

# Portage Lake United Church

PRESBYTERIAN CHURCH (USA) & UNITED CHURCH OF CHRIST

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## 2019 Annual Report

### CONSISTORY ELDERS 2019

BROOKHOUSE, Barb (Class of 2019)

TUMBAN, Ebenezer (Class of 2019)

JAMBEKAR, Lois (Class of 2020)

MONSON, Terry (Class of 2020)

LYTLE, Lydia (Class of 2021)

LYTLE, Will (Class of 2021)

### CHURCH STAFF

PASTOR: Rev. Peter Norland

OFFICE MANAGER: Beth Smock

MINISTER OF MUSIC: Susie Byykkonen

BUILDING ATTENDANT: Christy Kerttu

LAWN AND SNOW MAINTENANCE: Ian Wright

### FINANCIAL OFFICERS

FINANCIAL SECRETARY: Beth Smock

TREASURER: Edward Lowther

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## PASTOR'S 2019 ANNUAL REPORT

January 2020

*“God is faithful; by him you were called into the fellowship of his Son, Jesus Christ our Lord.” 1 Corinthians 1:9*

Grace and peace to you in the name of Christ Jesus our Lord!

I am grateful to God and everyone at Portage Lake United Church for the opportunity to serve as pastor. “One year,” I remind myself; it seems longer, my history with PLUC, including months of transitional ministry, reaches back several years. “One year,” I remind myself; it seems shorter. Each week, I learn new stories about who we are, meet new people, and see relationships deepen. At times, the weeks and seem to rush by, some days feel like they will never end, and others I wish could last longer. Yet, whatever a day brings, God is ever present and faithful; God gives us the grace needed for each day and for the work to which we have been called.

God has indeed been present and faithful to Portage Lake United Church! In the following pages, you will see not simply committee reports, facts and figures. You will see a recounting of God’s continued presence and faithfulness to PLUC and our ministries.

God has gifted us to participate in God’s work in many ways. We are a growing congregation--our numbers are increasing, and so too, our spiritual depth and our relationships with others. We are a serving congregation, providing hospitality for community groups, renewing and empowering Angel Mission with its own board and non-profit status, as when we provide one another with food and fellowship, after services or full meals. We are a worshipping congregation with wonderful music led by Susie and many younger friends offering their talent, and many among us leading us in prayer, scripture reading, and helping our children to know God’s love. We are a congregation reaching out to our community; in our youth ministry, Eric invites youth of various, or no, church background to consider God and God’s ways in the world in new and fun ways. In these ways and in many more recounted in what follows, God is at work in and through Portage Lake United Church.

Thanks be to God!



Peter Norland, Pastor

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## 2019 CONSISTORY COMMITTEES & APPOINTMENTS

Updated May 13, 2019

Volunteers are welcome to become members of any of these committees.

Pastor is ex officio on all committees. **Bold** = Consistory Representatives

MODERATOR of CONSISTORY: Pastor Peter Norland

MODERATOR of the CORPORATION: Terry Monson, Clerk

WORSHIP Nancy Byers Sprague, Dianne Sprague, Sherry Middlemis-Brown, Susie Byykkonen

MUSIC: Peter Norland, Susie Byykkonen (ex officio)

CHRISTIAN FORMATION...**Barb Brookhouse, Lois Jambekar**

OUTREACH: **Lydia Lytle, Will Lytle**, Liz Evensen, **Barb Brookhouse**

BEREAVEMENT: **Lois Jambekar**, Lou Ellyn Helman, Judy Albee, Liz Evensen

### FINANCE COMMITTEES

BUDGET AND FINANCE: Harold Evensen, **Terry Monson** (Chair),  
Bobbie Dalquist, Jerry MacInnes

ENDOWMENT: Ed Lowther (ex officio), Rob Middlemis-Brown ('19)

MEMORIAL: Jerry MacInnes, Ron Helman (chair), Dan Dalquist, Liz Evensen,  
Karen Hubbard

STEWARDSHIP: Beth Smock, Liz Evensen

BUILDING & GROUNDS...Harold Evensen, Paul Lewis, Jim Northy **Ebenezer Tumban**

AUDIT (for 2017 books): Lou Ellyn Helman, Bobbie Dalquist

### PERSONNEL & NOMINATING

PERSONNEL: Nancy Byers Sprague (Chair), Rob Middlemis-Brown,  
**Barbara Brookhouse, Lois Jambekar**

NOMINATING: Liz Evenson, Sherry Middlemis-Brown, **Barb Brookhouse**, Jan Medlyn

PRESBYTERY COMMISSIONERS– Jan Medlyn, Harold Evenson (Alternate)

UCC REPRESENTATIVE: Dianne Sprague (Alternate)

VOLUNTEER COORDINATOR: Beth Smock, Church Office Manager

FLOWERS: Bobbie Dalquist

COMMUNION ASSISTANTS: Elders

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## CLERK'S STATISTICAL REPORT AS OF DECEMBER 2019

Total Active Members as of 12/31/2018	48
New Members added in 2019	0
Removed from Membership	
1. Deering      Chad	
2. Tisdale     Heather	
Children Removed from Membership	2
1. Deering     Hudson	
2. Deering     Kiska	
Moved to Inactive Membership List during 2018	
1. Lekvin      Brent	
2. Lekvin      Kathy	
3. Lekvin      Nathan	
Baptisms	0
Children of Members	7
Not baptized children so not considered to be members	3
1. Byykkonen   Mitchell	
2. Byykkonen   Olivia	
3. Byykkonen   Tucker	
Baptized children not counted for per capita purposes	4
1. Eggart       Robert	
2. Eggart       Michael	
3. Norland      John Paul	
4. Norland      Amos	
Baptisms	0
Marriages	0
Deaths of Active Members	1
1. Lowther      John	
Total active members on December 31, 2019 counted for per capita	42

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## FINANCIAL REPORTS

### Treasurer's Report

See insert in back of report.

