



*2021 Easter Day, Family Drive-in Service*

# Central Union Church

2020-2021 ANNUAL REPORT

## **TABLE OF CONTENTS**

CENTRAL UNION CHURCH STAFF MEMBERS	3
CHURCH COUNCIL MEMBERS	4
MINUTES of CONGREGATIONAL MEETINGS	
Annual Budget Meeting Minutes, January 26, 2020	6
Annual Meeting Minutes, May 31, 2020 (via Zoom)	11
Annual Budget Meeting Minutes, January 31, 2021 (via Zoom)	14
REPORTS from COUNCIL	
Council Chair	17
Secretary	19
Historian/Archivist	21
Annual Clerk's Report	22
REPORTS from MINISTERS	
Acting Senior Minister / Minister of Spiritual Formation	23
Minister of Congregational Life and Care	24
REPORTS from LEADERSHIP STAFF	
Director of Music Ministries	25
Director of Preschool	26
Director of Children's Ministries/CUPS Music Teacher	27
Youth Director	28
Controller	29
CHURCH MINISTRY and COMMITTEE REPORTS	
Central Union Windward Ministry	32
Community Ministry	33
Diaconate	34
Investment Ministry	34
Mind, Body & Spirit Movement Ministry	35
Music Ministry	36
Nominations/Governance Committee	37
Pohnpei Ministry	38
Reopening Liaisons	39
Senior Services Ministry	40
Stewardship Committee	41
Vision Team	42
Women's League	43
World Mission Ministry	44
Youth Ministry	46
LIST of NEW MEMBERS	47
BAPTISMS	47
MEMORIALS	48
WEDDINGS	49

## CENTRAL UNION CHURCH STAFF 2020-2021

### **Clergy**

Rev. David Rivers	Senior Minister (resigned - last day in pulpit, July 2020)
Rev. Brandon Durán	Lead Associate Minister of Mission and Ministry/ Acting Senior Minister (started July 2020)
Rev. Mary Herbig	Minister of Congregational Life and Care

### **Program Staff**

Margaret Lloyd	Director of Music Ministries
Alice Taum	Director of Congregational Care*
Kristen Young	Youth Director/Virtual Music Leader (added role March 2020)
Cayanna Herrera	Director of Children's Ministries/CUPS Music Teacher

### **Preschool Staff**

Veronique Braithwaite	Director of Preschool
René Wilkins	Development Assistant
Sandra Baldwin	Office Assistant
Elizabeth Christensen	After School Care Program Supervisor
Katrina Perez	School Chef
Biffany Saucedo	Assistant School Chef (started June 2020)

### **Administration Staff**

Suzanne Ivey	Administrator*
Ashley Joy Cambe	Controller
Amy Inouye	Accountant
Leslie Lui-Yuen	Accounting Clerk (resigned December 2020)
Thomas Nakasone	Accounting Clerk (started January 2021)
Jane Nagel	Funeral Coordinator
Gavin Moffat	Marketing & Communications Coordinator
Karl Hedberg	Multimedia Technician (resigned December 2020)
Jon Fujita	Operations and Projects Manager
Natasha Dator	Pastoral Administrative Assistant
Gail Lum	Receptionist*
Elizabeth Wooldridge	Thrift Shop Ministry Coordinator (resigned July 2020)

### **Building & Grounds Staff**

Cory Taylor	Facilities and HSE Manager
Robinson Fredrick	Buildings & Grounds Lead
Maxi Cudiamat	Building Maintenance Technician*
Eustaquio Aganon	Groundskeeper/Custodian
Van Dunlap	Groundskeeper/Custodian*
Rudy Lucero	Groundskeeper/Custodian

\* positions eliminated in August 2020 due to financial issues exacerbated by the COVID-19 pandemic

## CHURCH COUNCIL 2020-2021

### OFFICERS:

Chair	Martha Balkin
Vice-Chair	Carl Schlack
Secretary	Bruce Luxton
Treasurer	Craig McGinnis
Head of Diaconate	Nathan Wong

### Class of 2023

Carolyn Kuahulu  
Maurina Ludwig  
Carol Egan

### Class of 2022

Alexa Zen  
Janice Wakamatsu  
Peter Hirano

### Class of 2021

Eamon Jordan  
Paul Ka'awalaule  
Rik Papa

### Worship and Evangelism Committee

Head of Diaconate	Nathan Wong
Head Usher	Bruce Luxton
Music Ministry	Eleanor Mudrick
Pohnpei Ministry	co-chairs, Mark Ludwig & Jansen Santos

