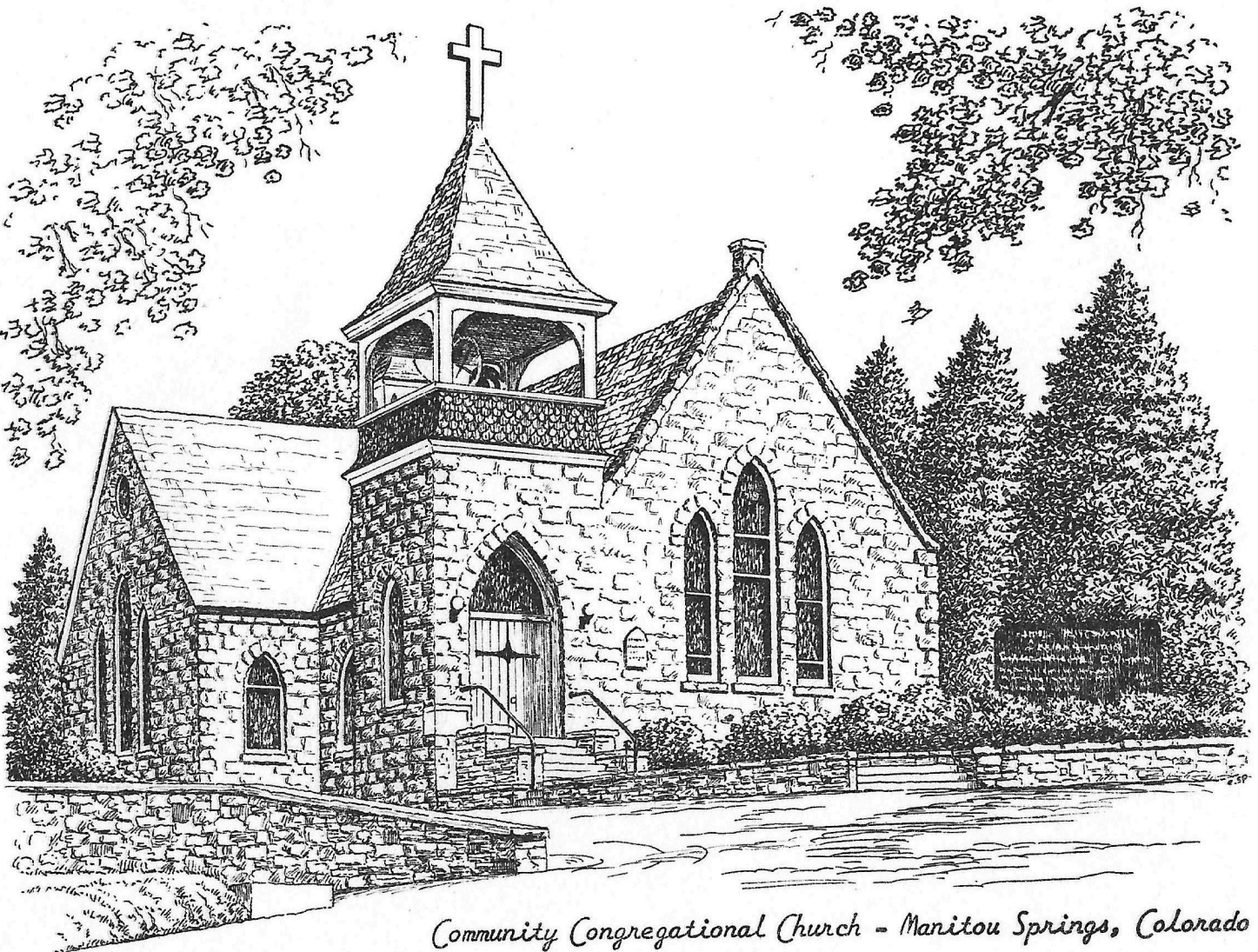




146th Annual Meeting

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



Community Congregational Church - Manitou Springs, Colorado

ANNUAL REPORTS FOR THE YEAR 2025

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

Annual Meeting

February 8, 2026

2025 ANNUAL REPORT - TABLE OF CONTENTS

Agenda for 146th Annual Meeting, Congregational Meeting Minutes

Minutes from the 145th Annual Meeting

Minutes from the Open and Affirming Special Meeting

Executive Council and Staff Reports:

Moderator's Report

Pastor's Year in Review

Director of Operations

Music Director

Board and Committee Reports:

Board of Trustees

Scholarship Board

Missions

Pantry & Westside Cares

Stewardship

Diaconate

Women's Fellowship

Strategic Plan 2025-26 Report

Parsonage Team Report

Appendices:

Church Membership Report for 2024

Treasurer's Report and Financial Summary

Financial Position

Statement of Activity as of December 31, 2025

Proposed Budget for 2026

Constitution and Bylaw Changes

Nominated Officers & Leaders for 2025



One Hundred and Forty-Sixth Annual Meeting
Community Congregational Church
Manitou Springs, Colorado
A United Church of Christ Congregation (UCC)
Meeting Agenda
February 8, 2026
11:15am



Gathering Song

Call Meeting to Order

Tina Hudson, *Moderator*

Determination of Quorum

Arlene Penman, *Secretary*

(15% of voting members of Community Congregational Church)

Opening Prayer

Rev. Heather McDuffee, *Minister*

Remembering 2025

Rev. Heather McDuffee, *Minister*

Motion to approve 145th Congregational Meeting Minutes & Acceptance of 2025 Reports

Old Business: Property Insurance- Andy Kovats, *Trustee*

New Business:

- A. Election of Officers/Leaders for 2026- Tina Hudson, *Moderator*
- B. Adoption of the Bylaw Changes- Tina Hudson, *Moderator*
- C. Adoption of 2026 Budget-Robin Kovats, *Treasurer*
- D. Any Other Business

Closing Word from our Moderator

Closing Prayer

Tina Hudson, *Moderator*

Adjournment

The next Annual Meeting will take place in January or February of 2027.
The specific date is TBD by Church Council.

