

**Old West Church Association  
Annual Meeting  
October 17, 2021 at 3pm**

**AGENDA**

**Call to order**

**Approval of the Minutes from October 11, 2020\***

Available for review: <http://oldwestchurchvt.org/minutes-reports/>

**Annual Report\***

**Election of Officers\***

Recording Secretary 2-year term

Correspondence

Secretary 2-year term

**Notification of Date and Location for Annual Meeting 2022**

Sunday, October 9, 2022, 3pm, at the Old West Church

**Adjourn\***

**\*Requires vote**

**Old West Church Association  
ANNUAL REPORT for 2021**

**OWCA Officers**

- Barbara McAndrew, President; 3-year term, elected October 2019
- Richard Maizell, Vice President; 3-year term, elected October 2019
- Donna Fitch, Treasurer; 3-year term, elected October 2019
- Sue Killoran, Recording Secretary; 2-year term, elected October 2019
- Anne Connor, Correspondence Secretary; 2-year term, appointed to complete term of Caity Kaye which began October 2019.

**Appointments:**

- Fundraising Chair Richard Maizell
- Building Co-Chairs John McCullough and Andy Felice
- Music Chair June Morse
- Program Chair Susannah Blachly
- Finance Committee: Rod Buck, Steve Killoran, Donna Fitch, Barbara McAndrew

**Website** at [www.oldwestchurchvt.org](http://www.oldwestchurchvt.org)

**PRESIDENT'S REPORT**

After hosting the annual meeting online last year, we are glad to be back at the church for our annual meeting, albeit still masked and socially distant given the ongoing Covid-19 crisis. It is no surprise that we have again had an unusual year but have worked to provide a venue for community in line with the Old West Church Association's mission. As this report is being prepared we are in the midst of another surge in Central Vermont. The trustees have worked throughout the year to navigate what activities can and should happen in a safe manner. We are grateful for the community's support and flexibility throughout.

Through sheer determination and a lot of work, Richard Maizell championed the effort to create and produce a virtual OWC Christmas Eve. With support from his family and multiple community members, Richard produced a wonderful and warm experience for folks from all over the world to gather, albeit virtually. It was a special gift to the community and one we get to keep—views of the program continued well beyond the holiday season.

The trustees agreed to open the building with Covid guidelines in place once the Governor's Emergency Order ended in July. We hosted a few small weddings, as well as Deb Flander's annual concert (much reduced attendance to 90 and delayed to August), the Words Out Loud series organized by Mary Elder Jacobsen and Allison Evans tied with the Art at the Kent show. The Fall Foliage Concert—held outdoors thanks to June Morse, Chuck Mayhood, and Richard—was a welcome close to the season. We are currently considering how best to host a Christmas Eve service.

The OWCA has benefitted from adding the fifth trustee position last year, and from engagement of new volunteers. We have had some changes since our last meeting. **Anne Connor** was appointed Correspondence Secretary to complete the term vacated by Caity Kaye. We thank Caity for her service and are delighted to have Anne on board as a trustee.

We are grateful for the years of service of Nick Emlen both as Building Committee Chair, and as OWC Choir Director. Nick's heartfelt commitment, intelligence, and care of the building and the choir made us stronger as a community. The OWCA trustees cannot thank him enough.

Thanks to June Morse's efforts, we welcomed Chuck Mayhood back as Choir Director for Fall Foliage and Christmas Eve and hope he will be able to continue in the role.

We also welcome John McCullough and Andy Felice as Building Committee Co-Chairs.

Kathy Saunders Morse stepped down as Scheduling Chair. Our thanks to Kathy, and David, for years of care and attention to the Old West Church.

We are delighted to welcome Susannah Blachly as Program Chair. Susannah will be helping add new programs to our schedule in the coming year and as part of the 200<sup>th</sup>. Anne Connor is our trustee liaison to the Program Committee.

A special thank you from the OWCA to Ann and Tim Wheelock for donating their piano which miraculously fits in the pew box just right!

The OWCA trustees met throughout the year, both online and on the steps of the church, with primary business being management of Covid guidelines, the building, funds, and committees. We updated the event reservation form and increased the fee for non-residents to \$400 per event (still well-below many venues). Use of the church by Calais residents remains free, though most folks make a donation if using the building. We will continue to focus on further strengthening the Association and increasing support of the Old West Church for years to come. This includes: building maintenance; coordination on the cemetery, volunteer engagement, and our 200<sup>th</sup> anniversary.