### Christian Education Committee

Children's Ministry	Vacant
Youth Ministry	Peggy Failla
Adult Education Ministry	Vacant

### Program & Mission Committee

Community Ministry	Carolyn Kuahulu
Mind/ Body/ Spirit Movement Ministry	Margie Smith
Senior Services Ministry	Susan Johnson
Women's League	Charise Shigeta/ Pili Lee Loy
World Missions Ministry	Margie Smith
Oahu Association	Evelyn "Evie" Hao

### Administration/Finance Committee

Stewardship Committee	Craig McGinnis
Buildings and Grounds Ministry	Bruce Luxton
Budget Ministry	Rik Papa
Investment Ministry	Craig McGinnis
	David Yee

### Free Standing Committees with no ministries under them

Historian/Archivist	Rosemary Eberhardt
Nominations and Governance	Alexa Zen
Personnel/Pastoral Relations	Peter Hirano

## 2020-2021 Church Council



Martha Balkin  
— Chair



Carl Schlack  
— Vice-Chair



Bruce Luxton  
— Secretary



Craig McGinnis  
— Treasurer



Nathan Wong  
— Head of  
Diaconate



Carolyn Kuahulu



Maurina Ludwig



Carol Egan



Alexa Zen



Janice Wakamatsu



Peter Hirano



Eamon Jordan



Paul Ka'awalaule



Rik Papa



Rosemary Eberhardt  
— Historian

*...From  
everyone who has  
been given much,  
much is expected...*

*Luke 12:48*



## **CENTRAL UNION CHURCH 2020 Annual Budget Meeting**

**Sunday, JANUARY 26, 2020**

**Sanctuary 10:03 a.m.**

### **I. Call to Order**

- A. Council Chair Thomas Kiyabu called the Annual Budget Meeting to order at 10:03 a.m. in the Sanctuary.
- B. Upon receiving the quorum report from Council Secretary Valerie Tanaka that 128 members were present, Chair Kiyabu, noting the number present exceeded the quorum requirement of 100 members, stated a quorum was established, pursuant to Article III, Section 3.8.A of the Church Bylaws.

### **II. Notice and Business of the Meeting**

- A. Chair Kiyabu stated that the purpose of the meeting was to consider and approve the Church Budget for 2020 pursuant to Article III, Section 3.5 of the Bylaws.
- B. Notice was properly given more than 20 days prior to the meeting. The notice included a description of the matters requiring approval of the members pursuant to Section 3.5 of the Bylaws.
- C. The meeting was conducted in accordance with the Congregational Meeting Rules adopted by the Council on September 25, 2012.

### **III. Invocation** - The invocation was given by Senior Minister Rev. David Rivers.

We gather here today to celebrate your presence among us, to remind us of your call to us, to continue our mission not only in 2020 but for the years ahead. Come and be amongst us, bring your peace upon us and transcend your vision to guide us and your strength upon all of us. In Christ's name, Amen.

### **IV. Introductions** – Chair Kiyabu introduced those on the dais:

Rev. David Rivers, Sr. Minister; Valerie Tanaka, Council Secretary; Thomas Kiyabu, Council Chair; Craig McGinnis, Council Treasurer & Budget Ministry Chair; Greg Sato, Parliamentarian; and Martha Balkin, Council Vice-Chair and Timer.

### **V. Consideration of the Annual Budget for 2020**

- A. Council Chair Kiyabu announced that the only topic under consideration for this meeting was the Church's 2020 Operating Budget. Chair Kiyabu called upon Treasurer Craig McGinnis to present the Annual Budget for 2020.
- B. Treasurer McGinnis, on behalf of the Church Council, first thanked the Church Staff and the Congregation for their hard work and generosity allowing the church to move to better financial health in 2019 heading into 2020. He thanked Budget Committee members David Yee and Scott Ballentyne for their input over the last couple of months and also stated a big thank you to former Controller, Brittany Hopkins, as without her dedication and hard work, the state of CUC finances would not be as they are to be presented today. First Treasurer McGinnis shared the GOOD NEWS. In 2017, the Church Council set a goal to reduce our dependency on our endowment earnings to a sustainable 4% by the year 2020. Over the past four (4) years, the entire church has worked extremely hard to reach this goal. He stated that last year we met our less than 5% draw and this year we are presenting a budget draw of 4% for 2020. (See the attached trend graph in your handouts.)

