

# The Lakeshore Congregationalist

## January 2019

**First Congregational Church – Serving the community since 1860**



### **FCC's Contact Information:**

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Pastor also in on Friday

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### **Our Covenant**

We covenant with the Lord and with one another, and do bind ourselves in the presence of God, to walk together in all his ways, according as he is pleased to reveal himself unto us in his blessed word of truth.

### **Our Goal**

The church exists to change lives. That's what we're about. It's simple to say, harder to live. Every single week, we find a way to love God through worship, through one another, through fellowship, and through simple acts of service in the Saugatuck/Douglas area. We don't always get it right, but we have fun trying.

*"Every good thing given and every perfect gift is from above, coming down from the Father of lights, who does not change like shifting shadows - James 1:17"*

There are exciting changes ahead for us at the First Congregational Church of Saugatuck! By the close of January (depending on the outcome of our Annual Meeting on January 20th) we will have a whole new leadership structure in place, a structure that we hope creates one environment that is nimble in its decision making, one that we will be able to hold the mission of the church up for all to see, and one that will engage the whole of the church body in our common ministry work.

The decision to move toward a single board governance is certainly not one that came about lightly - for it is the hope of our current leadership to simply serve God with more focus and passion.

In this newsletter you will find the "job descriptions" for each of the Board of Ministry positions. I ask that you review them carefully and if you feel you would be a good fit to help lead our community in such a way to let me know.

Each of the Board positions has the title Captain: Congregational Care Captain, Stewardship Captain, etc. We mean this in the same way that sports teams have captains. Captains are not in charge of doing the work of the team themselves, but they are in charge of morale and vision, and bringing energy and focus to their team mates. Our Board of Ministry will be a meeting place for our community's captains.

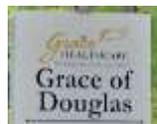
This change is big. It will require major language changes throughout our church's constitution. The way we make decisions will change. How our leadership communicates with the congregation will shift.

But all of these changes are meant to help us be a stronger, more nimble church of our Lord; to be able to rise to meet the needs of our neighbors and dream big for God's kingdom together.

I thank the many minds that have been asking deep/ thoughtful questions about this Board of Ministry structure concept that has helped us shape its life. And I ask that we ALL be in prayer about this change as we inch close to the Annual Meeting!

Thank You!!

All Together in Christ,  
Pastor Sarah



**GRACE OF DOUGLAS**  
**SERVICE**  
**JANUARY 27<sup>TH</sup>, 2:00 PM**

Please join Pastor Sarah and our "home"-bound friends at Grace of Douglas for a 2:00 service!

Reminder for tax season: Charitable giving for tax purposes in 2019 will be changing! Contact your accountant or CPA to discuss maximizing your giving this year!



**2018 Summary**

**Spring Mission – Grant Me Hope**



- \$1800 collected

**Summer Mission – Forgotten Man**



- Spaghetti Dinner
- Total collection of \$500
- 317 books
- 153 reading glasses
- 27 colored pencil sets

**Fall Mission – Sylvia's Place**



- Thanksgiving collection
- Total donations of \$585
- \$150 in supplies was delivered

**Winter Mission - Christian Neighbors**



- Thanksgiving Project: 50 bags of sugar!
- Christmas Hearts Program.
- Total December collection: \$310.45

**Love Fund Christmas Eve Collection**



- \$885!



**GROOVE! EXERCISE CLASS**

Fridays, 10am at the church.  
Instructor: Heather Winia  
Cost: \$7/session



You are invited to join us on **Tuesday, Jan. 8th at 10:00 a.m.** in the Fellowship Hall.



**Upcoming Meetings**

- Jan. 8 – Women’s Fellowship, Tues 10am
- Jan. 9 – Prudential, Wednesday, 7:00pm
- Jan. 20 – ANNUAL MEETING – following Worship

**Fellowship Hosts**

- Jan. 6 – Rusiecki Family
- Jan. 13 – Kathy & Dale Plapp
- Jan. 20 – Berkholz Family
- Jan. 27 – Kristyn Boyce, Cathy Brockington

**Scripture Readers**

Sign - up sheets available

**Welcome Team**

Sign - up sheets available

**Children’s Story-Time Leader**

Sign - up sheets available



**Pastoral Care**

Pastor Sarah makes pastoral calls at home and hospitals by need and request. Feel free to contact her if you or someone you know would appreciate a visit: 989-640-1487 or [rev.sarahgladstone@gmail.com](mailto:rev.sarahgladstone@gmail.com). Please be aware that hospitals and care facilities will not contact clergy if someone is being admitted. Our Shepherds are also happy to help coordinate meal deliveries.



