to extend its mission work with grants to worthwhile projects of other UCC churches, missionaries and others. The fund today is the largest non-property asset of Chapel Hills.

Into the 2000s, the McNamaras' leadership became a centrifugal force, with Alan leading worship and Barb guiding Sunday School. But as with other mainline churches, the average age of Chapel Hills' membership started to creep upward. The number of families with school-age children began to shrink. The Women's Fellowship group remained a key social outlet. They organized an annual garage sale near the holiday time, known as the Big Sale, which became well-known in the neighborhood. In the 2010s, a new social outing became popular with the congregation. Called Cooks of Chapel Hills, and attracting much of the congregation, potluck gatherings of a dozen or more members were held simultaneously in two or three homes around a culinary theme – Italian, Mexican, chocolate, even one memorable evening Spam – on a Saturday night once a quarter or so. The next morning in church, people enjoyed comparing their dishes and experiences.

In 2014, when Alan turned 60, several leaders engaged the church in the UCC's "New Beginnings" process of reflection and evaluation. Over several congregational meetings, and

numerous small group discussions, members identified what they liked most and felt Chapel Hills did best. Again and again, Alan's sermons came up as a key attraction for members. The musical offerings from Andrea's choir and Sandy's organ came up next. From that process, members identified a desire to connect with neighbors more. The church created several events for the neighborhood, including hosting the annual Night to Unite gathering each summer.

When Alan retired in late 2019, the church called Rev. Kristen Nelson to be intentional interim minister. She quickly adapted her plans when the onset of the coronavirus pandemic forced churches to switch to virtual services and socially distanced ministry. In the first months, when many people stayed confined to their homes except for essential shopping, Nelson wrote daily devotional messages. When the church reopened to in-person events in May 2021, she hosted weekly teas and picnics that became a time of fellowship apart from Sundays. She guided the church as members reconciled with the departure of Alan and Barb and considered who God is calling us to become.

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

The departure of our long-time pastor in late 2019 required members of the congregation to adjust and adapt to the first major change in our church's leadership in over 30 years. Immediate reactions of sadness, loss, and worry were also accompanied by more positive reactions of anticipation, excitement, and renewed commitment. Shortly after our intentional interim minister was hired, the pandemic precipitated another major change: we could no longer meet or do activities in person, so we had to navigate issues surrounding technology and connecting with one another in new ways.

Members of our congregation stepped forward to help manage these changes. Strengthening our use of technology became an immediate focal point: we upgraded our website, improved our administrative staff's technology (new software and remote access), enhanced our social media presence and upgraded the church's internet service. In addition, day-to-day tasks that had been handled by our former minister were evaluated and prioritized by the Church Council and other members of the church. We also discovered significant operational gaps in a number of key areas that led to the development of a Master Church Calendar as well as several strategic amendments to our bylaws. With the building remaining empty during the pandemic, long-needed renovations to the first floor of the church were completed without disruption.

Perhaps most significantly, the intentional interim process gave our congregation an opportunity to reflect on our past and begin to envision a new future for Chapel Hills. This time of assessment and self-study underscored the detrimental impact of being too comfortable with the status quo for too many years. During the past year, we have made budgeting decisions that recognize the

need for investing in administrative personnel, activities for children, and capital investments that will make our building more inviting to community members.

Some of these changes and adjustments happened quickly and easily. Others came with difficulty—only after lengthy conversation, deliberation, debate, and prayerful contemplation. In the end, we have been able to reach consensus by recognizing the strength of our fellowship with one another and recommitting ourselves to the future of Chapel Hills.

**Every church has conflict, some minor, some larger. Describe your congregation’s values and practices when it comes to conflict.**

In the past we relied heavily on our longtime minister to resolve conflicts. Our minister tended to deal with conflict privately, not sharing it with members of the congregation. In some instances, confidentiality may have prevented broader discussion, but in other instances it left the congregation unaware of potential problems that needed to be addressed. In our transition process, we are trying to strengthen systems that will support our new minister in dealing with conflict, including the establishment of a new Human Resource committee and a re-defined Pastoral Relations committee.