In addition to reducing the Endowment draw to 4%, the Church's endowment has grown more than 25% based on excellent market conditions this year and the transfer of additional unbudgeted revenues from the Preschool into the endowment to earn a market rate return.

Treasurer McGinnis stated as in the past, this is the Operating budget and does not include many large capital needs of the church. For example, the first draft of the Reserve study for the Sanctuary was just recently received and now we have a better understanding of delayed and future expenses to maintain all these wonderful buildings. Stated in the report are costs of over \$4.5 million which takes into concern serious deferred maintenance issues that the Church must determine how and when to address. These deferred issues can no longer be ignored.

Another concern is the continued decline in congregational giving. The declining trend at CUC is part of a nationwide trend that needs to be addressed.

Over the next year the Congregation will be hearing about the Council's "Mid-term" response and the engagement of a third-party advisor to give us guidance to our church's stewardship drive and the concerns of a declining giving trend. And over the next few months, more information will be provided from the CUC Vision Team and possible long term options to grow our church's mission and obtain good financial health.

Treasurer McGinnis states that Council Vice-Chair Martha Balkin will review the goals of the Church Council for the coming year. Vice-Chair Balkin states Council's concern is that the church be financially stable well into the future. Broken into a three (3) step approach, we are currently looking at CUC's immediate needs, this year 2020. This goes back to the successful Roadmap to Black efforts and the staff and Controller Hopkin's careful watch of expenses. Being told to shut the doors when the A/C is on or to turn off the lights when everyone walks out of the room, we continue to watch over expenses and the staff's watchful eyes on curbing unnecessary expenses to maintain our successes. Kudos to our CUC staff.

Looking at our mid-range goals, in looking at church giving trends nationwide, 59% of churches report a decrease or flatline of giving. This also affects our own church. We are trying to understand the cultural shift in giving demographics, that 30% of donations occur in December, and although each generation gives in its own way, the church is falling out of favor amongst the younger folks. In 1987, religious organizations received 53% of all charitable donations. By 2014, it had dropped to only 32%.

We are trying to stay ahead of the game and in so doing, we are looking into a 3<sup>rd</sup> party study of how to grow our revenues and church giving. The Council is looking at the Vision Team and long term options to grow our church's mission and for financial health to remain viable for all of us, our 'ohana, and keiki for years to come. Vice-Chair Balkin announced that she had a new grandbaby just born and in order that we continue to be a church for her grandson, for generations to come, to maintain all that CUC offers, that we need to look long term, so we may be financially healthy, in order that we, as a missional church, continue to strive to do God's work amongst us. There will be opportunities for dialogue and discussions about our church's' future. Join us at Learning Tree sessions, go to the website with your questions but we ask now for your attention as we discuss the 2020 Church Budget.

The 2020 Budget being presented: Total Operating revenue is shown (Line 15) \$7,929,844; Total Operating Expenses (Line 32) is \$7,928,663; resulting in an operating surplus of \$1181 (Line 33). After adding the additional accounting items and reconciling cash flow from the operating fund, the resulting outflow is -(\$294,505) (Line 38). And with the Endowment draw (Line 39), \$294,005 (4.0%). The budget is our Operating budget, and the difference between (Line 33) Net surplus (deficit) and Line 38 is a result of reconciling the CUPS budget into the overall budget. The Council

worked hard to further integrate the two teams, making it easier to understand than in past years.

### **Highlights:**

- 1) Revenues- Stewardship (Lines 1 & 2). This year, there is a \$100,000 less budgeted in pledge offerings and \$73,000 less projected for total stewardship than in 2019. (The chart also shows the history of pledges.)
- 2) \$307,704 is approximately \$7000 more than projected 2019 numbers, but a \$74,000 decrease compared to the 2019 budget.
- 3) Adult Day Care- Net Revenue (Line 8 and Line 23). Budgeted revenues on Line 8 is \$1,713,153 minus expense on Line 23 which provides a net revenue of \$141,061.

