

INLAND and SEVEN RIVERS DISTRICTS CHARGE CONFERENCE 2024

Charge Conference Agenda

Greetings from DS Daniel Miranda or your Presiding Pastor

Introductions

Scripture: John4:10-13

10 Jesus answered her, "If you knew the gift of God and who it is that asks you for a drink, you would have asked him, and he would have given you living water."

11 "Sir," the woman said, "you have nothing to draw with and the well is deep. Where can you get this living water? 12 Are you greater than our father Jacob, who gave us the well and drank from it himself, as did also his sons and his livestock?"

13 Jesus answered, "Everyone who drinks this water will be thirsty again, 14 but whoever drinks the water I give them will never thirst. Indeed, the water I give them will become in them a spring of water welling up to eternal life."

Prayer

Charge Conference Business:

These are the items that MUST BE VOTED UPON by the Annual Charge Conference:

1. Pastor's Salary Package for 2025
 - o Is your Clergy Profile Up to date?
2. Nominations Report and Election of Leaders for 2025 (include all elected leaders & positions)
3. Any Lay Servant Ministers, Lay Speaker and/or Certified Lay Ministers?
4. Any Candidates for Ordained Ministry and/or Local Pastors?
5. Reading of any names of inactive persons on membership rolls/voting to remove if 2nd year reading... This is generally not done every year.

The "Accountability Questions" ASKED AT EACH CHARGE CONFERENCE:

1. Have the church's financial activities been audited for 2023?
2. Are your corporate status and property tax exemptions current?
3. Is your insurance current and paid?
4. Does your church have a current and enforced "Safe Sanctuary" policy?
5. Are you conducting national background checks & abuse awareness training for volunteers & staff? (Churches with under 75 average worship attendance need 4 min. each; with over 75, average worship attendance needs 6 min. each.) *To avoid a surcharge next year, complete no later than November 30.*
6. Are your church apportionments current and paid?

Time for other questions, ministry updates, and joys

Adjournment/Prayer

Church Kennewick First

11	24	24
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11	24	24
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Record of Recommendations and Votes:

- ### Names of Appointed Clergy

b. _____ ☒ Passed ☐ Failed

- ☒
- Passed
- ☐
- Failed

- a. *Certified Lay Servant (full names)*

☐ Passed ☐ Failed☐ Passed ☐ Failed☐ Passed ☐ Failed

- b. *Certified Lay Speaker (full names)*

☐ Passed ☐ Failed☐ Passed ☐ Failed

- c. *Certified Lay Minister (full name)*

☐ **Passed** ☐ **Failed**☐ Passed ☐ Failed

- a. N/A

b. _____

☐ Passed ☐ Failed☐ Passed ☐ Failed

- a. NA

b. _____

☐ Passed ☐ Failed☐ Passed ☐ Failed

- a. Year One ☒ Passed ☐ Failed *No vote taken*

b. Year two ☒ Passed ☐ Failed

2024 Quick Minutes
Pre-Charge Conference Recommendations and Charge Conference Votes

7. Other Business Item(s):

_____ Charge Conference Vote ☐ Passed ☐ Failed

"Accountability Questions," asked at each annual All-Church or Charge Conference:

1. Have the church's financial activities been audited for 2023? ☒ Yes ☐ No
2. Are your corporate status and property tax exemptions current? ☒ Yes ☐ No
3. Is your insurance current and paid? ☒ Yes ☐ No
4. Does your church have a current and enforced "Safe Sanctuary" policy? ☒ Yes ☐ No
5. Are you doing national background checks & abuse awareness training for volunteers and staff?
☒ Yes ☐ No (Churches with under 75 average worship attendance need 4 min. each; with over 75 average worship attendance need 6 min. each.) *To avoid a surcharge next year, complete no later than November 30.*
6. Are your church apportionments current and paid? ☒ Yes ☐ No

Signatures at Charge Conference

Recording Secretary Cheryl Myon

Date: 11/24/24

Clergy in Charge [Signature]

Date: 11/24/24

Important: Record CHARGE CONFERENCE attendance as specified.

Names of MEMBERS of the Church/Administrative Council/Board present this date of the Charge Conference (The Charge Conference members).

<u>Dave Hare</u>	_____	_____
<u>Ron Shuck</u>	_____	_____
<u>Cory Manley</u>	_____	_____
<u>Andrew Manley</u>	_____	_____
<u>Bob Kelley</u>	_____	_____
_____	_____	_____

Names of OTHER CHURCH MEMBERS attending without charge conference vote (those who are not elected members of the current year church/administrative council/board.)

<u>Dave Miller</u>	<u>Roberta Barcot</u>	<u>Kathy Harris</u>
<u>Mona Miller</u>	<u>Phyllis Koschik</u>	<u>Dorothy Block</u>
<u>Debra Reeve</u>	<u>Kathy Wertman</u>	<u>George Block</u>
<u>Vic Reeve</u>	<u>Gene Wertman</u>	<u>Scott Woods</u>

PNW 2025 Pastoral Support Worksheet

For all appointments Clergy/Lay

Complete this form using computer)

Local Church KFUMC

Pastor Shirley DeLarme

Date: 09/23/24 MM/DD/YY

Full or Part-Time (Select one)*: Full Time

Reset

Status (Select one)*: Elder UMC

* - impacts retirement benefit and UMLife Options calculations on second page.

Total Cash Salary

Cash Salary

Cash paid to clergy person by church. Cash salary consists of base pay, cash bonuses, equitable compensation, cash to clergy person for benefit programs, before-tax, after-tax and Roth deferrals to United Methodist Personal Investment Plan (UMPIP), and other 403(b) programs. Beginning in 2018, unless pastor opts out or not eligible/waived, minimum UMPIP contribution will be 2% of plan compensation. In 2019 auto escalation provisions began increasing previous % by 1% up to maximum of 10% if pastor still in same appointment.

\$ 71,000 Box 1

Housing Exclusion

(Internal Revenue Code Section 107-Utilities and Furnishing exclusion)

\$ 7,000 Box 2

Total Cash Salary (box 1 + box 2)

\$ 78,000 Box 3

(For reference 2025 minimum compensation for full-time appointment is \$51,046)

Housing

Is a parsonage provided (Yes or No)? Yes

\$ 20,000 Box 4

or

Housing Allowance (when no parsonage is provided)

\$ 0 Box 5

Plan Compensation

Plan Compensation – Total Cash Salary (box 3) + Housing (Box 4 or Box 5)

(Use the amount on this line on next page to determine the UMPIP retirement contribution, UMPIP Match (if applicable) and UMLife Options annual payments)

\$ 98,000 Box 6

Professional Expenses – not part of plan compensation
Accountable Reimbursement Plan budget amount

\$ 4,000

Return this page to your District Superintendent and keep a copy at Local Church

2025 PNW Pastoral Support Worksheet for all appointments
Full Time Clergy Appointment Page cost

Local Church KFUMC Pastor Shirley DeLarme

Local Church Contribution to Pension and Benefits
Clergy Retirement Security Plan (full-time only) – 2025

A. Defined Contribution component

Plan Compensation (Box 6)

Times 3% - church will be responsible for paying
3% even if pastor does not contribute 1% to UMPIP

2025 Annual CRSP Defined Contribution

	98,000
X	.03
\$	2,985.00

Box 7

B. 2025 Defined Benefit Contribution

The actual cost is \$5,300. The budget of conference
board of pensions is contributing \$1,000 towards
this cost.

\$	4,300.00
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Box 8

Comprehensive Protection Plan - Full-Time; 2025

Lesser of Plan Compensation (box) or 2 times DAC
(2 X \$80,003 = \$160,006 Times 3% or \$4,800.18)

\$	2,985.00
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Box 9

2025 Health Insurance Direct Bill for Full-Time Appointments

The health insurance program is through HealthFlex Exchange
where pastors have choice between six medical/pharmacy,
three dental and three vision plans. The actual cost is going up
1.4% in 2025.

With a budget of \$450,000 the board provides each eligible full-
time pastor a premium credit in 2025 of \$11,448 or \$19,788 if
insure 3 or more to help with the cost of health plans chosen.
The cost to salary paying unit is going down \$1,200 in 2025.

\$	7,500.00
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Box 10

Total (Box 7 + Box 8 + Box 9 + Box 10)

\$	17,770.00
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Return this page to your District Superintendent and keep a copy at Local Church

**FIRST UNITED METHODIST CHURCH
KENNEWICK, WASHINGTON
OFFICER LIST- 2025**

Appointed to serve Kennewick First

Pastor..... Shirley DeLarme

Lay Leader: Audrey Manley

Leadership Council Chair : Cory Manley

Lay Delegate to Annual Conference: TBD

Recording Secretary for Charge Conference: Cheryl Nixon

Church Leadership Council Members:

Cory Manley
Audrey Manley
Ron Shuck

Bob Kelly
Jim Deatherage
Dave Hare

Alex Amegashie
Pastor Shirley DeLarme

Board of Trustees:

Dave Miller (Chair)
Bob Arnold
Darryl Lamberd

Ron Shuck
Gene Wertman
Harold Baker

Darryl Vaughn
Pastor Shirley
Debra Reeve

Nominating Committee: Chairperson – Pastor Shirley DeLarme

Cory Manley
Audrey Manley
Alex Amegashie

Jim Deatherage
Bob Kelly

Dave Hare
Ron Shuck

Finance & Stewardship Ministry Steward: -Alex Amegashie **Treasurer** – Sharon Varzandeh

Staffing/Personnel Ministry Steward: – Dave Hare

Facilities Ministry Steward Co Chairs: – David Miller/Debra Reeve

Community Ministry: - Bob Kelly/Susan Sandmeier

Youth Ministry: – Claressa Elvik (staff)

Worship Ministry : – Michelle Hare

Communications - Cheryl Nixon (Staff)

Membership and Faith Connections: - Cynthia Bement (Staff)

Children's Sunday School – Starlite Buchholz (Staff)

Updated 11/17/2021

**FIRST UNITED METHODIST CHURCH
KENNEWICK, WASHINGTON
NOMINATIONS - 2025**

**Appointed to serve Kennewick First
Pastor.....Shirley DeLarme**

LEADERSHIP COUNCIL

<u>2024</u> Jim Deatherage	<u>2025</u> Cory Manley-Chairman Bob Kelly-Co-Chairman Audrey Manley	<u>2026</u> Alex Amegashie
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Lay Leader: Audrey Manley

Lay Members to Annual Conference: TBD

Recording Secretary for Charge Conference: Cheryl Nixon

Board of Trustees

<u>2025</u> Jim Deatherage	<u>2026</u> Alex Amegashie Cory Manley Audrey Manley	<u>2027</u> Jane Hunt
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Finance Committee: Chairman: Alex Amegashie (26) **Treasurer -** Sharon Varzandeh

<u>2025</u> Cory Manley Bob Kelly Audrey Manley Carol Kerkow Scott Woodside	<u>2026</u> Alex Amegashie	<u>2027</u> Roberta Barcot Jane Hunt
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Staff-Parish Relations Committee: Dave Hare (25)

<u>2025</u> Dave Hare Mary Lynn Arter Roberta Barcot Linda Deatherage Audrey Manley	<u>2026</u> Bracken Deatherage Julie Large Susan Sandmeier	<u>2027</u> Dayoud Kuwa
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Nomination Committee

<u>2024</u> Jim Deatherage	<u>2025</u> Cory Manley-Chairman Bob Kelly-Co-Chairman Audrey Manley	<u>2026</u> Alex Amegashie
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Kennewick First United Methodist Church
Charge Conference Report
November 24, 2024
Membership Report

New Members in 2024

Laus Anglou	Erin Hightower	Cal Method
Jennifer Daven	Dayoud Kuwa	Daryl Witherspoon
Claressa Elvik	Julie Large	Deidra Witherspoon

Farewell to our Honored Members who died in 2024

Tim Anderson	Diana Sundvik Brown	Robert Lindsey	Terry Simmelink
Ron Baker	Loretta Curley	Joyce Norman	Opal Smith
George Boice	Patty Hornberger	George Perkins (2022)	Pat Walker
Elsie Brand			

Statistics of Membership

Members Received in 2024

Confirmands	0
Profession of Faith	6
Transfer from other UMC	3
Transfer from other Denom:	0
Reinstated	0

Total: 9

Members Removed in 2024

Withdrawn	7
Deaths	13
Removed by CC 2022	8
Transferred to other UMC	0

Total: 28

Total Membership	481
(as of November 16, 2022)	
Plus Members Rec'd	9
Less Members Rmvd	28
Total Current Members	462

READ LIST

2ND READING

Gary & Kelly Hopkins & family
James & Dianne Marquardt
William Osborn Jr.
Yesenia Rivas
Mitch & Susan Roach & family
Shane & Brenda Shiplet & family
Tom & DeeAnn Yount

1ST READING

Steve & Nicole Austin
Brad Bement
Holly & Brett Bergum
Koren Burling
Claudia Glover
Brady & Kaitlin Hagen
Ed & Jennifer Mitchell
Dick & Amanda Nelson
Tim & Brooke Nickolaus
Clint & Jennifer Whitney & family
Kelsey York

VOTING TO REMOVE 2ND READING (2024)

Local Church Audit Program

The purpose of this program is to provide basic procedures using non-technical language so that local churches can more easily comply with the annual audit requirement. Here are things you'll need:

The church bookkeeper and the Financial Secretary should be present.