Annual Meeting

February 8, 2026

Minutes of the Community Congregational Church
145th Annual Meeting
February 2, 2025

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

Linda O'Riley will serve as parliamentarian for this meeting.

Pastor Heather offered a prayer. Then she thanked the outgoing members for their service. She also thanked all of our paid staff for their work and support.

Last year's congregational meeting minutes and the 2024 reports were accepted as written.

Andy Kovats moved to accept and elect the officers, board chairs, and members as presented. Tina Hudson seconded the motion, which carried. Moderator will be Lyn Harwell-Ettinger; Vice-Moderator will be Tina Hudson; Secretary Arlene Penman, and Treasurer will be Robin Kovats.

The moderator asked Andy Kovats to discuss our property's fire insurance and the costs.

Andy moved to vote in the proposed budget that does not include the \$26,000 property insurance premium. Danny White seconded, motion carried. Rich Baked moved to renew our property insurance if it does not exceed \$26,000; there was a second, motion failed to carry.

Pastor Heather announced there will be an in-service/work session for all the council members on Saturday, February 8, from 8 to 4 in Fellowship Hall.

Lyn closed with prayer. The next meeting will be in February of 2026, as set by the Church Council.

Submitted by:

Arlene Penman, Secretary

Community Congregational Church
Special Meeting, June 1, 2025

Andy Kovats opened with prayer.

A quorum was established, 50% of our 78 members (41) were present.

Brandy Bring reminded the congregation what the Open and Affirming Committee had done to educate the congregation on the process and the rewards.

Laura Ettinger-Harwell moved that we become an Open and Affirming Congregation.

Linda O'Riley seconded. The motion was approved unanimously; there were no votes against the motion, and no one abstained.

Maribeth closed with prayer.

Submitted by,
Arlene Penman

Vice Moderator's Report

Progress Update (2025):

We have been busy and made meaningful progress this year. We officially became an open and affirming community, began remodeling the parsonage into a single-family home, and continued work on the parking lot—even if the progress doesn't always feel visible yet. In addition, we are actively developing a policy and procedures manual to strengthen our organizational foundation.

Goals for 2026:

In 2026, our primary goals are to resolve the remaining parking lot issues and to complete the parsonage remodel so the space can be rented to a family. These efforts will support both our long-term sustainability and our commitment to hospitality and community.

Submitted by,

Tina Hudson



The Pastor's Year in Review

Overall, this year...

had its challenges with lots of changes and yet, the movement has really given me hope and inspiration for CCC to continue to be an important voice in our community.

Where did I see God's Holy Spirit move?

*Council Established a 2 year Strategic Plan.

*We became an Open and Affirming Church.

*We welcomed 13 new members.

*We moved our food pantry to SACC.

*Worship continues to be meaningful.

When did I miss something important?

*I have missed when people are sick or dying or have died because I didn't know.

*I have probably missed some grievances about the church that weren't voiced to me.

*We missed the opportunity to have Dan Stuart read the contract with the parking lot company before we signed it.

What brought a moment of playfulness?

*Palm Sunday's parade with children and dogs.

*The Easter Egg Hunt with the Easter Bunny.

*The Organ Spooktacular was amazing.

*Worship gives way to many moments of play.



What was challenging?

The parking lot company has been a big challenge this year. Our parking lot is an underused asset, but the enforcement company's predatory practices are out of step with our values and have made this partnership deeply problematic.

Establishing a Policy and Procedure Manual has been challenging, but it's essential and important. Without clear policies, staff are forced to make decisions as issues arise, creating risk and unclear expectations. Standardized policies protect staff and strengthen leadership's role in the daily operations of the church.

I did not realize that the Manitou Art Beat would become primarily my responsibility and yet, it has. I am realizing that it was too big a project for volunteers to sustain.

What can be improved next year:

*Making better boundaries for myself.

*Setting expectations for lay leadership.

*Caring better for our staff through an HR team.

*Getting ahead of needs by employing more volunteers.

Some Goals for 2026

*Resolve the Parking Lot issues.

*Create better support for staff

*Fundraise for, purchase and install a new church sign that includes our name and address.

*Sponsor a new piece of art in our church.

*Continue to get the church out of deficit spending into a more sustainable model by 2029.

Director of Operations Report

Director of Operations Report

We Did It!

Another year together, another year better!