### Audit of 2018 Finances

Bobbie Dalquist

Last year, the audit committee of Lou Ellyn Helman and Bobbie Dalquist reviewed 4 months of 2018 payments (picked at random). We had some questions, which were satisfactorily answered by Treasurer, Edward Lowther. We also reviewed the Angel Mission account which is included in the PLUC balance sheet and compared balances in the PLUC checking and savings accounts to the amounts on the year end balance sheet. We thank Edward for all his hard work and his assistance in helping us understand the church finances.

### Finance and Budget

Terry Monson

Bobbie Dalquist (Co-Chair), Harold Evensen, Michelle Jarvie-Eggart, Jerry MacInnes, Terry Monson (Co-Chair)

The Committee met monthly to review the Treasurer's financial information sent to the Consistory, simplified the Church's Balance Sheet, prepared the 2020 Budget, and made recommendations for Consistory action on Church financial issues.

**Financial Records:** The Treasurer's 2019 end-of year Profit-Loss Statement, the Committee's proposed 2020 Budget, and a comparison of the 2018 and 2019 Balance Sheets are found somewhere in the Annual Report. The 2020 Budget document compares 2019's actual income and expenses to the 2019 Budget and shows the Committee's projections for 2020. The Balance Sheet comparison is interesting since declines in Designated assets account for most of 2019's decline in the PLUC's net worth.

**2019 Year-End Results:** 2019 was better than expected! The actual year-end deficit was -\$9,380 or about \$7,813 less than 2019's Budget projections. Income was 9.7% greater than budget mainly because unpledged contributions, extra pledges and

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donations, and Keweenaw Community Fund distributions were well over budget while actual pledges were slightly above budget despite losing two giving units and expenses were only modestly higher (1.1%) than budgeted.

## 2020 Budget

**Income:** The Committee projects that 2020's income should be about the same as in 2019 if last year's one-time insurance reimbursement is ignored, but about 7% higher than budgeted for 2019. Thanks to the Congregation's generosity, there was a 2.2% increase in pledge income and projected increases for extra pledges and donations and unpledged contributions based upon 2019 patterns. The Committee was unsure if these income sources could be sustained in 2020 so it used somewhat lower values than those for 2019 in its projections.

**Expenses:** The Committee projects a modest (1.6%) increase over 2019's actual expenses. The maintenance budget was lowered since a new hot water heater and roof repairs inflated 2019 expenses, though lower snow removal costs partially offset these increased one-time expenses. Amounts budgeted for most other expense categories are only slightly changed from their 2019 levels. However, 2% salary increases (+\$1,690) and correctly providing for Youth Activity expenses (+\$3,000) offset savings elsewhere. It should be noted that the Committee did not allocate the staff's 2% salary increment as an across-the-board increment for all PLUC staff. Instead, it asked staff to provide estimates of their weekly or monthly hours worked, which were used to derive their average hourly wages. There were significant hourly wage disparities among staff and used the 2% to reduce these disparities.

**Bottom Line:** The Committee's conservative estimates for 2020's income and expenses yield a projected deficit of -\$13,707, which is \$3,486 less than budgeted for 2019, but \$4,327 more than 2019's actual budget deficit (-\$9,380). The Committee is cautiously hopeful that actual 2020 income will exceed budget and actual 2020 expenses will be less than budget so that 2020's actual deficit will follow 2019's actual results.

**Balance Sheet Comparison:** The PLUC's balance sheet measures the Church's net assets and comparison of year-end balance sheets measures changes in net assets.

The balance sheet was simplified during 2019. Six checking account rows and five savings account rows were eliminated or combined with other rows (e.g., Bereavement

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assets were transferred to Memorial assets and Flower assets transferred to von Batchelder assets). In 2020, the Consistory also approved transferring \$2,000 of von Batchelder assets to establish a new row for a Capital Improvement Fund. This transfer will be made in 2020.

Assets are classified as General Fund assets used to finance the Church's operational expenses and Designated assets that are earmarked for specific purposes (e.g., Flood of June 2018, Christmas Joy, Angel Mission).

The 2019 balance sheet used for our comparison with 2018 differs from the Treasurer's version in that it reverses a \$6,000 Vanguard transfer made in December 2019 that was not used to fund any Church expense in 2019. The transfer reduced the Vanguard balance by \$6,000 (\$88,615) and increased the SNB General Fund savings to \$7,001. Reversing these transactions yields a Vanguard balance of \$94,615 and a SNB General Fund savings balance of \$1,001, which provides a better description of 2019's use of Vanguard assets.

Declines in Designated assets accounted for about two-thirds (\$10,652) of the decline in all Superior National Bank checking and savings account assets (\$15,845). Drawdowns in rows for the Lounge, Youth Activities, Angel Mission, and the Flood of June 2018 accounted for most of this decline.. General Fund checking and savings balances fell by \$4,100..