All of the financial records for the year should be available.

A calculator.

A deck of cards to help with record selection. Pull out Ace through Queen of one suit to use.

You'll also want to make sure these specific documents are available:

A copy of the previous audit.

Washington Secretary of State Non-Profit Corporation Annual Report

Washington State Department of Revenue Property Tax Exemption Renewal Declaration The current bank signature card(s)

The annual budget

The Local Report to the Annual Conference

The Annual Apportionment notice

The Pastoral Support Worksheet

Payroll tax returns for all four quarters of the year

General information

Church name: **Kennewick First United Methodist Church**

District: **Seven Rivers**

Audit year **2023**

When was the last church audit? **2022**

Who performed it? **KFUMC Finance and Stewardship Ministry Team**

Write a few sentences about the financial skill level of the person(s) that performed the previous audit.

One member is a retired CPA and Controller of a large corporation; other members have business, management, or equivalent experience.

Who is performing this audit? **KFUMC Finance and Stewardship Ministry Team**

Write a few sentences about the financial skill level of the person(s) that are performing this audit.

Retired CPA & Controller of large Corp; others have business, management, or equivalent experience.

Do you have a copy of the previous audit? Yes No

To download a copy : <http://tinyurl.com/b4j80kl>

Does the church have an Audit Committee? **NO**

Describe the method used for bookkeeping (e.g. QuickBooks or another computer based program, spreadsheets, hand written ledgers etc.)

Quickbooks as primary accounting system with Excel used for some reports.

Describe the recordkeeping system used by the Financial Secretary.

Handwritten records with a computer program (Church Windows).

Where are the accounting records kept, e.g. on the church premises, in the home of the Treasurer, bookkeeper or Financial Secretary? **church premises**

Who performs the bookkeeping, e.g. a church volunteer or an outside bookkeeping service?

Part-time bookkeeper-Sharon Varzandeh (16-20 hrs/week)

Is the person that does the bookkeeping paid? **Yes No** If yes, what is the pay rate? **\$19.84/hr**

What was the church's net surplus (or loss) for the year being audited? **General Fund (\$106,111.94 after \$89,100 depreciation), Building Maintenance Fund (\$134,435.03).**

What were the total church receipts from all sources for the year being audited? **\$624,072** The previous year? **\$1,006,609 (includes Federal Payroll Protection Program Grants)** Two years previous? **\$676,073**

Compliance and Controls

Is any of the church's finance related mail (e.g. bank statements, invoices, tax returns) sent to an address other than the church? **NO**

Get a copy of the Washington Secretary of State Non-Profit Corporation Annual Report. What date was it filed? **December 1, 2023** Was the report filed by the due date? **Yes No**

Get a copy of the Washington State Department of Revenue Property Tax Exemption Renewal Declaration. What date was it filed? **January 2, 2024** Due date is March 31st.

Treasurer's name: **Sharon Varsandeh** How long in this role? **5.5 years** Who is their backup? **Nobody**

Financial Secretary's name: **Roberta Barcot** How long in this role? **4 years** Who is their backup? **Nobody**

Per the Book of Discipline 258.4 the Treasurer and the Financial Secretary should not be the same person.

Do two people count the offering? **Yes No** Are they unrelated? **Yes No**

Per the Book of Discipline 258.4(a) two persons should count the offering and those two persons should not be members of the same immediate family.

Who receives the bank statements? **Sharon Varzandeh**

Who reconciles (balances) the checking account? **Sharon and Roberta**

To download a copy : <http://tinyurl.com/b4j80kl>

Who writes the checks? **Sharon Varzandeh**

It is best if the person that writes the checks is different than the person that balances the checking account. Who are the authorized check signers? List their names.

Sharon Varzandeh, Cheryl Nixon, Cynthia Bement, Rich Nelson

Get a copy of all the current bank signature cards. Are current check signers listed on the signature cards?

Yes No ☐

Is anybody that is no longer involved in church finances still listed on the signature card? Yes No ☒

Reporting

Are monthly financial statements reports prepared? Get a copy of the September financial reports for the year being audited. Which persons or committees receive a copy of the financial statements? Write their names here.

Finance & Stewardship Team, Leadership Council, Pastor, Team Leaders

Is an annual budget prepared? Yes No Get a copy. Was it approved? Yes No ☐

Approved by who? **Leadership Council** When? **January 2023**

Does anybody compare actual results to the budget? Yes No How often? **Monthly** Write their name(s)

here: **Rich Nelson, Sharon Varzandeh, Pastor, Finance & Stewardship Team**

Do members of the congregation receive an annual report of their giving? Yes No

Get a copy of the Local Report to the Annual Conference. Are the amounts on the report supported by the year-end financial statement? Yes No

Receipts

How is the offering count recorded? Write a few sentences about the offering counting procedure including the form in which the offering is recorded. Include how the Treasurer or bookkeeper receives notice of the weekly bank deposit amount.

Financial Secretary makes a bank deposit slip, and church deposit slip (attached). The bank deposit is given to Sharon (bookkeeper) to put into Quick Books. During the week the bank sends a courier to pick up the deposit. The offering is picked up after the service and put into the safe. Tuesday, it is counted, and financial data is recorded.

Other than the Treasurer, who receives a copy of the weekly offering report? Write their names here:
The Pastor

Ask the above persons what they do with the weekly offering report.

It is given to the Pastor for review.

Shuffle and draw a card from the 12 you have set aside. The Ace to Queen correspond to months January through December. Get a copy of the form used to record the offering for the second week of the month selected.

What date was the second Sunday of the month? **August 13, 2023**

How much was the deposit? See attachment (Exhibit A) of deposit slip. **\$10,626.00**

Find the deposit on the bank statement. Write the date of the bank deposit here: **August 17, 2023**

Is the offering deposited on the next business day following Sunday? Yes No

If deposits are made after Sunday, where is the deposit kept Sunday night? **In the Office Safe**

Disbursements

Shuffle and draw a card from the 12 you have set aside. For the month selected get a copy of the Monthly Conference Remittance form. This is the form used to remit apportionments and other special offerings to the Conference office.

What is the total amount remitted as shown for lines 1, 3, 5, 9, 12 and 23? April: 1)\$199.42; 3)\$3314.84; 5)\$2595.50; 9)\$315.25; 12)\$22.42 spec. Gifts J. Letu \$1100.00 UMCOR \$500.00; November: 1)\$199.42; 3)\$314.84; 5) \$2595.50; 9) \$315.25; 12) \$22.42

Get a copy of the Annual Apportionment notice from the Conference office. Are the amounts for lines 1 through 6 the same as remitted? Yes No If not, who authorized payment of a different amount?

Do clergy or other persons receive reimbursement for expenses? Are written expense reports and receipts required?
Yes No

Shuffle and draw a card from the 12 you have set aside. The Ace to Queen correspond to months January through December. Get a copy of the bank reconciliation for the month selected. Which month? **April & November**

Was the bank reconciliation performed on a timely basis? Yes Write the date the reconciliation was performed here: **5/1/23 & 12/5/23** It is best if the reconciliation is performed within 30 days of the bank statement date.

What is the date of the oldest outstanding check on the reconciliation? **3-6-23** It is best if items over a few months old are investigated.

On the bank reconciliation, does the bank balance match the bank statement? Yes No

Does the check register balance on the bank reconciliation match the financial statement balance?

Yes No

Shuffle and draw a card from the 12 you have set aside, twice. Which two months? **April and November**

For the two months selected and for January, compare every check written to the documents supporting the check (invoices, expense reports, receipts, payroll records, etc.)

Are non-recurring invoices approved before payment? Yes No ☐

For the two months selected and January, look at the bank statement deduction detail. Are there deductions from the checking account as a result of automatic payments or other items not requiring a check (e.g. electronic payments?) Yes No If yes, list them here. Make sure the payments are currently authorized and the proper amount. Moon Security, Push Pay Fee, Community First Bank, Pastor's Benefits (PNW Conference)

Payroll and Payroll Taxes

Get a copy of the Pastoral Support Worksheet and fill in the components of the approved compensation:

Cash salary (Box 1)	\$71,129
Housing Exclusion (Box 2)	\$6,896 but W-2 reports \$6,695
Housing (Box 4 or 5)	\$19,506
Plan Compensation (Box 6)	\$97,531

Does the Pastors payroll compensation match the Pastoral Support Worksheet approved at Charge Conference? Yes No ☐

Do all church employees receive a W-2? Yes No ☐

What date were the W-2's issued to employees? 1/29/24 The due date is typically January 31st.

What date was the W-2 package mailed to the Social Security Administration? 1/29/24 The due date is typically February 28th.

Get a copy of the 3rd quarter report to the Department of Labor & Industries (workers compensation) Write the total wages from the Gross Payroll column here: \$67,614

Write the total workers hours here 3,343

What is the total tax due? \$1,128.99

What date was the report submitted? 10/16/23

Who signed the report? Sharon Varzandeh

Was the amount due paid by check or electronic payment? Check Electronic payment

What's the check/payment date 10/24/23 check number (if applicable) 1992 and amount of the payment? \$413.30

Get a copy of the 3rd quarter Federal Form 941.

What is the amount on line 2? \$67,613.52

What is the amount on line 5a column 1? **\$48,157.50**

If line 2 and line 5a are different, what is the reason? **The Pastor's salary not subject to SS**

What are the total taxes due on line 10? **\$9,482.10**

How was the amount on line 10 remitted? By check or by payroll tax deposits? **Payroll Tax Deposits**
NOTE: checks are no longer used. Everything is now submitted electronically to SS and to the Feds.

If by payroll tax deposits, write down the date and amount of the deposits that total line 10 here.

07/14/2023 \$1,427.22; 08/01/2023 \$1678.06 08/16/2023 \$1,472.40 08/31/2023 \$1677.40 09/15/2023 \$1542.64
09/29/2023 \$1,684.38 = \$9,482.10

If the deposits were made using EFTPS (a method for electronic payment of payroll tax deposits) trace the amount and date of the deposits for the quarter to the bank statements.

Does line 2 of the 941 agree to gross wages on the Labor & Industries report for the same quarter?

Yes No

Do hourly employees turn in time cards? **Yes No** If yes, find the time cards for the March payroll and see if they match the number of hours the employee was paid. **Hourly employee time cards match payroll**

Does the church have anybody working as an independent contractor? These persons are sometimes referred to as a "1099 employees." Write the names of independent contractors and their job description here, **No independent contractors at this time.**

Are church employees covered by state unemployment insurance? **Yes NO** Churches are generally exempt from state unemployment insurance. Is the church paying Federal Unemployment Insurance ? **Yes NO** (Form 940) Churches are generally exempt from Federal unemployment insurance.

