

Rindge UCC Deaconer

November, 2009

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November 1 Ushers: Marie & David Marr **Greeters:** Charlie Berry & Phyllis Sesia
November 8 Ushers: Ken & Sandy Harding **Greeters:** Una & Joe Bigelow
Lay Reader: Janet Kohlmorgen
November 15 Ushers: Bob & Cynthia Childs **Greeters:** Phyllis Groezinger
Lay Reader: Alice Zwart
November 22 Ushers: Amy Lanza & Lisa Galante **Greeters:** Cindy Melhorn & Martha Thomas
Lay Reader: Susan Casey
November 29 Ushers: Betty Chenausky & Penny Chace **Greeters:** Jean Raymond & Maura Keegan
Lay Reader: Sue Chatwin

November Deaconer

| November Birthdays | Date |
|--------------------|------|
| Cynthia Childs | 1 |
| Joseph Bigelow | 3 |
| Barbara Rice | 4 |
| Bernice Martin | 5 |
| Douglas Kabat | 8 |
| Margaret Morabito | 9 |
| Josh Galante | 11 |
| Mark Fleming | 12 |
| Craig Clark | 13 |
| David Marr | 14 |
| Hannah Goen | 16 |
| Donna Docekal | 20 |
| Michele Place | 25 |

November Wedding Anniversaries

Josh and Lorri Bond Nov. 25

Meetings and Other Scheduled Events

Sun. November 1 Christian Ed. Committee @ 11:30 am
Mon. November 2 Bible Study @ 9:00 am
 Deacons Meeting @ 1:30 pm
 LVA/EC @ 7:00 pm
Tues. November 3 Book Discussion @ D'Ambrosio's Home @ 7:00 pm
 Trustees Special Meeting @ 7:00 pm (tentative)

| | |
|--------------------|---|
| Wed. November 4 | Interim Search Committee Wrap-up @ 6:30 pm |
| Thurs. November 5 | Choir Practice @ 7:00 pm |
| Sun. November 8 | Budget Luncheon @ 11:30 am |
| Mon. November 9 | Bible Study @ 9:00 am LVA/EC @ 7:00 pm |
| Tues. November 10 | Trustees Meeting @ 7:00 pm |
| Thurs. November 12 | Choir Practice @ 7:00 pm |
| Sun. November 15 | New Member Class @ 11:30 am |
| Mon. November 16 | Bible Study @ 9:00 am LVA/EC @ 7:00 pm |
| Tues. November 17 | Church Council Meeting @ 7:00 pm |
| Thurs. November 19 | Choir Practice @ 7:00 pm |
| Sun. November 22 | New Member Class @ 11:30 am |
| Mon. November 23 | Bible Study @ 9:00 am LVA/EC @ 7:00 pm Membership Committee @ 5:30 pm |
| Thurs. November 26 | Thanksgiving |
| Sat. November 28 | Snowflake Fair |
| Mon. November 30 | Bible Study @ 9:00 am LVA/EC @ 7:00 pm |

*Note: If your meeting is not listed, it's because we did not know about it. Please email all of your scheduled meetings and events to **Lorri Bond** by the **23rd of each month!** Or, if you do not use e-mail, please leave a written note in her church mailbox (choir/music director). Thanks. Lorri's email is larelcyr@yahoo.com.*

New Member Classes Scheduled

The Membership and Evangelism Committee is working closely with Rev. Roger Daly to offer a new members class for potential new church members. The planned series of three classes is scheduled to meet for about one hour starting at **11:30 am** on Sunday mornings after church coffee hour on **November 15, November 29 and December 6th.**

If you are interested in exploring membership in our church, would like to know more about our church's history, or the UCC (United Church of Christ), consider attending this class series. If you have any questions, contact a member of the Membership Committee members: Susan Casey (899-6161), Steve Henrikson (899-5456), Janet Kolhmorgen (899-2069) or Marcie Miller (899-5419) or speak with Rev. Daly. If you need childcare during this time, please let one of us know and we will make the arrangements. We look forward to chatting with you.

New Bulletin Cover

Shortly you should be seeing a new picture on the front of the Sunday bulletins which is based on a sketch that Mary Jane Sawyer completed of the meeting house . The Interim Search Committee used for it as the basis for Roger's welcome service invitations. We liked the result so much that we had note cards printed which will be offered for sale as a fund-raiser at the Snowflake Fair. Please let Mary Jane know how much you like her work, check out the new bulletin cover and consider picking up some note cards to show your support!