Vanguard assets adjusted for December's unused transfer increased slightly from \$94,014 to \$94,615. Income earned on the Vanguard' account income (\$6,401) exceeded Vanguard transfers (\$5,800) used to finance Church General Fund expenses. Interest, dividends, and realized capital gains totaled \$3,434 and unrealized capital gains were \$2,967 While this pattern was gratifying, it must be remembered that the Vanguard account is a backup source of funds to finance PLUC's General Fund deficits. The Vanguard balance increased a bit in 2019, but would have increased even further if the \$5,800 transfer had not occurred. Ideally, we would like to see the Vanguard balance increase over time so that it can be used for major capital improvements rather than operational expenses.

## Budget

Please see insert at back of report.



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## Stewardship

Beth Smock, Financial Secretary

Stewardship Committee: Brent Lekvin, Harold Evensen, Liz Evensen, Beth Smock

Way to go PLUC members and friends. We were able to meet and exceed our budgeted pledges/unpledged/loose plate/ building use amounts. Below are the numbers I have as of 1/5/2020. I have completed 2019 Financial Statements and all members and friends will have received them by the end of January. We have a few people who have not quite met their pledge so we will receive a little bit more toward our pledged amount in the next few weeks. This happens every year. As you will see, we had some people who paid more than they pledged so we are slightly over 100% of our pledged goal.

	Received	Budgeted	Percentage
Pledged	\$70,492.39	\$70,527.00	99.995%
Unpledged	8,625.00	3,300.00	261.36%
Loose Plate	1,678.00	1,600.00	104.87%
P/UP/LP	80,795.00	75,427.00	107.12%
Building Use	3,417.00	3,300.00	103.55%

Our pledges for 2020 also exceeded expectations. We received pledges totaling \$72,377.60 plus a \$3,000.00 pledge from Fellowship Guild. The breakdown is as follows:

Up	20
Down	1
Same	5

Total pledgers 26 (a decrease of 1 pledge unit from 2019)

We did not receive any new pledgers but we do have a number of members and friends who choose to give on a regular basis without making an official pledge. With these gifts plus the gifts we receive from our summer visiting friends and others, we have exceeded our budgeted amount for unpledged gifts pretty significantly the last several years. However, I do not recommend increasing this amount a great deal since these are not gifts that I can definitely say we would receive.

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## Helping Hands

Beth Smock, Office Manger

During 2019 we gave out 39 food vouchers and 1 voucher for gas. That is an increase of 6 food vouchers and a decrease of 2 gas vouchers from 2018. This means we gave out \$1,975.00 in Helping Hands funds in 2019. We received \$1,347.00 in Helping Hands donations in 2019. About a third of this amount was received in Oct- Dec. when I started putting a call for help in the announcements because we were running out of money. In fact, I gave out the five vouchers in December after Ed had told me before he left for vacation that we only had about \$40.00 left in the account, so I was actually giving away money we didn't have (the bills don't come in until January so we were okay). We have a friend of PLUC who gives several financial gifts every year. We use some of these funds to help with Helping Hands. If it were not for these gifts, we would not be able to help as many people as we do. We do send a thank you card signed by the members of Consistory to this person every year. NOTE: I do refer people to other sources of help with food. Also, please be aware that we do get calls for help with rent, utilities, medications, etc. We are unable to help with these requests due to our limited funds.

## Fellowship Guild Treasurer's Report

Please see insert at back of report.

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## OTHER REPORTS

### Pastoral Search

Lydia Lytle, Chair

In 2018, the PLUC Pastor Nominating Committee (PNC) prepared the position description and church summaries for both UCC and PC(USA) denominations. After reviewing candidate applications, Pastor Peter Norland (also serving as interim pastor of PLUC) was recommended as the top candidate for the pastoral position at PLUC. The PNC met on Jan 9, 2019 to hold negotiations with Pastor Norland regarding salary, benefits, fringes, and FTE. The PNC came to agreement on a viable contract to present to the congregation for approval. On February 3, 2019, the congregation of PLUC voted to accept Pastor Peter Norland as the new pastor for PLUC and voted to approve the terms of agreement in the written employment contract, with minor edits. Installation Sunday was held on May 5, 2019 for Pastor Norland with representatives from both UCC and PC(USA) present to oversee formalities. Following the pastor's installation, PNC duties were determined to be complete.

### Worship

Dianne Sprague, member

Members: Nancy Byers Sprague (chair), Sherry Middlemis-Brown, Susie Byykkonen, Pastor Peter Norland, Lydia Lytle, Dianne Sprague

The Worship committee did not meet during 2019.

### Youth Group

Eric Byykkonen

2019 was a good year for the youth group. We did our first mini youth group trip during the summer. The gang went to the Twin Cities to serve at "Feed My Starving Children" while also spending some fun time at the Mall of America and also tried to catch a ball game but missed out on that due to rain. Regardless, it was a fun trip and we are looking forward to doing something again in 2020.

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The group did some fun group get together in the local area. These included cookouts, bowling, laser-tag and other activities that were a lot of fun.

For the 2<sup>nd</sup> straight year the group did a Saturday bell ringing shift at Wal-Mart to help the Salvation Army. We had a good time ringing bells for a good purpose.

The group continued its usual Wednesday night meetings here at PLUC. These meetings went well and we covered a variety of curriculum that ran the gamut from; NOOMA, Becoming a Good Samaritan, Everything is Spiritual, and others.

This year the meetings will be moved to Sunday evenings and the plan is to split time here at PLUC with also spending some time at Good Shepherd Church.

It's been a lot of fun spending time with the kids...Here's to another good year in 2020!

