



145th Annual Meeting

of Community Congregational Church
of Manitou Springs, Colorado
A United Church of Christ Congregation



COMMUNITY CONGREGATIONAL CHURCH

.....
A Year in Pictures
2024
.....



ANNUAL REPORTS FOR THE YEAR 2024

"We will share the story of God's love through our presence to all people."

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Annual Meeting

February 2, 2025

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One Hundred and Forty-Fifth Annual Meeting
Community Congregational Church
Manitou Springs, Colorado
A United Church of Christ Congregation (UCC)



Meeting Agenda
February 2, 2025
11:01am

Gathering Song

Call Meeting to Order

Lyn Ettinger-Harwell, *Moderator*

Determination of Quorum
(15% of voting members of Community Congregational Church)

Arlene Penman, *Secretary*

Opening Prayer

Rev. Heather McDuffee, *Minister*

A Word from the Moderator

A Word from our Minister

Motion to approve 144th Congregational Meeting Minutes & Acceptance of 2024 Reports

Old Business: *none known*

New Business:

- A. Election of Officers/Leaders for 2025
- B. Property insurance
- C. Adoption of 2025 Budget
- D. Any Other Business

Closing Word from Moderator

Closing Prayer

Lyn Ettinger-Harwell, *Moderator*

Adjournment *Next Annual Meeting January or February 2026,
specific date TBD by Church Council*

Annual Meeting

February 2, 2025

Minutes of the Community Congregational Church

144th Annual Meeting

February 4, 2024

Quorum was established. Moderator Harwell-Ettinger called the meeting to order.

Linda O'Riley will serve as parliamentarian for this meeting. Linda, Tina Hudson and Julie Wells will count votes. Pastor Heather offered a prayer.

Lyn said the motto for his life is learn, teach, and love. He wants to apply this to today's meeting.

Pastor Heather thanked Laura and Robyn for their service this past term and presented each with a small gift. They are both transitioning to another position on the council.

Robin Kovats is a write-in on the slate of officers as Treasurer, there were no further nominations from the floor.

Dan Stuart moved to accept the 2023 reports, slate of officers, and 143rd Congregational Meeting Minutes, Ann Rodgers seconded, motion approved.

Officers for 2024 as approved are:

Moderator – Lyn Harwell-Ettinger, Vice-Moderator – George Whitt, Treasurer – Robin Kovats, Secretary – Arlene Penman.

No old business.

Linda O'Riley moved to accept the 2024 budget without duplications, Tina Hudson seconded, motion approved with two people abstaining.

Andy Kovats moved to approve the Smith Scholarship Trust proposal; Laura Ettinger-Harwell seconded the motion. Motion carried, three people abstaining. It was noted that the final monetary figures changed for the good but that the proposal was for a percentage, not an actual figure.

Ann Rodgers moved to accept the by-laws changes, Cathy Karr seconded, motion carried with four people abstaining.

Linda O'Riley thanked everyone for participating and said this was the shortest annual meeting she could remember. Thank yous were accorded to Prynness for all her work.

Pastor Heather announced she has scheduled a meeting for all council members after church on Sunday, February 18 for training and getting to know each other.

Respectfully submitted,

Arlene Penman, Secretary

Moderator's Report

"Those who cannot change their minds cannot change anything."

~ George Bernard Shaw ~

Another year has come and gone for our congregation and one thing comes into focus that is so clear to me: this place we call our spiritual home, this space we hold for each other, our relationships with each other, our love, our hope, our faith... we are a blessed and fortunate church! As with every year, we face challenges. In recent years, we have experienced a decreasing attendance and a notably graying look in our pews. We have increased our membership a little over the past two years from the devastating effects of Covid, but not enough, some say. We have a budget shortfall. We face maintenance concerns. We will need a new roof soon that will cost well over \$100,000. We need to replace doors all around the church. What about the condition of the heating and cooling systems in our facilities? We have a parsonage house that is daily deteriorating before our eyes, and we only use that building two or three hours a week for our food pantry outreach to the community. Almost every line-item cost in our budget is increasing! Looking beyond Manitou, the National Council of Churches (CNU) estimates that 100,000 US churches will close over the next several years, which is about one-quarter of the churches currently in operation! Forty million people have stopped going to church in the last 30 years. The small business side of our ministry begs our leadership for answers. What path are "we" on?

Well, back to the blessings and opportunities! We have a charismatic spiritual leader in Heather who really cares about us. She is one of the best, her sermons move and stir my soul every week! Through two endowments last year, we have money in the bank. The winds of change are on our backs; we, collectively, need to set the sails. The opportunity for stewardship is every day, not just once a year. In the North Room where we hold our leadership meetings, we have thrown a lot of proverbial darts toward the dart board without many hitting the mark. The quick fix we seem to want doesn't come quickly. This has convinced me that we need a strategic plan. Ecclesiastes 3:1 says, "There is a time for everything, and a season for every activity under the heavens;" a reminder that change is inevitable. Oh! Did I mention yet that God is with us?

Yes, we need to lean into that even if today we do not know the direction. However, we can't kick the can down the road any longer. With Christ leading our path, with our shared wisdom and experiences, we can create a collective dream for the future. Our church and our community can be renewed in many ways. We need to seize opportunities to create exciting ministries in a new way and rebuild a healthy congregation. Hope is worth the risk; we make this journey together, my friends. A new strategic plan is the clarity we need, the hope we are seeking. I hope you will join me in developing this much-needed strategic plan. Two of my strategic questions are:

1. How could we better employ our real estate assets to connect with our community and generate revenue?
2. What are the other churches across the country that are similar to us doing that is creating success?

