



# 'THE REPORTS



1960



FIRST  
CONGREGATIONAL  
CHURCH





## Meetings

### First Congregational Church of Georgetown, Mass.

Minister

REV. WILLIAM C. FLEMING

8 Andover Street

#### W A R R A N T

The Members of the First Congregational Church of Georgetown are hereby advised that in accordance with the Constitution and By-Laws of said Church, the Autumn Meeting will be held on the second Thursday of October, October 8, 1959, in the Church Vestry at 7:45 P.M. then and there to act on the following listed articles.

Article 1. To hear the various reports to be submitted by the Officers and Committees of the Church and to take whatever action is desired on or resulting from them.

Article 2. To take any other action desired, relative to the program of the Church and/or its property.

By direction of the Cabinet



Eleanor C. Jonasch, Clerk

Posted September 30, 1959

W A R R A N T

The Members of the First Congregational Church of Georgetown are hereby advised that in accordance with the Constitution and By-Laws of Said Church, a Special Meeting of the Church will be held Sunday, December 6, 1959, following the morning worship service in the Sanctuary, to act upon the following listed articles:

- Article 1. To see what action the Church will take  
in regard to acquiring the property at  
5 X Cottage Street.
- Article 2. To take any other action desired,  
relative to the program of the  
Church and/or its property.

By direction of the Cabinet

*Edward A. Jones*

Clerk protempore

Posted November 29, 1959




## W A R R A N T

The Members of the First Congregational Church of Georgetown are hereby advised that in accordance with the Constitution and By-Laws of said Church, a Special Meeting of the Church will be held Thursday, January 28, 1960, at 8:00 P.M. in the Church Vestry, then and there to act on the following listed articles:

- Article 1. To hear the preliminary report of the Survey Committee regarding Church expansion, and take any action pertaining thereto.
- Article 2. To see what action the Church will take in regard to the dismissal of the committee appointed to arrange for the purchase of the property at 5 Cottage Street, Georgetown, Mass.
- Article 3. To take any other action desired, relative to the program of the Church and/or its property.

By direction of the Cabinet



Eleanor C. Jonasch, Clerk

Posted January 17, 1960



## W A R R A N T

The Members of the First Congregational Church of Georgetown are hereby advised that in accordance with the Constitution and By-Laws of said Church, the Spring Meeting of the Church will be held Thursday, May 12, 1960, at 8:30 in the Church Vestry, then and there to act on the following listed articles:

- Article 1. To authorize the Finance Committee and Treasurer to borrow a sum of money not to exceed \$2300 to pay off the estate of the late Grace Bartlett.
- Article 2. To hear the report of the Survey Committee and to see what action the Church will take relative to it, *Voted*
- Article 3. Authorize the Finance Committee and Treasurer to borrow up to but not exceeding \$3,500, such money to be used exclusively for renovating the newly acquired Church property. *Voted*
- Article 4. To authorize the appointment of a Renovating Committee with authority to spend up to but not exceeding \$3500 on renovating the newly acquired Church property, such renovations to be completed by September 1960.
- Article 5. To hear the report of the Finance Committee regarding the budget for the year 1960-1961 and take any action pertaining thereto.
- Article 6. To vote to amend the Constitution, Article 4 Section 1, to change the word five to six. To change the word five in the first sentence to six, and the words at the end of the second sentence from five to six.
- Article 7. To hear the report of the Nominating Committee and to take any action pertaining thereto.
- Article 8. To authorize the appointment of a Long Range Planning Committee who would study the long range requirements of the Church and make necessary recommendations to fulfill the long range requirements of the Church. Such committee would report at each regular Church meeting until such time as a full report and complete recommendations can be made. The life of this committee shall not exceed four years.
- Article 9. To elect a deacon for five years to fill the vacancy on the Board of Deacons.

By direction of the Cabinet

Posted May 5, 1960

Eleanor C. Jonasch, Clerk

*Eleanor C. Jonasch*



## Minister

### THE MESSAGE FROM THE MINISTER

During the Summer, I was talking with a young man in our town and commented during the conversation that I thought that he ought to be coming to Church. His reluctance in agreeing was distressing although not at all surprising. In giving this incident considerable thought in the intervening weeks, the following conclusion has come to mind: such a person (and there are many in our town) does not come to Church because they see little reason for coming. It is our task as Church-goers and supporters to show them good cause why they ought to come.

Our Church has much to offer - good facilities which we are constantly improving, an excellent Church School, groups for virtually all age groups, and we hope, a message of hope which excels all else. This message, the Gospel of Christ, must be taken to all men. We have spread it around the world and into every country on the face of this earth, but it still needs to be spread abroad in our little town, and especially among those who have heard it so much, they now hardly stop to listen. The "unchurched" in our community, and those who do not come to Church, can be our next effort. We must show them why the Church needs them; more importantly, we must show them why they need the Church.

This past year tells of considerable advance in physical facilities - a beautifully renovated kitchen, Metcalf House - a miraculous change, work already begun on the Church Library. But our greatest area of concern now lies in the spiritual realm. It is here that we shall really advance the Kingdom of God.

William C. Fleming



## Clerk

### REPORT OF THE CLERK 9/1/59/ to 8/31/60

The Church Membership Roll now totals 342. Listed below are the admissions and losses.

#### Admissions

By Confession	19
By Letter	11
Reactivated	<u>3</u>
	33

#### Losses

By Transfer	7
By Death	<u>5</u>
	12

The names of those lost to the Church Family are listed below. A single asterisk beside the name indicates Church membership; a double asterisk beside the name indicates membership on the Inactive List.

Mrs. Chester Brown	Peter Cheney
Mrs. Alice Morse	Mrs. Josephine Larkin
Mrs. Ida Spaulding	* Mrs. Oscar Jaquith
* Miss Rhea Moore	** C. Atherton Holmes
* Mrs. Charles Abbott	* Miss Fannie Friend
Mrs. Fred Harriman	* Mrs. Leslie Greenleaf

The Cabinet has held 10 regular meetings with an average attendance of 10. Two informal meetings were called by the Finance Committee regarding the proposed budget.

There have been eight Special Meetings of the Church which dealt with membership, the purchase of property on Cottage Street, and the report and recommendations of the Survey Committee.

There have been 26 Baptisms and 4 weddings.

Respectfully submitted,

Eleanor C. Jonasch

Clerk



May 12, 1960

Clerk's Records:

At the present time our membership totals 345. Since the last meeting, three members ~~deceased~~: *are declared*.

Edna M. Jones - Rhea Moore - Harriet R. Abbott

The Church Family deceased are:

*Mrs. Chester* Grace Brown, *Mrs.* Alice Morse, *Mrs.* Ida Spaulding, Mrs. Fred Harriman, and Peter Cheney.

The 30 new members added to our list are as follows:

Mr. & Mrs. Russell Balch	Mrs. Robert Costello
Mrs. Leonard Lee	Miss Barbara Hochmuth
Mrs. Dorothy Reed	Mrs. John Savage
Mrs. David Tidd	Mrs. Constance Ray
Mr. & Mrs. Robert Yeaton	Miss Sandra Maynard
Mr. & Mrs. Roy Simek	Mr. Pat Taylor
Mr. Donald Gordon	Mr. John Russell
Mr. & Mrs. Paul Macdonald	Mr. David Elliott
Mr. & Mrs. Douglas Nason	Miss Carol Hunt
Mr. & Mrs. David Pearson	Miss Sandra Bubier
Mr. William Seaman	Mr. James Boynton
Mr. & Mrs. Floyd Chapman	■

Two members reactivated (?) Mr. & Mrs. David Hemeon.