This is approximately \$97,000 increase over the 2019 Budget net revenue but is approximately \$21,000 less than the 2019 Projected net revenue. In 2019 the average census was 71 but the budget is based on an average of 67.

- 4) Facility Use- Line 9- (\$238,065) is unchanged from the 2019 budget. In 2019 the church conducted an energy audit of the campus. In 2020, the staff and Council will work to implement changes based on the audit in the facility use fees, as appropriate.
- 5) Central Union Windward (Line 11). Note that WUCC dissolved and transferred its assets / known liabilities to CUC on August 13, 2019 and the campus became known as “Central Union Windward”. Part of the Congregational vote was that this action would NOT impact the CUC endowment draws and our Road Map to Black, which in essence, established a financial firewall. So you will see the CUW Revenues and direct expenses for this campus listed separately. (See Line 11 and 28.) If the \$9047 budgeted net loss persists, it will be covered by the CUW reserves and NOT the CUC endowment. The Church Council and Church staff continues to seek new opportunities for faith formation at CUW and will actively invest in the areas possible and as opportunity arises.
- 6) CUPS (Central Union Preschool)- Preschool tuition and fees (Line 13) are combined with Preschool operating expenses (Line 30) to obtain the net revenue. This number includes Preschool only donations and fundraising, so it is subtracted from the budget; the Preschool contribution to the budget was increased to 10% in 2019.

Last year the Church Council worked with the Preschool to further integrate and align their financial goals and performance and will continue to do so this year.

**Expenses** - Treasurer McGinnis commended Church Administrator Suzanne Ivey and the entire church staff on their extreme hard work in reducing expenses; they continue to look for ways to operate more effectively and efficiently.

Overall, total budgeted expenses (Line 32) increased 3% over last year’s budget, which is less than half of the increase from last year. Most of this increase was due to the increase in benefits, such as medical and dental premiums and other administrative increases such as insurance premiums.

### **Endowment Draw**

Treasurer McGinnis stated that the 2020 Budget was based on a draw from the endowment of 4% or \$294,005. This matches our Roadmap to Black goal and is level that which is considered sustainable, if we must continue to draw from the endowment. There will be further discussions throughout the year to explore more options to secure future financial freedom.



VI. Chair Kiyabu then opened the floor for questions of clarification regarding the proposed Budget. Questions were heard as follows:

- 1) Richard Kang: Mr. Kang thanked the Budget committee for their hard work. Thank you for sacrificing your time and for allowing our church to do God's mission.
- 2) Ben Nakaoka: Is the full cost of capital repairs including the roof repairs? This is not in the Operating budget and Treasurer McGinnis estimated roof costs at about \$200,000. Any repairs are NOT a part of the Annual budget. The day to day Building & Grounds activities are covered but not the Roofing repairs. Treasurer McGinnis shared that the church applied for a Grant to help cover the roof repair costs and we were awarded \$60,000.
- 3) Joda Derrickson, a long-time member of CUW: Thank you for your oversights of the Windward campus. She made 2 observations: First, overall we are doing better than in 2017, contributed to the market shift, our Preschool, our Adult Care and gifts from Arcadia. Treasurer McGinnis concurred that this was a fair summarization. Ms. Derrickson asked about how the church was managing expenses and offered a round of applause to the Staff. She questions if Page 4, Line 190 for wedding revenues total is correct. Treasurer McGinnis states he will check into this.
- 4) Miguel Asuncion: Mr. Asuncion asked if our Insurance premiums went up and if the church was possibly "underinsured"? Treasurer McGinnis stated the new insurance coverage for this year, included the new Preschool building and also for the renovations to Room 10 and 11 building. He will double check this with Administrator Suzanne Ivey.
- 5) Maura Yee: Looking at Line 185 Weddings salary WD. In 2017 the Wedding director was eliminated and weddings were outsourced to Best Bridal. Looking at Line 188, if the position was eliminated why is there a cost for a Director? Treasurer McGinnis said he'd look into this and perhaps the heading for the line was not changed?
- 6) Peggy Ann Siegmund, member of CUW: She asked about repairs and maintenance for CUW. In the past, a couple lived in the cottage on the property, doing the needed repairs and also being security. Looking at Line 28. Rev. Rivers stated the line item is for maintenance needs on the campus and any needed repairs. We now spend approximately \$18,000 for security. Rev. Mary Herbig now resides in the cottage, and having security is a "current norm" necessary for maintaining the property. Rev. Rivers replied it would not be prudent to have Pastor Mary serve as security and patrol at night. We contract a Security company for the Honolulu campus and therefore now do the same for CUW.
- 7) Jocelyn Pratt, member of CUW: Ms. Pratt asks about expenses and stated that the CUW sanctuary windows are in need of cleaning. She asks if the current Office Manager has any input about what is needed at CUW and would like to see more attention placed on the needs of CUW.
- 8)Carolynn Bell-Tuttle: Ms. Bell-Tuttle stated that in the last 4 years, the church worked hard to maintain the Roadmap to Black and understanding why changes were necessary. Capital improvements are NOT a part of the Annual Budget. Treasurer McGinnis and Vice-Chair Balkin replied that short term goals are being reviewed as well as maintaining the less than 4% draw on the endowment funds. Vice Chair Balkin stated that in our mid-term goals, the reduction of giving trends are down. The Vision team will be laying out plans to look at 20-30 years and more into the future so Central Union Church will continue its Faith Formation and a better financial health picture.