This year was a strong reminder of what we can achieve together. Our success came from true teamwork! Key individuals stepping up, supporting one another, and staying focused even when things were challenging. I'm genuinely grateful for the dedication to keeping Christ at the center of our tasks, the collaboration, and positive spirit these key individuals brought every time we had a problem to solve or a wild task at hand! Thank you for the communication, the kindness and the prayers. A wise gentleman once told me "blessed are the flexible for they don't get bent out of shape"



Rentals	Parking Lot	Community Support	Financially
North of \$3k	North of \$9k	70-81 COMMUNICATIONS PER DAY	CCC is in the black for 2025

Behind The Scenes

Facility Maintenance & Compliance

- Safety Inspections: Successfully completed annual servicing and inspections for the elevator, all fire extinguishers, and the comprehensive building alarm system.
- Fire Suppression: Conducted specialized maintenance on the oven hood hydro system to ensure full regulatory compliance.
- Water infrastructure replacement by the city.
- Infrastructure Support: Facilitated site access for electrical and plumbing contractors to advance ongoing capital improvement projects.
- Security Enhancement: Managed the installation of camera surveillance system to ensure the security and integrity of the facility.
- Emergency Preparedness: Formally reinstated the building's official status as a Red Cross Emergency Shelter.

Tenant & Community Relations

- Leasing & Onboarding: Managed full-cycle rental processing and successfully onboarded several new tenant groups.
- Engagement: Conducted prospective building tours and provided ongoing operational support to current tenants.
- Community Support: Maintained active support for membership initiatives and the Manitou Art Beat program.

Parking & Communications Management

- System Oversight: Managed daily parking lot operations, including the administration of the digital parking management system and updated facility signage.
- Stakeholder Coordination: Acted as the primary liaison for members, renters, and community users regarding parking logistics. Blessed not stressed!
- Communication Volume: Managed a 400% increase in inbound communications (calls, texts, and emails) following the successful ish monetization of the parking facilities

Social media

- CCC's social media : support community engagement, promote programs/ events, share timely updates

Music Director Report

Music has continued to be an important part of Community Congregational Church throughout 2025, especially with the launch of our new Art Beat series. Music has been provided during worship by many talented church members, as well as by some professional guest musicians.

Our small, yet enthusiastic, choir has seen some growth during the year, and we can now count on around fifteen members when at full capacity. The choir sings every other Sunday and rehearses each week following the service. The choir has also provided music for special services such as Maundy Thursday and Christmas Eve. I would like to thank each and every chorister for their dedication and hard work throughout the year. Choral music is always an important and meaningful part of the liturgy at Community Congregational Church.

The Art Beat series launched in September 2025, featuring an eclectic mix of music and the visual arts. We had an art show to kick off the series, followed by a Halloween organ concert given by yours truly in October, and there are more exciting events to look forward to in 2026. This wonderful series is a great opportunity to bring our church into the wider community of Manitou Springs and to showcase great local artists and musicians.

Looking ahead to 2026, I would like to see continued growth of the choir and the possibility of engaging children more as musicians and singers during worship. If our Art Beat series does not continue next year, then we still have the opportunity to host occasional concerts and events that enrich the musical and artistic life of the church. Ideas for 2026 include a silent film for Halloween with improvised accompaniment by yours truly, and perhaps a concert showcasing all of our wonderful musicians who make up the congregation.

I look forward to continuing to serve Community Congregational Church as the Music Director during 2026, and would like to thank all of our clergy, staff, volunteers, and congregation for your continued encouragement, support, and kindness.

Submitted by,

Simon

BOARD AND COMMITTEE REPORTS

Trustees Report

At our Annual Meeting, we voted on changing our Insurance coverage to just Liability to save money. At that time, it was suggested to look into another insurance company for full coverage that would give us a lower price. Andy Kovats took on that responsibility. With much perseverance, he was able to keep the insurance company with UCC and got the price lowered from \$24,000 to \$11,000 with full coverage. We were able to save and still have full coverage. Thanks, Andy!! We did our Spring and Fall cleanup inside and outside the church. We discussed the Parsonage, do we sell, do we renovate to rent out. We concluded that we try to rent and took that to council. As usual, when little things need tending too we have Rich Baker to thank for taking care of the problem. We did put cameras up in the Fellowship Hall and in the Hub. Prynness dealt with the parking lot frustration all year. There were plenty of complaints from everyone about the tickets for parking. Our biggest problem was not having enough people to count the money after Sunday services, so it fell on a couple of people doing it week after week. I am hoping to solve that problem this year by having 5-7 people who will be responsible for that duty.

Thank you to Andy Kovats, Brandon Osario, and Bob Alexander for serving this year.

Submitted by,

Linda O'Riley, Chair

The Trustee Board Members were:

Linda O' Riley, Chair
Brandon Osario

Andy Kovats
Bob Alexander

Scholarship Board Report

It was a quiet, even invisible, year for the scholarship fund.

By way of background, upon the termination of the Smith Scholarship Trust Fund in January 2024, and with the congregation's approval at the 2024 church annual meeting, the Scholarship Board transitioned to administering a new scholarship program. Fifty thousand dollars (\$50,000) of the Smith Trust proceeds were set aside and designated to continue church scholarships. The new scholarship gifts are available to church members, or children of church members, and are limited to one-time gifts of not more than \$2,500. Prior Smith Scholarship recipients were eligible to apply for an additional one-time gift from the new fund, so long as they had received not more than three years of funding from the Smith Funds. For the fall semester of 2024, seven recipients received church scholarship gifts. Following the award of those scholarship gifts, the church scholarship fund was \$37,000.

In 2025, no applications were received for scholarships, nor were there any contributions to the scholarship fund.