Of the new membership 19 joined by Conf. of Faith and 11 have joined by letter of transfer.

Seven members have been removed by transfer:

Marilyn W. Spaulding  
Leon Elliott  
Marjorie Hurd Pitkin  
Mr. & Mrs. Robert D. Johnson  
Mr. Kenneth Ross  
Mr. David Dea.

There have been three weddings by the Minister and <sup>15</sup> ~~12~~ baptisms.



## Deacons

### ANNUAL REPORT OF BOARD OF DEACONS

The Board of Deacons held 11 regular meetings and a few special meetings. Money was distributed from the Deacons' Fund to those who needed aid.

Easter lilies and Fruit Baskets were purchased for the Deaconesses to take to shut-ins.

The Deacons arranged for Church to be opened during the Minister's vacation with Mr. Robert O. Bradstreet, Student Assistant, preaching.

The Board of Deacons took charge of Laymen's Sunday, October 18, 1959, with Mr. Charles Blanchard preaching.

A Chalice for Communion, and two new flags, the Christian Flag and the American Flag for the Church Sanctuary were purchased with money from the Memorial Fund.

Through the efforts of the Deacons, a display case was acquired and renovated so that interesting and valuable relics of the First Church and the Peabody Church could be displayed in the Narthex.

Respectfully submitted,

The Board of Deacons  
Harold H. Elliott, Secretary



## Deaconess

### REPORT OF THE BOARD OF DEACONESSSES

At the October Meeting of the Church, it was voted that a Board of Deaconesses be added to its officers. The following were appointed:

Mrs. Calvin N. Pingree	1 year
Mrs. Howard Ayer	2 years
Mrs. Arthur Marble	3 years.
Mrs. Harold Elliott	4 years.
Mrs. Homer Tapin	5 years.

Thanksgiving quickly came and we sent cards to ill or shut-in members. At Christmas, booklets, cards, baskets, and pointsettias were distributed. The Saturday before Easter we distributed 18 lilies and 2 baskets of fruits and jellies and enjoyed very pleasant calls with those we remembered. Easter booklets were also sent to three of our members who were in Florida.

Reverend and Mrs. Fleming entertained the Deacons and Deaconesses one evening in June. An evening of discussions and suggestions was enjoyed.

During the year cards have been sent to families of deceased members and to those who were ill.

At the Spring Meeting of the Church, it was voted to increase our membership to six members. Mrs. James P. Poole was elected to replace Mrs. Calvin N. Pingree, whose term of office expires September 1, 1960.

We have been represented at each Cabinet Meeting after we were informed that we were expected to do so.

Respectfully submitted,

Olive M. Pingree, Chairman



# Christian Education

## REPORT OF THE BOARD OF CHRISTIAN EDUCATION

The Board of Christian Education has met at least once each month at members' homes, since September 1959, except during the month of July.

Delegates have attended most of the Cabinet and Church School Teachers meetings, providing refreshments at each of the latter sessions. Coffee and doughnuts were also provided by this committee after worship services during September 1959, and at the all-day workshop in the Bradford Church in September 1959.

Other projects and events sponsored included a very popular Christmas Family Workshop, Christmas Pageant, basketball team, God and Country classes, Parents Night in May (not supported by parents), Childrens Sunday and Vacation School.

Present members of the Board include the Minister, Student Assistant, Church School Superintendent, Harry Bedell; Chairman, Mrs. Brunel Christiansen; Clerk, Mrs. James Blair; Albert Perley, Kenneth Tripp, and recently elected member, Mrs. Maurice Spaulding. Mrs. Lewis Pingree served as Chairman and Mrs. Christiansen as Clerk during the 1959 and 1960 season. During the year, Harry Bedell replaced Mrs. Charles Blanchard who resigned as Superintendent. Mrs. Dorothy Reed assisted as Superintendent for a period and we are grateful to these people for their service and to each Church School teacher.

The work load of the Board is increasing each year and the group may require more members in the near future. Maintaining a competent teaching staff is an ever present problem. The housing situation will be remedied somewhat by the opening of Metcalf House. We are deeply indebted to two dedicated workers on this project, Mr. Brunel Christiansen and Mr. Bedell. Other workers have also given much time and energy, but without these leaders we would still be waiting.

The proposed budget is approximately \$1,000, which does not include equipment for Metcalf House. A number of new books were purchased for the library.

This committee has a great responsibility and is still educating itself in the duties and potentialities of our Church. Each Church member should give thoughtful consideration as to how he or she can add at least one extra hour each week (other than in worship service) to the cause of Christian Education.

Respectfully submitted,

Margery Blair, Clerk



# Sunday School Superintendent

## REPORT OF THE CHURCH SCHOOL SUPERINTENDENT

The position of Superintendent of the Church School was vacant for the major portion of the Church School year. After organizing the Church School in September 1959, Mrs. Charles Blanchard requested a leave of absence which terminated in her resignation in January 1960. In March 1960, the Board of Christian Education, after searching diligently for someone outside their committee to serve in this position without success, requested that I take over as Superintendent and selected Mr. Kenneth Tripp to serve on the Board in my place. I wish to take this opportunity to thank Mrs. Blanchard for her efforts in setting up the program for last Fall.

The year 1959-60 found our Church School serving 257 young people from the age of three years through the junior-high-school age. Our staff numbered 27. Our average attendance was 85%. The curriculum used throughout the year was the Pilgrim Series material published by the Congregational publishing house. The themes for the entire school from first grade through junior high were as follows:

Fall - Our Church

Winter - How the Church Grows

Spring - Christian Living in Our World

The nursery and kindergarten programs, though not a part of the Pilgrim Series, acquainted the children with the world around them; God's presence in it; the Great Teacher, Jesus; and living with others.

A senior high class, a "Study Hour", was started in the early evening in conjunction with Pilgrim Fellowship. However, lack of interest made this venture short lived.

In addition to our regular offering, of which the collection on the first Sunday of each month is set aside for the mission field, special offerings were taken for the Home for Little Wanderers at Thanksgiving, The Roxbury Intercity Project at Christmas, and Share Our Surplus in the Spring. Individual classes also made scrapbooks and sent them to India and collected seeds to send to Honduras.

Our major problems this past year have been two-fold. First, the lack of enough interested and devoted people to properly staff our Church School. It is just impossible for one person to handle 25 to 50 youngsters and try to impart some Christian teaching to them in an hour a week. Secondly, the problem of space was ever with us this past year, but the purchase and subsequent renovation of The Metcalf House has relieved this situation for the present.

A teacher-training institute was held in September 1959 to prepare all teachers for the coming year. Monthly teachers meetings were held throughout the year to coordinate the Church School program and provide training and background education for the teachers.



REPORT OF THE CHURCH SCHOOL SUPERINTENDENT

I wish to thank the two teachers who forewent their opportunity to attend summer conferences due to the poor financial condition of our Church last summer. These conferences provide a wonderful occasion for excellent training and inspiration. I sincerely recommend that more teachers be given the opportunity to attend in the future.

I wish to interject a word of caution. We are growing and fast. Our enrollment as of October 2, 1960 is already equal to last year's. We can no longer operate a Church School with the dozen faithful teachers that have served for many years. Georgetown will continue to grow and the Church will grow. Our ideas and ideals must keep pace.

In conclusion I wish to thank the Board of Christian Education, Mr. Robert Bradstreet, and especially the fine staff of teachers who helped make the year a successful one.