Are there any other funds that don't show on the reports provided to the Finance Committee?

Yes No If so, who has authority over these funds? **The Women of Faith group maintains their own records and reporting. Their data is not included in this report.**

OTHER:

Exhibit B: Four year History of Cash and Investments

Exhibit C: KFUMC Property Values

To download a copy : <http://tinyurl.com/b4j80kl>

Exhibit D: Balance Sheet 12/31/2023

Exhibit E: Financial Details of General Fund

Audit Performed by: Finance and Stewardship Ministry Team, Rich Nelson, Chairman on this date 7/16/2024 who can be reached by email

or phone here: **richnelson1942@msn.com 509-989-0695**

Once the audit is completed a copy of this report should be provided to the Chair of the Finance Committee, the District Superintendent during Charge Conference, and mailed to the Treasurer's Office of the Pacific NW Conference. Please include a Year End Financial Statement and a sample of a monthly report to the Finance Committee of the church.

If you have questions about this guide you can direct them to Jan Kallshian at iank@sos.net

Revised October 2013

Deposit Slip

EXHIBIT A

61:LTA

Sunday, August 13, 2023

Description	ccount Number	General Fund	BM&R	Transitory	Memorial Fund	Totals
Identifiable	40100					
	340100	7,340.00	555.00			7,895.00
Loose Offer	1-40300	41.00				41.00
Sunday School	1-40400					
Church Use Rental	4-41110		60.00			60.00
Subtotals		7,381.00	615.00			7,996.00
Reimbursements						
Books/Upper Room	1-65250					
Wedding Payroll	1-60750					
Funeral Payroll	1-40601					
Wedding/Funeral Exp.	1-60751					
Vision Ins.	1-61000					
Special Offerings						
Camperships	2-41010					
Congregational Care	2-41055					
Prayer Shawls	2-41020					
Christmas Special	2-42110					
Cornerstone	2-41190					
Easter Special	2-42120					
Food Bank	2-42020					
Jamaa Letu						
Lilies	2-41170					
Ministry Fund	2-48050					
Missions/Coffee	2-41090					
Jr UMY	2-41210					
Sr UMY	2-41231					
Pastor Discretionary	2-47010					

To download a copy : <http://tinyurl.com/b4j80kl>

Rummage Sale	2-45030					
Saturday Night Life	2-41190					
Soul Soup	2-42105					
Speciat Donations	2-41165					\$ -
Special Events Income	2-41191					
Transportation Fund	2-45040					
UMCOR (Maui)	2-43140			705.00		705.00
Wedding Deposit	2-48040					
Shower Trailer				425.00		425.00
umw refund				1500.00		1500.00
OTALS		7,381.00	615.00	2,630.00		\$ 10,626.00

PushPay

BMR

KFUMC Audit of 2023 Books

Exhibit B

Cash & Investments

Following is a summary of the accounts:

	12/31/2023	12/31/2022	12/31/2021	<u>12/31/2020</u>	<u>Bank</u>
General Fund Checking	187,373	154,426	78,388	100,037	Community First Bank
BMR Fund Checking	(302,012)	(217,783)	(86,238)	(11,418)	Community First Bank
Transitory Checking	116,598	114,369	114,998	106,453	Community First Bank
Memorial Checking	29,808	30,086	18,331	18,899	Community First Bank
Hodgson Foundation	15,106				Baker Boyer Bank
Transitory Savings	181,009	158,654	192,379	177,635	Faith Foundation
Parish Endowment Fund		99,829	128,690	119,613	Faith Foundation
HFG Trust Investments	655,208	591,301	664,572		HFG Trust/Pershing, LLC
Community First Savings	<u>54,501</u>	<u>99,078</u>	<u>98,965</u>	<u>596,982</u>	Community First Savings
Total	\$937,591	\$1,029,962	\$1,210,085	\$1,108,202	

It is apparent from the above schedule that Kennewick First United Methodist Church is in strong financial position. The negative balance in the BMR Fund is just bookkeeping. There is only one bank checking account and money is transferred to the three funds in that bank account. Because of a shutdown of the church during 2023, the Parish Endowment Fund was used to meet payroll and other obligations.

A study was conducted in 2021 to determine if the yield on the cash held can be improved. As a result, \$653k of excess funds was invested with HFG Trust, a local financial firm. The market decline in 2022 was recovered in 2023.

The Investment Markets improved during 2023, the Transitory Savings, Parish Endowment, and HFG Trust accounts all reflect recovery due to the overall market.

We discovered in 2023 that a portion of the Hodgson Foundation in the Baker Boyer Bank designates 5% of the fund to Kennewick First.

**KFUMC Property Values
2023 Audit**

Exhibit C

**Estimate of Real Estate Market Value = Benton County Assessor value on Land
+ Insurance Estimate of Replacement Costs**

Church:	Land Parcel 1	\$ 222,220	Benton County Assessor website
	Land Parcel 2	\$ 222,220	Benton County Assessor website
	Church Building	\$ 5,999,127	Insurance Replacement value
	Garage Building	\$ 66,039	Insurance Replacement value
	Office Building	\$ 273,425	Insurance Replacement value
		<u>\$ 6,783,031</u>	
Parsonage:	Land	\$ 70,000	Benton County Assessor website
	Parsonage Building	\$ 307,024	Insurance Replacement value
	Garage Building	\$ 45,185	Insurance Replacement value
		<u>\$ 422,209</u>	
Total Real Property Estimated Market		<u><u>\$ 7,205,240</u></u>	

RA Nelson
6/8/2024

Kennewick 1st United Methodist Church
Balance Sheet
As of December 31, 2023

Exhibit D

December 2023 Report 2	Dec 31, 23
ASSETS	
Current Assets	
Checking/Savings	
1-20100 · Community First Bank	
1 · General Fund	187,372.63
2 · Transitory Fund	116,598.40
3 · Memorial Fund	29,808.29
4 · BMR Fund	(302,011.98)
Total 1-20100 · Community First Bank	31,767.34
1-20200 · Com.Fst.Bk.Savings/Owens Trust	54,500.87
1-20300 · HFG Trust/Pershing, LLC	
1-20301 · Owens Trust	554,870.55
2-20302 · Youth Program	100,337.15
Total 1-20300 · HFG Trust/Pershing, LLC	655,207.70
1-20400 · Hodgson Foundation	15,105.76
2-11400 · UMFNW - Transitory	181,009.38
Total Checking/Savings	937,591.05
Total Current Assets	937,591.05
Fixed Assets	
1-15000 · Land	260,000.00
1-16000 · Furniture & Equipment	473,560.33
1-16500 · Accum. depr.-furniture & equip	(350,292.12)
1-17000 · Vehicles	110,048.79
1-17500 · Accum Depr - Vehicles	(74,155.67)
4-15000 · Real Estate and Improvement	2,643,126.03
4-15500 · Accum. depr.-R.E. & improve	(1,750,398.14)
Total Fixed Assets	1,311,889.22
TOTAL ASSETS	2,249,480.27
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
1-20000 · Accounts Payable	(167.26)
Total Accounts Payable	(167.26)
Other Current Liabilities	
1-21000 · Payroll Liabilities	
1-21060 · FIT withheld	(11.00)
1-21070 · FICA & M/C withheld	(16.05)
1-21000 · Payroll Liabilities - Other	(274.40)
Total 1-21000 · Payroll Liabilities	(301.45)
1-21100 · Pastor's IRS payroll deductions	3,450.00
Total Other Current Liabilities	3,148.55
Total Current Liabilities	2,981.29
Total Liabilities	2,981.29
Equity	
0-30000 · Opening Bal Equity	1,298,861.07
0-39000 · Retained Earnings	78,344.05
5-30501 · John W Owens Trust	969,512.46
5-30502 · Hazel Hodgson Trust	14,514.36
Net Income	(114,732.96)
Total Equity	2,246,498.98
TOTAL LIABILITIES & EQUITY	2,249,480.27

December 2023 Report 2

Kennewick 1st United Methodist Church
Income Expense Report
January through December 2023

Exhibit E

Adjusted Jan-Dec 2023 Report 3		Dec 23	Jan - Dec 23	Budget	\$ Over Budget
Income					
1-40100 · Pledges-gen fund		35,640.53	385,561.03	593,303.00	(207,741.97)
1-40300 · Loose offering, gen		563.10	5,330.87	0.00	5,330.87
1-40400 · Church school offering, gen		0.00	222.25	0.00	222.25
1-41100 · Interest, general fund		0.00	1,405.89	0.00	1,405.89
1-41110 · Other General Fund Income		41.66	225.83	0.00	225.83
1-41200 · Investment Gain/Loss-GF		(492.82)	3,963.65	0.00	3,963.65
1-41301 · HFG Gain/Loss GF		25,264.70	64,320.69	0.00	64,320.69
5-40100 · Interest Income-Owens Trust		3.43	144.35	0.00	144.35
Total Income		61,020.60	461,174.56	593,303.00	(132,128.44)
Gross Profit		61,020.60	461,174.56	593,303.00	(132,128.44)
Expense					
1-60099 · Staff Salaries					
1-60100 · Salary-Sr. minister		5,927.42	71,129.04	71,129.00	(0.04)
1-60105 · Sr Pastor Housing Exclusion		557.88	6,695.00	6,896.00	201.00
1-60410 · Congregation Care Salary		2,935.50	35,226.00	35,226.00	0.00
1-60450 · Ed Ministry Assistant Salary		323.00	5,522.11	6,333.00	810.89
1-60510 · Minister of Music-Salary		2,371.38	28,459.56	28,156.00	(303.56)
1-60511 · Bookkeeper Salary		1,352.30	19,008.10	22,259.00	3,250.90
1-60516 · Youth Director Salary		3,591.04	39,226.12	44,339.00	5,112.88
1-60520 · Organist/Pianist Salary		1,193.07	9,114.96	16,034.00	6,919.04
1-60610 · Office Manager Salary		2,312.40	26,814.37	31,276.00	4,461.63
1-60625 · Wedding Coordinator		0.00	(300.00)	0.00	300.00
1-60710 · Sound Tech Salary		2,400.00	28,443.60	22,322.00	(6,121.60)
1-60720 · Childcare Salary		181.01	1,904.54	3,069.00	1,164.46
1-60750 · Wedding/Funeral Payroll		125.00	2,681.61	618.00	(2,063.61)
Total 1-60099 · Staff Salaries		23,270.00	273,925.01	287,657.00	13,731.99
1-60435 · Out of Pocket Stipend		0.00	0.00	500.00	500.00
1-60910 · Staff Education		0.00	0.00	3,000.00	3,000.00
1-61910 · SPRC Seminary Student Fund		0.00	0.00	500.00	500.00
1-62000 · Apportionments Expense					
1-62200 · Apport-Min sup & adm		3,314.84	39,778.00	39,778.00	0.00
1-62300 · Apport-World serv & conf		2,595.50	31,146.00	31,146.00	0.00
1-62400 · Apport-Ed & black colleges		315.25	3,783.00	3,783.00	0.00
1-62500 · Apport-African univ		22.40	269.00	269.00	0.00
1-62600 · Apport-District fund		199.40	2,393.00	2,393.00	0.00
Total 1-62000 · Apportionments Expense		6,447.39	77,369.00	77,369.00	0.00
1-63100 · Advertising, gen		0.00	75.00	515.00	440.00
1-63110 · Bank Charges		20.00	868.00	124.00	(744.00)
1-63115 · PushPay Charge		84.03	3,866.07	3,570.00	(296.07)
1-63200 · Office Expense, gen.					
1-63210 · Computer & Internet		0.00	5,983.28	10,000.00	4,016.72
1-63200 · Office Expense, gen. - Other		456.21	7,497.73	6,695.00	(802.73)
Total 1-63200 · Office Expense, gen.		456.21	13,481.01	16,695.00	3,213.99
1-63300 · Postage, gen.		(49.00)	1,299.97	1,545.00	246.03
1-63400 · Office equip, purch./lease		279.55	5,352.12	7,210.00	1,857.88
1-63500 · Office equip, maintenance		0.00	0.00	2,060.00	2,060.00
1-63600 · Telephone, gen		283.74	4,091.09	6,695.00	2,603.91
1-63700 · Technology Upgrades		50.00	200.00	2,675.00	2,375.00
1-63800 · Care and Concern		184.91	937.97	3,000.00	2,062.03
1-64300 · Janitorial supplies, gen		0.00	184.06	0.00	(184.06)
1-65100 · Educ-Audio/Video		0.00	32.58	1,093.00	1,060.42
1-65150 · Educ-Lay Ministry		0.00	0.00	218.00	218.00
1-65200 · Educ-youth curric.		28.99	1,258.59	5,320.00	4,061.41
1-65250 · Educ-adult curric.		(3.72)	308.22	876.00	567.78
1-65260 · Ed-Young Adult		0.00	0.00	1,500.00	1,500.00
1-65300 · Educ-vbs		0.00	2,392.08	2,732.00	339.92
1-65350 · Educ-confirmation		0.00	788.24	1,061.00	272.76
1-65400 · Educ-supplies		0.00	1,310.48	1,639.00	328.52
1-65450 · Educ-volunteer training		0.00	30.31	218.00	187.69
1-65500 · Educ-library		0.00	178.31	437.00	257.69
1-65550 · Educ-special programs		10.00	775.10	1,736.00	960.90
1-65600 · Educ-Jr UMY		0.00	3,496.99	3,500.00	3.01
1-65650 · Educ-Sr UMY		0.00	5,923.31	3,500.00	(2,423.31)
1-65700 · Educ-Adult ldr registration		0.00	0.00	670.00	670.00
1-65900 · Educ-discretionary		0.00	148.13	218.00	69.87
1-65950 · Ed-Coffee		0.00	164.75	927.00	762.25
1-66100 · Worship-music inst maintenance		0.00	556.00	850.00	294.00
1-66150 · Worship-supplies		0.00	533.76	2,060.00	1,526.24
1-66200 · Worship-honorariums		0.00	150.00	670.00	520.00
1-66250 · Worship-bell choir		0.00	490.80	700.00	209.20

