



PEOPLE'S CHURCH
— of Kalamazoo —

169th Annual Meeting
May 19, 2024



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169th Annual Meeting of People's Church

BOARD OF TRUSTEES 2023-2024

Joe Hampel, President

Brian Lewis, Vice-President

Laura Bultman, Secretary

Dan Bair

Gordon Bolar

David Isaacson

Rick Johnson

Donna Kaye

Cindy Pietras

STAFF 2023-2024

Rev. Rachel Lonberg, Minister

Diane Melvin, Director of Religious Education

Melissa Emrich, Office Administrator

Diana Lundquist, Bookkeeper

Keenan Mosbah, Custodian

Savannah Ramsey, Music Director

Jennifer Drake, Accompanist

Tom Hackley, Treasurer

Pat Van Slambrouck, Assistant Treasurer

TABLE OF CONTENTS

May 19, 2024

2023-2024 Board of Trustees & Staff	Page 1
Agenda for Annual Meeting	Page 3
Meeting Minutes – Annual Meeting 2023	Page 4
President’s Report on the State of the Church	Page 5
Teller’s Report for Annual Meeting May 21, 2023	Page 7
Candidates:	
Board of Trustees Nominees	Page 8
Nominating Committee Nominees	Page 9
Treasurer’s Annual Report for 2024	Page 10
Proposed Budget for 2024-2025 Fiscal Year	Page 11

Annual Meeting Agenda
May 19, 2024, 12:00pm

1. Opening
2. Call to Order
3. Introduction to Meeting Logistics and Voting
4. Acceptance of Agenda
5. Approval of Last Year's Annual Meeting Minutes
6. President's Report
7. Report of the Nominating Committee
8. Presentation of Slate for Nominating Committee
9. Report on Investments and Stewardship
10. Proposed Budget
11. Voting Reminder and Adjournment

Minutes of the Congregational Meeting
People's Church of Kalamazoo
Date: May 21, 2023

The meeting was called to order by President Marti Peters-Sparling on Sunday, May 21, 2023 at 12:12 p.m. Rick Johnson and Matt Johnson reported that **61 members were present** in the Commons. Rev. Rachel and Brian Lewis reported there were **10 members present on Zoom**. A quorum was present.

The agenda was approved as presented.

The minutes of the Annual Meeting held May 22, 2022 were approved as presented. President Marti Peters-Sparling gave the President's Report included in the meeting packet. The reports of officers and committees are included in the meeting packet.

On behalf of the Nominating Committee, Patrick VanSlambrouck presented the slate for the Board of Trustees: Laura Bultman, Donna Kaye, and Cindy Pietras. The slate was approved to be on the ballot that is sent to all members.

On behalf of the Nominating Committee, Patrick VanSlambrouck presented the slate for the Nominating Committee: Robert (Bob) Friedel, and Lori Rupe. The slate was approved to be on the ballot that is sent to all members.

Allen Hunt reported on the state of the Endowment Funds and the Stewardship Campaign.

The Treasurer, Allan Hunt, presented the 2023-2024 Budget.

The budget was approved as presented.

The meeting was adjourned at 12:45 pm

Donna McClurkan, Secretary

PRESIDENT’S REPORT ON THE STATE OF THE CHURCH

Dear Members and Friends of People's Church,

As we gather to reflect on the past year, I am filled with gratitude for the journey we have shared as a community. This year has been a testament to our resilience, unity, and unwavering commitment to our shared values.

Throughout the year, our focus remained steadfast on three key priorities: preparedness, securing our financial future, and joy. These priorities guided our actions and decisions, shaping our efforts to nurture a vibrant and thriving congregation.

Last summer, we mourned the loss of one of our own, Matt Johnson, a beloved member of our board. Matt's dedication and passion for our community left a lasting impact on all who knew him. His presence is deeply missed, and we honor his memory as we continue our work together.

In the wake of Matt's passing, Dan Bair stepped forward to fill his role on the board, embodying the spirit of service and commitment that defines our community. Additionally, we welcomed David Isaacson to our board, embracing his unique perspectives and contributions.

Our commitment to diversity and inclusion was further strengthened by updates to our Anti-Racism Policy, reflecting our ongoing dedication to creating a more equitable and just community for all.

Under the leadership of Tom Hackley, who served admirably in his first year as treasurer, we made significant strides in ensuring the financial stability of our congregation. Tom's expertise and dedication were invaluable as we navigated the complexities of budgeting and financial planning.

Gordon Bolar's leadership in developing comprehensive safety and preparedness plans was instrumental in safeguarding the well-being of our congregation. Through drills, training, and proactive measures, we ensured that our community remains safe and resilient.

The success of our fall stewardship campaign and holiday bazaar demonstrated the strength and generosity of our congregation. Thanks to your unwavering support, we were able to fill significant gaps in our budget and create joyous and memorable events for all.