**Ministerial History**

Staff member’s name	Years of service	UCC Standing (Y/N)
Owen W. Akers	1958-64	Y
Thomas Walmsley, <i>Interim</i>	1964	Y
Stephen Diller	1964-70	Y
Gerald Blue, <i>Interim</i>	1970-71	Y
Donald A. Storm	1971-72	Y
Henry Reifschneider, <i>Interim</i>	1972-73	Y
Edward C. Biegert	1973-74	Y
George M. Macaulay, <i>Interim</i>	1974	Y
Donald R. Asman	1974-79	Y
Larry Randen, <i>Interim</i>	1979-80	Y
Richard H. Olmsted	1980-83	Y



L Churchill Austin, <i>Interim</i>	1983	Y
Edna Mae Carlson, <i>Interim</i>	1983	Y
Harold G.S. King, <i>Interim</i>	1984	Y
Alan R. McNamara	1984-2019	Y
Kristen Nelson, <i>Intentional Interim</i>	2019-present	Y

**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

## **WHO IS OUR NEIGHBOR?**

COMMUNITY VISION

MISSION InSite

## **COMMUNITY VISION**

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**How do the relationships and activities of your congregation extend outward in service and advocacy?**

- Support VEAP (a multi-city food bank and housing resource) as part of our annual budget and through monthly donations to the Food Shelf.
- Organize the neighborhood annual Night to Unite gathering in the summer.
- Participate in the annual Edina 4<sup>th</sup> of July Parade and the Minneapolis Pride Parade
- Sponsor and maintain a rain garden on our church property in partnership with the Nine Mile Creek Watershed District.
- Support the work of House of Charity (a Minneapolis-based soup kitchen and food shelf) by providing financial resources and volunteering (monthly) to serve meals to food insecure individuals.

- Organize sandwich-making events in support of 363 Days (an organization that provides food to people experiencing homelessness).
- Collect toys at Christmas for Toys for Tots.
- Conduct annual drives for school supplies and winter clothing for local charities.
- Support *Connect with a Child*, an African orphanage.
- Provide space for a community jazz band to practice.
- Provide space for cello lessons for young people.

**Describe your congregation’s participation in meetings, relationships and activities connecting the wider United Church of Christ.**

- Attend meetings and participate actively in programming of the Minnesota Conference.
- Contribute to UCC funds: Our Church’s Wider Mission, One Great Hour of Sharing, Strengthen the Church, Neighbors in Need, Christmas Fund.
- Publicize grant opportunities from the Chapel Hills Enduring Fund in the weekly Minnesota Conference newsletter.
- In the past, youth attended the Minnesota UCC church camp, Pilgrim Point.

**Check any statements below that apply to your UCC faith community.**

- |  |  |
|--|--|
| <input type="checkbox"/> Accessible to All (A2A)*                | <input type="checkbox"/> Just Peace                            |
| <input type="checkbox"/> Creation Justice                        | <input type="checkbox"/> Global Mission Church                 |
| <input type="checkbox"/> Economic Justice                        | <input checked="" type="checkbox"/> Open and Affirming (ONA)   |
| <input type="checkbox"/> Faithful and Welcoming                  | <input type="checkbox"/> WISE Congregation for Mental Health   |
| <input checked="" type="checkbox"/> God Is Still Speaking (GISS) | <input type="checkbox"/> Other UCC designations:               |
| <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                                  |

**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?**

**Open and Affirming**

- We convened a committee of people to lead the effort to study the issue and report to the congregation. We had speakers from the conference and meetings of members to discuss the effort.
- A congregational vote was taken in 2018 to officially become designated as “Open and Affirming.” It passed unanimously.
- Since the congregational vote, we have displayed a rainbow flag, participated in the Twin Cities Pride parade, and featured a rainbow fish symbol on our website and on the exterior of our building.

## **God is Still Speaking**

- We use the comma symbol and the UCC statement, “God is still speaking,” on church literature and on our website.

## **Accessible to All\***

- We are not an official A2A congregation at this time, but we have made numerous improvements in recent years to move us toward that goal.
- Our church building is mostly wheelchair accessible. The main floor is easily accessible by those using wheelchairs or walkers. To get to the lower level, one would need to go outside and enter through a walk-in basement door.
- We have remodeled the bathrooms on the main floor so that they are handicapped accessible.
- We provide large print bulletins and copies of the hymns for our Sunday services.
- We provide hearing devices for those who need them.
- We would like to make further changes to the building to make it more ADA compliant.