LACHRIMAE to perform on Sunday, December 6th @ 7:00 pm

Lachrimae is a small, select group of singers and instrumentalists who perform, in period costume, the music and dance of the Middle Ages and Renaissance. They are all students at Franklin Pierce University. This year they are giving a program of mostly English and German Christmas music, along with other festive music for the occasion. They will be performing at the church on December 6th at 7:00 pm. The concert is free and a reception will follow. Please plan to attend and enjoy this unusual and merry event!

2010 Stewardship Pledge Campaign

The Board of Trustees is leading the 2010 pledge and stewardship campaign which kicks off in early November. Letters will be distributed the week of November 8th to all members and friends with the hope that you will return you pledge by November 22nd. This will allow us to finalize the 2010 planning and budget process. Be sure to return the bottom portion and record your pledge on the top section to keep for your records. We ask that you give prayerful consideration to making a financial commitment to help support the important work done by our Church. Thank You!

Again this year, the Mission Ministries Team will participate in the "Empty Bowl Project". There will be an "empty bowl/basket" at the back of the Sanctuary for the two Sunday's of November 1 and November 8. Your donation will help sustain the Community Kitchen in Keene. This project is one of several that Missions support. Any donation from you will help to relieve hunger in our New Hampshire community. As always, thanks for your generous support.

Hat/Mitten Tree

The cold weather is upon us once again! Thanks to all for the donations last year. They were delivered during the ice storm & were much appreciated! The shelters appreciate warm mittens, gloves, hats, scarves sweaters & socks! While you out & about doing your Christmas shopping please keep the needy in mind for these items. I was told last year that the needs were greater than ever. They will most likely be even greater this year.

Deacon

Please don't forget to turn the clocks back Saturday evening.

There will be no Thanksgiving Eve Service this year.

The Deacons are updating the Prayer Chain. If you are interested in being on the Prayer Chain , please sign up on the list at Coffee Hour.

Front Door We are having problems with the LEFT front door. PLEASE DO NOT use this door as it does not always lock properly. Also, if you come into the building, please check the left door and be sure all doors are locked when you leave.

BUDGET PROCESS Just a Reminder
EVERYONE IS INVITED

We will have a “Budget Pot Luck Luncheon” on November 8th at 11:30. We will be preparing the Budget for 2010 and we need input from a variety of people, groups and interests.

We are asking all groups and committees to examine their requirements . You should prepare a budget that will have meet your needs and list quantities, dollar amounts and reasons to justify your requests. Please use the 2009 Budget (pages 26-28 of the last Annual Report) as a guide.

The Trustees will need to estimate income and work with some “fixed expenses”—(salaries, insurance, heat, etc)

The budget will be completed on November 8th. This will be your only chance to have to have a say. We hope that everyone will participate and voice their opinion - we want this process to work for everyone.

We have a Sign-up sheet for the Luncheon – we are looking for a casserole, salad or dessert (enough for 6-8 people) – we need to know who will bring what so we do not have duplications.

Any questions – call Jane at 899-5789
WE HOPE TO HAVE A GOOD RESPONSE – this is your chance to speak.

Jane Hannon, Chair, Trustees

Craft Fair At the craft fair on August 1, sponsored by the Rindge Women’s Club, the Mission Ministries team provided lunch in the kitchen and a large quantity of baked items. Thank you to the church congregation for contributing the baked goods. It was amazing as most of everything sold out. Thank you also to the volunteers in the kitchen and those who helped at the bake table. As a result of your generosity a total of \$573.32 was raised and sent to the food pantry. This was truly wonderful.
Una Bigelow, MMT



SNOWFLAKE FAIR

SATURDAY , NOV. 28, 2009

Our annual snowflake fair is coming soon!! New this year is FREE Holiday Gift Bags with your purchases!

WE NEED DONATIONS! Home-made baked goods, Home-made Candy, Crafts, Bows and Accessories for Wreaths, Linens/Antiques, and Raffle Baskets. As you prepare for Thanksgiving, Please double your recipies and make one for the Church Fair!

All Your Help Is Greatly Appreciated!

For Details about each Department, Please See the following People:

Crafts: Janet Kohlmorgen

Basket Raffle: Nancy Bogar

Baked Goods: Alice Zwart

Grandma's Table: Bernice Martin

Wreaths: Linda Tower

Candy & Treats: Jan Thompson

Linen/Antiques: Sue Chatwin

All Proceeds go to providing a Donation to the Church, Scholarships, & Mission Projects.