A Chinese proverb says, "When the winds of change blow, some people build walls and others build windmills." Let's build the windmill! We are *all* part of a great story here at Community Congregational Church. And while there is nothing so stable as change, I believe that together we can set an intentional and strategic path for the future of our beloved church.

In much gratitude, Lyn Ettinger-Harwell

Letter from Pastor Heather

5 Great Things That Happened in 2025

I had a hard time narrowing down my favorite things to only 5. There were so many great moments at CCC.

5. Teaching and Preaching. I facilitated a Women's Retreat in January, which is one of my favorite modes of being together. I also taught the ancient practice of walking the labyrinth on December 22. But preaching is still my main avenue for teaching. From teaching ways to practice our faith to being a more hospitable church, we are learning together.

4. Breakfast/BBQ Church. These 5th Sunday potlucks combine worship and a meal. It is creative, fun and full of laughter and meaning making.

3. Worked with fine musicians this year. Jerry McCauley brought a modern take on church music that was energizing and refreshing. And Simon Jacobs has brought organ pieces meant for our instrument as well as choral pieces that are accessible. And then there are the volunteers who sing, flute, strum and toot (that's for my dad). What a gifted congregation!!

2. My Installation. It was so fun to have a party after being in the role for over a year. I appreciate all of you who joined me.

1. Began the ONA process. I am so grateful for this brave team that began the process of becoming more welcoming to those outside of our church, especially to the LGBTQIA+ community who is particularly targeted by Christians.

5 Things That Really Bumped Me Out

5. Losing Lizzie's Cheesecakes due to disputes about the kitchen and its use. We have been trying to get long term rentals to help increase our income. Lizzie's rental would have brought in \$5200 in 2025. It caused us to reflect on our hospitality to those outside the church and how to better share space.

4. Having the Ken Olsen Estate Contested. Ken Olsen's gift to 5 nonprofits was contested. We decided to settle in order to avoid costly court fees, but this lasted until December, when we finally received over \$50k from the Olsen estate.

3. Our "Community Saints" fundraiser was a lovely event, but not very well attended and it didn't bring in much revenue. It was disappointing, but we learned some things about CCC and Manitou.

2. Having no Standard Operating Procedures. SOPs are written guides for daily operations of the business side of church so that we all know the expectations and procedures. Not having common expectations causes a lot of confusion around steps to take in problem solving. I will continue to work on creating these important documents.

1. Our Continuing Budget Deficit is a real bummer. Despite having \$760k in generous gifts in 2024, it isn't enough to sustain the church in the long run. This year, our leadership retreat will focus on a 24 month strategic plan. I can't guarantee that it will be solved. I can only promise that we will address it and strategize how to decrease the amount.

2025 is a year of real change and bold moves. I am so grateful to our leaders and members for thinking outside the box. This year, we will have to dig deeply to find the best use of our resources and to establish the direction of our church. I really look forward to leading this amazing community with boldness and vision, while also addressing the pastoral needs of our church.

Director Of Operations Report (Page 1)

The Director of Operations is tasked with overseeing and managing a comprehensive portfolio of renters and services across our sites, encompassing the entire utilization of our campus.

I also drive advertising and manage our social media accounts to ensure successful connections and clickable content.

This year I thrived in monitoring and evaluating operations to ensure compliance with our established professional, and organizational standards/requirements. Additionally, I continued to develop and implement policies and procedures with the expected outcome to solidify our business processes, and support the delivery of services. As a result, this increased revenue from our current assets.

We gained over \$8,000 this year from our weekly and monthly renters.

I have also cultivated an active network of business relationships inside and outside of the church and that has continued to bring steady additional income and support.

Thank you for welcoming others into this space and being a positive light to our community.

Thank you for spreading the word about what's going on at the "little church on the hill" with a big heart and big dreams!

In 2024 with weddings, funerals and other outside events, we paid for all the supplies including linens from this revenue. CCC also made a small profit that I hope to increase in 2025, without the overhead of costly expenses.

This year our reviews went through the roof with all 5-star reviews on multiple platforms all year long.

This is important because exceptional reviews get our services noticed and allow others not only to find out about us, but also serves as an opportunity to read about our exceptional hospitality, see our gorgeous facility and the professionalism and care we share with each individual that walks through our doors.

This type of publicity eventually leads to future rentals and Community Congregational Church becoming a household name.

Thus far in 2025 we have booked weddings,

birthday parties and large events.

I'm hype about what 2025 holds!

I hope you are too! Let's razzle them together!

Thank you to those who have supported this journey.

In 2024, we monetized services and spread love to so many families and community members. May God increase our desire to serve others in 2025 as we go into this year sharing God's Love.

[*#ForeverGrowingForeverLearning.*](#)

Director Of Operations Report (Page 2)

Quick Acknowledgements:

Rich- Thank you for having a solution to everything or being willing to problem solve and being so kind about it all! You are always willing to teach me what you're doing and what's going on, thank you for that. Thank you for being a huge support that keeps us functioning for our renters and the maintenance it takes to run this masterpiece.

Danny- Thank you for always coming through with solutions to the sound system, (even with your surgery) keeping me in the loop with emails, and always making sure God is in the equation.