- 9) Laura McIntyre: Ms. McIntyre asked if we are looking into other ways of gaining contributions.
- 10) Ruth Stepulis: Ms. Stepulis said mahalo to the Women's League who supports the Flower Committee and the Thrift Shop. Mahalo to all who have given to the Flower fund. As a result they spend \$350 or less to place fresh flowers in each of the services in the 3 buildings on Sundays.
- 11) Joda Derrickson – Ms. Derrickson asked if only minimum costs were being used for the Windward campus and would like to be sure that CUW is considered in the overall budget.

Chair Kiyabu stated that 2020 will be a challenging year, that we will strive to improve our revenue streams and continue to work towards closing the gap, part of our Roadmap to Black. There being no additional questions asked about debate on the proposed 2020 Budget.

A. Treasurer McGinnis made the following motion:

***Be it resolved that the 2020 Budget, as presented, and as recommended by the Council, be hereby adopted.***

***(No second needed since the motion is made on behalf of the Council.***

The floor was then open for debate.

As there was no debate, Jackie Lane moved to call for the question.

Parliamentarian Greg Sato confirmed that no motion to call for the question was needed and that we could go directly to the vote.

B. Chair Kiyabu then called for a voice vote.

***MOTION: It has been moved and seconded that the 2020 Budget, as presented, and as recommended by the Council, be hereby adopted.***

**The motion was adopted unanimously.**

**No abstentions.**

**No objections.**

C. Chair Kiyabu thanked Treasurer and Budget Ministry Chair Craig McGinnis and members of the Administration and Finance Committee which included Craig McGinnis, David Yee and Scott Ballentyne, along with our former Controller Brittany Hopkins for a job well done.

**VII. Concluding Business** – Chair Kiyabu asked if there were any Announcements to be made. There were none. He stated that officers of the Council would be available in front of the dais for the informal members' forum pursuant to the Meeting Rules.

**VIII. Closing Prayer** – Rev. David Rivers gave the closing prayer asking God to lift up our church and all the spirit that surrounds, so we may continue to do God's work.

**IX. Adjournment** - It was moved by John Steelquist and seconded by Don Clifford to adjourn the Budget meeting. The motion passed. The meeting was adjourned at 10:58 a.m.

Respectfully Submitted,

*Valerie Tanaka*, Secretary

April 21, 2020

The foregoing Minutes were approved at the Annual Meeting of the Central Union Church held on May 2, 2021.

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## **CENTRAL UNION CHURCH 2020 Annual Membership Meeting**

**Sunday, MAY 31, 2020**

**11:00 a.m.**

***In the Middle of the Corona Pandemic the meeting was held electronically via Zoom.***

Zoom was initiated by Central Union Church staff but managed by Tom Kiyabu and assisted by Rev. Brandon Durán.

### **Invocation:**

Rev. David Rivers opened the meeting with a prayer for the continued work of the Lord in this church, particularly as we face the new challenges of the year 2020.

### **I. Establishment of a Quorum:**

Tom Kiyabu called the meeting to order. It was reported by the Staff that 134 members were present for the meeting via electronic attendance thereby establishing a quorum.