Looking ahead, we are filled with hope and optimism for the future. Together, we will continue to grow and thrive as a community, guided by our shared values of love, compassion, and joy.

In closing, I extend my deepest gratitude to each and every member of our congregation for your dedication, generosity, and support. It is through our collective efforts that we create a community that is truly special.

With gratitude and hope,
Joe Hampel
Board President

Tellers' Report June 5, 2023
People's Church Annual Meeting held May 21,2023
Voting May 21, 2023 to June 5, 2023

64 Voted Online
42 Voted by mail
106 Total Votes

Election of the Board of Trustees

Laura Bultman..... 63 online + 41 by mail = 104
Donna Kaye..... 60 online + 41 by mail = 101
Cindy Pietras 58 online + 40 by mail = 98

Election of the Nominating Committee

Robert Friedel..... 62 online + 41 by mail = 103
Lori Rupe..... 60 online + 40 by mail = 100

Church budget

Shall the church budget proposed at the annual meeting be adopted for the 2023-2024 fiscal year?

Yes.....63 Online + 41 by mail = 104
No1 Online + 0 by mail = 1

Tellers:

Tom Hackley, Allan Hunt, Donna McClurkan

CANDIDATES FOR THE BOARD OF TRUSTEES 2024 – 2027

Juli Ginn

Teresa (Olsen) Klan

Amy Meyer

**CANDIDATES FOR
THE NOMINATING COMMITTEE
2024 – 2027**

Michael Leonard

Ken Tindall

April, 2024 Financial Snapshot of People's Church

Funds as of 3/28/2024 (updated quarterly)					
held at Mercer Global Advisors				notes	
unrestricted	Palmer Fund (incl. Reserve Fund)	\$250,955		invested in securities & bonds	
unrestricted	Reserve Fund (discontinued)	\$0		ref. Finance Committee policy proposal	
restricted endowment	Perpetual Pledge Fund (PPF)	\$271,185		5% to operating budget	
restricted endowment	Community Service Outreach Fund (\$52,685		5% to Social Justice CC for distribution	
		\$574,824		value on 1/1/13 was \$516,144	
held in People's Church Savings Account					
restricted	A-V Gifts Fund	\$5,124			
restricted	Piano Fund	\$6,545			
unrestricted	Green Sanctuary	\$1,500			
unrestricted	Refugee Support	\$1,519			
unrestricted	RE liability funds	\$7,335			
unrestricted	Minister's Discretionary Fund	\$11,481			
restricted	Crane Memorial Garden Fund	\$7,054			
		\$40,558			
Treasurer's Operating Fund Report - FY23-24 through April 30, 2024					
				83% of year	
Ordinary Income		actual	% of budget	budget	notes
Regular Pledges		\$266,442	88%	\$301,500	incl early lump sum payments
Non-Pledged Contributions & Collections		\$14,863	110%	\$13,500	plate collections +, contributions -
Fund Raisers		\$16,421	108%	\$15,200	incl. some receipts from 22-23
Building Use Fees		\$9,062	181%	\$5,000	reflects new rentals
Interest, Grants		\$3,031	101%	\$3,000	grant (pledge) received
Investment Fund Transfers	Perpetual Pledge - 5%	\$12,903	100%	\$12,903	<i>total annual distributions from Investment Funds = \$15,406</i>
	Social Justice - 5%	\$2,503	100%	\$2,503	
	total ordinary income	\$325,227	92%	\$353,607	+
Supplementary Income					
	<i>Fall supplementary pledge drive as of 3/29/2024</i>	\$40,596	101%	\$40,000	<i>probably complete</i>
	total income with supplemental pledges	\$365,823	93%	\$393,607	
	<i>Palmer Fund to cover shortfall</i>	TBD	0%	\$19,954	<i>anticipated need 4th quarter</i>
	total income with supplemental pledges and Palmer Fund draw	\$365,823	88%	\$413,561	+
Expenses					
Personnel		\$254,242	80%	\$316,540	
Church Services		\$2,940	69%	\$4,265	
Church Operations		\$9,573	81%	\$11,848	
Plant Operations		\$41,076	93%	\$44,000	<i>overage on elevator + plowing exp.</i>
Congregational Services		\$588	53%	\$1,100	
Outreach & Community Relations		\$1,936	34%	\$5,778	
Education		\$3,031	55%	\$5,500	<i>as needed during church year</i>
Board & Finance		\$25,458	104%	\$24,529	<i>UUA, insurance, & prop. tax paid</i>
	total expenses	\$338,850	82%	\$413,560	-
	net	\$ 26,973			