## Minister of Music

Susie Byykkonen, Minister of Music

It has been my privilege to again serve as minister of music this year. I am so grateful for the wonderful support of music that is given by the people of PLUC!

The hymn-selection committee now consists of Pastor Norland and myself. We meet about every two weeks to select hymns that are appropriate for each Sunday's lectionary readings. We use "Call to Worship: Lectionary Aids" to help in this process. We have used material from the Presbyterian Hymnal, Sing! A New Creation. We are using the new Presbyterian hymnal Glory to God more often and occasionally the Evangelical Lutheran Worship hymnal and Covenant Hymnal for which we print hand-outs for the bulletins. We have tried to include a variety of musical styles when selecting hymns, but realize that tastes and experience in music are highly personal. We are the body of Christ, made up of many members- each with their own gifts; we have a wonderful church body with varying gifts and talents for which we can celebrate! My hope is that we are meeting the worship desires for all, and I welcome ideas and recommendations for future worship services. Any musicians in the congregation are welcome to use their talents to help provide special music whenever possible.

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The PLUC Choir has performed on special occasions this year. Most recently for the advent season this past December. The plan is to prepare at least one anthem per month to share during the worship service.

We had one sponsor for the Summer Guest Musician program and enjoyed the music of the Handbell Choir group.

I have primarily used the piano during worship services. The piano continues to hold its tunings much better than previous years, due to the humidification system. The organ is in good working order, and as my schedule now allows for more practice time, will be put to some use again soon! We have gratefully included the talent of some of our student musicians to accompany worship whenever they are available to play. Having the extra instruments, trombone, trumpet, flute and strings has been a real blessing.

## Christian Formation

**Christian Formation committee:** Judy Albee, Barb Brookhouse, Bobbie Dalquist, Karen Hubbard, and Lois Jambekar

The Christian Formation committee had four major aims that they worked toward this past year: Support activities to help make college students feel welcome in our church, have a community connection by assisting with The New Beginnings Angel Mission Store in their projects, supporting Christian Education programs, and planning and preparing for special celebrations in the church.

To fulfill the committee's aim to make college students feel welcome, the committee members helped with two activities. The end of April, the weekend before spring semester finals, and in December before the fall semester finals; care packages of cookies, snacks, and fruit were provided by church members and set up by committee and Sunday School members; and given out to the students. One other project the committee members were involved in was the University Students' Progressive Dinner sponsored by the Cooperative Christian Ministry which was held early in the fall. Committee members set up and served four types of chili for the main course of that meal.

The Christian Formation Committee continued its support for The New Beginnings Angel Mission Free Store. Our Church continues to serve as the financial overseer of

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the store for the Presbyterian Church, and a couple of committee members served as a liaison between the church and the store. The church supported several of the store's projects during the year. In August the church assisted with the store's Backpack program by donating a number of new backpacks and school supplies for the project. In October the Christian Formation Committee supported the Angel Mission "Coat Give Away" project by holding a "Coat Give Away" at our church on October 26th. Approximately 171 coats and 552 winter items were given out that day. In December the church members participated in the Angel Tree Gift program and provided gifts for eight children at the Mission. Two members of the committee continue to work at the store as volunteers one day a week and also helped with "Children's Gift Selections for Parents" at Mother's Day and Father's Day They also spent time on Saturday, December 14<sup>th</sup> for Christmas gift selection.

In August the Christian Formation Committee met to discuss Christian Education programs for the fall at our church. We talked about setting up a Children's Sunday School program based on each Sunday's Lectionary which would take place in the nursery room during the church hour. That did not work out as planned, but what is happening is; each person who is in charge of nursery plans a short Sunday School lesson especially for Olivia each Sunday using materials that are available in the nursery room. It was decided that the Adult Sunday School class would read and discuss the book: America's Original Sin Racism, White Privilege and the Bridge to a New America by Jim Wallis in September and October. Then Peter Norland would do an eight week lesson in November and December on "Marks of a Healthy Church" based on Presbyterian Curriculum. Also at the Christian Formation meeting it was discussed sponsoring a Contemplative Outreach group lead by Jim Northey sometime in the future.

The committee planned a couple church celebrations during the year. They planned, set up, and decorated the church fellowship hall for the Easter breakfast that was enjoyed by the people who attended the event. They planned and set up for the potluck that was held Sunday, December 8, the day members decorated the church for Christmas.

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## Outreach

Barb Brookhouse, Member

The Outreach Committee did not meet during 2019, thus no actions were taken.

## Lounge Project 2017-2019

**Concluding Lounge Committee Members:** Liz Evensen, Lou Ellyn Helman, Lois Jambekar and Jerry MacInnes.

October 27, 2019 was a significant day for the Lounge committee; the lounge was dedicated and turned over to members and friends of PLUC! The Lounge committee had done their job and the results were worthy of celebrating.

During Worship on that Sunday, Pastor Peter led us all on a 'field trip'; from the sanctuary into the lounge. There, Pastor Peter reviewed the project, unveiled the picture and shared a Litany of Dedication. It was a moving moment to see this 2-year project come to an end and to have members and friends present join in the celebration.