Tom Kiyabu explained that the Bylaws address specific requirements for the notice of member meetings. He explained that the notice for this meeting was properly given and then proceeded to the business of the meeting. The meeting was held to elect new Church Council members. Tom introduced the Panel of participants. Greg Sato, Parliamentarian; Rev. Brandon Durán ; Martha Balkin, Council Chair nominee; Craig McGinnis, Treasurer and Treasurer nominee; and Bruce Luxton, Secretary nominee.

Tom Kiyabu explained the election format and introduced Rev. David Rivers.

Rev. David invited people to use the Q & A forum to bring their questions and ideas forward. The agenda goal is to provide updates for the congregation and to elect the new Council leaders. Rev. David explains the “raising of the hand” function that is incorporated in the Zoom program.

Greg Sato explains the process for entering a discussion. He also explains the details of how to make a motion.

Tom Kiyabu recognizes the nominees. Alexa Zen, Nomination and Governance Chair, reads the list of candidates for election:

Officers:	Term
Martha Balkin - Chair	One-Year
Carl Schlack - Vice-Chair	One-Year
Craig McGinnis - Treasurer	Two Years
Bruce Luxton - Secretary	Two Years

At Large Positions (class of 2023):

Maurina Ludwig  
Priscilla Kesi-Tiumalu

Tom recognizes that the motion to elect these positions comes from Nominations and Governance Committee. The motion is as follows: That members of Central Union Church approve the nominated Council members and Officers for the terms described. Tom asks for discussion and questions.

## **II. Electronic Chat and Q and A:**

Were the names listed or posted? Yes, the names are posted in the Spire and other electronic postings. Rev. David added the list of names to the screen in real time.

Can the unfilled At Large position be filled later? Yes.

Is it possible to vote for individual members rather than the slate? No, the slate is presented as one slate so it is not possible to vote for or against individual for this vote.

The question is called: Rev. David takes the vote count, both yes and no votes and for abstentions. All voting took place by “raising your hand” electronically. This is an electronic hand on the zoom screen that you push to vote. Then it is cleared so that the next vote can take place.

## **III. Voting:**

Tom Kiyabu announced that the slate is approved.

Martha Balkin is introduced as the new Council Chairperson.

Martha indicated that we are all doing our best with the current situation. The times are unprecedented. She thanked the outgoing members of the Council for their service with gratitude.

In keeping with the Annual Meeting requirements, the committee reports will be available on-line. She introduced Treasurer Craig McGinnis who will make a financial report.

Craig presented slides for 2019 recap (attached). He states that through the 2019 year the church financials were stable. The year of 2019 saw growth in the endowment, and development of new preschool classrooms. In addition, a new roof was added to the Sanctuary.

Craig presented a chart for the year 2020 (attached). He created a slide that showed the primary drivers of the budget as it was conceived. The chart shows that revenue drivers such as Adult Day Care (ADC) and Preschool are down since these ministries are currently not operating. Craig thanks the congregation for keeping pledges current. He announced that the Adult Day Care (ADC) will open on a limited basis. The Preschool will remain closed until the State allows reopening. Most of the Preschool Programs that were not operational were refunded. All Weddings have been cancelled. Some weddings are currently scheduled for early July if the Sanctuary is available. These missions have been a large source of revenue for the church. Our current income is down by at least 20% compared to the budget for 2020.

The church received a PPP loan and it has been a big financial assistance. Craig discussed that the endowment return to date has been way down. However, he is optimistic that it will improve as financial conditions in the country improve.

Craig is not sure what the path forward will look like. The PPP loan will help sustain the church through the Summer. We are hopeful the revenue sources for the church will return to normal. The Administration and Finance Committee is focused on trying to find the best path forward so the church can focus on its ministries.

Martha offered to receive questions and opinions:

1.) Did we refund Preschool tuition? Yes, Preschool tuitions were refunded for the time it did not operate. In addition, funds for programs that could not be operated were also refunded.

2.) What is the interest cost on the PPP loan? When is it due? Craig is hopeful it will be converted to a grant and will not need to be repaid at the annual interest rate of 1%. The accounting staff really expects it all to be converted to a grant with no other required payment.