Respectfully submitted,

Harry R. Bedell, Jr.

Superintendent of the Church School.

### Pioneer Fellowship

REPORT OF THE PIONEER FELLOWSHIP

Under the direction of Mr. Robert Bradstreet, the Pioneer Fellowship had many activities. Some were for the Church and some were for the Fellowship. Among the activities for the Church were: Work Day for Christ in which the Pioneer Fellowship made \$50. With this money plus other money collected in the previous year, they pledged \$75 toward a film projector. We also had charge of the White Elephant table in the Church Fair which earned \$50.

The Fellowship also had many social activities which included: dances, splash parties, sliding, roller skating, hay rides.

Last year's Officers were: President, Richard Jonasch; Vice-President, David Pingree; Secretary, Lonnice Christiansen; Treasurer, Jean Boyland.

Respectfully submitted,

Richard Jonasch.



## Pilgrim Fellowship

### REPORT OF THE PILGRIM FELLOWSHIP

The Pilgrim Fellowship started last year's season with a drive for new members. We gave a free chicken pie dinner to any prospective member on the first Sunday. The second Sunday we followed up with a feature length movie. The meetings from then on consisted of a program and a short worship service almost every week. The programs included mainly speakers and movies from one of four categories - Faith, Fellowship, Service and Action. To finance our various programs and activities we held two paper drives and a "Sounds of the Great Bands" dance. In order to bridge the gap that forms between most youth groups and the adult Church members, we donated one-hundred dollars toward a new projector. We also supplied free baby sitting for Couples Club members on their meeting nights. We had about seventy names on our roster and we averaged about forty-five members a week. This was polished off with our annual retreat to Thorn Mountain in Jackson, New Hampshire.

Summing it up we feel we have a lot of room for improvement but we still managed to make a lot of improvement over the year before.

Respectfully submitted,

Richard Pingree, President



## Trustees

### ANNUAL REPORT OF THE BOARD OF TRUSTEES

The past year has been one of material progress. The Church properties have been maintained, and long delayed improvements have been accomplished.

Throughout the year the business of the Trustees has been conducted toward the full measure of our responsibility: maintaining the Church properties within the bounds of prudent spending.

The most important project carried through, covered repairs and painting of the front and north side of the Church. New copper gutters were installed which will give us years of service. The lead and oil paint that was used should stand up longer than previously used formulas. The Trustees hope that further work on this project can be carried forward this next year thereby completing the exterior work on the Church.

Total budget for the year was \$1800.00. Total expenditures amount to \$1586.92. The \$1995.00 for exterior work mentioned above was voted as a separate appropriation by the Church members.

The Trustees wish to thank all the individuals and committees for their help and cooperation during the past year. Our thanks also to the many firms who have been fair in their costs and charitable in their discounts.

Respectfully submitted,  
Brunel Christiansen, Clerk

## Music

### MUSIC COMMITTEE REPORT

The Church Organ has been tuned three times during the past year—at the beginning of the Fall season, Christmas, and Easter. The reservoir or bellows has also been replaced and the Trustees have agreed to have a humidifier installed to help eliminate the need for constant bellows repair.

After the resignation of Mrs. H. Nelson Pingree, Choir Director and Mr. Richard Merrill, Organist, Mrs. Benjamin Freeman accepted the position of both Organist and Choir Director.

The Music Committee has taken care of having the choir robes cleaned and the collars laundered. It was also necessary to purchase six new choir robes.

Several musical selections have been added to our music library. The Junior Choir members are very proud of their new pins. The pianos in the Sanctuary and the Vestry have been tuned.

Respectfully submitted,  
Barbara B. Taber, Chairman



# Guild

## REPORT OF THE GUILD

Total membership of the Guild for 1959-1960 was 81. Average attendance at meetings was 29.

Projects for our local Church included: the apron table at the Church Fair, which netted \$230; a pledge of \$400; a gift of \$250 to help finish work in the kitchen; and the wreath for the outside door at Christmastime.

Money was donated to the Walker Missionary Home, the T. B. and Health League, the M.S.P.C.C., the Heart Fund, and American Cancer Society.

Friendly Service sent layettes to Greece and Tennessee; coupons to Elon College; school supplies, used clothing, and books to Mission centers; magazines and home-made cookies each month to the Boston Seaman's Friend Society as well as candy and toilet articles; and gifts of \$5 each to migrants and to France.

Officers for 1960-1961 are:

President	Mrs. John Savage
Vice-President	Mrs. Robert Yeaton
Secretary	Mrs. T. Albert Perley
Treasurer	Mrs. Homer Tapin
Executive Committee	Mrs. Russell Balch
	Mrs. Alfred Dawley
	Mrs. Albert Lindquist

Respectfully submitted,

Jean Perley, Secretary



# Missionary Society

## CHRISTIAN WORLD MISSION COMMITTEE REPORT

Page 2

The International Missionary motto for the year is "Into All The World Together!" May we whole heartedly make it our own?

Respectfully submitted,

Ida E. Bancroft, Chairman

## THE WOMAN'S MISSIONARY SOCIETY REPORT

The present membership is 18 active and 2 honorary members. One member, Fannie Friend, died in May.

This group meets the third Monday of each month - September through June - for fellowship, worship and the study of the national missionary theme of the year.

The annual guest afternoon and tea was the outstanding event of the year with guests from 10 churches present. Mrs. George Cary of Haverhill described her recent visit to Japan, for the celebration of 50 years work of the American Board.

## FINANCIAL STATEMENT

<u>Receipts</u>		<u>Disbursements</u>	
Sept. 1, 1959 Bal.	\$ 25.00	Church Appor.	\$100.00
Contributions	117.00	Walker Home	2.00
Dividends from Bate-		Guest P.M. Expenses	10.00
man Fund	35.00	Girls School-Turkey	5.00
		City Miss. Society	5.00
		Second Mile	27.00
		Sept. 1, 1960 Bal.	28.00
	<u>\$177.00</u>		<u>\$177.00</u>

## OFFICERS

### 1959-1960

Pres. Mrs. Howard Ayer  
V. P. Miss Nathalie Upton  
Sec. Miss Ida E. Bancroft  
Treas. Mrs. Harold Chase

### 1960-1961

Mrs. Henry Dea  
Miss Ida E. Bancroft  
Mrs. Harold Chase

Respectfully submitted,

Ida E. Bancroft, Secretary



## World Service

### CHRISTIAN WORLD MISSION COMMITTEE REPORT

"Our Christian World is the ministry of our Congregational Christian Churches beyond their local parishes."

In addition to the amounts given of O.C.W.M. by the church attendants, the Church School, the Guild and the Woman's Missionary Society make generous contributions to various phases of this work. Detailed accounts will be found in their several reports.

During the year we have engaged in three projects for the C.C. Service Committee.

In November - Save Our Surplus	\$ 81.47
In March - One Great Hour of Sharing	98.99
	<u>\$180.46</u>
All Year - Collection of good used clothing - approximately 1,000 lbs.	