- ♦ Any Questions Regarding the Fair Please Contact**
- ♦ Janet Kohlmorgen 899-2069**

**NEW OR UPDATED POLICIES APPROVED BY CHURCH COUNCIL ON
10/20/09**

ELECTRONIC COMMUNICATIONS and SYSTEMS POLICY

for
The First Congregational Church and Society
(United Church of Christ)
Rindge, New Hampshire

ELECTRONIC COMMUNICATIONS COMMITTEE

A committee of three people (Council Chair, Trustee Chair, Deacon Chair) will oversee electronic communications and systems usage. This committee will be referred to as ‘**The Committee**’ for the remainder of this document.

PASSWORDS

All Church provided computers and the church e-mail account must be secured with passwords. These passwords will be known only by the pastor and ‘The Committee’. The passwords will be changed when we have a new pastor or a new member of ‘The Committee’.

ELECTRONIC RESOURCES COVERED

This policy covers all church purchased or provided electronic resources including computer equipment and systems, electronic communication devices, internet access and connections, and voicemail. It also covers all information systems, databases, Church provided software programs and the Church e-mail account. Additional examples of resources include Church telephones, photocopy machines, fax machines, and all of the church computer systems (hardware and software). Further, church information including membership data, e-mail address or other church data which may be provided in Excel spreadsheets or other documents, is also governed by this policy, and, as such, should be kept confidential. These resources are the property of the church and should be used for church business purposes only.

USERS

Anyone who uses a specified or implied electronic resource is governed by this policy and will be referred to as “User” for the remainder of this document. Users are not limited to paid church staff, but will include anyone who is doing work on the church’s behalf and anyone using these resources in any capacity.

POLICY

Any specified or implied electronic resource that a user accesses in the course of his/her job, are the property of the Church and should be used for church business purposes only (some minimal use for personal purposes is allowed, but only to the extent it does not interfere with the users work and only to the extent that its use does not violate this policy). The user should understand that the use of these resources is for his/her use only and the use of these resources is not private. Although there are passwords that restrict access to many of the resources including voice mail and computers, ‘The Committee’ may access any files, voice mail, or e-mail messages stored on (and even deleted from) the computer system or voice mail system under very limited situations. We realize that these files will contain very confidential information and will only be accessed in the case of extreme emergency or if some type of misconduct is indicated and only with the guidance and supervision of a Conference approved pastor.

A User may not use the voice mail and e-mail systems, or any of the identified resources in ways that may be disruptive, offensive to others, or harmful to morale. For example, the Church prohibits the

display or transmission of sexually explicit images, messages, or cartoons, or any transmission or use of voice mail, e-mail or Internet communications that contain ethnic slurs, racial epithets, or anything that may be construed as harassment or disparagement of others based on their race, national origin, sex, sexual orientation, gender identity, age, disability, marital or domestic partner status, religion or political beliefs. Nor may a User use the Internet, voice mail or e-mail system to solicit or convert others for commercial ventures, religious or political causes, outside organizations, or other non-job-related solicitations. E-mail messages are official internal employer communications, subject to summons in legal proceedings.

The use of non-authorized software on the Church computer is prohibited. The user is also prohibited from the unauthorized downloading of software or other copyrighted materials. "The Committee" will authorize appropriate software and programs.

CHURCH E-MAIL ACCOUNT

The Church has established a church e-mail account for church business only. This e-mail account will not be used for any personal activity. The pastor is the main user of this e-mail account and therefore controls messages being sent from this account.

E-MAIL LIST

A listing of e-mail addresses, to be used for the church-related distributions, will be under the control of the pastor.

Any information that is sent to this e-mail address list must first be approved by the pastor.

The church secretary will have a list of e-mail addresses which will be used to send the Deaconer and other church related communications approved by the pastor. All e-mails sent using this list will be 'blind' so that recipients will not be aware of other addresses on the list. This list is confidential and will not be given to anyone.

This policy may be revised as communication systems and technology evolve to new levels.

This policy will be signed by all people (including "The Committee") who have any involvement with any Electronic Resources or Systems connected to The First Congregational Church and Society of Rindge.

Failure to adhere to this policy may result in discipline, up to and including termination.