Cheryl Brown	1/2
Gerrit Sturuss	1/11
Ralph Birkholz	1/11
Gary Van Dis	1/16
Michael Camarota	1/19
Haley DeBoer	1/22
Robert Boyce	1/22
Vic Mayer	1/23
Kirk Raue	1/28
Nancy Nyland	1/28
Patricia Birkholz	1/28

**Sunday School**

Special thanks to these Sunday School leaders: Kathy Plapp, Linda Kinnaman, and Joan Lamb.



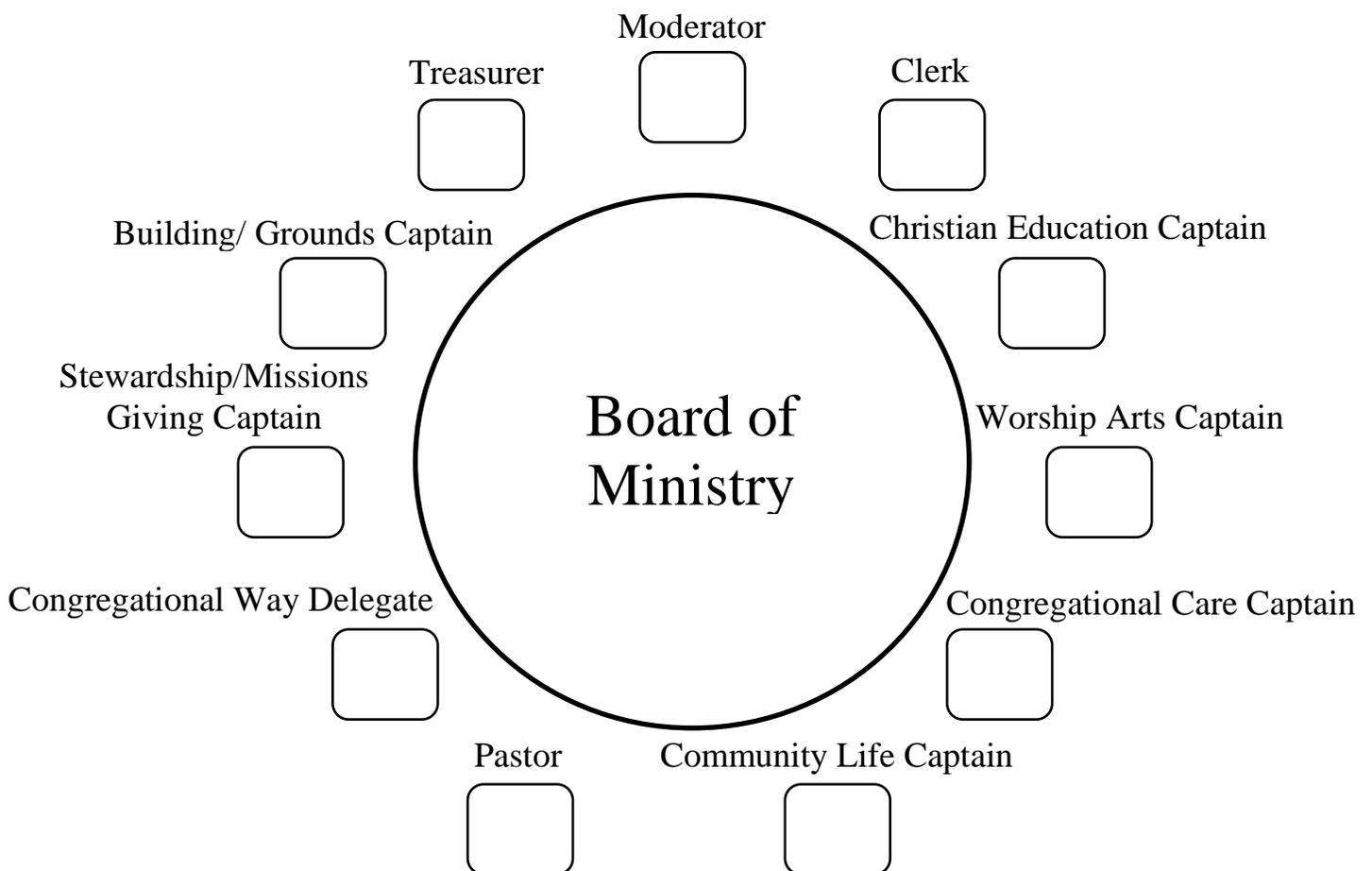
We are in the process of hiring a Christian Education Director. This position has been expanded to include more interactions with families, finding opportunities for student leadership, and encourage cross-generational encounters with church members and the community, to name a few. A full description of the position is available in the office.