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

Engaging with other churches and denominations is an important goal for Chapel Hills going forward. In the past, our youth groups participated in city-wide activities such as “Night on the Street,” Feed My Starving Children, and Habitat for Humanity. More recently, our Enduring Fund grants have supported interfaith activities.

## **If your congregation has a mission statement, how does that mission statement compare to the actual time spent engaging in different activities?**

**Mission:** *We welcome all people to live and serve in the light of God’s love.*

There are four distinct elements to our mission statement. The structure of our Church Council is partially based on “Ministry Teams,” whose responsibilities correspond to pursuing our mission.

- Welcome—we welcome each other, our guests, and those in our neighborhood. Our Hospitality Team is responsible for activities that will strengthen the fellowship among our members, as well as with the broader neighborhood and community. Their work includes strategically welcoming visitors and guests and organizing special events such as church potlucks and neighborhood gatherings.
- All people—as a congregation, we honor the UCC statement, “No matter who you are, or where you are on life’s journey, you are welcome here.” Our interim minister begins each

service with this powerful acknowledgement. We became an Open and Affirming congregation by unanimous consent in 2018. We practice progressive Christianity by affirming the individuality of one's faith journey and remaining open to a variety of viewpoints. Both the Hospitality and Worship Teams support this part of our mission.

- To live and serve—Our congregation is committed to reaching out to those who are in need to the best of our abilities. Our Outreach Team organizes activities and programs to help our members volunteer their services in support of others. In addition, one of our standing committees, the Enduring Fund Committee, oversees our church's grant program, through which Chapel Hills contributes financially to organizations dealing directly with those lacking the means to provide for themselves.
- God's love—We respect all people and try to embody God's love in our interactions with our members and others. We value the opportunity to explore and deepen our understanding of God's love in community. Our Worship Team collaborates with the pastor and music director to ensure that our congregation can experience God's love through meaningful worship services, music, and fellowship.

**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?**

In developing the Scope of Work for our new pastor, we recognize that being active in the community and supporting the wider church is important to Chapel Hills. As a new pastor becomes oriented to our congregation, we would expect an internal focus initially, which would then transition to more time spent externally.