I have read and understand this policy

Signed:

NAME: _____

DATE: _____

POSITION: _____

Board of Trustees

Jane Hannon, Chair

Approved by Trustees: Date 10/15/09

Cynthia Childs

Ellen Gadegaard

Approved by Church Council: Date 10/20/09

Richard Kohlmorgen

Marcie Miller, Treasurer

Approved at Annual Meeting: Date _____

REQUEST TO BORROW CHURCH PROPERTY

NAME: _____

ADDRESS: _____

PHONE: _____

DATE NEEDED: _____

I WOULD LIKE TO BORROW THE FOLLOWING ITEM:

ITEM: _____

QUANTITY: _____

REASON: _____

ITEM WILL BE USED AT THE FOLLOWING LOCATION:

ADDRESS: _____

PHONE: _____

I understand that I am totally responsible for the item that I am borrowing and must return the item in the same condition it was in when borrowed. I also understand that I may not remove the item from the Church more than 24 hours before I need it, and that I must return the item within 24 hours of its use.

I have checked with the Church and they do not have a function requiring this item during the time that I will have it in my possession.

I have also checked with the Town and they do not have a function requiring this item during the time that I will have it in my possession.

SIGNED: _____

DATE: _____

APPROVED BY: _____
CHAIRPERSON OR ANOTHER TRUSTEE

Our Trustee Policy is: Any materials affiliated with the church that are normally housed in the building generally remain at the Meeting House. In the rare circumstance which materials may be loaned, it is important to ensure that the item(s) will not be needed by any on-site group in the interim and that the loan is communicated to the appropriate people in an appropriate manner. NOTHING MAY BE LOANED FROM MUSIC WITHOUT WRITTEN PERMISSION FROM THE CHAIRPERSON OF THE MUSIC COMMITTEE.

Approved by Trustees

Date 9/22/09

Approved by Church Council

Date 10/20/09

Approved at Annual Meeting

Date _____

Church Council Minutes

October 20, 2009

Present: Janet Goodrich, Jeanne Norwood, Sue Campbell, Jane Hannon, Lisa Galante, Marcie Miller, Ellen Gadegaard, Mary Jane Sawyer, Pastor Roger Daly, Margaret Morabito.

Opening prayer by Janet. The minutes of the last meeting were approved. We welcomed Pastor Roger Daly.

Treasurer's Report: See written report, along with Collector's Report. Marcie distributed and reviewed the monthly financial statements. Investment income increased; pledges are on track; plate income is higher than expected. We are in the black. Thanks, everyone.

Old Business:

1. Policies and Procedures Notebook: We are updating it. Individual committees have been working on this. Trustees have done a great job. See handout, Request to Borrow Church Property. We discussed this new policy and voted to approve it. We also discussed the new Electronic Communications and Systems Policy. See handout. After discussion, we voted and approved it. It will be distributed in the Deaconer, the Annual Report, and elsewhere, so that everyone can become informed.
2. Budget Luncheon: This potluck will be held on November 8. Everyone is invited to attend. All committees should attend and be prepared with their plans and budget needs for 2010.
3. Committee Minutes: These need to be posted on the Bulletin Board and kept up-to-date. We discussed the ideas of moving the Bulletin Board to a more visible location, such as into the Sunday School Room, and also possibly adding colors.
4. Committee Archives: We continue to need to work on this project of deciding what is relevant to keep and moving archive materials from people's homes into the church attic file cabinets. Pastor Daly suggested the possibility of creating an Electronic Archive. This will be discussed again in November.
5. Giving Tree: Each committee has been asked to put items onto the Tree. We need a coordinator for this project. See Janet if you are interested.
6. Safe Church Policy: This needs some revision and amendments in order to make it enforceable in certain areas. This led to a discussion of the Sunday School and we voted to approve Jan Thompson as a teacher. Thank you, Jan.

New Business:

1. 2010 Budget: We voted to approve \$600 for the Council budget.
2. Computer: We voted to approve the purchase of a new laptop for our new Pastor, as well as to pay for updates to our existing desktop.
3. Trustee Nomination: Mary Jane Sawyer was nominated to be a Trustee until 2012; we voted and approved this. Thank you, Mary Jane!
4. Front Door (left side): Be sure to check this to make sure that it is locked. This door has recently been unlocked for some unknown reason. We discussed the need to keep it locked.

Committee Reports: See written reports posted on bulletin board.

Church Supporting Organizations:

1. LVA: They will once again do the Basket Raffle at the Snowflake Fair. See Mary Jane Sawyer if you would like to participate.
2. Interim Search Committee: They expressed the need to reimburse Mary Jane for \$25 payment for repainting the church sign. We voted to approve this request.

Sharing Moment by Jane Hannon in support of our new Pastor. Welcome, Pastor Roger! We're glad you're here!

Closing prayer by Pastor.

Next Meeting: Tuesday, November 17, at 7pm.

In God we trust,
Margaret Morabito, Council Clerk