**158<sup>TH</sup> ANNUAL CONGREGATIONAL MEETING**  
**SUNDAY, JANUARY 20<sup>TH</sup>**

Besides the usual end of year reports, this session will vote on a constitutional change to the governing structure of our church. To help you navigate the proposal, the model and board member descriptions are included here. Pastor Sarah will be reviewing these over the next couple of Sundays. If you have specific questions or concerns, feel free to speak with Phyllis Yff, the current Moderator.

Single-Board Governance Model





### Task Teams

- Communion Preparation and Service
- Shepherd Team
- Sunday Counters
- Kitchen Volunteers
- Others as needed...



### Common Leadership Responsibilities

- Attend monthly board meetings to share wisdom, ideas and effort.
- Recruit volunteers as needed to fulfill our assigned tasks. In this way building new leadership and creating service opportunities for the whole church family
- To maintain our collective ministry focus: To be willing to “wear many hats”- each of us is deacon, is trustee, is pastoral relations representative, is team player :).
- We are to advocate for each other’s roles, hold one another accountable, and help us fill in the gaps when gaps are unavoidable.

### Moderator

- Keep our leadership (and congregation as a whole) focused on our Christian mission to “go and make disciples!” And “loving God, loving others, and serving our community.”
- Uplift the democratic decision making process of the church as we:
  - Uphold our constitution
  - Select our annual themes
  - Select our giving/mission partnerships
  - Select community and fellowship focuses
- Seek and implement opportunities to uplift the congregation’s leadership
- Preside over all church leadership meetings
- Ex officio, non-voting member of the leadership board and all task teams.
- Hold our leadership accountable for their roles and responsibilities.
- Host an annual planning meeting for the whole congregation.
- Host the Annual Congressional Meeting in January- oversee the preparing of reports.
- Prepare an annual board orientation meeting that thanks retiring leaders and trains new ones: passing out job description and binders, emergency preparedness (fire, storm and medical), reviewing church policies.
- To maintain communication with our temporary and standing task teams.

### Clerk

- Prepare and present baptismal and membership certificates when needed.
- Keep minutes at all Congregational Meetings and leadership meetings.
- Write and receive official correspondence of the church, including letters of transfer
- Prepare a written report for the annual meeting covering any changes to the church rolls.
- Give notices of official congregational meeting
- In absence of the Moderator, serve as Moderator pro tempore

**Treasurer**

- Use accounting skills to provide sound and accurate financial management.
- Provide accurate accounting of all financial transactions, including receipts, deposits, and disbursements.
- Oversee cash management process, ensuring proper financial controls and cash flow to meet obligations.
- Oversee payment for budgeted and non-budgeted general expenses, benevolences, and missions of the Church.
- Reconcile bank statements.
- Lead the way in annual budgeting formation.
- Maintain and review Heritage Fund allocations, report cash draws monthly and record gains/losses/expenses monthly.
- Together with Moderator, Stewardship Captain, and task team, meets with Investment Manager annually for fund review and reports.
- Assure all corporate, payroll, and tax documents as may be required by Michigan law are promptly paid and filed.
- Oversee and give a monthly written report of receipts and disbursements of general and special expense monies to the Board of Ministry and annually to the membership at the Annual Meeting
- Treasurer shall be bonded

**Christian Education Captain**

- Assist the Pastor and Christian Education Director in selecting Christian Education curriculum for the whole congregation. Including the various Adult Bible Study programs, the multi-age Upper Room classroom, Donut Club and Story Time in the playroom.
- Stay in regular contact with the Christian Education Director.
- Contribute occasional newsletter articles regarding Christian Education.
- Assist with Cross-Generational worship activities.