## **MISSION InSite**

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

## StoryView

### Significant Demographic Indicators of the Study Area's Story

<b>1</b>	<b>Population Change</b>	
	In the 10 year future, how is this area expected to change? <small>(See Population and Families Theme)</small>	<span style="background-color: #e0e0e0; padding: 2px;">Significant Decline</span> <span style="background-color: #e0e0e0; padding: 2px;">Moderate Decline</span> <span style="background-color: #e0e0e0; padding: 2px;">Little Change</span> <span style="background-color: #008000; color: white; padding: 2px;">Moderate Growth</span> <span style="background-color: #e0e0e0; padding: 2px;">Significant Growth</span>
<b>2</b>	<b>School Age Change</b>	
	In the 10 year future, how is the population of school age children in this area expected to change? <small>(See Age Theme)</small>	<span style="background-color: #e0e0e0; padding: 2px;">Significant Decline</span> <span style="background-color: #e0e0e0; padding: 2px;">Moderate Decline</span> <span style="background-color: #e0e0e0; padding: 2px;">Little Change</span> <span style="background-color: #008000; color: white; padding: 2px;">Moderate Increase</span> <span style="background-color: #e0e0e0; padding: 2px;">Significant Increase</span>
<b>3</b>	<b>Families with Children</b>	
	Compared to the state, are families with children more or less likely to live in two parent households? <small>(See Population and Families Theme)</small>	<span style="background-color: #e0e0e0; padding: 2px;">Significantly Less</span> <span style="background-color: #e0e0e0; padding: 2px;">Somewhat Less</span> <span style="background-color: #ffff00; padding: 2px;">About the Same</span> <span style="background-color: #e0e0e0; padding: 2px;">Somewhat More</span> <span style="background-color: #e0e0e0; padding: 2px;">Significantly More</span>
<b>4</b>	<b>Adult Educational Attainment</b>	
	For this area, what is the general level of education of the adults 25 and older? <small>(See Education and Career Status Theme)</small>	<span style="background-color: #e0e0e0; padding: 2px;">Very Low</span> <span style="background-color: #e0e0e0; padding: 2px;">Low</span> <span style="background-color: #e0e0e0; padding: 2px;">Mixed</span> <span style="background-color: #e0e0e0; padding: 2px;">High</span> <span style="background-color: #008000; color: white; padding: 2px;">Very High</span>
<b>5</b>	<b>Community Diversity Index</b>	
	How diverse is the racial/ethnic mix of this area? <small>(See Community Diversity Theme)</small>	<span style="background-color: #e0e0e0; padding: 2px;">Very Homogeneous</span> <span style="background-color: #ff0000; color: white; padding: 2px;">Homogeneous</span> <span style="background-color: #e0e0e0; padding: 2px;">Moderately Diverse</span> <span style="background-color: #e0e0e0; padding: 2px;">Very Diverse</span> <span style="background-color: #e0e0e0; padding: 2px;">Extremely Diverse</span>
<b>6</b>	<b>Median Family Income</b>	
	How does the median family income compare to the state for this area? <small>(See Financial Resources Theme)</small>	<span style="background-color: #e0e0e0; padding: 2px;">Significantly Less</span> <span style="background-color: #e0e0e0; padding: 2px;">Somewhat Less</span> <span style="background-color: #e0e0e0; padding: 2px;">About the Same</span> <span style="background-color: #008000; color: white; padding: 2px;">Somewhat Greater</span> <span style="background-color: #e0e0e0; padding: 2px;">Significantly Greater</span>
<b>7</b>	<b>Poverty</b>	
	Compared to the state, is the number of families in poverty above or below the state average? <small>(See Financial Resources Theme)</small>	<span style="background-color: #e0e0e0; padding: 2px;">Significantly Below</span> <span style="background-color: #ff0000; color: white; padding: 2px;">Somewhat Below</span> <span style="background-color: #e0e0e0; padding: 2px;">About the Same</span> <span style="background-color: #e0e0e0; padding: 2px;">Somewhat Above</span> <span style="background-color: #e0e0e0; padding: 2px;">Significantly Above</span>
<b>8</b>	<b>Blue to White Collar Occupations</b>	
	On a continuum between blue collar and white collar occupations, where does this area fall? <small>(See Education and Career Status Theme)</small>	<span style="background-color: #e0e0e0; padding: 2px;">Very Blue Collar</span> <span style="background-color: #e0e0e0; padding: 2px;">Somewhat Blue</span> <span style="background-color: #e0e0e0; padding: 2px;">Closely Split</span> <span style="background-color: #008000; color: white; padding: 2px;">Somewhat White</span> <span style="background-color: #e0e0e0; padding: 2px;">Very White Collar</span>
<b>9</b>	<b>Largest Racial/Ethnic Group</b>	
	In this area, which racial/ethnic group is the largest percentage of the population? <small>(See Community Diversity Theme)</small>	<span style="background-color: #e0e0e0; padding: 2px;">Asian (NH)</span> <span style="background-color: #e0e0e0; padding: 2px;">Black/Afri American (NH)</span> <span style="background-color: #ffff00; padding: 2px;">White (NH)</span> <span style="background-color: #e0e0e0; padding: 2px;">Hispanic or Latino</span> <span style="background-color: #e0e0e0; padding: 2px;">Pac Is/Amer Ind/Other</span>

This summary of recent Mission InSite data indicators shows that for the neighborhood within a 2.5-mile radius of Chapel Hills UCC:

- In the next 10 years the overall population and number of school age children is expected to grow.
- The rate of families with children having two parents living in the household is approximately the same as the state of Minnesota as a whole.
- The adults in our immediate neighborhood have attained a high level of education.
- The households in our neighborhood have a higher median income and lower poverty level than the state of Minnesota as a whole.
- The neighborhood is not very diverse, with the largest racial/ethnic group being white.

### **How do your congregation’s internal demographics compare or contrast to the neighborhoods adjacent to your church?**

Our congregation’s internal demographics do not reflect changes taking place in the neighborhood adjacent to the church. A few years ago, our neighborhood consisted mostly of families whose children had grown up and moved away. Many of those residents have now moved away, and the homes have been purchased by families with young children. Although our neighborhood is becoming younger, we have not been successful in attracting these young families to join us.