A review of the Lounge Project:

- In 2017 an ad hoc committee of Fellowship Guild members was formed at its June meeting and charged with refurbishing the lounge. Problem: The furniture and lounge area were dated, well used and no longer welcoming. The furniture had not been changed since the church was dedicated more than 40 years ago (1975).
- To our surprise, after this problem area was identified, a \$5,000 donation was given anonymously to be used for this project! The gift was received with appreciation and used with discretion. . . .thank you!
- We started the project by looking at new furniture! We assessed the size of the room, studied how it was used, and decided on the number of furniture pieces needed. The refurbishing project was off to a good start!
- Choosing new furniture coincided with getting rid of the old furniture. We eventually were able to sell the old Ranch Oak furniture, primarily to church members who recognized what a bargain they were getting!

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- We soon realized that we would need additional monies to complete this project. Memorial committee and Fellowship Guild were approached, and both agreed to make a monetary donation. Eventually, because of careful money management, we needed to use only half of what the Memorial committee committed to us and we did not need any money from Fellowship Guild. We thank both groups for making this project financially feasible.
- By December 2017 we had replaced the furniture and updated the lounge perimeter lighting with new light fixtures. We eventually replaced all the lightbulbs in the lounge with LED bulbs, a long-term energy savings.
- Summer 2018 was a time to either wrap up the project or focus on details. Pillows were made and benches covered; the lounge really did look good. The bookshelves were organized, and artifacts added for eye appeal. However, there were still a few finishing touches that were included in our initial plans; four committee members decided to see it through to completion.
- Summer 2019 – the end is in sight! To begin, the non-functioning water fountain was capped, removed and replaced with a bookcase. It was decided that overall, the painted walls were in good condition but, to highlight the lounge, we had the coat rack alcoves and bookcase and water fountain alcove painted!
- A final challenge – choose a picture as a focal point for above the fireplace! After an extensive search, we chose a landscape photograph to try and capture a small part of God’s world. It was taken in the Porcupine Mountain State Park, on the shores of Lake Superior. The Photographer, John McCormick, is a full-time MI landscape photographer.
- In December 2019, as a final touch, the committee added two wood candlestick holders with candles to enhance the mantle area. Christmas greenery was added during ‘Greening of the Church’ and our focal point was stunning!

This wraps up the Lounge Project, for now. It has been a fun project – the committee worked hard but we feel a sense of satisfaction with the results. We thank everyone who contributed, both financially and with their interest in the project. We tapped a lot of people and had a lot of help along the way. We can now turn the lounge over



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to everyone who uses it and hope that they enjoy this newly refurbished welcoming center of the church!

## Bereavement

Judy Albee, Coordinator

The Bereavement Committee dealt with one memorial service in 2019. That service was for long time community and PLUC member, John Lowther. June 22, being one of the longest days of the year, gave friends, relatives and former associates ample opportunity to share memories. John and Biruta had spent over half their lives being an integral part of the Tech faculty, music community and Portage Lake United Church congregation. Those 'communities' gave back by way of special music and hospitality befitting the occasion. John's legacy continues to impact many in the area.

## Fellowship Guild

Another year to be Grateful! We continue to provide support to members, friends, and strangers of Portage Lake United Church, and we grow; both in faith and compassion. Our programs were diverse, Outreach was challenging, and we are proud of the success we achieved.

One of my highlights this year was the October 'Potluck with a Purpose'. We shared a delectable lunch together, followed by a program announcing Fellowship Guild's upcoming projects. All the projects would need help from members and friends outside Fellowship Guild. The response was heart-warming; sign-up sheets were circulated, and people responded! It made me proud of the women in our church who provided the leadership needed. With everyone working together, we got the work done! We are more than a tea party group of women; we showed ourselves to be a hands-on 'gutsy' group who can accomplish whatever we deem important! Thank you, members and friends! Program summary for 2019:

- Eat and Learn: January and December Luncheons with Devotions by Jerry MacInnes and Biruta Lowther, respectively. February Luncheon with Bobbie Dalquist's program on Downsizing; March Luncheon with Lianne Novak's program on reaching out to young women in Ghana; Potluck with a Purpose in October.

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- Celebrate: In May we prepared a fund-raising Turkey Dinner on the same Sunday that PLUC welcomed newly Installed Pastor Peter Norland as its Minister.
- Outreach: Counselor bags assembled and delivered to Presbytery Point in time for summer camp (Judy Albee/Coordinator). College student Progressive Dinner in October and Coat give-away, in October, supporting Angel Mission (Lois Jambekar and Barb Brookhouse/Coordinators for both events). Rummage Sales in June and November (Bobbie Dalquist/Coordinator for both events). The Holiday Decoration Rummage Sale in November was a new undertaking that turned out to be a financial/fun success! A Pledge Drive in November exceeded expectations, because of our supportive members. Thank you, Thank you!
- Service: Memorial Reception in June for John Lowther. Countless expressions of caring carried out by members and friends throughout the year.

2019 was a very good year and we look forward to 2020. We welcome everyone and encourage everyone to become involved! Your participation will bring many Blessings, both to You and Fellowship Guild!

This report was written by Liz Evensen, using data submitted by Judy Albee. Tip of the Hat to Coordinators: Judy Albee, Bobbie Dalquist, Liz Evensen, Lou Ellyn Helman and Lois Jambekar.

## Personnel

Nancy Byers Sprague, Chair

**Personnel Committee:** Nancy Byers Sprague, Lois Jambekar, Rob Middlemis-Brown.

The committee or members of the committee served as consultants to the pastor as a part of regular activities of the committee.

During the year the Personnel Committee oversaw continued relationships with the pastor, church secretary, musician, and custodian. We welcomed our new pastor Peter Norland. The Personnel Committee or members thereof met with and conducted performance reviews of the minister of music, church secretary and the custodian.