**Worship Arts Captain**

- Find coverage when Pastor or Pianist/Organist is away.
- Help with seasonal worship displays.
- Recruit special music or artistic elements for worship.
- Assist with coordinating special worship services, such as: Christmas pageant, Youth/Graduation Sunday, World Communion Sunday, Holy Humor Sunday, Palm Sunday, Easter and Christmas Eve.
- Help coordinate outdoor worship services.
- Recruit weekly scripture readers and greeters.
- Contribute occasional newsletters articles regarding worship arts/practices.

**Congregational Care Captain**

- Serve as head Shepherd - those that keep in regular contact with our "flock"
- Recruit volunteers for playroom/nursery coverage.
- Contribute occasional newsletter articles regarding Congregational Care.
- Advocate and pray for our home bound members. Work with Shepherds to make sure visits, meal trains, and rides are coordinated for homebound/sick member in seasons of need.
- Work in close partnership with the Pastor to pray for and maintain communication with the congregation.
- Attend Grace of Douglas Worship Services when able.

### Congregational Way Delegate

- Assist the Pastor with New Membership Classes and Youth Confirmation Classes.
- As the congregation's delegate - stay in communication with the national, state and regional associations, attending the annual meetings when able.
- Advocate for local inter-faith/ inter-church events, such as Community Good Friday Worship.
- Contribute occasional newsletter articles regarding NACCC business or Congregational Way information.

### Community Life Captain

- Oversee and maintain the fellowship hour host schedule and restock the kitchen supplies (coffee, creamers, plates...) when needed.
- Help coordinate and publicize the events of the church, such as: game nights, chili cook-offs, fund raising dinners, fellowship outings.
- Recruit volunteers to plan and host events.
- Contribute occasional newsletter articles regarding community life events.
- Be mindful of cross-generational/ family activities for the congregation and community.
- Keep in contact with the Women's Fellowship Circle in regards to their events and available programming.

### Stewardship/Missions Giving Captain

- Coordinate (with the pastor) a fall stewardship campaign annually.
- Maintain our Seasonal Mission Partnerships - help schedule special speakers, deliver in-kind collections, report back to the congregation the results of our collections, help coordinate any fundraising events.
- Help publicize our missions' partnerships.
- Advocate for transparency with the church's finances to the congregation - make sure we publicize regular reports, make sure semi-annual giving reports are sent to members.
- Hold our leadership accountable to healthy stewardship/ use of our resources.
- Make sure that we have volunteer to count collections following worship.
- Stay in contact with Pastor about the Love Fund.

### Building/ Grounds Captain

- Maintain a relationship with Insurance Carrier, making sure that the property is sufficiently insured and protected.
- Coordinate seasonal "clean-up" days: leaf pick up, window cleaning, winter yard clean up.
- Coordinate seasonal maintenance of equipment, such as the air conditioner and furnace.
- Maintain a log of maintenance and church up-keep in partnership with the Office Manager.
- Schedule maintenance and work with contractors when necessary.
- Collect bids on projects when needed.
- Stay in contact with the church Sexton about building needs and projects.



## January 2019

### First Congregational Church Activity Calendar

Sunday Worship Services – 10:00am (Nursery Provided)

Communion 1<sup>st</sup> Sunday of the month

Sunday School – 10:15am

Social Hour after Worship – 11:00am

Office Hours: Tues, Wed, Thurs – 10:00-2:00

### **DEACON OF THE MONTH: LINDA ESCOTT**

Sunday	Monday	Tuesday 1	Wednesday 2	Thursday 3	Friday 4 Groove 10	Saturday 5
6 Communion	7	8 WFC 10am	9 Prudential 7 pm	10	11 Groove 10	12
13	14 District 3AA 7 pm	15	16	17	18 Groove 10	19
20 ANNUAL MEETING!!	21	22 Cub Scouts 6:30	23	24	25 Groove 10	26
27 Grace of Douglas @ 2pm	28	29	30	31	01 Groove 10	02

**ANNUAL MEETING REPORTS are due by Tuesday, January 15<sup>th</sup>**