Rev Heather- Thank you for showing your courageous faith. Thank you for protecting us from the deception that the world has tried to show us. #NopetheBibledoesn'tsaythat

David W- Thanks for the love you bring when welcoming people, the countless times you helped with events and the kindness you share with all of us. Thanks for being just as you are. Thank you for being a friend.

Linda- Thank you for and being a God given voice of reason. Thank you for your love and strength when things get weird. Thank you for your wisdom and laughs.

Robyn - Thank you for so many late nights after events putting up tables, vacuuming, scrubbing and being positive and fun with every messy detail we cleaned up all year! It was fun doing these hard tasks as a team. #forevergrateful

Julie- Thank you for reading my handwriting all year and clear communication so our numbers are aligned and we can collaborate seamlessly on the budget. Your dedication to this church is appreciated and noticed everyday.

Laura- Thanks so much for being true to what reality is and saying it, and the chairs! That was epic! Thank you so much for making things happen.

Bob- You know, All the stuff! I'll bring you an apple on Sunday. Thanks for connecting the dots and being a positive supportive role when things get sticky. I appreciate your openness and your different perspectives. #KeepSharing.

Maribeth- Thank you for your flexibility and always being willing to help the church welcome others with love and kindness. I see you during the most intense times throughout the year and you always hug me when I'm running around frazzled. Thank you for being you. That love you spread kept me going in 2024.

Betty- Thank you for all your support when we did that huge wedding, the laughs and joy made setting up for 255 people a delight.

Lyn- I can't thank you enough for always supporting me as I navigate new tasks, contracts, and people in the community. Thank you for reminding me that I got this.

I have so many more heartfelt thank yous! So just a moment to express my heartfelt gratitude for the continued support from the congregation of CCC . Your commitment and encouragement mean so much to me, and I truly appreciate the trust and confidence you've shown. It's Individuals like you who make all the difference, and I look forward to continuing our relationships and achieving great things together.

Thank you to everyone who laundered linens in 2024!

You are appreciated beyond words!

I hope we do so much more laundry this year!

Director Of Operations Report (Page 3)

Annual revenue from weekly renters:

2024 total - \$8,055

2024 Unpaid rent - Pikes Peak Bulletin \$1,560, Paid \$400 in comcast credit

2024 Move outs- Lizzie's Cheesecakes- loss \$5,200 for 2025

2024 Move ins- 2 AA meetings gain \$720 for 2024

Below is a chart showing our weekly/monthly renters
This is the annual revenue brought in per renter.

Senior Stretch - \$600
Balance and strength-\$600
Cardio and Strength -\$600
" No Name" AA -\$240
"Grass Root" AA - \$480
Vaja Vidya -\$1920
Garden Club -\$245
Kawanis- \$1200
AdAmAn- \$250
Scouts- donated space
First Aid/ CPR/AED training-\$0
Pikes Peak Bulletin- unpaid
Lizzie's Cheesecake- \$1,920.

Music Director Report

I have now been Director of Music for just over four months, starting at the beginning of September 2024. From the outset, I felt the warmth and welcome of the congregation, and quickly realized that Manitou Community Church is a very special place indeed. I am also impressed with the number of talented musicians at the church who can provide music during services.

Since I began my role at the church, the choir is now meeting weekly for rehearsal, and singing in church twice a month. Our wonderful little pipe organ (in fact the oldest in El Paso County), is now being heard more in services. I gave a welcome organ recital in October, which was well-attended by both members of the church and those from the wider community.

I look forward to what is hopefully a long and fruitful relationship with Community Congregational Church, and am excited for what the future holds. There are many possibilities for growing the church through music and the arts, and I have quite a few ideas for the future.

Thank you to everyone for welcoming me into this wonderful community, and may the church and its music thrive for many years to come.

Submitted by, Simon Jacobs

Board of Trustees Report

The Trustee Board Members were: Linda O' Riley(Chair), Andy Kovats, Robyn Firth, George Whitt, Bob Alexander

I want to thank Tina Hudson for serving as Chair of Trustees for numerous years.

She resigned for personal reasons in April. She did a wonderful job for the Church.

We received \$660,000+ from the Smith Scholarship Trust fund and we received \$50,000+ as a beneficiary of Ken Olson's estate. The congregation voted at the last annual meeting about how the money was to be allocated. Some of that work was done last year: Spring and Fall clean-up inside and outside the church, replaced light bulbs in very high places, and had the sound system checked out by the original installer. Bob Alexander and Rich Baker found the leak in the roof over the kitchen and made repairs. We worked on the budget for 2025.

We meet on the second Sunday of the month and you are invited to come see what we do.

Submitted by
Linda O'Riley, Chair

Treasurer's Report and Financial Status Summary

2024 was a busy year.

The church received \$676,974.00 from the Salome Smith Trust fund.

Some designations were made for the funds. They are:

Endowment \$320,000.00	Scholarship \$50,000.00
Maintenance and repair \$160,000.00	Outreach \$5,000.00
Operating \$105,000.00	Total designated \$640,000.00

The actual money went mostly to our Investment account held with United Church Funds.

\$16,974.00 was kept in checking and a small amount stayed with JP Morgan.

Here is a breakdown of the investment account for the year.