### FINANCIAL STATEMENT

Sept. 1, 1959 Bal.	-	Appor.	\$976.57
Benevolence giving	\$1365.55	CHEF	683.73
Miss. Society	100.00	Bal.	-
Church School	<u>194.75</u>		<u>          </u>
	\$1660.30		\$1660.30

Other gifts which are "over and above" and do not count toward our apportionment were:

<u>Friendly Service</u> - Cooperative effort of the Guild, Missionary Society, & Pioneer Fellowship	\$175.75
<u>Walker Home</u>	12.00
The Guild	\$10
Miss. Society	\$2.00
<u>Second Mile</u>	33.75
The Guild	\$6.75
Miss. Society	\$27.00
<u>Leprosy Mission</u>	8.00
Church School	\$8.00
TOTAL	<u>\$229.50</u>

In 1959 the General Council recognizing its responsibility for the spiritual well being of our colleges and students announced its purpose of raising \$7,500,000 during a two-year period. This project is known as CHEF. This Church has responded by accepting its quota of \$2000 and designating a proportion of the regular missionary offering for that purpose.



## Sunday School Renovation (Metcalf House)

### PROGRESS REPORT of the SUNDAY SCHOOL RENOVATION COMMITTEE

The remodeling of our house on Clark Street has been carried forward with all possible haste, but due to the condition of the property and the extensive repairs and alterations necessary, it has taken more time than anticipated.

All this, notwithstanding, we have accomplished much and will occupy the premises shortly.

The first work on the property by work parties consisted of cleaning out all the debris and removing all the accumulation of rubbish. Our committee then proceeded with its work. Two chimneys were removed. Wall between the halls and rooms on the first and second floors were taken out. Three ceilings beyond repair were ripped down and all wallpaper removed from the walls.

A new electric service of 100 amp. was put in and all wiring replaced. A completely new heating system using oil was put in which includes ductwork to all rooms. Besides this we installed an exhaust system for the downstairs lavatory.

New ceilings were put in where needed and all walls were plastered or spackled. At this writing nearly all the interior painting has been completed.

All old plumbing was removed and replaced with copper. Lavatories have hot and cold water and all fixtures have been reconditioned with new faucets, etc. One new fixture installed and rooms are equipped with large plate glass mirrors.

Modern light fixtures for the classrooms are all in as well as new light fixtures for the lavatories, hall and stairways.

Floors were reinforced and repaired where some bad conditions existed. Three classroom floors upstairs which were in fair condition were painted and all other floors are done over in tile with an underlay of masonite. Vinyl stairtreads to be used on stairs.

Approximately twenty windows were repaired resetting many with new glass.

Exterior repairs were made on the rear of the house with new gutters and trim included. All outside doors were rehung to swing out, two new rear porches built and handrails put on each side of the front steps. Fire escape from second floor was built.

Recommendations by the State Safety Commissioner who we called in for consultation have been followed and we feel all members of the Church should be apprized of this fact.

Only a few hours work is needed to complete interior painting. Draperies which are on order will be hung as soon as received and the furnishings will be moved in as each room is ready.



Exterior painting will proceed only to the extent allowed by weather and available volunteers. Last but not least will be a general dressing up of the grounds and reseeded of some of the lawn.

An amount of \$3500 was allowed our committee for this renovation. Any increase, if any, will be due to a few of the unforeseen problems.

The committee wishes to thank all the individuals who gave so willingly of their time and talents on everything that has been done. We will still need the cooperation and some time from everyone to help to finish this project.

Respectfully submitted,

B. F. Christiansen, Chairman  
Harry Bedell  
Paul MacDonald

## Benevolent Society

### REPORT OF THE WOMEN'S BENEVOLENT SOCIETY

The Annual Meeting of the Women's Benevolent Society was held at the Church Wednesday, May 11, 1960. Officers for the coming year were elected. No meetings are planned during the Winter months.

Respectfully submitted,

Mrs. Herbert J. Hull, President



## Kitchen

### REPORT OF THE KITCHEN COMMITTEE

The Committee appointed to renovate the Kitchen have received in addition to the \$1500 voted from the Improvement Fund the following:

Improvement Fund	\$1500.00
Couples Club	150.00
Supper	85.50
Guild	250.00
Breakfast	10.00
Donations	15.00
Sale of various articles	<u>16.00</u>

Total Receipts     \$2026.50

We have paid out a total of \$1978.00 for Carpentry, Plumbing, Electrical Work and Painting.

There are still improvements to be made. The Committee plans to raise the necessary money to complete the work through various projects during the coming months.

Respectfully submitted,

Wilhelmina Marble  
Mary Marshall  
Dorothy Reed



## Librarian

### REPORT OF THE LIBRARIAN

Last Spring, Mrs. Maurice Spaulding and the Misses Eleanor and Satira Stetson gave quite a large number of books to the Church Library. In addition two new books have been purchased for the Library. One entitled, "Bible Readings For Boys and Girls" was given in memory of Mr. Harry Martin by his wife. The other book entitled "The Child Jesus" was given to the Library by Miss Satira Stetson.

This Fall several books were given to the Library by Mr. and Mrs. Homer Tapin.

Due to the generosity of these people, the Church Library is beginning to expand, and we hope to provide interesting and helpful reading material for the people in the Church.

Speaking of expansion, the Church Library has grown so large that it no longer can be contained in its present location. Due to the purchase of Metcalf House, the former cloak room has been released and has been given for the Library. This room, though adequate in size, has no facilities for a Library. However, the Pilgrim Fellowship has generously offered to renovate it for such a purpose, and work already has begun.

The purpose of this report is two-fold: first, to inform the members and friends of the Church of the progress of the Library; and secondly, as a means of publicly thanking those whose generosity made such progress possible.

Respectfully submitted,

(Mrs.) Margaret Fleming

Church Librarian



# Preliminary Survey Board

## PRELIMINARY REPORT OF THE SURVEY BOARD SPECIAL MEETING - THURSDAY, JANUARY 28, 1960

The Survey Board was formed to investigate the needs of the church, and after evaluation of our present facilities, to make recommendations for action by the church to provide for future expansion and improvement of our present program.

The problems to be discussed in this report are so pressing that the Survey Board felt that immediate action by the church was necessary to deal with them, since to wait until the annual Spring Meeting could have resulted in additional expense as well as seriously affecting our operation in several critical areas.

Our initial action was to look into the work done by the Long Range Planning Committee which preceded us, to avoid duplicating their efforts. The report presented by a local architect to that committee presents an excellent picture of the condition of our building. That report, somewhat abridged, forms a part of this report since the problems outlined are the same, made worse if possible by two more years of overcrowding and neglect.

### Exterior and Site

When the church was built, the parking problem was far in the future with the result that today there is almost no space left on the site for any amount of automobile parking. This situation will likely become more of a problem in the future.

Also as a result of the location on the site, the main entrance is seldom used, it being more convenient to use the side entrance.

### Sunday School Facilities

Typical of older churches, no provision was made in the planning for a comprehensive teaching program such as we have today. There are no rooms specifically designed for individual classes. For optimum effectiveness a classroom should have good light, heat and ventilation, provision for permanent cabinets, chalkboard and tackboards, sound separation from other classes. Without these factors it is very difficult, especially for an amateur teacher, to conduct a class with any degree of effectiveness.

At present all usable areas are being utilized as classrooms. Other than the Nursery, only three areas are separate rooms where classes can be conducted without mutual interference. Classes are being held in both balconies of the second floor. These areas are not satisfactory in that they interfere with the use of the sanctuary for other purposes and do not have permanent equipment.

Classes now being held in the Primary Room and the Vestry operate under considerable difficulties. Nearly all of the essentials of a functional classroom are absent.

Aside from the aforementioned shortcomings, none of the classroom areas has the attractiveness in appearance which can go a long way toward creating a pleasant atmosphere that is conducive to learning.

In view of the importance to be attached to the teaching of the Gospel, it appears that the program operating under the present circumstances must be quite inefficient compared with its potential under more favorable conditions.