Kennewick 1st United Methodist Church
Income Expense Report
January through December 2023

Exhibit E

Adjusted Jan-Dec 2023 Report 3		Dec 23	Jan - Dec 23	Budget	\$ Over Budget
1-66310 · Worship- Hospitality		7.58	192.34	0.00	(192.34)
1-66330 · Worship-Technology Supplies		163.05	1,181.18	2,000.00	818.82
1-66400 · Worship-Vocal Choirs		0.00	442.34	800.00	357.66
1-67200 · Minister's discretionary fund		0.00	0.00	1,000.00	1,000.00
1-68100 · Missions		0.00	15,000.00	15,000.00	0.00
1-68200 · Depreciation Expense		89,100.40	89,100.40	0.00	(89,100.40)
60108 · Benefits					
1-60110 · Sr. Pastor Medical					
1-60112 · HES (Health Employer Share)		700.00	8,400.00	8,400.00	0.00
Total 1-60110 · Sr. Pastor Medical		700.00	8,400.00	8,400.00	0.00
1-60150 · Sr Pastor CCP		243.83	2,925.96	2,926.00	0.04
1-60160 · Sr Pastor CRSP					
1-60162 · CRSP-DB (Retirement Benefit)		433.33	5,199.96	0.00	(5,199.96)
1-60163 · CRSP-DC (Retirement contribut		243.83	2,925.96	0.00	(2,925.96)
1-60160 · Sr Pastor CRSP - Other		0.00	0.00	8,126.00	8,126.00
Total 1-60160 · Sr Pastor CRSP		677.16	8,125.92	8,126.00	0.08
1-60612 · FT Staff Pension		229.55	907.48	2,268.00	1,360.52
1-61000 · FT Staff Vision Insurance		32.18	388.16	480.00	93.84
1-61001 · FT Staff Medical Insurance		1,129.66	13,487.34	17,034.00	3,546.66
1-61100 · Payroll taxes		1,571.98	19,568.93	18,875.00	(693.93)
Total 60108 · Benefits		4,584.36	53,601.79	58,109.00	4,307.21
60125 · Other Personnel Expenses					
1-60113 · HPS (Health Participant Share)		3.00	36.00	0.00	(36.00)
1-60130 · Sr. Pastor Exp Account		0.00	500.10	0.00	(500.10)
1-60165 · UMPIP BEFORE (Investment Plan)		0.00	93.12	0.00	(93.12)
1-61900 · Payroll Expenses		577.12	4,636.67	4,750.00	113.33
Total 60125 · Other Personnel Expenses		580.12	5,265.89	4,750.00	(515.89)
Total Expense		125,501.01	585,170.89	524,599.00	(40,571.89)
Net Income		(64,480.41)	(103,996.33)	68,704.00	172,700.33
Adjusted Jan-Dec 2023 Report 3					

David Miller

Date created: 9/11/2024 Last updated: 11/6/2024

PNW Parsonage Annual Report 2024

For the benefit of the church, the present parsonage family, and future parsonage families, an annual on-site evaluation of the living quarters, garage, and premises shall be made. Those participating should include at least the Chairperson of the Trustees, the Chairperson of the Staff/Pastor-Parish Relations Committee, and the Pastor. (See 2016 *Book of Discipline*, paragraph 2533.4) Please consult the AUMC Journal, February 2017, 7.48, for the Guidelines for Parsonage Standards.

Name of person completing this report		
First Name	Last Name	Email
David	Miller	monaanddave@gmail.com
District	Seven Rivers	
Church Name	Kennewick: First	
Does your Church have a Parsonage?	Yes	
Parsonage street address	1602 Sharron Street, Kennewick, WA 99337	
Is the Parsonage Currently Rented?	Yes	
Did a third party inspect the Parsonage?	No	
Date of Inspection		
HEATING, VENTING AND COOLING		
Is all heating and cooling equipment including chimneys, flue connections, and air ducts in good serviceable condition, well maintained, and serviced by a qualified person within the past year?	Yes	
Comments		
Are HVAC and appliance exhaust systems properly vented?	Yes	
Furnace	Good - Don't know date of purchase	
Air Conditioner	Good - Don't know date of purchase	
Hot Water Tank	Good - Don't know date of purchase	

LIGHTING AND ELECTRICAL EQUIPMENT

Has the electrical system been inspected by a competent electrical contractor recently? Yes

Comments

Are alterations of electrical installations made only by a qualified electrician? Yes

Are all fixtures, outlets, and extension cords in safe condition? Yes

Are extension cords used only for temporary situations? Yes

APPLIANCES

Washer Good - Don't know date of purchase

Dryer Good - Don't know date of purchase

Refrigerator/Freezer Good - Don't know date of purchase

Stove/Oven Good - Don't know date of purchase

Are kitchen range venting hoods, filters, and ducts free of grease accumulation? Yes

Comments

Are refrigerators, freezers, stoves, microwaves, washers, and dryers properly wired? Yes

Comments

Is manufacturer-recommended air space provided around all large appliances? Yes

Other

PROTECTION

Is there a sufficient number of proper fire extinguishers provided? Yes

Comments

Have fire extinguishers been inspected or recharged within a period of one year? Yes

Please add the date of inspection or recharge as shown on the tag attached to each extinguisher. 7/1/24

Are smoke detector batteries checked semi-annually where warranted? Yes

Comments

PUBLIC LIABILITY EXPOSURES

Are all walkways and floor surfaces safe (free of holes, uneven surfaces, cracks, carpet tears, etc.)? Yes

Comments

Are all steps in good repair and provided with handrails? Yes

Comments

Has the parsonage been inspected for lead and asbestos, and proper safeguards taken? Yes

Comments

INSURANCE

Does the church and/or pastor maintain adequate property and liability insurance on the parsonage and its furnishings? Yes

Comments

Is there a video or written inventory of all church-owned personal property in the parsonage stored off-site? No

Comments

WORK COMPLETED SINCE LAST INSPECTION

List all repairs or upgrades completed in the last year,

Touch
Painted outside and new
carpeting

WORK NEEDED

What repairs/upgrades/etc. are needed for the parsonage? List them giving the priority that is placed on each. None

OVERALL CONDITION OF THE PARSONAGE

What is your assessment of the condition of the parsonage? Good

DECISION MAKERS

Who determines parsonage repairs/improvements/upgrades to be made each year? Facilities Ministry Chairman

FINANCES

What financial provision is made for the upkeep of the parsonage and its appliances and other equipment?	It is included in the annual budget and a inventory list of items is maintained
--	---

MAINTENANCE PLAN

What is the plan for the replacing or upgrading of the parsonage and its equipment?	It is checked twice a year for maintenance.
---	---

Shared Parsonage Plan, if applicable

If the parsonage houses a pastor serving a two-point or larger circuit, how are expenses shared?	N/A
--	-----

Signatures of those making the inspection:

Type in name of chairperson or representative of Trustees	David E. Miller
Enter today's date	2024-11-06
Type in name of chairperson or representative of SPRC Parsonage Committee	David E. Miller
Enter today's date	2024-11-06
Type in name of Pastor	Shirley DeLarmed
Enter today's date	2024-11-06

CHECKLIST

UNITED METHODIST LOSS CONTROL PROGRAM

Parsonage Self-Inspection Checklist

NAME OF CHURCH: Kennebec First United Methodist
 ADDRESS: 2 South Dayton Street Kennebec, WA 99336

Answer each item with YES, NO, or NA (not applicable). Support all "NO" items in the "COMMENTS" section, and indicate the date when corrective action has been implemented.

<u>FOLLOW-UP</u>	<u>YES/NO/NA</u>	<u>COMMENTS</u>
------------------	------------------	-----------------

HEATING EQUIPMENT

- | | | |
|--|-----|--|
| 1. Is all heating equipment including chimneys, flue connectors, hot air ducts and parsonage heating appliances: | Yes | |
| b. Properly insulated and separated from all combustible material | Yes | |

LIGHTING AND ELECTRICAL EQUIPMENT

Cooktop	Electric HVAC system
Single oven	Hot water tank
Washer	
Dryer	
Refrigerator	<div style="display: flex; align-items: center;"> <div style="margin-right: 10px;"> floor light TV DVD player </div> <div style="font-size: 3em; line-height: 1;">}</div> <div> on surge protector </div> </div>

<u>FOLLOW-</u>	<u>YES/NO/NA</u>	<u>COMMENTS</u>
7. Are computer systems properly wired and on surge protection	Yes	
APPLIANCES		
3. Is manufacturer-recommended air space		
1. Is there a sufficient number of proper fire extinguishers provided?	Yes	
2. Have fire extinguishers been inspected or recharged within a period of one	yes	
3. Is the date of inspection or recharge shown on a tag attached to each extinguisher?		
4. Are UL listed automatic fire and smoke detection devices installed and operational?	Yes	
5. Are smoke detector batteries checked semi-annually where warranted?	Yes	
6. Are spaces beneath stairs, in attics and basements free of combustible material?	yes	

FOLLOW-**YES/NO/NA****COMMENTS**

4. Has the parsonage been inspected for

1. Are all church-owned furnishings and equipment properly maintained and stored?

Yes

2. Are mowers, snow throwers, hedge trimmers and combustibles safely

Yes

3. ~~Are~~ computer systems properly wired and equipped with surge protection devices?

Yes

2. Is there a video or written inventory of all church-owned personal property

written inventory list
provided by Rich Nelson

COMMENTS (Use additional sheets as necessary):

COMPLETED BY: Shirley DeLorme

DATE: 11-5-24

REVIEWED BY: David E. Miller

DATE: 11-5-24

LEADERSHIP COUNCIL MINISTRY TEAM **2024 SUMMARY**

The following is a summary of what your Leadership Council Ministry Team has been doing over the last year at Kennewick First United Methodist Church.