Beginning balance \$58,089.00 as of 4/30/2024

Deposit \$660,000.00

Withdrawals \$(25,000.00)

Realized and unrealized gains \$51,121.65

Balance 12/31/2024 \$744,210.65

Any differences between the investment account and total designated funds show up in undesignated funds at the bottom of the Statement of Financial Position. The church also received \$50,148.32 on December 27, 2024 from the estate of Ken Olson who passed away January 1, 2024. We are extremely grateful for his gift. During the year we also switched accounting software from Quickbooks desktop to Quickbooks online. Along with that some of the accounts were cleaned up that should have been addressed many many years ago. Such as, the Tresouthwick fund which was to be used towards the children's pastor. The balance of that fund was put towards the total amount the church spent for that endeavor. The Memorial Fund was trickier. The Memorial book was lost in 2011, never to be seen again. As I looked back to find any guidance if anyone had asked for their donation to be spent on a specific item, I could only find one and that one request was fulfilled. Some small accounts were closed as being deemed immaterial. The church is moving towards using mostly designated funds from now on to try to avoid the issues with restricted funds. The main one being kept is the pantry. Overall, the church looks like it's doing well, at the moment, financially. What this treasurer worries about is that because we are pulling a significant amount of money from the investments and if/when the market takes a downturn, things could look quite different. Therefore we should not let our guard down for the continued financial support of our wonderful little church.

Respectfully,

Robin Kovats, Treasurer

Missions Annual Report

Our Mission Board had a total of \$2,213 donated in 2024 or remaining from 2023. Thank you for such generosity. The following allocations have been made:

UCC "5 for5"	The Place/Launch Pad -----\$400
Neighbors in Need-----\$200	WestsideCares -----\$150
Strengthen the Church-----\$200	La Puente, Alamosa -----\$150
One Great Hour Sharing-----\$200	Left for Missions in 2025 -----\$513
Christmas Fund-----\$200	
Our Churches Wider Mission----\$200	

In addition, a hugely successful collection of socks, underwear, and diapers was held in "Socktober" and delivered to WestsideCares. Please see other reports for more on WestsideCares and additional local outreach donations.

Huge thanks to everyone who donated to these very worthy causes.

Submitted by, Jan Hinkley

Pantry & WestSide Cares Lay Representative Report

Our congregation supported WestSide CARES this past year with the following donations:

Money for 155 packages of colored pencils for the Backpack program.

We gave \$365 to help provide Thanksgiving Dinners. At Christmas, we adopted a family of three giving them \$500 in gift cards for food and gifts.

Our church family has supported the food pantry with money and countless bags and boxes of food. Our pantry served 350 family units, 681 adults, 175 children, and 54 seniors for a total of 910 individuals this year. Last year we served 1207 people from 621 households. Many thanks to Linda O'Riley, Ellie Bursaw, Betty Armstrong, CharLynAnn Iuppa, George Whitt, Brad Gibson, Stuart McMillin, Mike Groso, Jane Hart, Becky Rich, Sharon O'Donnell, Sue Jones, Lynda Burns, Sandy Anderson, and Arlene Penman for faithfully being in the pantry Friday afternoon to assist our neighbors. Also, to Jane Hart and Sue Jones for shopping to fill the shelves.

Collectively, pantry workers have logged at least 516 volunteer hours. I want to make special note that Stuart McMillin and Mike Groso are not members of our Church family – they just want to help. In December, we received \$800 stipends from WestSide CARES to help defray pantry costs.

Respectfully submitted,
Arlene Penman, Lay Rep

Scholarship Board Report

Charity, the old saying goes, begins at home. In our case, charity begins at our home church, with all of us. Upon the termination of the Smith Scholarship Trust Fund in January 2024, and with the congregation's approval at the 2024 church annual meeting, the Scholarship Board transitioned this year to administering a new scholarship program. Fifty thousand dollars (\$50,000) of the Smith Trust proceeds were set aside and designated to continue church scholarships. The new scholarship gifts are available to church members, or children of church members, and are limited to one-time gifts of not more than \$2,500. Prior Smith Scholarship recipients were eligible to apply for an additional one-time gift from the new fund, so long as they had received not more than three years of funding from the Smith Funds.

The seven 2024 recipients of church scholarship gifts were:

Atticus Baker, in his third year at CU Boulder, the son of Greg and Mary Baker (and grandson of Rich and Linda Baker).

Elsa Baker, in her first year at Colorado State University, the daughter of Greg and Mary Baker (and granddaughter of Rich and Linda Baker).

Emily Davis, in her first year at Colorado State University, the daughter of Christie and Kevin Davis.

Rebecca Davis, in her second year at Western Colorado University, the daughter of Christie and Kevin Davis.

Amber Williams, in her Senior year at McKendree University, the daughter of Dawn Williams (and granddaughter of Patsy and Ernie Adams).

Evan Williams, in his first year at Colorado State University, the son of Dawn Williams (and grandson of Patsy & Ernie Adams).

Ian Williams, attending the Leeds School of Business at CU Boulder, the son of Dawn Williams (and grandson of Patsy and Ernie Adams).

Following the award of those scholarship gifts, the church scholarship fund now sits at \$37,000, plus any earnings that may have accrued. If you, as a member of the congregation, are interested in seeing the scholarship program continue beyond the next three years or so, please consider making a gift to the scholarship fund so that other deserving students can receive assistance from the church in the future.

The Scholarship Board also took on the task of administering a short-term Outreach/Community Visibility Campaign approved by the Church Council. Utilizing a gift of \$1,000 as seed money and \$3,000 of the \$5,000 in outreach funds approved by the congregation, the Church made forty (40) \$100 gifts, one each week for 40 weeks throughout 2024, to area non-profits and others. In each case, the Church recognized the contributions of these organizations in building and enhancing our community.