### Recreation

The Vestry is the center of activity for most functions of a recreational nature. In size it appears adequate for all but the more active games. Some disadvantage results from the three columns in the room. The platform appears to be inadequate for effective use for many activities requiring a stage. Headroom at the front of the platform is insufficient.

Artificial lighting in this area is completely adequate. The heating system causes some difficulty due to noise of the fans. Also sound is transmitted to the floor above through the duct system.

The Kitchen, which is part of the recreational facilities, leaves much to be desired but can be improved somewhat without great expense.

### Utility

The heating system, being recently installed, is in good condition. The principle drawbacks of this system lie in the sound transmission through the ductwork to the Sanctuary and the fan noise both upstairs and downstairs. Avoidance of these annoyances would have involved a larger expenditure for fans of a different type. Some of the noise can be eliminated by reducing fan speeds. However, this will slow the response and reduce the capacity of the system somewhat.

### Condition of Building

With the exception of a few items the building is structurally sound. Some settlement of the crossover balcony in the Narthex is noticeable. Some of this apparently has occurred within the last few years.

There is some evidence of settlement in the exterior walls indicating either decay in the sills or settlement of the foundation walls themselves.

There is some decay in the steps at the main entrance but inasmuch as these steps are seldom used attention to this condition can be postponed for some time.

Some items of maintenance will require attention within 3-5 years such as exterior painting, roof patching and sash glazing. The roofing itself should be good for another ten years or more but there is evidence of leakage indicating needed repairs to flashing.

The steeple appears to be structurally sound.

The interior is in average condition and improvements in the decorations can be undertaken whenever desired. There are no conditions requiring immediate attention in order to preserve the building.

### Summary

The foregoing analysis of present facilities is of a critical nature in order to point out areas in which the building falls short of meeting the requirements of an up-to-date church program. This information is essential to making sound decisions as to future course of action.



Realizing the inadequacy of our present physical plant, as shown above, consider the following facts:

1. Georgetown has grown in the past 10 years from 2411 to 3500 people (1960 estimate). This is an increase of 45 per cent.
2. In the same period, our church membership has increased from 202 to 327. This is an increase of 63 per cent.
3. As an indication of how much more active our membership has become, our average church attendance has increased by 78 per cent, with a corresponding increase in the membership and activity of almost every church connected organization.
4. Our Church School, never adequately quartered, has increased from 193 to 301 members. This has worked a hardship not only on the pupils, but on the teachers as well.
5. Our kitchen, the center of activity for every supper, fair, and most other social functions sponsored by the church, has become completely inadequate for its purpose, and has in addition fallen into deplorable disrepair. This is an extremely sore point with anyone who has had to prepare a meal for a group. This is a very important part of our plant since it plays such a large part in all our fund-raising affairs.
6. The parking problem has been aggravated by the increase in attendance both in church and church school, since early arrivers for church find all the convenient parking spaces taken by parents waiting to pick up their children from church school, and late comers find the same spaces occupied by those already in church.
7. There is a serious lack of "live" storage space everywhere in the building. This inevitably leads to inconvenience and in many instances loss or damage to equipment that would last longer if kept out of the way.
8. Since the only room now available for meetings of a moderate size is the vestry, providing heat for meetings of this type represents a considerable expense.
9. Again due to overcrowding, our choir which presents an outstanding music program throughout the church year, suffers great inconvenience from lack of adequate robing space, music storage space, and on Sunday mornings, from inability to use the organ for practice until the classes which meet in the choir loft have finished their work.
10. There is a definite need for a church office, separate from the ministers study.

These are not, we realize, all of the areas in which improvement is needed. They do represent, however, some of our more pressing problems, and since the Survey Board has resolved to work on a "first things first" basis, we have assigned top priority in our recommendations to two of the items on the list. We find that in dealing effectively with these two areas, we can solve a great many problems.

It became apparent early in our discussions that in order to expand in any direction, we require more land. There is not sufficient land to do any building now or at any future time except directly in front of the church. It seemed preferable to investigate the possibility of expansion to the side or rear of our present property. Inquiry revealed that the property directly behind the church was about to be placed on the market. This property is approximately one acre in area, and would provide adequate room for any future construction plan, however ambitious.



The two family dwelling on this property has been examined by a disinterested party, and is, in his own opinion as well as ours, structurally sound, although major renovation will be required to make it useful for our purposes.

It is our recommendation that this property be acquired as soon as possible, and the building renovated for temporary use as church school space. By this we will acquire the following room for expansion:

- 4 classrooms  $12\frac{1}{2} \times 24$  (approx.)
- 1 boys room
- 1 girls room
- 1 small storage room
- 1 large entrance hall and cloakroom
- 1 kitchenette if desired
- 1 garage usable for storage or some other purpose

This space would allow transfer of our four largest classes during the 9:30 session of church school and the entire pre-school group at 11 o'clock. Crowded conditions would be eased considerably in the church building at 9:30 and the regular 11 o'clock worship service would be conducted without the distracting influence of the church school activities directly below.

Another advantage would be that a complete rearrangement of the vestry area would not be required between 10:30 and 11 o'clock every Sunday morning. This has worked a considerable hardship on the sexton, and also presents the possibility of injury to any of the small children who get in the way of tables and chairs being moved.

We further recommend that the kitchen be renovated without further delay. This project was approved several years ago, and the money (\$1,000) appropriated but never raised. The need for adequate kitchen facilities is now more urgent than ever before. The advantages of this proposal need no explaining to anyone who has worked in our present kitchen.

### Summary

The recommendations contained in this report are not offered as a final solution to our problems. We do feel however that action on them would be of lasting benefit to the church, and would relieve the pressure in these two critical areas for a long enough period to allow a long range improvement program to be at least well started. The Improvement Fund is yielding enough income to easily support these two projects, and we sincerely believe that once something concrete has been done to improve our program, this income will increase.

Only through faith can we move ahead. The response to Spring Canvass was a beginning. We are now in a position to make an even more decisive indication of our faith in God, our future, and ourselves. Let us not be found lacking.



## Survey Board

### REPORT OF THE SURVEY BOARD

The Survey Board originally consisting of John Bartlett, Chairman, Mrs. Arthur Marble, Mrs. Charles Blanchard, Kenneth Anderson, and John Jonasch met frequently during the past year to study the needs of our growing Church.

A Special Church Meeting was held in January 1960 to act on the recommendation of the Committee to purchase the house located adjacent to the Church on 12 Clark Street. Motion carried and purchase of property was made. Recommendations were made that the kitchen be renovated immediately. A Committee was appointed and renovations are now complete.

At the Spring Meeting in May, recommendation for renovations to the new property at 12 Clark Street was moved and voted. This work is nearing completion.

Respectfully submitted,

John G. Jonasch

## Flowers

### REPORT OF FLOWER COMMITTEE

The Church was supplied with flowers each Sunday during the year. These were obtained, as is customary, either through memorial gifts, from the members of the congregation, or from direct purchase.

On Thanksgiving, Christmas, and Easter we used special decorations, suitable for the season.

We would like to take this opportunity to thank those who arranged the flowers during the summer months, and those who so thoughtfully contributed by purchasing flowers and plants on the special Sundays.

Respectfully submitted,

Esther Speulding, Chairman



## Fair

### CHURCH FAIR REPORT

A country store theme was carried out for our 1959 Church Fair.

As usual, the committees for the various booths and departments worked very hard.

With all their efforts and the support we received from those who came to buy, we ended a successful event with a total of \$1,155.