Plans for 2020 are for continued regular activities.

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## Nominating Committee

Barb Brookhouse, Member

The Consistory decided in the year of 2019 that new members to the Consistory begin their term of service in June of the following year instead of January. Thus, new members to the Consistory will be nominated and voted upon at the meeting of the Congregation in February of 2020.

At the fall Congregational Meeting 2019, Liz Evensen, Lydia Lytle, and Barb Brookhouse were nominated and voted in as members of the Nominating Committee for 2020.

## Endowment

**Endowment Committee:** Ed Lowther (ex officio), Brent Lekvin ('20), Dan Dalquist ('18), Rob Middlemis-Brown ('19)

The endowment committee did not meet during 2019.

## Memorial

**Memorial Committee:** Ron Helman (Chair), Jerry MacInnes, Carl Vilmann, Dan Dalquist, Kathy Lekvin, Liz Evensen

The Memorial Committee did not meet in 2019. We are sincerely grateful for gifts to the Memorial Fund.

## Building and Grounds

Jim Northey, member

**Building and Grounds Committee:** Harold Evensen, Brent Lekvin (stepped down), Paul Lewis, Ebenezer Tumban, Jim Northey

First and foremost, the Building and Grounds committee wishes to extend a heartfelt thank you to Brent Lekvin who chose to step back from his responsibilities leading the Building and Grounds Committee. Brent was a faithful steward of the congregation for over twenty years. We wish to also thank Brent and Kathy's son Nathan for the care he took in cleaning the church and helping his father. We miss them and the congregation owes a debt of gratitude to Brent and Nathan and Kathy.

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To say it was another busy year for the B&G Committee would be an understatement. We received a call on a Monday in the Spring from one of the twelve step groups reporting water coming into the sanctuary and the fellowship hall due to a severe rainstorm. Winds from the storm tore off a large rectangular vent off the roof that allowed water to flood into the fellowship hall. The wind was at the precise angle required to cause significant leakage in the sanctuary. This problem with the sanctuary roof has been going on for decades. The storm resulted in an insurable loss.

Other matters addressed by the committee during 2019:

- A new parking sign was designed and installed to direct congregants to the availability of parking in the Fleetstar Bank parking lot on Sunday only.
- There were issues with the urinal in the men's restroom that required replacement of the valve.
- The water heater failed and was replaced.
- Auto Pro Glass and Tire was retained to repair flashing in the sanctuary in an attempt to resolve the ongoing issue with leakage during rainstorms that come from a specific direction. Time will tell if this latest effort helps to resolve this long lasting problem.
- Paul Lewis acquired and donated a large extension ladder for the church that can be used to inspect and diagnose problem in the high vaulted ceiling section of the sanctuary.
- Riutta Contracting reattached the vent on the roof that came off during the storm and performed the patching of our Duralast roof fabric that was torn by the vent. This repair was covered by our insurance policy.
- An inspection of the roof revealed that a smaller plastic vent that is used to vent the roof fabric had been torn off, likely during roof shoveling. Riutta replaced the vent and marked the vent to minimize the likelihood that the vent would be broken off in the future.

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- We still have not repaired the ceiling in the Fellowship Hall. This will be repaired in the spring of 2020. Jim prefers to use his main drywaller/painter for this task who winters in Alaska.
- The dual furnace system was serviced again this year. It is not known how many more years we can continue to use these furnaces before they need to be replaced. Replacement was recommended by our main HVAC contractor. Building and Grounds chose to wait and avoid the expense at this time. The furnace continues to function but is approaching the end of its useful life.
- The flat roof was shoveled at regular intervals by Halonen Landscaping, based upon the amount of snow received, during the year. This helps to reduce the amount of sagging in the Fellowship Hall.
- As part of the renovation of the sitting area, the old water fountain that was no longer in use was removed and replaced with a bookcase.

## Angel Mission

Harold Evensen

### **History:**

On January 1, 2011, Portage Lake United Church (PLUC) was offered the opportunity to assume financial responsibility for Copper Country Community Fellowship's Angel Mission, Calumet, under the support of the Mackinac Presbytery. PLUC's membership and Consistory approved this challenge and, since that time, PLUC's Consistory has supervised the operational finances and provided guidance and support to the Angel Mission Volunteers. The mission is now called Angel Mission New Beginning (AMNB).

During the past twelve months Angel Mission has performed the following services, with the aid of the Community, PLUC and the Mackinac Presbytery:

- **Angel Mission Free Store:** Open four days per week, the Store accepts donations of cash, clothing, food and household items of all kinds. Patrons may select from the Store's inventory and may give cash donations in return. In addition, the Store is the headquarters of Angel Mission's community operations, providing (when available) groceries, emergency cash, and access to community counseling services.

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It also provides a venue for service volunteers sent by City or County law enforcement agencies. During a typical day an average of 150 people enter the store. The store is now served by 6 to 8 regular Volunteers, supplemented by many occasional volunteers –well over 100 volunteer-hours per week!