Scholarship applications will be available on the church website for the 2026-27 school year beginning in April 2026. Applications are due not later than June 1, 2026.

Please consider making a gift to the church scholarship fund so that other deserving students can receive assistance from the church in the future.

Submitted by,

Dan Stuart

on behalf of the Scholarship Board: Dan Stuart, Arlene Penman, and Linda O'Riley

Missions Report

Missions focus:

United Church of Christ (UCC) through the 5 for 5 campaign

Our Pantry (separate report)

Westside CARES (separate report)

Local causes and community

UCC 5 for 5 collections totalled \$1,636

Christmas Fund \$292.00

Charitable arm of the UCC Pension Boards

Neighbors in Need (NIN) 10.00

Council for American Indian Ministry (CAIM)

Justice and Witness Ministries (JWM)

Our Church's Wider Mission (OCWM) \$915.00

Ministries: Wider Church, Local churches, Justice and Witness, Pensions

One Great Hour \$100.00

Clean water, food, education, health care, refugees, emergency relief

Strengthen the Church (STC) \$319.00

Conferences, leadership development, new and existing churches, youth ministry

Local causes supported this year include: Food to Power, Pride, Juneteenth, NAMI, First Fridays at The Loft, Inside Out, Citizens' Project, The Place - Breakfast Under the Bridge, bicycles for kids and the homeless.

As an aside, started a new electronic version of the church directory with hard copies becoming available. Much gratitude to those who contributed! Looking forward to an exciting new year filled with so many possibilities!

Submitted by,
Heather Maze

Annual Meeting

February 8, 2026

Pantry & WestSide Cares Report

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

Money for 75 packages of colored pencils for the Backpack program, plus \$20.

We gave \$300 to help provide Thanksgiving Dinners.

At Christmas, we adopted a family of four, giving them \$700 in gift cards.

- Our church family supported the food pantry with money and countless bags and boxes of food. Our pantry served 266 families, 357 adults, 110 children, and 35 seniors, for a total of 516 individuals this year – in only ten months. Our volunteers have put in 424 volunteer hours, not including the move. Many thanks to Linda O’Riley, Ellie Bursaw, Mary Cowdery, Betty Armstrong, CharLynAnn Iiuppa, George Whitt, Brad Gibson, Stuart McMillin, Mike Groso, Jane Hart, Vanessa Nassif, Nate Nassif, Becky Rich, Sharon O’Donnell, Sue Jones, Lynda Burns, Sandy Anderson, Arlene Penman, Neal Maze, Heather Maze, Kevin Eber, and John White.
- Our pantry underwent a dramatic change this year. In August, it was time for us to vacate the parsonage as renovations were taking over our space. Conversations began with St. Michael’s Episcopal Church about moving to St. Andrew’s Community Center. (The Church had been deconsecrated, and a new vision was being developed in conjunction with the Episcopal Diocese.) All of this took much longer than expected, and our pantry was not in operation in September and October. Moving day was set. As usual, our congregation showed up in force, and the move was accomplished in one day. I do not want to name names for fear of leaving someone out. You know who you are, and God Bless You.
- We now operate a curbside pantry in the basement of the St. Andrews Community Center, Fridays from noon to 2:00 p.m. As in the past, we have one volunteer greeting our neighbors and delivering the food, and two other volunteers filling the sack. We have two volunteers who purchase food.

Submitted by,

Arlene Penman

Annual Meeting

February 8, 2026

Stewardship Report



This year's stewardship theme is "**Generosity is Life.**" Just like water is essential to life, generosity is essential to community. In an effort not to forget about stewardship, we will engage our whole congregation year-round in a 365-day generosity campaign. Each quarter, we have a goal of bringing to awareness our theme and how blessed we are to have this community of faith.

Our Church Council has prayerfully set a proposed 2026 budget of **\$251,779** with a pledged proposal of \$110,000. Our proposed budget is still an aspirational budget with a deficit of \$39,179. However, it is a cut to last year's deficit of \$67,830. Our Trustees have been hard at work creating a 3-year strategic financial plan to help us pass a budget "in the black" by 2028. This is possible with income made by parking and renting the parsonage and filling in the gaps from our investments for only 2 more years. Little by little, we are working towards a more sustainable way of doing ministry. For this, we are extremely grateful and so inspired.

We returned our pledge cards together on November 16th and look forward to 2026.

Submitted by,

Rev. Heather McDuffee

Diaconate Report

Deacon: from the Greek diakonos: helper

Deacons may support the minister in various administrative and pastoral tasks.

This year, Pastor Heather added Greeters to the Diaconate umbrella. Greeters welcome people and hand out bulletins. They also recognize newcomers and give them a welcome bag.

Diaconates continue to do tasks before worship, during worship, offering, and at the end of worship. A copy of the checklist is located in the Sacristy. If members of the congregation are interested in viewing this checklist, we can make it available to them.

For 2025 the Diaconate were Maribeth Peiniger and Brandy Bring with children and others in worship, helping collect the offering, and acting as acolytes as needed.

Submitted by,
Maribeth Penninger, Chair

Women's Fellowship Report

Women's Fellowship sent four comforters and 50 children's blankets to Mercy at Miramont. We also provided a comforter for our WestSide Cares 'Adopt-A-Family.'

We provided 170 snack bags to WestSide Cares.