Below are some **committee highlights**, as well as the **Treasurer's Report**. As noted last year, we look forward to filling the Old West Church again with the joys of all kinds of events and gatherings. Thank you to our trustees, Sue, Donna, Richard, and Anne for your commitment and work throughout the year. And, thank you to our appointed chairs Richard, June, John, Andy, Susannah, and of course, Steve and Rod.

The **Building Committee** met and reviewed a list of project needs and ideas. It identified two smaller projects (sign and front steps), as well as following up on the noticeably failing OWC cemetery fence in alignment with the Kents Corner Historic District guidelines. We anticipate being able to access funds from the Cemetery Commission and conduct some fundraising to support a longer-lasting solution. The committee will also

soon be considering the priority project to recommend to trustees as part of the 200<sup>th</sup> Anniversary. The committee includes: Mary Jo Llewellyn, Andreas John, Chris Ciaburro, Ryan Edwards, and Co-Chairs Andy Felice and John McCullough—with welcome support from trustee Donna Fitch!

Our fundraising efforts are led by **Fundraising Chair** Richard Maizell working with the trustees. The 2021 fundraising appeal went out to friends of the church in early September with several donation reminders posted on Front Porch Forum. The Old West Church website promotes the drive and provides for either making an electronic donation or printing out a paper form and mailing it in. A preliminary report of fundraising totals is provided in the report of the Treasurer. Totals for the 2020 appeal are also available. While we have worked to reduce our costs this year, it is important to note that the OWCA expends approximately 10 percent of the total funds raised on fundraising costs, with no associated administrative expenses, which is an excellent ratio of funds raised to associated expenditures and below the costs of most nonprofits. The Trustees coordinate our fundraising efforts with the Building Committee to ensure sufficient revenues for projects. The overarching goal of our fundraising efforts is to build an endowment that will make the Old West Church self-sustaining for future generations.

**Preliminary plans for the 200<sup>th</sup>** include:

- Official kick-off of the 200<sup>th</sup> celebrations will be at the Christmas Eve service in December 2022 and come to a close October 2023.
- Endowment fundraising: we are kicking off a “quiet phase” toward our goal to raise \$100,000 for the endowment through establishment of a donor circle at the \$10,000 and up level. Additional giving levels will be made public later in the year to encourage participation and accessibility.
- Project fundraising: in addition to the endowment effort, we are seeking a priority project recommendation from the building committee on which to focus grant requests and individual fundraising.
- Programming: we are assembling plans for programming (picnic, play, concert) at the OWC to engage the community in celebration of the anniversary and hopefully establish some new traditions going forward.
- Volunteers: celebrating will take commitment and person hours. We welcome involvement and will have committee(s) to join!

**We thank all of our volunteers, members, and donors and look forward to the year ahead.**

## TREASURER'S REPORT

### Fiscal Year 2021 Financial Highlights

Fiscal year 2021 expenses were greatly reduced due to Covid, resulting in fewer activities held at the church. A port-a-let was not rented and expenses for the Zoom Christmas Eve service were less. Expenses in FY2020 totaled \$37,510, which included final payments for painting the church, compared to FY2021 expenses of \$3,227. The largest expense in FY2021 was the cost of printing and mailing the annual solicitation letter (\$1,206), which we reduced this year by \$466 by culling the mailing list, reducing the number of letters printed and affixing stamps ourselves.

Even though the church was not able to be rented, generous donors contributed \$10,597, slightly more than the total of donations and rentals from the previous year, \$10,495. There was an uptick in donations after the Zoom Christmas Eve service.

The two remaining CDs at Northfield Savings Bank were redeemed and deposited to Vanguard Funds. The Finance Committee met in June 2021 to review and adjust the allocation of the funds at Vanguard and communicate at other times as needed.

Current FY2022 account balances as of September 30, 2021 are:

Northfield Savings Bank:	\$ 3,725.91
Vanguard Funds:	\$101,339.88

<b>Old West Church Association FY2021</b>	
<b>July 1, 2020 - June 30, 2021</b>	
<b>Expenses</b>	
Christmas Eve Service	\$428.00
Fundraising	\$1,206.06
Insurance	\$857.00
Maintenance - lawn mowing	\$585.00
Bank fees	\$6.17
Office supplies	\$144.80
<b>Total Expenses</b>	<b>\$3,227.03</b>
<b>Income</b>	
Donations	\$10,597.05
Interest (bank)	\$0.39
CD redeem	\$13,471.36
CD redeem	\$11,206.76
<b>Total Income</b>	<b>\$35,275.56</b>
<b>Account Balances 6/30/21</b>	
Northfield Savings Bank	\$2,653.85
Vanguard Funds	\$101,697.64
<b>Total</b>	<b>\$104,351.49</b>
10/16/2021	