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

The demographics of our surrounding community reflect both an older population and a resurgence of young families with children. At present, our congregation skews heavily toward the older end of the spectrum—and our ministry has been shaped by that demographic. We organize activities geared toward the interests, capabilities, schedules, and preferences of older individuals. That being said, we recognize the importance of serving younger families in our community and are taking specific steps to connect with a younger demographic. We’re rebuilding a playground on the church property, working with a potential partner to set up a Spanish Immersion Preschool in our building, hosting neighborhood events that involve families, and funding a new part-time staff position that will help us design an innovative educational program for children.

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

Chapel Hills has served as a precinct voting site for many years. Our interaction with Edina City officials, polling judges, and the voting public has been very positive. The various polling officials have commented on our friendliness, responsiveness, and willingness to accommodate their needs. They have appreciated the recent renovations to the first floor of our building. (Note: due to recent redistricting, Chapel Hills will not be used as a polling site in the future.)

In addition, we work with Edina City officials when we host our neighborhood’s annual Night to Unite celebration. We invite members of the police and fire departments to “meet and greet” at our events, and they have noted how much they enjoy having the opportunity to interact with the public in a relaxed and informal setting.

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

In the past year, new members have “found” Chapel Hills in a variety of ways: our participation in the Edina 4<sup>th</sup> of July Parade, the display of the rainbow flag and banner on our church building, content on our website, connection with a current church staff member, and friendly neighborhood outreach.

One new member said she was looking for a church that was low-key and informal—a place where her young daughter would feel comfortable and valued. Another new member said she was missing a church community in her life and found a friendly welcome the first time she walked into the building. Yet another new member recently lost her husband and appreciated the support she received from our interim minister in planning the memorial service and in dealing with grief.

**REFERENCES** – *Contact information upon request.*

Rev. Bridget Haefner  
Pastor of St. Paul's United Church of Christ  
Delano, MN

Harry Lerner  
Founder of Lerner Publishing Group  
Minneapolis, MN

Rev. Robert Norris-Weber  
Pastor of St. Luke's Lutheran Church  
Bloomington, MN

## CLOSING THOUGHTS

CLOSING PRAYER

STATEMENT OF CONSENT

CONFERENCE/ASSOCIATION VALIDATION

## CLOSING PRAYER

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The following prayer was written by the late Tom George, a member of Chapel Hills, during our New Beginnings self-study:

*Faithful and Guiding God,*

*we come with gratitude for your constant watch and  
constant blessings on Chapel Hills, our community of faith*

*we declare our covenant with you to build relationships  
as your leaders of faith, seeking directions to witness and  
renew our congregation*

*we ask you to clear our minds and open our hearts--  
to see new beginnings inspired by your Word that  
we might become inspired leaders*

*we live in the joy of Christ's presence and the Holy Spirit's power:  
forgiving, healing, and telling the Good News of Jesus' love.*

*God of all blessings,*

*bless our study of the Word and increase our awareness  
of your Spirit's guidance*

*bless our efforts to fulfill Jesus' promise "I am making all things new"  
and to live in the joy and thankfulness of that promise*

*bless our work of witnessing to Jesus' never-ending love,  
for he is our Christ, our Lord, and Shepherd.*

*Amen.*



## STATEMENT OF CONSENT

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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?

Transition Team: Julie Guelich, Stacy Kehrwald, Ron Molony, Barb Okonek, Tom Okonek, Evan Ramstad, Christine Solso, Waid Whatley, and Mark Brauer. Kristen Nelson, Intentional Interim Pastor, provided supplemental materials, suggestions, and guidance throughout the process.

In addition, all members and friends of Chapel Hills were invited to complete two surveys and participate in two small group sessions. Young people who grew up at Chapel Hills were invited to complete a survey about their experiences with our church. Members of the Church Council assisted in completing several sections of the Profile, including congregational demographics and the financial summaries.

2. Additional comments for interpreting the profile:

None

Signed: 

Ronald Molony/Moderator/August 4, 2022

## VALIDATION BY CONFERENCE/ASSOCIATION

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

Staff Comment: This is a vibrant congregation filled with competent leaders that has always been involved with our denomination and shared its core values. We in the MN Conference UCC appreciate all they have contributed to the life of our conference.

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

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

My signature below attests to the above three items.

Signature:



Name / Title: Rev. Cindy Mueller

Email: cindym@uccmn.org

Phone: 763/439-3952

Date: 8/5/22

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  
God!" – Mark 11:2*

*them, 'Have faith in*

**UNITED CHURCH  
OF CHRIST**