1. We developed a Strategic Plan for the church for the next 1 to 3 years. We updated and redefined our Mission, Vision, and Core Values, set goals to focus on youth, children, and family growth in our church, and committed to increasing our community outreach.
2. We worked closely with the Staff Parish Ministry Team to help facilitate the pastoral transition and update our Church Profile with the District.
3. We worked closely with the Finance and Stewardship Ministry Team to review, amend, and approve the 2024 budget. A special sub-committee was formed between the two ministries to evaluate the budget areas where we could save on expenses to bring our budget better in line with our revenues. We reviewed options to focus on giving and sustaining our church for future generations.
4. To save money, it was decided not to fill the Music Director's position after Amberley relocated with her family.
5. We reviewed and updated the church's Organizational Chart to better reflect the processes we currently have in place to govern and maintain the many ministries and missions of our church.
6. We re-established a Worship Ministry Team to aid the pastor and fill in the gaps from the vacant Music Director position. This ministry team helped to organize and continue the music program of choir and praise bands.
7. Two new ministries were approved and established: Cereal Sunday and the Library.
8. New binders were created which contain our updated legacy documents, such as governance, ministry teams, their members and contact information, the strategic plan, staff position descriptions, safety and security program, church guidelines, and disaster plan. Both the pastor and office manager have a copy of this binder, as well as the leadership council.
9. We continue to work with the Facilities Ministry Team on the ongoing sewer repair and plaza project.
10. Goals we have for 2025: a) work with Facilities on developing the Plaza Remodel; b) continue building the youth and Sunday school departments; c) review, develop, and update policy guidelines for our ministry team; d) develop and streamline budget and bookkeeping processes and procedures with the Finance Ministry Team.

Respectfully submitted,

Cory Manley, Chair
Leadership Council Ministry Team

KFUMC Finance and Stewardship Mission Team

2024 Accomplishments

The Finance and Stewardship Mission Team had a successful year of 2024 full of accomplishments. The basic annual projects for this team are as follows:

- Audit the prior year financial system and statements.
- Monthly review the financial status of the church. Review the financial statements, review investment status, review cash management during the year.
- Prepare and recommend a budget for the new year.

The Finance and Stewardship Mission Team consists of nine KFUMC members from various financial backgrounds and experiences. We meet approximately every two months or as needs arise. An agenda and minutes are prepared for each meeting. The Team uses email to stay in touch during the year.

Church Personal Property Inventory

Approximately every five years the Team works with the Facilities Ministry Team to conduct a thorough physical inventory of all non-building assets of the congregation. This includes the parsonage and garage, the church, the office, and the garage at the church. In 2024 the physical inventory identified 1032 items of personal and moveable property worth an estimated \$964,092. The inventory details items in each room/area so that should the church experience a fire or disaster, we have a record of property in that location. The inventory is reported to the Church's insurance company. In the past the insurance company has reduced our insurance premiums because the church demonstrated good control of the assets.

Audit of 2023 Financial System and Reports

Each year the church Conference provides an audit program that details standard audit steps to be undertaken. The Team followed the suggested audit steps and provided a few additional reviews. Our review of 2023 financial system and statements disclosed no major problems or recommendations. The financial system of computer programs, trained staff, good internal controls, and routine reporting to the Leadership Council and congregation was judged to be solid.

Reporting

Reporting of budget status has been abbreviated the past couple of years because of comments received that "The church is only concerned about money." Some moderate reporting has been resumed in the hope that members will recognize the importance of financially supporting the church.

Cash Flows and Investments

Because of a large donation to the church, the Finance Team recommended that the funds be invested in conservative market funds rather than idling in low interest money market accounts. The returns on the investments have performed well. The Finance Team reviews the investments routinely and also has our investment manager provide some insights and recommendations.

During and after COVID cash flows from member contributions significantly declined. To be able to keep church programs operational in 2023 over \$100,000 had to be withdrawn from reserves to fund normal church programs and also expenses that were accumulating to repair the church sewer line.

Member giving has declined since COVID shut the church services and the giving has not returned even as church attendance has improved. This is a major concern to be able to offer all of the programs that the church supports into the future.

2025 Budget

Preparation of a budget for 2025 has begun. A report of prior year and monthly 2024 expenses has been prepared for each church program group. In addition a budget worksheet has been prepared. These two reports have been submitted to each church Ministry Team as well as to each Finance Team member that supports that group. Using that historical information plus organization plans, a draft budget for 2025 will be assembled. Estimates of 2026 are also being built. The budget will be consolidated in November and submitted to the Leadership Council for approval.

Charge Conference Report

Each year a summary of the current year church financial health is assembled for backup information for the annual Charge Conference meeting. This report will be assembled as well for 2024.

**KFUMC Stewards
Annual Report--" Being faithful and effective."**

FACILITIES

Ministry:
2024

This has been a busy year for our facilities group with many projects and maintenance issues. I would like to start by thanking Bob Arnold for his time as past chair of our team and his continued contributions this year. Bob set the stage for a lot of the work that we were able to accomplish. Thanks to all the other facilities team members for their time and dedication this year.

The following is a list of major accomplishments:

In preparation for the arrival of our new pastor, carpets, windows and bathrooms were cleaned and caulked. General maintenance of doors, lights and fire alarms were checked, HVAC serviced, shrubs trimmed, and yard maintenance was done.

Repair of the parsonage sewage system, tank and pump chambers were cleaned and checked for damage. Roots were removed and lines were jetted and inspected. Cost/\$3,000. We will look at tree removal next spring to prevent further problems.

House siding was scraped where peeling and painted. New metal corners were fabricated and installed where missing to protect the siding.

We plan to paint the house and garage in 2025. The cost, if we do the work, is approximately \$800.

Issues with odors in the Ida Payne kitchen were addressed. Plumbing was redone, sealing off the grease trap and sump pump to prevent gases from escaping. Sump pump and grease trap were serviced. Cost/\$2100.

We had Palmer Roofing make repairs to our roof to eliminate a leak that developed at the entrance to the sanctuary. Cost/\$1,400.

Lawn care for the church, office & parsonage was done by volunteers every week.

Inspection & repair of all electrical panels and the creation of a punch list for repairs and upgrades to the electrical system to reduce fire hazards and improve use by the congregation. This is ongoing & hopefully will be completed in 2025.

Custodial services provided by ABM for the church, office and parsonage. Total \$20,000.

Our largest endeavor, The Plaza project has 3 phases:

phase 1: The sewer line replacement

phase 2: The courtyard beautification project

phase 3: A replacement restroom for Wesleyan Hall

This year's focus has been the sewer line replacement. I would love to give you all the details but that would be quite lengthy. So, here are a few highlights:

We had to do hazardous materials testing for the new restrooms and in the decommissioned restroom area.

The city required a code study to verify we had enough restrooms if we removed the one behind the youth chapel that was impacted by the sewer line replacement.

Demolition of the old restroom was done by our facilities team.

We worked extensively with CKJT (architects) to get design specs (AIA) American Institute of Architects documents, applications for all required permits from the City of Kennewick. We solicited bids from contractors, selected a contractor, got verification of bonds & insurance as required. We had a walk through with the contractor and signed agreements.

The cost of construction for the line replacement is \$54,000 and additional costs for architectural and engineering fees, permits and hazmat testing brings total project cost to \$95,000.

Work is scheduled to begin in December of 2024.

We are working on the planning of phase 2, the plaza beautification and accompanying fund-raising efforts which will begin soon.

Cost saving measures for 2025

Elimination of pest control services will save \$1,500 per year. We will call if needed. We will be fertilizing and providing weed control of our campus grounds, saving \$1,200-\$1,500 per year.

Your facilities team has many maintenance tasks that are ongoing throughout the year. We try to minimize costs whenever possible by completing the tasks ourselves but having the manpower and volunteers to keep up is still an issue.

We encourage all users of our facilities to be a partner in this endeavor. If you have a desire to help or if you see a problem, please let us know. We'd love to hear from you. Remember our meetings are the first Thursday of each month @ 5:30 p.m. in the conference room. All are welcome to attend.

Current facilities members are:

Dave Miller, chair
Debra Reeve, pro-tem secretary
Bob Arnold
Ron Shuck
Darryl Lamberd
Darryl Vaughn
Gene (Shorty) Wertman
Harold Baker

Dave Miller - Facilities Chair

2024 Summary of the Kennewick First United Methodist Church Worship Ministry Team

The KFUMC Worship Ministry Team was re-established in May of 2024 and exists to enhance the worship experience for the congregation by planning, coordinating, and evaluating worship services. The committee is dedicated to fostering a spirit of reverence, inclusivity, and creativity in worship while reflecting the mission and values of the church.

Responsibilities:

1. **Service Planning:** Collaborate with the pastor and other church leaders to develop and plan worship services, including the selection of scripture, hymns, prayers, and liturgical elements that align with the church calendar and themes.
2. **Resource Development:** Identify and provide resources for worship, including music, visuals, and materials that enrich the worship experience. Encourage the use of diverse expressions of worship to engage all members of the congregation.
3. **Ministry Coordination:** Support various worship ministries, such as music, liturgical arts, and multimedia. Facilitate communication and collaboration among these groups to enhance the overall worship experience.
4. **Volunteer Engagement:** Recruit, train, and encourage volunteers to participate in worship services, including ushers, readers, musicians, and technical support. Recognize and appreciate their contributions to the worship life of the church.
5. **Worship Evaluation:** Regularly evaluate worship services through feedback from the congregation and team members. Utilize this feedback to make informed adjustments to enhance worship.
6. **Inclusivity and Accessibility:** Ensure that worship services are inclusive and accessible to all, addressing the needs of diverse congregational members and fostering an environment where everyone feels welcome.

This committee plays a pivotal role in ensuring that the worship experience at KFUMC is meaningful, engaging, and reflective of the church's mission and values.

2024 Accomplishments Include:

- Supported coordination of worship services, including confirmation and welcoming of substitute pastors, scheduling of liturgists, communion volunteers, music and praise teams, ushers, altar decorations, and worship hosts during pastor transition (5 Sundays).
- Hosted a KFUMC viewing of the recorded Advent/Christmas/Epiphany “small bites, BIG FLAVOR” worship workshop hosted by Dr. Marcia McFee in October. Members of staff, the ministry team, praise bands, choir, and visual artists participated to assist with Advent Season worship planning. Planning for a “Blue Christmas” service is also underway.
- Development and initiation of “Ministry Minute” for dissemination of important church news and education of congregational traditions.
- Assisted with re-establishment of vocal choir ministry.
- Continues to work with Pastor Shirley on worship program planning.

Worship Ministry Team Members:

Michelle Hare, Jim and Linda Deatherage, Nita Kamphius (while not listed as a team member, we want to provide recognition to Cheryl Nixon, Office Manager, for all the support she provides to coordinate and communicate each week)

Transportation Wrap-Up 2024 For All-Church Conference

The church owns, insures and maintains:

2005 Ford E450 – 15 passenger van

2010 Ford E450 – 15 passenger van with wheelchair lift

2 Cargo Trailers

During Covid, with the shut down of in-person worship, the vans stopped picking people up, to transport them to and from the church for worship. That service hasn't resumed due to the lack of drivers. The vans are used primarily by the youth for UMY. Other than Sunday evening activities, they were used for both Middler trip to Seattle and for the Mission Trip to South Dakota. The buses are maintained by Randy Bement and Ron Shuck, who not only take them in for maintenance, but also financially cover much of the repair costs. Drivers must be over 25 years of age and are trained by Randy Bement and have turned in a copy of their Drivers License. The UMY groups paid to install a DVD player and seat organizers for long trips and gas.