Respectfully submitted,

Mary S. Marshall, Chairman

## Auditor

### REPORT OF THE AUDITING COMMITTEE

The Auditing Committee has examined the books of the Collector and Treasurer and finds them correct.

H. Nelson Pingree  
Wilhelmina Marble



# Finance

## FINANCE COMMITTEE REPORT

The past year has been a very eventful year for the Finance Committee. It was the first year following our extensive Every-Member Canvass; it has seen the Church expand physically; and it has also seen major improvements and repairs. As a result of the latter two events, it has also seen some major expenditures.

Taking first the church-giving during this year following the Every-Member Canvass, we found that the actual giving had fallen behind our pledged giving by about 25% at the end of the first half of our financial year. Also, at about the same time, we were engaged in a canvass for 1960-1961 funds. The returns from the canvass at that time indicated that the pledged giving would be lower this year, the reason for this being that many of the previous year's inactive pledges were removed which would give a more realistic forecast of 1960-1961. As a result of the above-mentioned problems, the Finance Committee turned to the Church and the Cabinet to balance the budget. It was the decision of the Cabinet to try to raise additional money from outside sources rather than cutting back on Church expenses.

Secondly, the Church has purchased additional land and buildings, now called Metcalf House, at 12-14 Clark Street. The financing of this \$8,000 investment has been through a \$1,000 down-payment and a \$7,000, eight-year mortgage. It is the intention of the Finance Committee to pay double monthly payments on this mortgage with a goal of 4-5 year completion. The money for this program is to come from the Improvement Fund.

Thirdly, the Church has entered on a program for improvements and major repairs to the Church, the first of which is the work on the kitchen. The Church voted to give the Kitchen Committee \$1,500 from the Improvement Fund for this purpose and it has been so done. Church and parsonage painting, gutter repair, and steeple repair accounted for another expenditure of \$1,995.

The Finance Committee has applied for a mortgage on the parsonage in the amount of \$6300, the breakdown of this mortgage is as follows:

Church paint and repair & parsonage paint	\$2,000.00
Improvements to Metcalf House	2,900.00
Note on previous parsonage repairs	<u>1,400.00</u>
	\$6,300.00

It was the feeling of the Finance Committee that the remaining \$1,400 note should be cancelled as a 90-day renewable note and carried on a mortgage because it provided a more systematic means of decreasing the principal.

The Grace Bartlett note was paid as the result of generous and anonymous givers. This helped our financial situation greatly.

Our present outstanding debts are as follows:

Loan from Benevolent Society (\$1000)	\$250.
Services of Financial Advisor of Mass.	
Congregational Conference (\$1500)	<u>500.</u>
	\$750.



FINANCE COMMITTEE REPORT

(Page 2)

Major expenditures, other than current expenses, paid in 1953-1960 are as follows:

Metcalf House	\$1,000	Down Payment
Metcalf House	572	Improvements
Couples' Club Repayment	150	
Mass. Conf. Finance Advisor	500	
Grace Bartlett Loan	2,500	
Benevolent Society	150	
Kitchen Renovations	1,500	
Merrimack Valley Nat. Bank	500	Principal

An innovation of the church financing this year was the quarterly statements and letters sent to pledged members and supporters of the Church by the Finance Committee and the Collector. It is the feeling of those interested in the Church finances that these statements and letters helped us to close the gap between the pledging and the actual giving.

Finally, it is the feeling of the Finance Committee that next year's canvass should be started earlier and be conducted and completed in one week.

Respectfully submitted,

Albert V. Lindquist, Chairman  
Charles H. Miller  
Homer K. Tapin



FIRST CONGREGATIONAL CHURCH OF GEORGETOWN, MASS

FINANCIAL STATEMENT FROM SEPTEMBER 1, 1959 THROUGH APRIL 30, 1960

Balance on hand in checking account on September 1, 1959	\$ 7.36
Total receipts during period	<u>16,176.94</u>
	16,184.30
Total disbursements during period	<u>15,844.39</u>
Balance on hand in checking account on April 30, 1960	339.91

DISBURSEMENTS

Leadership & Services of our Ministry	5,627.38
Administration & Operational Expense	2,536.10
Church Property Maintenance & Repair	1,186.38
Capital Investments & Equipment	2,708.76
Disbursements from accounts #205 & #208	611.05
Debt Retirement and Reserves	961.93
Missions & Benevolences	1,369.60
Payment of overdue 1958-1959 accounts	<u>843.19</u>
	\$15,844.39

SAVINGS ACCOUNTS

Account	Bal. 9/1/60	Deposits	Interest	Disbursements	Bal. 4/30/60
Genl. Fd. #14425	\$7,655.02		\$ 280.00	\$	\$7,935.02 (\$7,369.15 prin.) ( 565.87 int.)
Deacons Fd. #14426	3,418.80	62.16	119.65	341.00	3,259.61 (2,437.66 prin.) (821.95 int.)
Missions Fd #14427	1,000.00		36.57		1,036.57 (1,000.00 prin) 36.57 int.)
Memorial Fd. 14284	82.39	57.00	2.92		142.31
Improvement Fd. 14417	75.00	2,733.76 <u>2,744.76</u>	17.11	1,177.24	1,648.63*
Ministers Ann.Fd. 14698		525.00	1.68		526.68

\* \$1,500 withdrawn May 12, 1960 - kitchen renovation

*Carole S. Miller*  
Secy



# Treasurer

## TREASURER'S REPORT

Sept. 1, 1959 to August 31, 1960

Balance on hand September 1, 1959			\$ 7.36
		<u>BUDGET EST.</u>	<u>ACTUALS</u>
<u>RECEIPTS</u>			
201.	Pledges - Current Expense	\$15,500.00	\$14,212.39
202.	Loose Collect	500.00	2,278.18
203.	<u>Missions</u>		
203.1	Regular Collect	1,700.00	1,465.55
203.2	Specials	200.00	309.50
204.	<u>Church School</u>		
204.1	Regular Collect	600.00	568.85
204.2	Missions	175.00	202.75
205.	Dividends, Int. & Reimburs.	650.00	1,187.58
206.	Improvement Fund	6,000.00	3,852.96
208.	<u>Miscellaneous</u>		
208.1	Church Fair, etc.	1,000.00	1,503.54
208.2	Initial Envelope Offering	-	31.95
TOTAL RECEIPTS		\$26,325.00	\$25,613.25 \$25,613.25

### ADDITIONAL DETAILS OF RECEIPTS

201.	Special gifts to be applied to Bartlett Loan	\$ 2,500.00
	Pledge from Guild	400.00
	Int. from Perley Fund applied to Cur. Exp.	275.00
202.	Gift to be used by Music Committee	5.00
	Maundy Thursday Collection	41.37
	Gift from Pilgrim Fellowship	5.00
	Special gift to be applied to bank loan.	75.00
203.2	Special Missions	
	Share Our Surplus	81.47
	One Great Hour of Sharing	98.97
	Donation to Missions by Missionary Society	100.00
	Carlton Home	29.06
204.2	Church School Missions	
	Leprosy Fund of Missions	8.00
205.	Dividends	344.48
	Interest - General Account	379.57
	Reimbursements	
	From Elliott Bros. Fuel rebate	106.23
	From Williams Oil - Fuel rebate	25.00
	Insurance payments	321.55
	Other reimbursements	10.75
208.1	Receipts of Fall Meeting Supper	94.05
	Church Fair	1,155.01
	Hymnal Donations	10.00
	Sale of 3 Deacons' Benches	15.00
	Vacation School	11.90
	Special gift for payment of painting Church	10.00
	From Kitchen Com. for pay't. of elec. bill	50.45
	August Lobster Boil	155.38
	Other	1.75