We hosted a reception for Nancy Ickes.

Our fundraisers were selling Palisade Peaches, serving Kiwanis dinners on Monday nights, and hosting a tea in the spring.

We were gifted \$750 by the Kiwanis Club, which we regifted to the Parsonage Fund along with \$5,000.

We gave \$2,000 to the Church's general fund, \$200 to the Fire Department for Christmas Food Baskets, and \$200 to Mercy at Miramont.

We held a potluck meeting almost every month. In December, we went to lunch at the Cliff House.

Submitted by,
Cathy Karr

Strategic Plan Report 2025-26

OPEN AND AFFIRMING

OUR MOOD BUMPER STICKER:
"Yes, We Did!!!"

We voted on June 1, 2025 and it was a unanimous "Yes!" Celebrate and tell the world!



VISIBILITY TEAM

OUR MOOD MUSIC:
"I'd Like to Teach The World to Sing"

Wearing our tshirts.
Coffee and Conversation are on the first Fridays at 8am at the Loft.
Completed an online directory that can also be printed for the tech challenged folks.

PARSONAGE USE

OUR MOOD MUSIC:
"No Time to Lose"

Established a \$60,000 fundraising goal as a ballpark phase 1 figure to get the Parsonage to a "habitable" condition. Obtained Seed Money commitments and donations toward our goal in the amount of \$20,000 from the Manitou Springs Kiwanis Club, Women's Fellowship, and generous members of the Parsonage Committee. Lots of remodeling work is being done, along with new electric and plumbing.

MUSIC AND ARTS SERIES

OUR MOOD MUSIC:
"Lift Our Spirits, Raise Our Voice"-Ziggy Marley

We received 2 grants for the Manitou Art Beat Series.
We kicked off September with a First Friday Church Art opening and Look'ee Here Concert- Great success with amazing teamwork.
October was an amazing Spooktacular Organ Concert with Simon Jacobs.
In November, we did a Kintsugi workshop with Amber Wylde.
December was OutLoud Men's Chorus.

Parsonage Task Force

The Parsonage Task Force grew out of the Church Council's goal-setting session in February 2025. Our goal read: "Create a Plan by December 31, 2025, to make the Parsonage usable." We created planning strategies to narrow options, consider designs, identify costs, and plan fundraising. Within a short time, the group had agreed that the most cost-effective approach was to restore the parsonage to a single-family home, to be available again to the church in the future as an actual parsonage and to serve, in the meantime, as housing for others, thereby generating some revenue for the church. The Church Council endorsed this approach, and the project was off and running.

What has happened since borders on the miraculous. With a community work day in June 2025, much of the debris and storage in the building was removed. Soon after, the Church Pantry was able to relocate. Volunteers have assisted in the demolition of the old kitchen and bathrooms. The generosity of church members has allowed remodeling to begin in earnest. Updated electrical service and plumbing are nearly complete. Volunteers have been restoring windows and installing new drywall. Cabinets and appliances have been purchased and are awaiting installation as soon as the drywalling and painting are completed.

Like the other goals set last year, this project has been a joyous exercise in community building. Working together, volunteers are reshaping the future of the parsonage and creating a source of revenue for the church's future. More volunteers are always welcome!

Our sincere thanks to those who have already financially supported the project. We wouldn't have gotten as far as we have without your support. The Task Force is hopeful that the parsonage will be completed in the first half of 2026. To help accomplish that, we're now offering opportunities to "adopt" certain pieces of the project as a way to finish raising the funds needed to complete the renovation. Please consider supporting the parsonage completion by sponsoring any (or all!) of the following:

Bedroom 1	Bedroom 3	Kitchen
Carpet \$600	Carpet \$700	Flooring \$800
Paint \$200	Paint \$200	Dishwasher \$300
		Microwave \$200
Bedroom 2	Bedroom 4	Range \$500
Carpet \$900	Carpet \$500	Washer \$650
Paint \$300	Paint \$150	Dryer \$650
	Carpeting stairs \$750	Lighting \$1,000

Refinishing Wood Floors?

Attic insulation? Front Porch restoration?

Submitted by,

Dan Stuart

On behalf of the Parsonage Task Force

CHURCH MEMBERSHIP REPORT 2025

Membership information from Office Records.

Total Membership beginning January 1, 2024 - 79

Members received by affirmation of faith, or reinstatement - 13

Members received by Confirmation - 0

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

Church Member deaths - 2

Inactive Members (Attend Worship Less than 3 times a year) - 8

Total Membership ending December 31, 2025 - 82

NEW MEMBERS RECEIVED / REINSTATED AFTER ABSENCE

Elena and Daniel Arana

Mary Cowdery

Airi and Caleb Stephens

Kevin Eber

Simon Jacobs

Wayne Florek

John White

Juan Valenzuela (Affiliate)

Vanessa and Nate Nassif

Teri Stockham (Affiliate)

CHURCH MEMBER DEATHS

Bill Hampton

Nancy Ickes

HOMEBOUND MEMBERS

Ernie Adams

Rhoda Cordry

Marie Gene Hampton

Steve Hart

Bill Ickes

Darold Jones

Marlene Willie

**MEMBERS TRANSFERRED, REMOVED BY OWN REQUEST,
OR REMOVED FOR INACTIVITY: 0**

CONGREGATION PARTICIPANT DEATH: 0

WEDDINGS: 0

NON-MEMBER FUNERALS

Anna Cameron

Treasurer's Report

I would say that our little church had an exceptionally busy year this year. On top of our normally busy schedule, several things were added to the mix, including starting a new parking revenue system (no eye rolling here). Creating the Art Beat series that will continue into 2026, and our biggest endeavor, fixing up the parsonage and preparing for renters. Whew! A lot of people have been putting in a lot of work.