Cost to maintain the fleet- \$6736.17 (5,250.17 was donated)

Donations to the Transportation account- \$900.00

Other financial questions can be answered by Sharon Varzandeh – bookkeeper

Head of Transportation,

Randy Bement

Staff Parish Ministry Team
2024 Ministry Summary

The Kennewick First United Methodist Church has had a very challenging and productive year. During the first quarter of 2024, the Staff Parish Ministry Team began the process of preparing for a pastor transition. This activity required an introspective examination of key ministries, budgets, and staffing requirements. Many telephone calls were held, zoom meetings conducted and emails exchanged with conference officials, including Rev. Kathleen Weber, and various stakeholders.

Collaborative processes between the Church Council and staff were enhanced, and open communications with the congregation were frequently provided. The SPMT developed a church summary document and pastoral compensation worksheet to aid the conference in the ministerial appointment process and assisted the Church Council with the planning and support of a "Farewell and Thank You" celebration for Pastor Mark and his family, as well as aiding the Facilities Ministry Team with the parsonage transition. The SPMT also assisted with finding substitute pastoral support during the transitory period.

Additionally, during this time frame, the Music Director resigned and relocated to Arkansas. The SPMT planned and hosted a "Farewell and Thank You" event for the Music Director. Due to budgetary constraints, the Music Director position has not been filled. The SPMT continues to assist the Worship Committee in encouraging and supporting internal musical talent to participate in the worship programs.

During the transitory phase (approximately five weeks), the SPMT focused on maintaining staff cohesion by continuing regularly scheduled staff meetings and directly assisting in staff functions as appropriate and/or needed.

Pastor Shirley was welcomed to KFUMC on July 1, 2024. The SPMT planned and supported a "Welcome Potluck" for Pastor Shirley and continues to assist her and the staff as needed.

The SPMT also accomplished several administrative responsibilities during 2024 including: the complete update and rewrite of the employee manual (19 guidelines), the update and rewrite of seven position descriptions, the reinstitution of employee evaluation process, the annual review of employee required training, the initiation of quarterly labor relations meetings with staff, and preparation and recommendation of employee compensation for the 2025 budget. Further, the SPMT provided a Psychological Body Armor class instructed by the Chaplain's Support Network for staff in October of 2024.

The 2024 Staff Parish Ministry Team members are: Mary Lynn Arter, Roberta Barcot, Bracken Deatherage, Linda Deatherage, Julie Large, Susan Sandmeier.

Respectfully submitted,

Dave Hare, SPMT Chair

2024 All-Church Conference Children and Youth Education Report

Children's Sunday School

Children's Sunday School is for kids 2 years old through 5th grade

- The attendance for Fall 2023-Spring 2024 averaged around 8 children each week, with a top attendance of 11.
- We ran 3 classrooms based on age, with 10 Sunday School teachers with rotating teaching schedules.
- We began each day with Praise and Song (Prayer, Songs, Offering, Birthdays)
- We used Cokesbury's Big Faith Curriculum
- Events from the past year
 - Community Carnival
 - Downtown Kennewick Holiday Parade
 - Children/Families participated in all Church events like Trunk-or-Treat, Fall Festival, Gingerbread Houses and Bingo.
 - End of year Roller Skating

Over the summer of 2024 we re-painted and decorated the two downstairs Sunday School rooms with the help of the Senior High Youth Group. One room was turned into a fellowship game room for both children and youth to use before/after Sunday School. The 2nd room was re-designed to fit our main Sunday School class of preschoolers through 5th graders. Due to the limited number of 3rd-5th graders we combined all ages except for toddlers in order to maintain proper adult to children ratio and to help build an environment to grow the fellowship of the children who attend.

A continued concern as we move forward, is the attendance in our Children's department. The attendance with our families is a bit more consistent, but have not seen any growth in new families or former families returning. We have been faithful over the past few years hosting community and family events with hope of growing our Sunday School attendance and the involvement of families, but we have seen little success. We are also struggling with the lack of volunteers for the children/youth departments. We invite and give opportunities often to help and yet, consistently hear "no" from those we ask to serve, with the exception of a few, especially our teachers, who I cannot thank enough for the time and willingness to volunteer with our children. We all have busy, crazy lives, families and jobs and so we are very thankful for those who choose to serve for our children and youth, but more are needed.

Youth Sunday School

Youth Sunday School is for 6th – 12th Graders

- The attendance for Fall 2023 – Spring 2024 averaged 10 youth a week, with a top attendance of 12.
- We have one class for all middle school and high school youth.
- Last year we used Right Now Media video curriculum and started ReForm: Ancestors in February.
- This fall we started a new curriculum: Echo the Story
- We currently have two Sunday School Teachers

Our youth attendance for Sunday School has remained steady over the last two years.

Activity Time

- We began offering Activity Time for children age 3 to 5th grade Fall 2023
- We average 7 kids in activity time, with a top attendance of 13.
- Our activity time coordinator plans the lessons each week, a typical lesson begins with a book, and then a craft.
- Activity Time begins after Time with Young Disciples in the Sanctuary during Church Service.
- We are able to provide Activity Time when our coordinator is unable to be here due to a few dedicated volunteers, but we would love to add more to our list.

Nursery

- Nursery is offered for babies and children birth to age 3 starting at 9am.
- We average 3 kids in Nursery, with a top attendance of 5.
- No lesson is offered, the Nursery is a safe and enriching environment for parents to bring their babies and children.

Claressa Elvik, Youth Director

Starlite Buchholz, Sunday School Superintendent

2024 Adult Sunday School Report for All-Church Conference

During 2024, the KFUMC Adult Sunday School class read and discussed "Liturgy of the Ordinary" by Tish Harrison Warren and "The Simple Faith of Mister Rogers" by Amy Hollingsworth. Attendance has varied, from eight to seventeen. The age of participants ranges from the mid-20's to 90. The general goals of our studies have been to use the class to explore personal spirituality and grow in that spirituality, and to share in committed Christian fellowship. Our underlying motivation has been to expose the class to 'spiritual' readings, to discuss their ramifications to our lives and to our faith journey, while creating the sense of church in a small group setting.

2024 All-Church Conference United Methodist Youth Report

UMY is for 6th – 12th Grade Students

- UMY averaged students a night in the 2023-2024 year, with top attendance of .
- We celebrated 4 seniors graduating in 2024.
- We went on 5 trips during the 2023-2024 year.
 - Senior High Overnight Ski Trip
 - Junior High Day Ski Trip
 - Junior & Senior High Spring Retreat
 - Senior High Mission Trip
 - Junior High Middler Trip
- We held 4 fundraisers during the 2023-2024 year
 - ButterBraids
 - Advent Calendars
 - Junior High Rock-a-Thon
 - Senior High Dessert Auction
- We participated in the Community Carnival & Trunk or Treat community events

KFUMC LIBRARY **2024 SUMMARY**

In April 2024, the Kennewick First United Methodist Library came back to life, sparking a revival with a dedicated team determined to restore and expand its offerings. Through May and June, the library's 715 books were re-cataloged and organized thanks to the hard work of Kathy Melin and Erin Hightower, with 115 additional titles generously donated by the church community. As of November 5, 2024, the library boasts 838 books, covering everything from lighthearted fiction to deep reference materials.

September saw the debut of "Biblio-burro," a unique book delivery program inspired by Colombia's famous Biblio-burro, which brings books to communities via donkey. The Kennewick First United Methodist Library Biblio-burro program uses an online catalog and Google form to let Tri-Cities area residents order books for delivery directly to their doors. This initiative also nods to other literary traditions, like Kentucky's pack-horse librarians, creating a bridge between the past and present in spreading knowledge.

Enter Zebedee, the library's stuffed donkey mascot, who was named through a community contest and now accompanies each delivery. Zebedee has quickly become the face of the library's outreach, adding a playful charm as he "delivers" books to those who might not be able to visit in person. His story connects to the library's mission by honoring the role of donkeys in bringing important messages in the Bible, from Palm Sunday to Numbers 22.

To make the library even more accessible, a detailed online catalog now includes each book's title, call number, and links to Goodreads articles, allowing readers to browse and explore selections remotely. Zebedee has also launched his own "Zebedee's List," a collection of curated reads aligned with the church's sermon series. This list helps readers dive deeper into the weekly messages with selections available in the library and additional suggestions for those wanting to expand their reading.

In the months ahead, Zebedee and the team plan to further advertise Biblio-burro's delivery service to reach those watching services from home. A Little Free Library is also in the works in the next few years, allowing books that are duplicates or no longer needed to find new homes. Future goals include adding "Upper Room" devotionals to deliveries and setting up open hours for using the library's reference books, especially for those in seminary. With Zebedee leading the way, the library is excited to bring knowledge, inspiration, and a sense of community to everyone it reaches!

CHARGE CONFERENCE REPORT FROM UNITED WOMEN IN FAITH 2024

Our purpose is to provide support to missions locally and worldwide

Our membership is declining due to different lifestyles, working women, etc.

We have one circle left with 21 members plus our affiliate members. Our average attendance at unit meetings is 15-20 ladies

Budget for 2024: \$16,795.00

Programs: January was in recognition of Epiphany and Micki Perry talked about the Three Kings and Micki also discussed Mission u
February was with Aaron Burtner, Director at Union Gospel Mission
March was about Mirror Ministries with Tricia MacFarland
April was a catered luncheon by Grace Kitchen
May was a salad luncheon with a video presentation of Jacque Sonderman as Susanna Wesley. Other churches invited.
September was with our new Pastor Shirley who gave us a brief description of her life
October was about Cork's Place, grief counseling for children, with Tommi King
November will be about Thanksgiving and World Thank Offering with members bringing their boxes of coins
December will be a Christmas program with Sherry Arnold and the installation of "new" officers by Pastor Shirley

Reading program: we have a selection of books chosen by United Women in Faith. These books are available in the church library

Holly Daze Bazaar: this was held in October and we will have an Encore in December. The ladies made 41 pies, froze them, and sold them all at the bazaar. This is our only fund raiser for the year. We had workshops monthly, Jan to Oct, for all who wish to attend. This provides fellowship for all. JOY serves a baked potato luncheon in addition to selling our famous Pep's 11½ bean soup

Page 2 - UWF

In November we will have a Special Recognition Sunday recognizing people who have donated their time and talents to UWF

We have a team of women who provide refreshments for weddings and funerals during the year.

Yearly program books are printed and distributed to members

Prayers shawls are provided for those in need.

Piecemakers make and distribute quilts to those in need. Some are sent to Annual Conference and others are given locally

All women are invited to join UWF

Meetings: Unit meetings are the 4th Wednesday of the month except for November and December, due to holidays. Meetings are held in the Susanna Wesley Room at 10 am. No meetings in June, July, August

Kathy Wertman, President

UMW Budget	2020 Budget	2021 Budget	Approved 2022 Budget	Approved 2023 Budget	2023 Spent Thru October	Balance to Spend In 2023	Proposed 2024 Budget
MISSIONS:							
District Pledge	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00	\$ 4,000.00	\$ 4,000.00	\$ -	\$ 6,000.00
Special Mission (2 Orphans)	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ -	\$ 1,100.00
Legacy Fund	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
Katharine Parker Nepal Missionary							\$ 300.00
Special Recognition Pins (2)	\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00
Subtotal	\$ 7,380.00	\$ 4,380.00	\$ 4,380.00	\$ 5,380.00	\$ 5,100.00	\$ 280.00	\$ 7,680.00
MEMBERSHIP DEVELOPMENT:							
Scholarships (School of Mission)	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 125.00	\$ -	\$ 300.00
Woman of Year Plaque & Materials	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 125.00	\$ 15.00	\$ 15.00
Subtotal	\$ 315.00	\$ 315.00	\$ 315.00	\$ 315.00	\$ 125.00	\$ 15.00	\$ 315.00
COMMUNITY OUTREACH:							
GRACE Clinic	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Tri-City Union Gospel Mission (split between Men and Women)	\$ 250.00	\$ 250.00	\$ 250.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
Second Harvest	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
My Friend's Place	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
Support, Advocacy & Resource Center	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
Fields of Grace						\$ 250.00	\$ 200.00
Grace Kitchen			\$ 100.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
Subtotal	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,450.00	\$ -	\$ 1,450.00	\$ 1,650.00
LOCAL CHURCH:							
UM Youth Activities	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 800.00	\$ 1,600.00	\$ 1,600.00
Camperships	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ -	\$ 800.00
Reading Program	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 158.68	\$ 300.00	\$ 300.00
Piecemakers	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 96.00	\$ 141.32	\$ 300.00
Response/Prayer Calendars	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 50.00	\$ -	\$ 150.00
Kitchen Fund	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
Memorials	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 10.00	\$ 5.00	\$ 50.00
Chuck Smith for video help							\$ 200.00
Pastor's Discretionary Fund	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 1,064.68	\$ 200.00	\$ 200.00
Subtotal	\$ 3,450.00	\$ 3,450.00	\$ 3,450.00	\$ 3,450.00	\$ 2,296.32	\$ 2,296.32	\$ 3,650.00