TREASURER'S REPORT

Page 2

DISBURSEMENTSLEADERSHIP AND SERVICES OF OUR MINISTRY

		<u>BUDGET EST.</u>	<u>ACTUALS</u>	<u>NOTES</u>
301.	Minister's Salary	\$ 4,500.00	\$ 4,500.00	(see below)
302.	Pulpit Supply	100.00	-	(1)
303.	Student Assistant's Salary	700.00	946.00	
304.	Minister's Annuity	517.50	516.82	(2)
305.	Minister's Car Allowance	400.00	400.00	
306.	Travel Expenses (Conferences, etc.)	200.00	41.25	
307.	Deacon's Supplies	150.00	93.04	
308.	Organist & Choir Director	520.00	770.00	(3)
309.	Music Supplies	250.00	148.51	
310.	Board of Christian Education	1,400.00	937.55	
311.	Vacation Bible School	50.00	-	
312.	Daily Devotions	-	-	
313.	Per Capita Fellowship Contributions	135.00	126.42	
314.	Flowers	50.00	35.00	
	TOTAL	\$ 8,972.50	\$ 8,514.59	

- (1) Payment of pulpit supply was credited to Account #303.  
 (2) Interest of .68 in Minister's Annuity Savings Account was used to reach total of \$517.50.  
 (3) Difference due to raise in salary voted by Music Committee.

OUR ADMINISTRATION AND OPERATIONAL EXPENSES

401.	Church Secretary	\$ 500.00	\$ 500.00	
402.	Stationery, Postage, Printing & Office Supplies	500.00	702.90	
403.	Sexton's Salary	1,040.00	1,040.00	
404.	<u>Church Utilities</u>			
404.1	Heat	1,000.00	895.35	
404.2	Electricity	225.00	250.48	(4)
404.3	Water	25.00	33.75	(4)
404.4	Telephone	200.00	207.53	
404.5	Gas	40.00	28.48	
405.	<u>Parsonage Utilities</u>			
405.1	Heat )		357.78)	
405.2	Electricity )		119.55)	
405.3	Water )	600.00	22.50)	\$620.61
405.4	Telephone )		120.78)	
	TOTAL	\$ 4,130.00	\$ 4,279.10	

- (4) Overrun due to undertaking new property (Metcalf House).



TREASURER'S REPORT

Page 3

DISBURSEMENTS (Continued)

<u>OUR CHURCH PROPERTY MAINTENANCE AND REPAIR</u>		<u>BUDGET EST.</u>	<u>ACTUALS</u>	<u>NOTES</u>
501.	Church Building Care )		\$ 880.76)	
502.	Parsonage Upkeep ) Trustees	\$ 1,800.00	420.74)	1,536.92
503.	Supplies		235.42)	
504.	Insurance	500.00	264.50	
505.	Parsonage Taxes	<u>50.00</u>	<u>25.20</u>	
TOTAL		\$ 2,550.00	\$1,826.42	

CAPITAL INVESTMENTS AND EQUIPMENT

601.	Office Equipment	\$ 100.00	\$ -	
602.	Church School Equipment	-	-	
603.	Improvement Fund	<u>6,000.00</u>	<u>3,852.96</u>	
TOTAL		\$ 6,100.00	\$3,852.96	

DEBT RETIREMENT AND RESERVES

701	Repayment to Benevolent Society	\$ 200.00	\$ 150.00	
702.	Repayment to Bank (Loan)	50.00 (Int.)	379.82	(5)
703.	Repayment to Couples Club	150.00	150.00	
704.	Reserve for Contingencies	217.50	-	
705.	Reserve for Depreciation of Building & Equipment	1,500.00	-	
706.	Contribution to Mass. Confer. for services of Church Finance Advisor.	600.00	500.00	
707.	Repayment of Bartlett Loan	<u>-</u>	<u>2,500.00</u>	
TOTAL		\$2,717.50	\$3,679.82	

(5) Payment of \$300 on loan - \$79.82 interest.

OUR CHRISTIAN WORLD MISSION AND OTHER BENEVOLENCES

901.	<u>Missions and Benevolences</u>			
901.1	Regular	\$1,700.00	\$1,465.55	(6)
901.2	Specials	200.00	309.50	(7)
901.3	Church School	175.00	194.75	(6)
902.	Andover Newton Theological School	<u>-</u>	<u>10.00</u>	
TOTAL		\$2,075.00	\$1,979.80	

(6) To Our Christian World Mission \$976.57 - To Christian Higher Education Fund \$683.75.

(7) See details of receipts (page 1) for breakdown of Special Missions.



TREASURER'S REPORT

Page 4

DISBURSEMENTS (Continued)

<u>DISBURSEMENTS FROM ACCT 205 AND 208</u>	<u>BUDGET EST.</u>	<u>ACTUALS</u>
1205. Disbursements from Acct. #205		\$ 517.00
1208. Disbursements from Acct. #208		<u>94.05</u>
TOTAL		\$ 611.05

PAYMENT OF 1958-1959 OVERDUE ACCOUNTS

2000. Payment of 1958-1959 Overdue Accounts		<u>\$ 843.19</u>
TOTAL		<u>\$ 843.19</u>

TOTAL BUDGET ESTIMATE AND DISB.	<u>\$26,325.00</u>	<u>\$25,596.93</u>
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Balance on hand August 31, 1960		\$33.68
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Respectfully submitted,

Carolee G. Miller, Treasurer  
Albert V. Lindquist, Finance Committee  
Charles H. Miller, Finance Committee  
Homer K. Tapin, Finance Committee



TREASURER'S REPORT

REPORT OF SAVINGS ACCOUNTS

Sept. 1, 1959 through August 31, 1960

<u>MEMORIAL FUND</u>	<u>ON HAND</u>	<u>DEPOSITS</u>	<u>INTEREST</u>	<u>DISBURSEMENTS</u>	<u>ON HAND</u>
Book #14284					8/31/60
	\$ 82.59	\$ 191.00	\$ 2.92	\$ 103.00	\$173.51

<u>IMPROVEMENT FUND</u>	<u>ON HAND</u>	<u>DEPOSITS</u>	<u>INTEREST</u>	<u>DISBURSEMENTS</u>	<u>ON HAND</u>
Book #14417					8/31/60
	\$ 75.00	\$5,877.96	\$ 17.11	\$5,869.78	\$100.29

Breakdown of Disbursements

Deposit on Metcalf House	\$1,000.00
Payment for Kitchen	1,500.00
9 Mortgage pymts. on Metcalf H.	797.58
Repairs on Metcalf House.	572.20

<u>GENERAL FUND</u>	<u>ON HAND</u>	<u>DEPOSITS</u>	<u>INTEREST</u>	<u>DISBURSEMENTS</u>	<u>ON HAND</u>
Book #14425					8/31/60
	\$7,655.02	—	\$ 280.00	\$ 379.57	\$7,555.45

<u>DEACONS' FUND</u>	<u>ON HAND</u>	<u>DEPOSITS</u>	<u>INTEREST</u>	<u>DISBURSEMENTS</u>	<u>ON HAND</u>
Book #14426					8/31/60
	\$5,418.30	\$ 200.58	\$ 119.65	\$ 341.00	\$5,398.03

<u>MISSIONS FUND</u>	<u>ON HAND</u>	<u>DEPOSITS</u>	<u>INTEREST</u>	<u>DISBURSEMENTS</u>	<u>ON HAND</u>
Book #14427					8/31/60
	\$1,000.00	—	\$ 36.57	\$ 36.57	\$1,000.00

<u>MINISTER'S ANNUITY</u>	<u>ON HAND</u>	<u>DEPOSITS</u>	<u>INTEREST</u>	<u>DISBURSEMENTS</u>	<u>ON HAND</u>
<u>FUND</u> Book #14698					8/31/60
	—	\$ 516.82	\$ 1.68	\$ 517.50	\$ 1.00

Respectfully submitted,

Carolee G. Miller, Treasurer

Albert V. Lindquist, Finance Com.