Now for the financial part. I'm extremely happy to report that for the second year in a row, the church finished the year in the black with operational income of \$1,556.56. We had another exceptional year for donations from our members and friends. Realized and unrealized gains and losses are recorded separately. The church's investments also had a good year. Although \$20,000.00 was pulled from investments to cover church expenses, the value of the account was up by \$222,922.00 from dividends, unrealized gains, realized gains, and some pledges coming in, in the form of stock donations.

In last year's annual meeting, the decision was made to change to property insurance. In March the endeavor was started. It took till October to get it resolved. In the end, the insurance company adjusted the value of the buildings and brought the insurance quote for 2026 down by 50% to approximately 13,000.00. A great reduction to what we were paying. Now, for the budgeting of 2026, if the church goes back to business as usual and there are no unforeseen large donations, it is projected that the operating loss for 2026 will be about (40,000). As the parsonage rehab is ahead of schedule, we are hoping to start collecting rent which helps to keep the loss at 40,000 and not the projected 67,000 loss that was forecasted for 2025 with the change to the insurance.

Here's looking forward to a prosperous 2026 in many ways! God willing and the creek don't rise.

Submitted by,

Robin Kovats, Treasurer

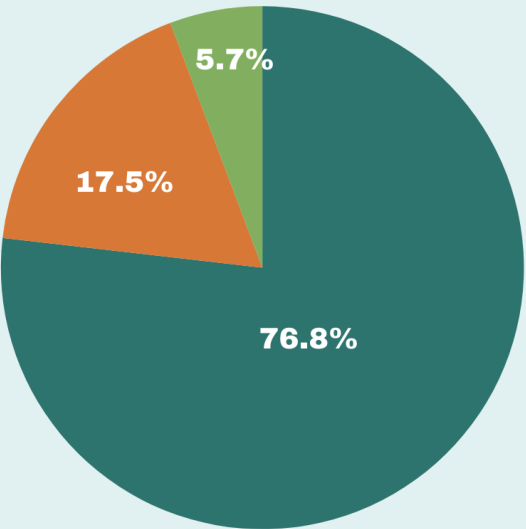
Community Congregational Church Financial Summary

EXECUTIVE SUMMARY

Something smart and data driven here.



REVENUE BREAKDOWN



EXPENSE BREAKDOWN

Operations: Supplies,
Utilities, Insurance,
Parking Fees, etc.

\$69,219



Staff Salaries and
Support: Salaries, Payroll
Fees, Clergy Pension

\$156,122



Missions: UCC Missions,
Pantry, Westside Cares

\$5,924



Programs: Christian
Education, Music, Worship,
Membership, Stewardship

\$5,553



PROPOSED BUDGET 2026

Full line itemed proposed budgets are
available upon request.



Projected Revenue

\$206,910



Projected Expenses

\$252,348



Net Profit/Losses

\$-45,348

*Does not include parsonage or
fundraising income

Statement of Financial Position
Community Congregational Church UCC
As of December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
Checking - ENT	29,906.18
Savings	2,639.28
Total for Bank Accounts	\$32,545.46
Accounts Receivable	
Other Current Assets	
UCF Invested Funds	967,133.19
Total for Other Current Assets	\$967,133.19
Total for Current Assets	\$999,678.65
Fixed Assets	
Church Property	
Church Contents	75,000.00
Church/Hall Buildings	800,450.00
Fine Art	30,000.00
Land	159,043.00
Office Building	53,963.00
Office Equipment	25,000.00
Organ	250,000.00
Parking Lot	44,969.00
Stained Glass Windows	283,888.00
Total for Church Property	\$1,722,313.00
Total for Fixed Assets	\$1,722,313.00
Other Assets	
Total for Assets	\$2,721,991.65
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Credit Cards	
Other Current Liabilities	
Parsonage Loan	20,000.00
Payroll Liabilities	\$0.00
Colorado Dept of Revenue - Payr	600.72

Statement of Financial Position
Community Congregational Church UCC
As of December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Total for Payroll Liabilities	\$600.72
UCC Pass-Thru Giving	
Christmas Fund (Res)	332.00
Neighbors in Need (Res)	10.00
OCWM (Res)	915.00
One Great Hour (Res)	100.00
Strengthen the Church (Res)	319.00
Total for UCC Pass-Thru Giving	\$1,676.00
Total for Other Current Liabilities	\$22,276.72
Total for Current Liabilities	\$22,276.72
Long-term Liabilities	
Designated Church Funds	
Bldg Improvement Fund (DES)	2,000.00
Endowment (DES)	340,000.00
Maintenance and Repair (DES)	163,667.73
Missions Fund (DES)	1,075.00
Operating (DES)	29,457.19
Scholarship (DES)	37,000.00
Westside Cares (DES)	2,670.29
Total for Designated Church Funds	\$575,870.21
Misc Donor Restricted Funds	
Art Fund (RES)	1,000.00
Grants (Res)	3,250.00
Pantry Fund (RES)	8,741.68
Parsonage (Res)	18,250.20
Total for Misc Donor Restricted Funds	\$31,241.88
Total for Long-term Liabilities	\$607,112.09
Total for Liabilities	\$629,388.81
Equity	
Temp. Restricted Net Assets	51,518.60
Total Property	1,722,313.00
Unrestricted Net Assets	155,202.71
Net Income	163,568.53
Total for Equity	\$2,092,602.84
Total for Liabilities and Equity	\$2,721,991.65