- **Food Pantry:** In this twelve-month period AMNB provided 579 grocery bags, affecting 1066 adults and 640 children. The necessary funding and goods (equivalent to about \$60 per bag) were acquired entirely using Community and PLUC donations of food and money! None came from the Operational funds provided by the Presbytery!
- **School Backpack Drive:** AMNB collected and provided 403 Backpacks, full of school supplies, to children from over 100 local families. The market cost of each backpack and contents was about \$35, all of which was supported by public donations of money, supplies, and even pre-filled backpacks! This year's backpacks included toothpaste and toothbrushes donated for flood relief.
- **Angel Tree Project:** Each Christmas season, kids' names are submitted by parents and friends, placed on tags, and hung on a Christmas tree at the Angel Mission Store. Each participating member of the Community (including Friends, Community Members and members of PLUC) takes a tag, reads the child's preferences, and tries to fulfill the child's Christmas wishes. The gifts are then collected and distributed near Christmas time. Funds donated explicitly to the Angel Tree Project are also used to supplement the gifts and funds donated from the community (estimated cost approximately \$75 per child). This past Christmas, 264 kids were registered and accommodated.
- **Christmas Gift Shopping:** This past Christmas, 88 kids came to Angel Mission to select Christmas gifts for their parents. In gratitude for Community help during the year, Angel Mission also provided gifts for 44 student volunteers from the Horizon High School.
- **Annual Winter Coat Giveaway:** In addition to the clothing given at the Store, this year, AMNB distributed over 1000 coats, boots, hats, scarves, gloves and mittens at a special distribution event held at Calumet High School and PLUC. The Store was assisted by over 20 Student volunteers and at least 10 PLUC volunteers.

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Many of the recipients at PLUC were International Students, getting their first taste of UP weather!

- **Mother's Day and Father's Day:** Angel Mission made it possible for 72 kids to acquire gifts for their parents on Mother's Day and Father's Day, using donated gifts and funds. There was considerable Community interaction.
- **Crisis Assistance:** Angel Mission works with MAPS (through SEMCO) and Empower (through UPPCO) to provide utilities assistance for needy families. In addition, local clergy and public officials work with Angel Mission to help provide help with food, clothing, transportation, rent, job-hunting expenses. With local cooperation, Angel Mission was able to provide direct financial and material support to avert Power Shutoffs (16 families) and other Emergencies (8 families).
- **Community Interaction:** In addition to individual contributions, at least 50 different community organizations have provided monetary donations, supplies, services and publicity in support of Angel Mission's many activities. Michigan Works subsidizes selected individuals to work at Angel Mission's store during opening hours; Dial Help and Child/Family Services interact with Angel Mission on individual cases; the Calumet Police Chief and the Calumet Village Street Department regularly check in to help expedite Angel Mission's work; The Office Shop provides free faxing service for fiscal forms sent by EmPower on behalf of veterans; and the Community Service Agency assigns many temporary volunteers.
- **Holiday Celebrations:** AMNB provided dinners for needy families celebrating Thanksgiving (5 families) and Easter (37 families), and provided Halloween treats for hundreds of kids. This was supported by Community donations. This was in addition to the Christmas celebrations described above.

Funds provided directly by the Presbytery were used only to finance the Mission's Operations (rent, utilities, services, Director's stipends). The (considerably greater) expenses described in the above ten paragraphs came entirely from cash and in-kind donations made directly to Angel Mission by members and organizations in the Community.

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The Angel Mission is currently undergoing a problem with the availability of its current building. The AMNB staff and PLUC associates are working toward resolution of this problem.

## Transition Time at the Angel Mission

Lois Jambekar

A stressful time began at the Angel Mission in August when the building where the Angel Mission is located was sold to Jeff McMahon. The directors of the Mission had no idea whether they would be allowed to continue renting the space in the building or would they be asked to move. In September they found out they would be able to continue renting the store front for a while, but Jeff wanted them to move out of the basement which was full of items the Mission was saving. In October two dumpsters were purchased and items in the basement which were damaged or old were thrown away. Other items not important to save that were in good condition were taken to Good Will or St. Vincent's Store. Unfortunately the basement was still half full of items the Mission needed to keep. In November and December the Angel Mission directors worked on finding a building in Calumet where they could move and store these items. Finally in December our church represented by Peter Norland signed a contract with the managers of the Rose and Thorn building a block away from the Angel Mission Store to use for storage. Jeff McMahon has offered a six month contract to the Angel Mission for them to be able to stay in their present building using only the main floor of the building.

During the fall months the Portage Lake United Church Consistory had several meetings with the Angel Mission directors discussing their future plans. It was recommended that the Angel Mission become a nonprofit corporation, and we needed to get approval from the Presbytery of Mackinac who is funding the Angel Mission. November 11, 2019 a meeting with PLUC church members and community members was held to talk about forming a board and to find out who was interested in serving on the board. It was decided at that meeting that Sherry Middlemis-Brown would work with the Angel Mission directors to apply for nonprofit status for the Mission. People who attended the meeting were asked to sign up if they were interested in serving on the board. At the December consistory meeting it was decided to ask Sherry Middlemis-Brown to serve as the first temporary



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chairman of the board as the board is being organized and starts to meet to plan the Angel Mission's future. At this point of time the Angel Mission directors are still waiting on receiving the nonprofit status. Four members from our church have offered to serve on the board, and we are hoping three or five members from the community will volunteer to serve on the board.

## MEETING MINUTES

### Minutes of the Congregation/Corporation Meeting February 3, 2019

Following Worship

#### Meeting of the Congregation

**Quorum:** Clerk Terry Monson determined that a quorum of 24 members was present.

**Opening Prayer:** Pastor Peter Norland opened with prayer.

**Open the Meeting:** Moderator George Carnahan, a member of the Mackinac Presbytery Committee on Ministry opened the meeting at 11:25 am.

**Accept the 2018 Annual Report:** Lois Jambekar moved (Dianne Sprague second) to approve the 2018 Annual Report. Carried unanimously.