Charles E. Miller, Finance Com.

Homer K. Tapin, Finance Com.



# Budget

FIRST CONGREGATIONAL CHURCH  
Georgetown, Mass.

May 12, 1960

## SUMMARY OF PROPOSED BUDGET

<u>We expect to spend for</u>	<u>Present Budget</u> 9/1/59 to 8/31/60	<u>Proposed Budget</u> 9/1/60 to 8/31/61
Operating our Church		
1. Leadership & Services of our Ministry	\$ 8,972.50	\$ 9,027.50
2. Adminis. & Operational Expense	4,130.00	3,930.00
3. Church Property Maint. & Repair	2,330.00	1,530.00
4. Equipment	100.00	
5. Debt Retirement & Reserves	2,717.50	2,150.00
	<u>\$18,250.00</u>	<u>\$16,637.50</u>
Helping Others		
6. Benevolences	2,075.00	1,575.00
<u>We expect to set aside for</u>		
Improving our facilities	<u>6,000.00</u>	<u>4,000.00</u>
Total Budget	\$26,325.00	\$22,212.50

## BUDGET GOALS

<u>RECEIPTS</u>		<u>Present Budget</u> 9/1/59 to 8/31/60	<u>Proposed Budget</u> 9/1/60 to 8/31/61
201. Pledges-Current Exp.		\$15,500.00	\$10,000.00
202. Loose Collect		500.00	1,000.00
203. <u>Missions</u>			
203.1 Pledges-Benevolences		1,700.00	1,200.00
203.2 Specials		200.00	200.00
204. <u>Church School</u>			
204.1 Regular Collect		600.00	600.00
204.2 Missions		175.00	175.00
205. Dividends, Int. & Reimbursements		650.00	650.00
206. Improvement Fund		6,000.00(1st.Yr.)	4,000.00
208. <u>Miscellaneous</u>			
Church Fair, etc.		<u>1,000.00</u>	<u>1,100.00</u>
TOTAL RECEIPTS		\$26,325.00	\$18,925.00



DISBURSEMENTSPresent Budget  
9/1/59 to 8/31/60Proposed Budget  
9/1/60 to 8/31/611. LEADERSHIP & SERVICES OF OUR MINISTRY

301.	Minister's Salary	\$ 4,500.00	\$ 5,000.00
302.	Pulpit Supply	100.00	100.00
303.	Student Ass't. Salary	700.00	700.00
304.	Minister's Annuity	517.50(10%)	517.50
305.	Minister's Car Allowance	400.00	400.00
306.	Traveling Exp.(Conferences,etc.)	200.00	100.00
307.	Deacons' Supplies	150.00	50.00
308.	Organist & Choir Director	520.00	780.00
309.	Music Supplies	250.00	150.00
310.	Bd.Christian Ed.(Church School)	1,400.00	1,000.00
311.	Vacation Church School	50.00	50.00
313.	Per Capita Fellowship Contribution	135.00	140.00
314.	Flowers	50.00	40.00
	TOTAL	\$ 8,972.50	\$ 9,027.50

2. OUR ADMINISTRATION & OPERATIONAL EXPENSE

401.	Church Secretary *	\$ 500.00	\$ 400.00
402.	Stationery, Postage, Printing, Office Supplies	500.00	500.00
403.	Sexton's Salary	1,040.00	1,040.00
404.	<u>Church Utilities</u>		
404.1	Heat	1,000.00	1,000.00
404.2	Electricity	225.00	225.00
404.3	Water	25.00	25.00
404.4	Telephone	200.00	200.00
404.5	Gas	40.00	40.00
405.	<u>Parsonage Utilities</u>		
405.1	Heat )		
405.2	Electricity )	600.00	500.00
405.3	Water )		
405.4	Telephone )		
	TOTAL	\$ 4,130.00	\$ 3,930.00

\* This denotes 400 hours of work.

3. OUR CHURCH PROPERTY MAINTENANCE & REPAIR

501.	Church Bldg. Care)		
502.	Parsonage Upkeep ) Trustees	\$ 1,800.00	\$ 1,000.00
503.	Supplies )		
504.	Insurance	500.00	500.00
505.	Parsonage Taxes	30.00	30.00
	TOTAL	\$ 2,330.00	\$ 1,530.00

4. CAPITAL INVESTMENTS AND EQUIPMENT

601.	Office Equipment	\$ 100.00	\$ -----
602.	Church School Equipment	-----	-----
603.	Improvement Fund	6,000.00	4,000.00
	TOTAL	\$ 6,100.00	\$ 4,000.00



DISBURSEMENTS (Continued)Proposed Budget  
9/1/60 to 8/31/615. \*DEBT RETIREMENT AND RESERVES

701.	Repayment to Benevolent Soc. (\$1,000) Loan	\$	300.00
**702.	Repayment to Bank (\$5,300) Loan		600.00
703.	Contribution to Mass. Conference for Finance Advisor.		500.00
704.	Reserve for Contingencies		
	Depreciation of Bldg. Equipment		650.00
	TOTAL	\$	2,150.00

\* See below for last year's Debt Retirement and Reserves.

\*\* This payment to bank includes \$1,500 note on the parsonage repair,  
\$2,300 note owed to Grace Bartlett estate, and \$1,500 note for Church  
painting and gutter work.Present Budget  
9/1/59 to 8/31/605. DEBT RETIREMENT AND RESERVES

701.	Repayment to Benevolent Soc. (\$1,000 loan)	\$	200.00 (Final)
702.	Repayment to bank (\$1,700 loan)		50.00 (Int.)
703.	Repayment to Couples Club (\$150 loan)		150.00
704.	Reserve for contingencies		217.50
705.	Reserve for Depreciation of Bldg. & Equip.		1,500.00
706.	Contrib. to Mass. Conf. for Services of Church Finance Advisor (Total cost \$1,500)		600.00
	TOTAL	\$	2,717.50

6. OUR CHRISTIAN WORLD MISSION AND OTHER BENEVOLENCES

		<u>Present Budget</u> 9/1/59 to 8/31/60	<u>Proposed Budget</u> 9/1/60 to 8/31/61
901.	<u>Missions &amp; Benevolences</u>		
901.1	Regular	\$ 1,700.00	\$ 1,200.00
901.2	Specials	200.00	200.00
901.3	Church School	175.00	175.00
902.	(Andover-Newton Theological School)	--	--
903.	(Mass. Church Building Fund Loan) (Pledge of \$1200-Paid \$750 - 1955-1958) (To be discontinued)	--	--
		\$ 2,075.00	\$ 1,575.00

TOTAL BUDGET GOAL

\$26,325.00

\$22,212.50

Respectfully submitted,

THE FINANCE COMMITTEE

A. V. Lindquist

C. Miller

H. Tapin