Statement of Activity
Community Congregational Church UCC
January 1-December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
Art Beat	6,721.76
Congregational Giving	
Church Funds Support	
Pantry (West Side Cares)	1,669.24
Westside Cares Gifts	459.25
Total for Church Funds Support	\$2,128.49
Identified Giving (Non-pledged)	72,595.17
Loose Plate	5,506.87
Pledged Giving	101,683.40
UCC Missions PassThru Support	
Christmas Fund	200.00
Neighbors in Need	200.00
OCWM	200.00
One Great Hour of Sharing	167.00
Per Capita	15.00
Total for UCC Missions PassThru Support	\$782.00
Total for Congregational Giving	\$182,695.93
In-Kind (Non-Cash) Donations	420.61
Interest and Dividend Income	13,650.86
Other Income	
Fundraising Income	\$1,721.11
King Soopers Community Rewards	349.24
Total for Fundraising Income	\$2,070.35
Hall Rent	6,681.00
Kitchen Rent	691.76
Miscellaneous Income	513.86
Parking Lot Usage	10,634.44
Special Events	750.00
Total for Other Income	\$21,341.41
Parsonage	13,544.18
Total for Income	\$238,374.75
Gross Profit	\$238,374.75
Expenses	
Administrative Expenses	
Advertising	1,018.94
Bank Service Charges	391.84
Computer/Technology Expenses	1,541.09
Internet/Telephone	3,558.34

Statement of Activity
Community Congregational Church UCC
January 1-December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Misc Admin Exp	1,128.97
Office Supplies	1,818.45
Postage	15.60
Taxes/Fees	39.25
Toner/Ink/Printer Maint	1,053.88
Total for Administrative Expenses	\$10,566.36
Art Beat Events Expenses	2,325.32
Building/Property Expenses	\$159.23
Equipment	153.87
Insurance - Property	24,823.50
Janitorial Supplies	1,310.52
Organ/Plano Maintenance	935.00
Repairs and Maintenance	1,712.83
Utilities	\$6,093.90
Fire & Alarm	480.00
Garbage	821.28
Water	3,382.05
Total for Utilities	\$10,777.23
Total for Building/Property Expenses	\$39,872.18
Churchwide Missions	
Local Missions Churchwide	\$150.00
Pantry	1,669.24
Westside Cares	609.25
Total for Local Misslons Churchwide	\$2,428.49
UCC Churchwide Support	
Christmas Fund	200.00
Neighbors in Need	200.00
OCWM	200.00
One Great Hour of Sharing	200.00
RMC Dues	2,496.00
Strengthen the Church	200.00
Total for UCC Churchwide Support	\$3,496.00
Total for Churchwide Missions	\$5,924.49
Ministry Support	
Community Outreach	1,660.08
Fundraising Expenses	795.53
Music Ministry	
Guest Musicians	1,550.00
Music Supplies	413.59
Total for Music Ministry	\$1,963.59

Statement of Activity
Community Congregational Church UCC
January 1-December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Worship Expenses	
Worship Supplies/Resources	1,133.56
Total for Worship Expenses	\$1,133.56
Total for Ministry Support	\$5,552.76
Parking Lot Fees	1,447.75
Parsonage Expenses	13,544.18
Payroll Processing Fees	647.00
Reconciliation Discrepancies	-1.93
Special Event Expenses	\$811.08
Funeral Expenses	6.90
Total for Special Event Expenses	\$817.98
Staff Support	
Admin Staff	
Admin Staff Salary	47,062.50
Total for Admin Staff	\$47,062.50
Misc Staff Exp	
Bookkeeping Salary	1,425.00
Custodial Salary	5,240.00
Guest Ministers	400.00
Total for Misc Staff Exp	\$7,065.00
Music Staff Salaries	13,595.83
Pastoral Support	
Continuing Education	573.90
Minister FICA Offset	2,553.18
Minister Housing	29,000.04
Minister Salary	44,874.96
Pension	3,826.72
Reimbursable Expenses	269.26
Total for Pastoral Support	\$81,098.06
Payroll Expenses	\$1,138.06
FICA-Employer Share	5,283.65
Workers Comp Ins	879.00
Total for Payroll Expenses	\$7,300.71
Total for Staff Support	\$156,122.10
Total for Expenses	\$236,818.19
Net Operating Income	\$1,556.56

Statement of Activity
Community Congregational Church UCC
January 1-December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Other Income	
Realized and Unrealized Gains	162,011.97
Total for Other Income	\$162,011.97
Net Other Income	\$162,011.97
Net Income	\$163,568.53