First on the Church's list of recipients was the Pikes Peak Bulletin. Celebrating the revitalized Bulletin with several gifts, the church expressed its hope that everyone in the community will subscribe to and continue to support this essential community resource.

The Pikes Peak Bulletin, in a charitable act of its own, publicized each of our 40 gifts with a weekly Church Charity Corner announcement and occasion photos of our gift recipients. This partnership with the Bulletin was a great boost to our visibility.

Other recipients of the Church's outreach gifts included:

The Manitou Springs Carnegie Library, due to reopen soon as a fully accessible building.

The Manitou Springs Heritage Center, with its beautifully remodeled museum.

The Manitou Arts Center, as the creative heart of Manitou Springs.

The Mineral Springs Foundation, protecting our community water resources.

The Manitou Springs Community Foundation, inspiring community connections.

The Creative Alliance (Crane), uplifting artistic vitality in our community.

Flying Pig Farm, celebrating community work with children.

Happy Cats Haven, building a community one feline home at a time.

Manitou Music Foundation, making joyful noises.

Miramont Castle, celebrating our community history.

Manitou Springs Pridefest, supporting all members of our community.

Manitou Springs Carnivale, knowing how to celebrate Manitou Springs style.

Concrete Couch, building artistic projects throughout the region.

Westside Cares, for their constant compassion for our neighbors in need.

The Manitou Springs Police Department and Manitou Springs Volunteer Fire Department also received gifts from the Church for their service in keeping our community safe.

We are open to receiving any and all ideas regarding how to increase the church's visibility and appeal. Please feel free to speak to any of the members of the Church Council with your thoughts.

Respectfully submitted, Dan Stuart

On behalf of the Scholarship Board: Dan Stuart, Arlene Penman, and Linda O'Reilly

Stewardship Report

In 2024, we tried new approaches to stewardship. This included a stewardship campaign, "A Future with Hope," where we asked the congregation for a 1% increase in pledges and giving. This model was successful, as we saw more than that in pledge increases. Additionally, we held the inaugural Community Saints luncheon to kick off giving to our endowment. We invited the community outside of our church to help us honor the history of the Community Congregational Church in Manitou Springs, and recognize how the church has served Manitou for more than 100+ years and continues to serve the community. In terms of engagement, it was modestly successful, and we look forward to growing the event in 2025.

This year's stewardship theme is "Abundant Life ... As if God is in Charge." This campaign represents a shift to a new model of stewardship: a 365, year-round approach. For stewardship, this will be about creating a culture of appreciation and everyday gratitude, with transparency and active communication around how your pledge dollars are working. Our congregation may be small, but we are growing and engaging with our community beyond the sanctuary doors. As we work to become a truly open and affirming congregation, our membership will increase, and positively impact stewardship.

Submitted by,
Laura Ettinger-Harwell

Diaconate Report

Deacon: from the Greek diakonos: helper
Deacons may support the minister in various administrative and pastoral tasks.

Pastor Heather has created a Diaconate Checklist to guide all Diaconates. This includes before worship, during worship, offering, and the end of worship. All present Diaconates will receive a copy of this checklist, and are presently performing most of these tasks on their designated Sunday. If members of the congregation are interested in viewing this checklist, we can make it available to them. For most of 2024 the Diaconate were Nancy Lindley and Maribeth Peiniger. Brandy Bring joined as a Diaconate during the year. She was available to prepare communion on all Sundays when needed. Several members of the congregation were asked to volunteer on a given Sunday to help with the offering.

Respectfully submitted,
Maribeth Penninger

Open and Affirming Team Report

The Open and Affirming Team is a group of church individuals who have been tasked with leading the congregation through the process of being an Open and Affirming church to the LGBTQIA+ community. The team members include: Brandy Bring, Lyn Ettinger-Harwell, Tina Hudson, Andy Kovats, Linda O'Riley, and Maribeth Peiniger. We meet on the 4th Sundays of the month after church.

The ONA Team showed the documentary Will and Harper, in November of 2024. In December of 2024, we asked for the church's participation in a quick survey to help guide the team on what type of information was needed by the congregation in order to move forward in this process. On January 5th of 2025, the team shared the survey results with the congregation following worship. They also addressed the most common questions asked in the survey and clarified the process. The team will continue to offer educational opportunities going into 2025, with the intent of holding a congregational vote to become an ONA church, later this year.

Respectfully submitted,

Brandy Bring

On Behalf of Linda O'Riley, Andy Kovats, Maribeth Peiniger, Tina Hudson, Lyn Ettinger-Harwell

Women's Fellowship Report

Women's Fellowship will continue to meet at 12:30 on the third Thursday of each month usually in Fellowship Hall for a potluck. Quilters meet the second Wednesday morning of each month. This year they made six quilts that were given to Mercy at Miramont. We hosted one funeral reception for long-time Manitou resident, Don Moses. We continue to serve Kiwanis dinners every Monday evening in Fellowship Hall. Our peach sales profited us \$1,396.50. We are selling Church Cookbooks for \$10. Our spring tea was a great success, raising \$2,050. Two thousand of that was gifted to the Manitou Springs Carnegie Library to purchase new books. We supported the UCC Five for Five Campaign by contributing \$100 to each of the five. We gave \$400 to The Place; \$300 to Mercy at Miramont; \$200 to the Manitou Springs Volunteer Fire Department to support their Christmas food baskets; and \$2000 to the Church's general fund.