**Accept the 2019 Budget:** Terry Monson, Finance Committee chair explained why 2018's actual results differed from the 2018 budget and presented an updated 2019 budget. 2018's actual results for ordinary income and expenses showed a deficit of \$2,554, about \$25,000 below the projected budget deficit. Lower than budgeted clergy compensation and higher than budgeted income accounted for most of the lower deficit. There was a surplus of \$11,298 for "other" (designated and/or otherwise earmarked) income and expenses. Contributions for Flood of June Relief (\$12,107) moved the net "other" income into surplus. Combining ordinary and "other" income and expenses resulted in a total net surplus of \$6,744. For 2019, the Finance Committee projects a budget deficit of \$18,741 for ordinary income and expenses as clergy compensation returns to "normal" and income declines slightly due to membership losses (from 51 to 48) despite more than half of pledging units increasing their pledges. In addition, the Youth Ministry (included in the "other" category) will need to be financed. Balance sheet carryovers (\$1,944), Wagner

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Endowment earnings (\$3,840), and the Vanguard account transfers (\$7,216) will be used for that purpose. Following this presentation, Bobbie Dalquist moved (Barbara Brookhouse second) to accept the 2019 Budget. Carried unanimously.

**Approve the call to Peter Norland:** Lydia Lytle, Chair of the Pastor Nominating Committee, reported that the Committee recommends congregational approval of the call Peter Norland as the Church's next pastor. Paper ballots were circulated with 21 congregation members voting to approve and one abstention. Following this ballot, Rob Middlemis-Brown moved (Sherry Middlemis-Brown second) to amend his call agreement to include a three-year contract. This amendment was unanimously approved. Then the Moderator and the congregation welcomed Peter as our permanent pastor

**Pastor's Report:** Pastor Norland thanked the congregation for its support while he served as transitional minister.

**Adjournment** (to Corporation Meeting): The Congregation Meeting was adjourned.

## Meeting of the Corporation

Immediately Following the Congregational Meeting

**Open the Meeting:** Moderator Terry Monson, Finance Committee Chair opened the meeting.

**Business:** Jan Medlyn moved (Karen Hubbard second)) to approve business conducted during the Congregational Meeting. Carried.

**Adjournment:** Sherry Middlemis-Brown moved (Lou Ellyn Helman second) to adjourn. Carried.

The Corporation meeting adjourned at 12:00 pm.

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## Minutes of the Congregation/Corporation Meeting November 3, 2019

Following Worship

### Meeting of the Congregation

**Quorum:** Clerk Terry Monson determined that a quorum was present. Twenty-nine members were present.

**Opening Prayer:** Pastor Peter Norland opened with prayer.

**Open the Meeting:** Pastor Norland, Moderator of Consistory, opened the meeting.

**Approval of the Agenda:** Dianne Sprague moved (Barbara Brookhouse second) to move the Church By-Law discussion earlier on the agenda and then to approve the agenda. Carried.

**State of the Church:** Pastor Norland briefly summarized Church activities, which included increased attendance by friends and Church outreach activities (e.g., Angel Mission, Youth Ministry, AA and NA meetings, English language learning groups);

**Amendments to the By-Laws:** Pastor Norland presented the By-Law amendments, Some were grammatical and clarifications to the existing By-Laws, Substantive changes included shifting election of Elders to the February meeting with terms beginning the following July, merging the Memorial and Endowment Committees (because of overlap in membership of the two Committees), eliminating the Budget Committee merging its functions with the Finance Committee (since the Finance Committee has prepared the budget in recent years)and, and clarifying election timing of Elders as vacancies occur. One typo was identified, that will be corrected. Robin Middlemis-Brown moved to approve the new By-Laws (Lois Jambekar second). Carried.

**Update on the Angel Mission:** The building currently housing the Angel Mission has been sold and it must vacate it in the near future. Angel Mission staff have found a place to temporarily store goods from its basement. The Consistory has been meeting with Mission staff during the past two months and has agreed that the Mission needs to incorporate as a 501(c3) non-profit corporation. It will meet again on November 11 to discuss the Mission with potential Board members for the non-profit.

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**Proposed Preliminary 2020 Budget:** Terry Monson, Chair of the Finance Committee, presented the Preliminary 2020 Budget. It is based upon PLUC financial information for all of 2019 is available. The Preliminary 2020 Budget projects a deficit similar to the 2019 Budget.

Carl Villmann then asked by how much must income increase to eliminate the deficit over the next five years. The Finance Committee will determine an answer to his question when it next meets but thought income must increase by 4-6% annually over five years, assuming that expenses do not increase significantly. The Congregation then accepted the Preliminary 2020 Budget.

**Other Business:** No other business was brought forward.

**Closing Prayer:** Pastor Norland closed the with prayer.

**Adjournment to Corporation Meeting:** Jerry MacInnes moved to adjourn to the Corporation meeting (Barbara Brookhouse second). Carried.

## Meeting of the Corporation

Immediately Following the Congregational Meeting

**Open the Meeting:** Terry Monson, Chair of the Finance Committee, opened the meeting.

**Business:** Dianne Sprague moved (Bobbie Dalquist second) to approve business conducted during the Congregational Meeting. Carried.

**Adjournment:** Jerry MacInnes moved (Bobbie Dalquist second) to adjourn. Carried. Adjourned at 1:15 pm.

Respectfully submitted,  
Terry Monson, Clerk