	Account Name	2023-2024	2024-2025
		Annual Budget	Proposed
INCOME			
	Current Pledges	300,000	357,000
	Credit Card Fees	-3,000	-3,570
	Mid year Pledge	40,000	0
	Old Pledges	2,000	2,000
	New Pledges	2,500	2,500
Pledge Totals		341,500	357,930
	Non-pledged Contributions	10,000	7,500
	Sunday Collections	3,500	5,000
	Memorial Donations	0	1,000
Contributions		13,500	13,500
	Holiday Bazaar	10,000	13,200
	Silent/Service Auction	4,000	3,700
	White Elephant Sale	0	3,000
	Raffle Ticket Sales	1,200	1,100
Fund Raisers		15,200	21,000
Building Use Fees		5,000	11,000
	Restricted - Comm Svc and Outreach Fund Trsf	2,503	2,525
	Restricted - Perpetual Fund Trsf	12,903	12,999
	Grants	3,000	3,000
Interest, Grants & Transfers		18,406	18,524
TOTAL OPERATING INCOME		393,606	421,954
EXPENSE			
	Salary - Minister	36,925	39,477
	Housing Allowance	36,000	36,000
	Pension - Minister	7,293	7,548
	Other Benefits - Minister	7,562	7,562
	Medical Insurance - Minister	21,750	22,838
	Salary - Administrator	47,509	48,226
	Salary - Custodian	13,241	13,704
	Salary - Choir/Music Director	12,000	12,420
	Salary - RE Director	54,325	53,226
	Salary - RE Summer Assistant	600	621
	Salary - Instrumentalist	6,000	6,210
	Salary - childcare and nursery	10,066	10,418
	Salary - Bookkeeper	16,223	16,791
	Payroll Taxes	9,562	9,897
	Pension - Administrator	4,751	4,917
	Medical Insurance - Administrator	6,500	6,825

	Account Name	2023-2024	2024-2025
	Group Insurance - Administrator	1,000	1,000
	Pension - DRE	5,433	5,323
	Medical Insurance - DRE	11,500	12,075
	Group Insurance - DRE	1,100	1,100
	Professional Exp - Minister	2,700	2,700
	Professional Exp - Music Director	1,000	1,000
	Professional Exp - DRE	3,000	6,000
	Professional Exp - Bookkeeper	500	500
	Personnel	316,540	326,378
	Special Music	200	200
	Bell Choir	75	75
	Music - Church Choir	400	400
	Organ/Piano Maintenance	600	600
	Music Streaming	700	700
	Sunday Services	400	350
	Honoraria	1,890	1,890
	Church Sunday Services	4,265	4,215
	Office Supplies	2,500	1,500
	Technology/Computer expense	2,008	2,000
	Copier Expense	2,500	2,500
	Postage	750	900
	Telephone	1,200	1,200
	Internet	600	600
	Misc Expense	500	500
	<i>Office Expense - sub-total</i>	10,058	9,200
	Aesthetics	450	350
	Library	350	0
	Safety and Preparedness	840	800
	<i>Other Support Expense - sub-total</i>	1,790	1,150
	Church Operations	11,848	10,350
	Building & Grounds	12,000	12,000
	Elevator	2,000	5,000
	Snow Removal	7,000	8,500
	<i>Building and Grounds - sub-total</i>	21,000	25,500
	Electric	9,000	5,000
	Electricity - Helios Solar	0	3,476
	Gas	6,000	6,000
	Water	700	700
	<i>Utilities - sub-total</i>	15,700	15,176
	Custodial Services	4,500	4,500
	Trash Removal and Recycling	1,500	1,500
	Custodial Supplies	1,300	1,300

	Account Name	2023-2024	2024-2025
	<i>Custodial Expense - sub-total</i>	7,300	7,300
Plant Operations		44,000	47,976
	Kitchen Supplies	250	600
	Membership - Visitors and new members	800	700
Congregational Services		1,100	1,300
	Art Wall	200	200
	Young Adult Ministry	300	300
	Green Sanctuary	1,000	950
	Community Svc and Outreach Operations	400	400
	Community Service Outreach	2,503	2,525
	ARAOMC	1,125	1,125
	Publicity	250	250
Outreach & Community Relations		5,778	5,750
	Youth Education	5,500	5,500
Education		5,500	5,500
	Denominational Support	10,604	11,665
	Board Discretionary	500	500
	Stewardship	350	500
	Insurance Premiums	9,000	11,500
	Property Taxes	1,000	500
	Payroll Service	3,000	3,200
	Bank Fees	75	50
	Minister's Sabbatical Expenses - FY24-25 (56%)	0	4,632
Board & Finance		24,529	32,547
TOTAL OPERATING EXPENSE		413,560	434,016
Difference (total income less total expense)		(19,954.00)	(12,062)
	<i>funds needed from the Palmer Fund or other sources</i>	\$59,954	\$12,062
<i>Board Policy states that at the end of the fiscal year, operating surpluses will be transferred to the Palmer Fund, and operating deficits will be transferred from the Palmer Fund. The amount shown equals 4.8% of the current value of the Palmer Fund</i>			