Officers for the coming year are:

President – Cathy Karr

Vice-President – Linda O'Riley

Secretary/Treasurer – Arlene Penman.

Submitted by,
Arlene Penman

Women's Fellowship Budget

Cash Balance January 1, 2024: \$7987.13

Income

Kiwanis Dinners \$1681
Peach Sales \$7056
Kiwanis Donation \$750
Reception \$300
May Tea \$2668
Cookbooks \$470
Bank Interest \$2.39
Total income \$12,927.39

Expenses

Church General Fund -\$2000
Conference – Christmas Fund -\$100
Conference – Neighbors In Need -\$100
Conference – One Great Hour of Sharing -\$100
Conference – Our Church's Wider Mission -\$100
Conference - Strengthen the Church -\$100
Mercy at Miramont - \$300
Manitou Springs Volunteer Fire Dept.- \$200
The Place - \$400
WestSide CARES - \$200
Manitou Springs Carnegie Library (For new books) -\$2000
Peaches - \$5775
Cookbooks - \$828.30
Kitchen supplies - \$168.44
Bank fee - \$.60
Total expenses \$12,372.34

Cash balance December 31, 2024: \$8542.18

Community Outreach Annual Report

This year was an ebb-and-flow type of year. It started with community outreach, moved to fixing/upgrading the sound system, and finished with looking into Usher Ministry.

Community Outreach – A new year was planned, but God had another plan for me in 2024. Snowed out with one event, and right foot/toe surgery in February brought a slow-motion type of start. The summer hit with six-day work weeks through September, so my focus went to Trunk or Treat in October. Chili, cornbread, snacks, drinks, games inside, and multiple trunks filled with candy and decorations outside. Once again, we brought 100+ children, adults, and their fur babies to our church.

Sound System – It needed some tweaking, especially with the live audio stream. Trustees approved a budget, and with help, I got two quotes. We eventually went with the original installer of our current system. These professionals found some problems that were easily fixed, and we had a training session on how to run the sound system properly. A handful of people were at the training. A sound system manual has been written, and a new dedicated internet is in the Sanctuary. We are currently working on the audio quality after we moved the live stream to YouTube.

Usher Ministry -I was asked to start the Usher Ministry in 2025. I have seen it done well, and I believe my background in various church situations puts me in the right spot. I'm looking forward to this new opportunity to serve.

Submitted by, Danny White

Church Membership Report

We held 2 new members' lunches in 2024, one in the Spring and one in the Fall. We welcomed 7 new/renewed members: Brandon Osario, Christian Malacara, Rebecca Davis, Heather Maze, Reia Akins, Tracy and Dave Jackson with William and Christopher. We are seeing growth in attendance, especially with people ages 50 and younger.

-Membership Team (Betty Armstrong and Pastor Heather)

Church Membership 2024

Total Membership beginning January 1, 2024 - 79

Members received by affirmation of faith, or reinstatement - 7

Members received by Confirmation - 0

Members transferred out, removed at their request, or removed for inactivity - 0

Church Member deaths - 2

Total Membership ending December 31, 2024 - 86

NEW MEMBERS RECEIVED/REINSTATED AFTER ABSENCE

Christian Malacara	Brandon Osorio
Tracy and Dave Jackson	Heather Maze
Rebecca Davis	Reia Akins

CHURCH MEMBER DEATHS

Ken Olson

Bob Henson

MEMBERS TRANSFERRED, REMOVED BY OWN REQUEST, OR REMOVED FOR INACTIVITY

None

CONGREGATION PARTICIPANT DEATH

Barb Carpenter

WEDDINGS

Holly and Blake Leri

Tom and Amy Wilson

NON MEMBER FUNERALS

Robert Smith (Husband of Pam Smith)

Marie Louise Neff

1 Additional person

Membership information from Office Records.

Community Congregational Church
2025 Proposed Budget (Page 1)

Ordinary Income/Expense	Jan - Nov 24	2024 Annual Budget	2025 Proposed Budget	2025 Proposed Budget w/proposed insurance change
Income				
Congregational Giving				
Identified Giving (Non-pledged)	27,303.20	16,000.00	6,000.00	6,000.00
Loose Plate	2,273.48	1,000.00	2,500.00	2,500.00
Pledged Giving	83,432.90	99,192.00	102,000.00	102,000.00
UCC Missions PassThru Support				
Christmas Fund	100.00	200.00	200.00	200.00
Neighbors in Need	100.00	200.00	200.00	200.00
OCWM	100.00	200.00	200.00	200.00
One Great Hour of Sharing	100.00	200.00	200.00	200.00
Strengthen the Church	0.00	200.00	200.00	200.00
Per Capita	144.00	0.00	1,170.00	1,170.00
Total UCC Missions PassThru Support	544.00	1,000.00	2,170.00	2,170.00
Church Funds Support-Bldg Improvement	4,000.00	0.00	0.00	0.00
Total Congregational Giving	117,553.58	117,192.00	112,670.00	112,670.00
Interest Income	9,458.41	0.00	7,500.00	7,500.00
Other Income				
Fundraising Income				
Community Outreach	34.25	0.00	0.00	0.00
Flowers	439.10	0.00	0.00	0.00
Special Event Proceeds	0.00	500.00	0.00	0.00
King Soopers Community Rewards	800.32	900.00	900.00	900.00
Total Fundraising Income	2,736.67	1,400.00	900.00	900.00
Hall Rent				
AA/AIAnon Meeting Rooms	400.00	0.00	400.00	400.00
Classes	1,920.00	0.00	2,000.00	2,000.00
Pikes Peak Vajra Vidra	1,760.00	1,920.00	1,920.00	1,920.00
Silver Sneakers	840.00	0.00	1,200.00	1,200.00
Yoga	474.00	0.00	600.00	600.00
Hall Rent - Other	196.71	0.00	0.00	0.00
Total Hall Rent	5,590.71	1,920.00	6,120.00	6,120.00
Kitchen Rent	1,450.00	0.00	0.00	0.00
Miscellaneous Income	774.88	0.00	1,000.00	1,000.00
Office Rent				
Pikes Peak Bulletin	0.00	2,400.00	0.00	0.00
Total Office Rent	0.00	2,400.00	0.00	0.00
Other Organizations' Support				