	2020 Budget	2021 Budget	Approved 2022 Budget	Approved 2023 Budget	2023 Spent Thru October	Balance to Spend In 2023	Proposed 2024 Budget
UMW Budget							
"SECOND MILE" GIVING							
Emergency Fund (split between Lahaina and Medical Lake Fires)	\$ 100.00	\$ 100.00	\$ 100.00	\$ 500.00	\$ 500.00	\$ -	\$ 500.00
Tri-City Chaplaincy Health Care	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ -	\$ 200.00	\$ 200.00
Cork's Place	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ 100.00	\$ 100.00
ECEAP (Early Childhood Education)	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ 100.00	\$ 100.00
UMW National Mission:							
* Atlantic Street Center	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ 100.00	\$ 100.00
* Tacoma Community House	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ 100.00	\$ 100.00
Subtotal	\$ 700.00	\$ 700.00	\$ 700.00	\$ 1,100.00	\$ 500.00	\$ 600.00	\$ 1,100.00
ADDITIONAL ALLOCATIONS:							
Bean Soup Cost and Supplies	\$ 1,800.00	\$ 1,425.00	\$ 1,425.00	\$ 1,425.00	\$ 1,500.00	\$ -	\$ 1,500.00
Revolving Holly Daze Fund	\$ 400.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ -	\$ 200.00	\$ 200.00
Print Plus	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 122.34	\$ -	\$ 200.00
Postage.	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ 100.00	\$ 100.00
Susanna Wesley Video and Lunch	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 300.00
Cutlery Restocking	\$ 350.00	\$ -	\$ 100.00	\$ 100.00	\$ 209.10	\$ -	\$ 100.00
Shelving for storage					\$ 1,037.75	\$ -	
Subtotal	\$ 2,875.00	\$ 1,950.00	\$ 2,050.00	\$ 1,950.00	\$ 2,869.19	\$ 300.00	\$ 2,400.00
TOTAL BUDGET	\$ 15,970.00	\$ 12,045.00	\$ 12,145.00	\$ 13,645.00	\$ 9,658.87	\$ 4,941.32	\$ 16,795.00
Current Balance after 2023 Budget Items paid	\$ 16,139.70						

2024 Memorial Fund

There is approximately \$30,000 in the Memorial Fund, most of these funds are in the undesignated category. Approximately \$6,000 were donated for the bell ministry a number of years ago. This committee reviews any requests received for use of these funds.

Kennewick United Methodist Church

United Women in Faith

Holly Daze Bazaar

November 10, 2024

Holly Daze began at the United Methodist church in Kennewick Washington in 1970. It started out with a group of seven churches from the area, Kennewick First United Methodist, West Highlands Methodist, Kennewick Presbyterian, First Lutheran, St Paul's Episcopal, First Christian, and Church of God of Prophecy; all coming together, setting up tables and each selling items that were handmade by members of the participating churches women's groups. It was called Holly Daze Ecumenical Bazaar. Phyllis Koschik, who had recently moved to Kennewick from Pittsburgh PA, suggested they use the name Holly Daze, borrowed from her church back in Pittsburgh. The bazaar rotated every other year between Kennewick First and First Lutheran. After about 10 years, the United Methodist Women, our former name until 2023, realized they were making enough items themselves and because other churches were dropping out, decided to put on a singular bazaar.

Holly Daze is held on the third Saturday of October and is one of the earliest bazaars in the area. We've been selling products geared toward Halloween, Thanksgiving and Christmas. There are also all sorts of wonderful things that are now, and have been made throughout the years by the women and men of the church. There are quilts, beautiful wooden items, knitted goods, other sewn items like pillows, placemats, table runners, etc. The bake sale is very popular with wonderful cookies, breads, muffins, and biscotti purchased and enjoyed by many. After we started putting on

the bazaar ourselves it was suggested by two women, Elvera Nelson and Clara Reed that we have a luncheon. Different menus were tried but the baked potato bar we have today was the most popular choice. One of the highlights of the bazaar is the sale of Pep's famous 11 ½ bean soup mix. Duane Pepiot was a well loved church member who developed his delicious soup in the 1980s to sell at the bazaar. He had quite a sense of humor and named his soup 11 ½ bean soup because there are 11 varieties of beans and split peas; hence the ½. The entire family, including grandkids, would gather to fill bags with the beans and his special secret seasoning mix. Even though he has passed away, they continue his wonderful legacy and put together the packages of the soup that we sell at Holly Daze. His granddaughter, Katie, is the one who does this now and we really appreciate her dedication to providing us with the great tasting popular soup mix.

Holly Daze workshops started many years ago to make things in a group setting that we put in the bazaar. They were originally held on Thursday mornings down in the basement in a room that was once the church kitchen. After a church expansion with a larger kitchen added, the women used the old kitchen and it became known as the craft kitchen. In the early days they would bake bread and make peanut brittle in the old kitchen on the morning of the bazaar. One year they blew fuses; yikes; while making these things to sell in the bakery. As a matter of fact, there are remnants of the old kitchen in the craft kitchen. There are two 1950s vintage ranges down there that actually still work! The workshops are held today in the Suzanna Wesley room on the first Saturday morning of the month. We have a great time making things, having coffee and goodies and generally talking about all sorts of topics. We encourage everyone to come and join us. There isn't a requirement to be "crafty". There are lots of non-crafty things to take part in and it's just a great fellowship time.

The week leading up to the actual sale is quite busy for us. We set up over 30 tables in Ida Payne, the library and Suzanna Wesley. We place our many items onto the tables and put up signage inside and outside in the community. People sign up to work at the bazaar and during set-up and take down. On the Friday before the sale, about 12 vendors come in to set up their booths. On sale day it's so exciting to see familiar faces and meet new people attending for the first time. People come in to shop for our handmade items, yummy baked goods and enjoy lunch with friends.

After the sale, any remaining items are stored until our small Holly Daze Encore sale held on the first Sunday in December for just the congregation. We start up again in January preparing for next year's sale.

Holly Daze is very important to the United Women in Faith. It is our only fundraiser. We use the money we earn from the sale to give funds to groups mostly benefitting women and children worldwide, nationally, locally and at our church. From 2015-2023 we've raised \$89,419.81; including the online sale we had to have during the covid years. We will surely surpass the \$100,000.00 mark by 2025! It's also important because of the fellowship, friends we've made and goodwill spread to the people who attend from the community.

We very much appreciate the support and talents of our UWF members, our parishioners, the vendors and the people who come and shop at the bazaar.

Report prepared by: Darryl Vaughn

Holly Daze Co-Chair with Susan Sandmeier

Hi! I'm Phyllis Merrill. I head up the Piecemakers Quilt Group.

I will start with a little history of our group. Many years ago our associate Pastor Ron Malachi's wife, Anna Mae placed an article in the Clarion inviting interested ladies to come and join her for a simple quilt class. She had in mind quilts to sew and tie to distribute to children in need. There was quite an interest and around 16 to 20 ladies showed up. THE PIECEMAKERS WAS FORMED! We had our very 1st meeting on February 10, 1997.

We met in the old kitchen off of the Weslyn Hall. We shared our quilt room with the lady's craft room. We were designated different days, but storing our supplies did get crowded. Pastor Chuck suggested we use the old grey house (which was once in place of where our garage is now). We used that until it was dismantled. It had worked well for several years. Then we moved to Pastor Chuck's old office with an extra storage room for our fabric and sewing supplies. We were ecstatic and this is where we still meet today.

We always had a great time and our pictures prove that.

Through the years, we have also held many workshops which included hats and mittens for people in need. If you look through our photo album, you will see the many fleece hats, mittens and scarfs we all sewed. We have also held pillowcase workshops for the needy. We have had many ladies with new ideas, and certainly lots of laughter and fun was going on.

It's lots of fun to see all the different blankets (quilts) people will sew. Some are so simple, while others are very articulate. The ladies enjoy matching up the animals with the quilts. When we first started, we didn't use stuffed animals, then we got the idea of asking for donations of animals. If they were used, we would wash and disinfect

them and put a colorful bow on them. It seemed to add quite a touch. At that time, we would display our quilts and projects in the fellowship hall during coffee hour, so people would have a chance to see what we had been working on. Eventually that became a lot of work for us to handle. It took a toll on our knees and it was a job getting them to hang straight with an animal pinned on them. So now we are showing them in the entryway folded up with an animal tucked inside until we decide differently for displaying our quilts.

We always hand sew labels on our quilts . We write on them with a pigma pen : “Made with Love by the Piecemakers.” This adds a nice little touch.

We usually try to have a supply of quilts ready so when someone comes to our meetings, they will have something to do: sewing tummies closed, sewing on a label or just tying quilts. That way they won't sit idly.

We always receive lots of Thank You cards for all the quilts we've donated to various organizations. We had a very nice lady who taught pregnancy classes for young girls at La Clinica for many years, and we supplied the class with lots and lots of quilts until the organization moved to a different place. She was always so very grateful.

Sadly, we lost our beloved leader Anna Mae Malachi in October of 2007.

This is when A.J. Foster and I took over Piecemakers. As we completed our 1,000th quilt, we were presented with a “Caring Heart Volunteer Award” by the Kennewick General Hospital Foundation in 2009. Many of us ladies were on hand to receive this award. We all wore a ribbon in honor of our beloved leader Anna Mae Malachi who started us on

this rewarding mission by a simple quilt pattern and kindness. It was A beautiful recognition.

For many years we all met together and had such fun times. We had many seniors at that time. Some of our past members were : Jessie Keel, Grace Landis, Lois Davis, Eleanor Swoboda, Anne Holt, Ann Kelly, Pat Phillips, Jodie Eberhardt, Anna Mae Malachi, Katherine Barr, and Jean Barlen. Jean's mission in our group was to hand sew cancer turbans for the American Cancer Society. Since then many members have passed away and now us younger ladies are suddenly seniors and here we go " Continuing on Today."

The Piecemakers of the First United Methodist Church.

Our mission is to make simple blankets for children in need. Included with each blanket is a loveable stuffed animal needing a hug. Our group meets the second Wednesday of each month, excluding summer months. We meet in the 3rd grade Sunday School classroom from 10 am until noon. We display our blankets in the entryway several times a year.

Every October we donate our blankets and a stuffed animal to the Women's and Children's unit of the Union Gospel Mission.

We also donate around 12 to 15 quilts each year to Annual Conference.

At Christmas time we donate our blankets and stuffed animals to the Safe Harbor Crisis Nursery, Salvation Army, Tri city Union Gospel Mission, Marine Corp Toys for Tots, Tri Tech Skills Center, and Linus (through Discount Sew N Vac). If you know a child who is in need of a warm snuggly blanket, please contact Phyllis Merrill (509 521 5755) or A. J. Foster (509 735 2855).

Please join us as we start our meetings again.

All skill levels are encouraged to join as we gather together to sew and tie blankets, while sharing fun stories and lots of laughs. Please feel free to bring whichever blanket you are working on to donate: fleece, crochet, knit, or sewn. All are welcome, we accept any type of blanket.

If you are unable to attend, please drop your finished blanket off and we will distribute it for you. Hope to see you at our meetings!