Proposed Budget for 2026

Income	Budget	Actual thru		
	Income for Year	December	Over Under	2026 Budget
Art Beat		6,722	6,722	5,000
Parsonage Capital		13,544	13,544	20,000
Parsonage Rent			0	16,000
Pantry		1669	1,669	1,700
Identified Giving	6,000	72,595	66,595	20,000
Loose Plate	2,500	5,507	3,007	5,510
Pledge	102,000	101,683	-317	102,000
Per Capita	1,170	15	-1,155	
Interest Div	7,500	13,651	6,151	16,000
Fundraising		1,721	1,721	
King soopers	900	349	-551	500
Rent	6,120	7,373	1,253	7,200
Parking lot	1,000	10,634	9,634	12,000
Special events	4,300	750	-3,550	
Missions	1,000		-1,000	1,000
Miscellaneous	1,000	2,161	1,161	
Other Org support	4,750		-4,750	
Realized & Unreal	0		0	
Total Operating Receipts	138,240	238,374		206,910
With unrealized gain		162,012		
Total receipts		400,386		
	2025 Budget	2025	Over	2026
	Expenses	Expenses	Under	Budget
Admin Office supplies	8,000	10,570.00	2,570.00	11,000
Art Beat		2,325.00	2,325.00	2,500
Building Property	29,260	29,095.00	-165.00	17,000
Utilities	16,500	10,777.00	-5,723.00	14,000
Pantry	1,500	1,669.00	169.00	1,700
Missions		759.00	759.00	1,000
5 for 5 & dues	1,900	3,496.00	1,596.00	3,500
Comm out & Fund	1,250	2,456.00	1,206.00	2,500
Music	2,000	1,964.00	-36.00	2,000
Worship Exp	600	1,134.00	534.00	1,200
Parking lot		1,448.00	1,448.00	4,000
Parsonage		13,544.00	13,544.00	20,000
Payroll Process		647.00	647.00	900
Special events	250	811.00	561.00	900
Admin Staff payroll	47,250	47,063.00	-187.00	47,250
Contract labor	10,220	6,665.00	-3,555.00	10,220
Guest Ministers	800	400.00	-400.00	800
Music salary	13,650	13,596.00	-54.00	13,650
Continuing ed	750	574.00	-176.00	1,000
Minister Salary	71,250	76,428.00	5,178.00	76,428
Pension	6,100	3,827.00	-2,273.00	8,000
Minister Health Ins			0.00	5,000
Payroll tax employer	17,150	6,422.00	-10,728.00	6,400
Workmans Comp	900	879.00	-21.00	900
Good Samaritan Fund			0.00	500
Reimbursable Ex		269	269.00	
Total Expenses	229,330	236,818	7,488	252,348
Net operating receipts	-91,090	1,556		-45,438
Net receipts		163,568		

CONSTITUTION AND BYLAW CHANGES

Table of Contents: Bylaws, change Worship Support Board to “Diaconate”

Page 3, Article V, Section B, Number 2 -- remove “Members are declared.....of one year.”

Page 5, Article VIII, Section A, Number 2, line 3—Bookkeeper add “who reports to Trustees”

Page 5, Article VIII, Section A, Number 3, delete salary.

Page 8, Article IX, Section B, add a final sentence “A two-thirds majority is required to pass a motion.”

Page 8, Article IX, Section C, add a final sentence “A two-thirds majority is required to pass a motion.”

Page 8, Article IX, Section E – delete who section

Page 8, Article IX, Section F becomes Section E

Page 8, Article IX, Section E change quorum from 15% to 40%.

Page 8, Article X, Property Add the word “and Trustees” after Church Council,

Page 8, Article X, Property, line 3, Add “church” in front of membership

By-Laws

Page 3, Article XXII delete number 8.

Page 5, Article XXIV, Section B, Number 1, line 2 – delete staggered

Page 5, Article XXIV, Section 8 end of line 1 change “a” to “an”.

Page 6, Article XXIV, Section E – delete

Page 6, Article XXIV, Section E becomes Board of Missions

Page 6, Article XXIV, Section F becomes Board of Music

Page 6, Article XXIV, Section G, becomes Scholarship Board

Delete numbers 3 and 4. Final paragraph becomes number 2.

Change number 2 to read: The Scholarship Board will solicit and review applications and determine scholarship awards. Awards are only for one year, not to exceed \$2,500. Recipients must be church members or children of members.

Page 6, Article XXIV, Section H becomes Stewardship Board

2026 NOMINATED OFFICERS

Executive Team:

<i>Moderator:</i> Tina Hudson	(1st year of 1 st Term)
<i>Vice-Moderator:</i> Andy Kovatz	(1st year of 1 st Term)
<i>Secretary:</i> Arlene Penman	(1st year of 2nd Term)
<i>Treasurer:</i> Robin Kovats	(2nd year of 1st Term)

Council Members:

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

Trustees Board Members:

Linda O'Riley, Chair	(2nd year of 1st term)
Andy Kovats	(2nd year of 2nd term)
Brandon Osorio	(2nd year of 1st term)
Wayne Florek	(1st year of 1st term)
Julie Wells	(1st year of 1st term)

Standing Committees

Congregational Relations Committee	Open
Nominating Committee	Andy Kovats
Finance Committee	George Whitt, Andy Kovats, Rich Baker
Usher Ministry	Danny White

Notes

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

- 3) Refer to CCC Bylaws Art. XXIV Information on Board Responsibilities.



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

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

Our 2025 Staff:

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



UNITED CHURCH
OF CHRIST



facebook.com/manitouchurch