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Community Congregational Church
2025 Proposed Budget (Page 2)

	Jan - Nov 24	2024 Annual Budget	2025 Proposed Budget	2025 Proposed Budget w/proposed insurance change
AdAMan Club	250.00	250.00	250.00	250.00
Kiwanis	1,200.00	1,200.00	1,200.00	1,200.00
Manitou Springs Garden Club	645.00	0.00	700.00	700.00
PEO	325.00	0.00	600.00	600.00
Women's Fellowship	2,033.99	2,000.00	2,000.00	2,000.00
Other Organizations' Support - Other	82.00	0.00	0.00	0.00
Total Other Organizations' Support	4,535.99	3,450.00	4,750.00	4,750.00
Parking Lot Usage	5,813.90	10,000.00	1,000.00	1,000.00
Special Events	3,375.00	4,300.00	4,300.00	4,300.00
Total Other Income	24,277.15	23,470.00	18,070.00	18,070.00
Realized and Unrealized Gains	62,759.07	0.00	0.00	0.00
Total Income	214,048.21	140,662.00	138,240.00	138,240.00
Gross Profit	214,048.21	140,662.00	138,240.00	138,240.00
Expense				
Administrative Expenses				
Advertising	390.80	150.00	150.00	150.00
Bank Service Charges	456.55	350.00	475.00	475.00
Computer/Technology Expenses	13.00	1,000.00	2,000.00	2,000.00
Internet/Telephone	2,133.49	1,800.00	1,800.00	1,800.00
Membership	0.00	100.00	100.00	100.00
Misc Admin Exp	646.63	1,000.00	500.00	500.00
Office Supplies	633.43	1,700.00	750.00	750.00
Postage	0.00	500.00	100.00	100.00
Printing	73.55	0.00	100.00	100.00
Software Licenses/Support	220.00	200.00	1,000.00	1,000.00
Taxes/Fees	151.00	0.00	175.00	175.00
Toner/Ink/Printer Maint	969.43	800.00	850.00	850.00
Total Administrative Expenses	5,687.88	7,600	8,000.00	8,000.00
Building/Property Expenses				
Equipment	1,612.03	0.00	0.00	0.00
Insurance - Property	23,049.00	23,500.00	25,760.00	2,500.00
Janitorial Supplies	1,626.86	800.00	1,000.00	1,000.00
Landscaping Expenses	0.00	900.00	0.00	0.00
Organ/Piano Maintenance	140.00	900.00	900.00	900.00
Repairs and Maintenance	5,825.25	1,500.00	1,500.00	1,500.00
Small Tools and Equipment	99.11	0.00	100.00	100.00
Utilities				
Electric/Gas	4,495.95	10,200.00	10,200.00	10,200.00

Community Congregational Church
2025 Proposed Budget (Page 3)

	Jan - Nov 24	2024 Annual Budget	2025 Proposed Budget	2025 Proposed Budget w/proposed insurance change
Fire & Alarm	1,075.50	3,000.00	3,000.00	3,000.00
Garbage	553.74	2,200.00	800.00	800.00
Water	2,405.24	1,000.00	2,500.00	2,500.00
Total Utilities	8,530.43	16,400.00	16,500.00	16,500.00
Total Building/Property Expenses	40,882.68	44,000.00	45,760.00	22,500.00
Churchwide Missions				
Local Missions Churchwide				
Pantry	1,351.52	0.00	1,500.00	1,500.00
Westside Cares	279.80	0.00	0.00	0.00
Scholarships	27,750.00	0.00	0.00	0.00
Total Local Missions Churchwide	29,381.32		1,500.00	1,500.00
UCC Churchwide Support				
Five for Five	0.00	1,000.00	1,000.00	1,000.00
Per Capita	0.00	750.00	750.00	750.00
SE Assoc Dues	0.00	150.00	150.00	150.00
Total UCC Churchwide Support	0.00	1,900.00	1,900.00	1,900.00
Total Churchwide Missions	29,381.32	1,900.00	3,400.00	3,400.00
Ministry Support				
Community Outreach	5,069.80	250.00	250.00	250.00
Fundraising Expenses	2,200.78	1,500.00	1,000.00	1,000.00
Guest Ministers	200.00	800.00	800.00	800.00
Music Ministry				
Guest Musicians	1,550.00	0.00	1,800.00	1,800.00
Music Supplies	211.70	400.00	200.00	200.00
Total Music Ministry	1,761.70	400.00	2,000.00	2,000.00
Worship Expenses				
Communion Supplies	0.00	200.00	100.00	100.00
Worship Equipment	241.80	0.00	0.00	0.00
Worship Supplies/Resources	800.90	300.00	500.00	500.00
Total Worship Expenses	1,042.70	500.00	600.00	600.00
Total Ministry Support	10,274.98	3,450.00	4,650.00	4,650.00
Special Event Expenses	2,938.92	3,300.00	250.00	250.00
Staff Support				
Admin Staff				
Admin Staff Salary	41,250.00	45,000.00	47,250.00	47,250.00
Admin Staff Payroll Taxes	573.75	5,450.00	4,500.00	4,500.00
Total Admin Staff	41,250.00	45,000.00	47,250.00	47,250.00
Misc Staff Salaries				