Remember "Happiness is a Warm Blanket"

Anna Mae's Quilt Pattern

She gathered all of us ladies together on Febuary 10, 1997 to learn to sew this quilt pattern. The original name for this pattern is "Trip Around the World".

Cut seven 4 and ½ inch by the length of fabric strips

Right sides together, using ¼ inch seam allowance, stitch all seams together on each strip

Press seams to one side

Take both open seams on the ends and sew together (right sides together) This will form a tube

Now cut your tube into segments, you should have nine segments

Pick your favorite area and using a seam ripper, unpick one strip

Lay this out, this is your starting point

Unpick the rest of your strips, one at a time and lay each one diagonally

You may have to think a little to get each one diagonally in the right order

I haven't sewed this particular quilt since Febuary 10, 1997, so I had to shake my memory a little LOL

Sew all of your strips together

Press your seams to one side

Add three inch borders on the top and bottom, press seams to one side

Add three inch borders on each side, and press

Your quilt will be approximately 35 inches by 48 inches

“You now have your quilt top done”

Your quilt should look like this

Sandwich your quilt: Backing ,Batting, quilt top, right side down

Sew all sides together, leave an opening

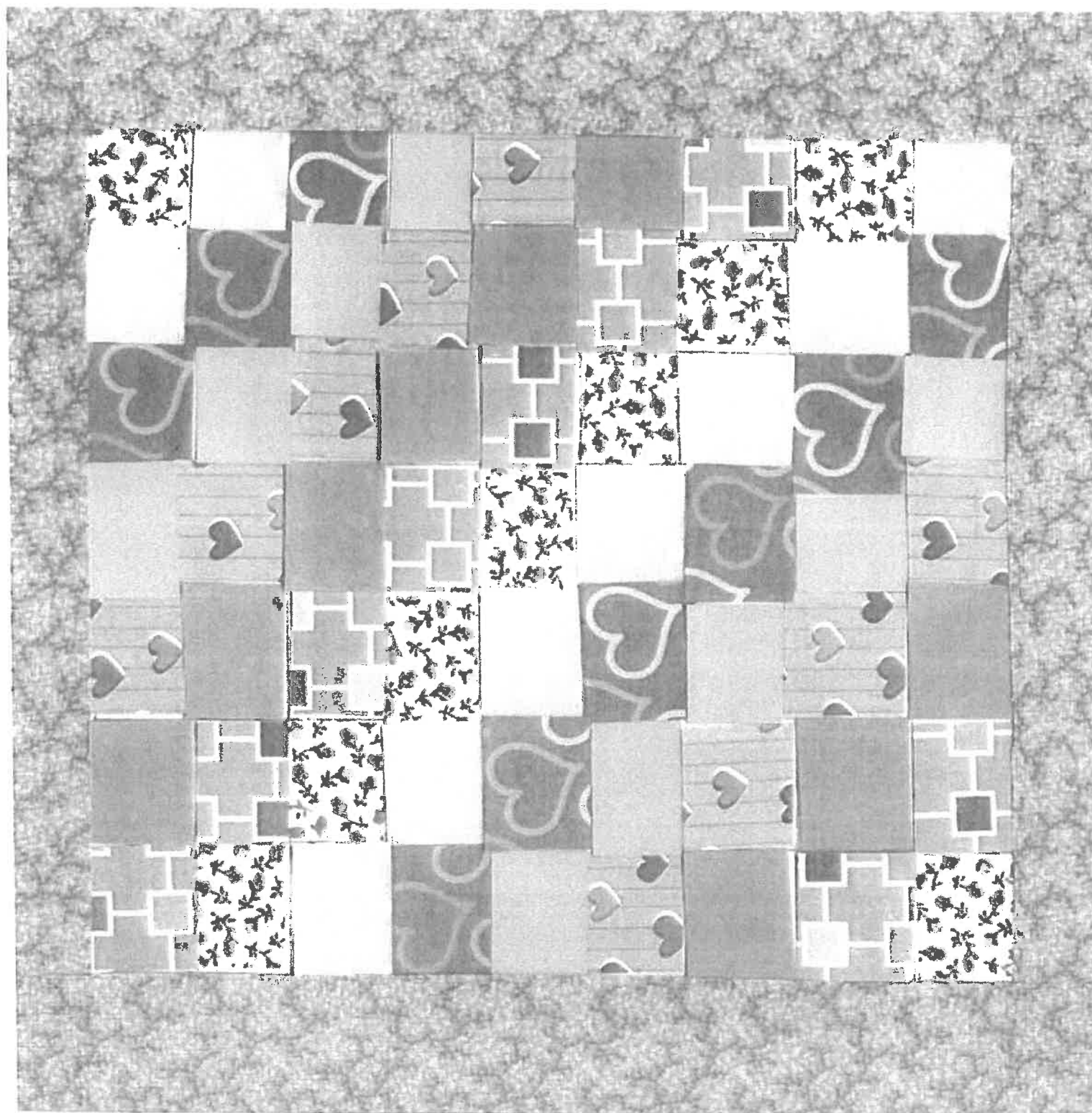
Use an iron with low heat and press

Sew opening together

Tie quilt, using embroidery thread, tie twice and leave a 1 inch tail

You have just finished your quilt :

“In Memory of Anna Mae Malachi”



Congregational Care and Outreach Report 2023-24

God is faithful and good as I continue to serve in the capacity of Congregational Care and Outreach ministry. My faith and my desire to learn propel me through moments of uncertainty for tasks that I am called to do. I really appreciate the patience and grace that has been shown to me by our congregation as I continue to serve them. Below are some of the ways I am currently or have served, throughout the year. Thank you for the opportunity to serve this wonderful church and community.

- Update and distribute a weekly prayer chain list.
- Call and/or visit those who are at home, in the hospital or in a rehabilitation facility.
- Make ongoing touch base calls to shut ins.
- Send cards to those who are sick, grieving, or lonely.
- Plan and/or participate in All Church activities such as: Tailgate Trunk or Treat, Gingerbread house making, Bingo, Roller Skate Night, Carnival, Fall Festival, Christmas pageant, All Church Camp out etc....
- Planned and implemented the UMY Rock-a-Thon \$10,000.00 (while Claressa was on maternity leave.)
- Continue to direct the 7-member youth praise team on Sunday afternoons.
- Serve on both the Safety and Security team and the Church Beautification (Front Portch) remodel project.
- Recruit, train, and lead the children's ministry time (Time with Young Disciples) each Sunday during the 10 am worship time.
- Meet monthly for coffee with the Single Senior group at the Kennewick Flower Shop.
- Organizing the upcoming "Buy a Brick" fundraising campaign with Renee' Wilhelm.
- With Michelle Hare, planned & implemented the All-Church Camp-out at Boardman Marina in August.
- Train, implement and oversee the Lay Shepherd program of 8 volunteers.
- Was a part of the leadership team on the youth mission trip to South Dakota.
- Write Devotionals and other articles for the Clarion church newsletter, and Friday letter when needed.
- Organize and implement a weekly women's scripture study (LIFT) which meets on Wednesday evenings from 6:00-7 pm.

- Be present, visit those in the dying process and under Hospice care. Encourage and help with pre funeral planning, pray with, anoint, and deliver prayer shawls.
- Write eulogies, lead, and participate in graveside and/or memorial services as invited.
- Greet members of the congregation before and after worship on Sunday mornings and follow up with visitors.
- Attend Bi-monthly staff meetings.
- Serve on the Twinlow Camp Board and lead a session at Twinlow during the summer as Spiritual Leader for Primary & Elementary camp.
- Designed a document for parishioners to fill out in advance to preplan their own memorial services that are kept on file at the church, their homes, the mortuary, or with their family.
- Put together approximately 100 Christmas goodie bags with the Lay Shepherds that are delivered to our shut in's.
- Mail special Christmas cards to those for whom it will be their first Christmas without their loved one (grief).
- Mail approximately 100 Easter cards to shut ins.
- Writing and directing this year's Christmas pageant
- Change Bulletin boards when I have nothing else to do...which is why they need to be changed 😊

Another Lay Shepherd has been added to the flock, as one left for greener pastures with the Good Shepherd up above...we honored Pat Walker in September during her memorial service. We welcomed Pastor Shirley in July, and it has been great to have a partner in care ministry to our parishioners. Other than fine tuning that which is already in place, my hands, time, and heart are very full!

<>< Cynthia Bement

2024 Missions Report to Charge Conference (Nov. 13, 2024)

Kennewick First United Methodist Church is currently without a Missions Committee or a Community Outreach Ministry Team as it was called when it disbanded during the pandemic. I believe it has not returned due to lack of a leader.

The last item I remember from the Community Outreach Ministry Team occurred in November/December 2019 when the group decided to provide for the Boys and Girls Club for Christmas. We chose to do a church-wide drive for art supplies.

Following that last all-church collection, there was the pandemic and the closure of church for some time.

In February 2022, Mary Lynn Arter and Susan Sandmeier organized a church-wide World Relief collection drive as the organization was expecting a large number of Afghani refugees, as well as others, and were in need of many items to re-settle the refugees.

In July 2022, the same team reached out to Second Harvest and ran a church-wide food drive for them as the need for food in the community was great.

In January 2023, the church office staff coordinated a church-wide drive for hats, underwear, gloves, and socks (HUGS) for the homeless.

In November 2024, another church-wide World Relief drive is being coordinated by the Arter/Sandmeier team. At this current time, the agency is experiencing a larger than usual number of refugees and, with arrival coinciding with cold weather, winter outer wear is badly needed.

The Sandmeier/Arter team has several ideas for further congregational involvement to help agencies in need in the Tri-Cities. The impact of a new pastor and the current lay leader could bring some of these ideas to fruition.

Susan Sandmeier

Soul Soup Ministry Report 2024
Kennewick First United Methodist Church

Soul Soup is a multi-church sponsored meal program for anyone needing a meal especially those who are homeless. This ministry entered its 11th year this year and there are three locations serving meals four days of the week in east Kennewick. Each site operates independently in the serving of the meals at its site. At Kennewick First, we will have served meals on 50 Thursday's this year.

This ministry focuses on providing a safe place, particularly for the homeless population, to gather for a meal and fellowship with one another and the volunteers. On any given Thursday, we will serve 50 to 85 meals and on a few occasions have exceeded 95 meals. We will conservatively serve about 3000 meals this year. Although we focus on the meals, we do have an opportunity to help those on the streets with bedrolls, socks, and gloves. We provide prayer request cards for our guests and we do pray with them on request. One Thursday each month, a fellowship group from Bethel church in Richland prepares and serves the meal.

There are 15 volunteers from KFUMC who regularly assist with the meal preparation and service. Additionally, another five volunteers assist one Sunday each month with preparation of a meal that is served by Carol Allenbaugh of Central Church in a street ministry. This group prepares 120 burritos, salad, and dessert which is then picked up for delivery at the street site.

A new ministry offering tied to Soul Soup is Cereal Sunday. The primary purpose is to provide assistance and fellowship to the food challenged population(s) within our neighborhood. The secondary purpose is to increase Youth and Adult Sunday School enrollment. The tertiary purpose is to provide service opportunities to congregational membership. Our first Sunday was on October 13 and will continue on the second Sunday of each month.

Scott Woodsrile
Chuck Smith
Suzanne Smith
George Block
Dorothy Black
Kelly Wertman
Peggy Pungar
Kathy Harris
Gene Wertman
Claressa Elvik
Janet Sheltan
Thyllis Kroschik
Mary Gadsden
Darryl Vaughn
Bonnie Randall
Rubie Barrett
Vic Pease
Ulla Reme
Susan Sander
Mung Kuhn

Gus Kittson
Jennifer Daven
Micki Perry
Julie Lange
Greg Buchholz
Stacie Baxley
Pats Phillips
Daisy Brahm
Max Buchholz
Dee Buchholz
Michelle Hare
Dave Hare
Bob Kelly
Lynnaie Kelly
Cynthia Bement
Ron Shuck
Annie Baker
Gladys Amegashie
Alex Amegashie
Doreen Muller