Community Congregational Church
2025 Proposed Budget (Page 4)

	Jan - Nov 24	2024 Annual Budget	2025 Proposed Budget	2025 Proposed Budget w/proposed insurance change
Bookkeeping Salary	3,000.00	3,600.00	4,500.00	4,500.00
Custodial Salary	4,400.00	5,200.00	5,720.00	5,720.00
Total Misc Staff Salaries	7,400.00	8,800.00	10,220.00	10,220.00
Music Staff Salaries				
Music Director	11,083.30	13,000.00	13,650.00	13,650.00
Music Director Payroll Taxes	0.00	0.00	150.00	150.00
Total Music Staff Salaries	11,083.30	13,000.00	13,800.00	13,800.00
Pastoral Support				
Minister Housing	26,583.37	29,000.00	29,000.00	29,000.00
Minister Payroll Taxes	510.00	11,516.00	8,500.00	8,500.00
Minister Salary	36,666.74	40,000.00	42,250.00	42,250.00
Retirement	9,406.80	5,740.00	6,100.00	6,100.00
Ministry Expenses	119.25	1,000.00	750.00	750.00
Total Pastoral Support	73,286.16	87,256.00	86,600.00	86,600.00
Payroll Expenses				
FICA-Employer Share	0.00	6,500.00	8,000.00	8,000.00
FAMLI-Employer Share	0.00	200.00	500.00	500.00
Workers Comp Ins	65.00	1,000.00	900.00	900.00
Total Payroll Expenses	65.00	7,700.00	9,400.00	9,400.00
Total Staff Support	133,084.46	161,756.00	167,270.00	167,270.00
Total Expense	222,250.24	222,006.00	229,330.00	206,070.00
Subtotal Ordinary Income (loss)	(8,202.03)	(81,344.00)	(91,090.00)	(67,830.00)

2025 NOMINATED OFFICERS

Moderator: Lyn Ettinger-Harwell	(2nd year of 1 st Term)
Vice-Moderator: Tina Hudson	(1st year of 1 st Term)
Secretary: Arlene Penman	(2nd year of 1 st Term)
Treasurer: Robin Kovats	(2nd year of 1st Term)

Council Members:

Christian Education Chair	Tracy Jackson	(1st year of 1st term)
Membership Team	Betty Armstrong	(2nd year of 1 st term)
Mission Chair	Heather Maze	(1st year of 1st term)
Music Chair	Annie Rodgers	(1st year of 1st term)
Scholarship Board Chair	Dan Stuart	(1st year of 1st term)
Stewardship Chair	Laura Ettinger-Harwell	(1st year of 2nd term)
Trustees Board Chair	Linda O'Riley	(1st year of 1st term)
Diaconate Chair	Maribeth Peiniger	(1st year of 2nd term)
Women's Fellowship	Cathy Karr	<i>Elected by WF Members</i>

Trustees Board Members:

Linda O'Riley, Chair	(1st year of 1st term)
Andy Kovats	(1st year of 2nd term)
Brandon Osorio	(1st year of 1st term)
Bob Alexander	(1st year of 1st term)
Julie Wells, Accountant	Ex-officio
Robyn Firth, Money Counter	

Standing Committees

Clergy/Congregational Relations Committee	Deb Bornholdt
Nominating Committee	<i>As Needed</i>
Finance Committee	George Whitt, Andy Kovats, Rich Baker
Usher Ministry	Danny White

Notes

- 1) Council Members are chosen from the differing ministry teams, serving not as delegates from that ministry team but as representatives serving the best interest of the entire congregation.
- 2) Chairpersons shall be elected at the Annual Meeting and may serve two, one-year terms. Each Chairperson, except the Trustees, may select a minimum of two or more board members for unlimited one-year terms. (CCC Bylaws Art. XXIV, Sec. A, #2, pg. 6)
- 3) Refer to CCC Bylaws Art. XXIV information on Board Responsibilities.



Community Congregational Church
United Church of Christ
103 Pawnee Avenue, Manitou Springs, Colorado 80829
ManitouChurch@gmail.com
www.cccmanitou.org

*The Community Congregational Church of Manitou Springs
is listed on the National Register of Historic Places.
It was first called together as a congregation on August 23, 1879, and
is one of the oldest continuing congregations in the State of Colorado.
The church was built in 1880 and fully restored in 2010.
The pipe organ is the oldest in El Paso County.*

Our 2024 Staff:

Reverend Heather McDuffee, *Minister*
Prynness, *Director of Operations*
Simon Jacobs, *Music Director*
Julie Wells, *Accountant*
Paola Garcia, *Custodian*



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OF CHRIST



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Annual Meeting

February 2, 2025