**Motion:** Motion to accept the Financial report. The motion is seconded.

A Vote Follows: **The motion to accept the report is passed.**

#### **IV. Reports:**

##### **Tom Kiyabu Gives his report as the Outgoing Chair:**

Tom discussed the New Norm. With the pandemic the World is reshaped. We have hope and plans, however we are still in lockdown. As we move out of the lockdown we will transform. Many non-profits are reshaping their own futures. We need to consider our own future, considering the issues and the opportunities. We will need innovators for the future. The growth of CUC has been positive in terms of income and even some additional congregation growth. We have all worked together to move the church forward. Tom appreciates the work of Rev. David Rivers through the years, including all the time he spent with the church. We congratulate Rev. David for all the great work he has done for the church. Tom thanks his team and the staff for rising to the challenges. He asks the church to pray for Martha and the Council and Staff. We need to consider what is good for all and the decision to follow a path will be conflicted. We all strive for common goals and the chance to raise the church to the top.

##### **Rev. David Rivers ‘Senior Minister’s Report:**

Rev. David discussed the year of 2019. He recognized that many skills were used by congregation members to serve the congregation. The COVID-19 Virus has brought a change; however, the focus of who we are has not changed. We are on a mission to serve God. We realize that the plans and Visions to impact the community were ready to present. They have not died but are on hold until we move beyond the COVID-19 era. The church is not closed, it is open through the people and the internet. New ministries are emerging and on-line worship is evolving. We have been doing the best we can.

Rev. David recognized that he is personally burnt out. He recalls that it has been a great honor, however he needs a rest to recover from all the needs for this church. He recognizes that the Holy Spirit is among us and will continue to be part of the church. He describes a “Holy Rummage Sale” where the church revives itself with ideas and changes that are brought about by societal changes. Many things will remain the same, however new things will emerge. It is impossible to go back now. The church must move forward. CUC can be a leading church by moving forward and adapting. The transformation will require the church to consider many ideas to continue to be a shining light of love.

#### **V. Announcements:**

Rev. David’s last Sunday will be July 5, 2020. The Rivers family will be moving to Charleston, S.C., and looking forward to a new life. He thanks all the church for the work they have done.

#### **VI. Report of the Incoming Chair**

Martha Balkin reported that she looks forward to a time when we can all get together in person. She thanked Rev. Rivers for his work. Martha recognized that the special address, [Council-Chair@Centralunionchurch.org](mailto:Council-Chair@Centralunionchurch.org), is a direct email source for all to add information or to provide input about the church. She discussed the process for finding a new Senior Minister. She is looking at putting together groups that will reflect the diversity of our congregation. Please send mail to the above email address if you would like to assist the church.

Martha continued by discussing the reopening of the Church. It is clear that we need to have a safe plan and well thought out implementation process for opening the Sanctuary and other church buildings.

Martha thanked everyone for attending on this ZOOM format. We hope to have a congregational meeting when we can all come together again.

## **VII. Martha opens the floor to questions and opinions:**

- 1.) Will we be able to sing again, or will the Choir be able to sing? We are following the guidelines as they are presented to us. It is a tough decision. However, we need to recognize that contagion is the major issue. We need to follow guidelines and use all precautions.
- 2.) What is the timeline for the Windward Campus? The Plan for both campuses needs to be discussed as we move forward with all the changes.
- 3.) Will the departure of Rev. David change the Windward Campus? That is a discussion in progress.
- 4.) Can we meet on the Lawn? We are considering many options.
- 5.) When can we reopen the Windward Campus Office? It is a work in progress and is fluid. Every plan we make now changes based on changing COVID-19 information.

Seeing no further questions, she thanks the ministries that are working together and also to the staff for all their work.

### **Rev. Brandon Durán closed with a prayer:**

We celebrate the Spirit among us. We ask the Spirit to continue to be present with us as we move forward. We give thanks for the new ways the Spirit will move us forward in the future.

There is a motion to adjourn and a second. Hearing no discussion, a vote is taken.

Meeting is adjourned.

Faithfully presented by Bruce Luxton, Secretary

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## **CENTRAL UNION CHURCH 2021 Annual Budget Meeting**

**Sunday, JANUARY 31, 2021**

**11:00 a.m. ~ 12:00 p.m.**

***During the Corona Pandemic the meeting was held electronically via Zoom.***

**Officers in Attendance:** Martha Balkin, Carl Schlack, Craig McGinnis, Bruce Luxton

**Staff:** Rev. Brandon Durán, Rev. Mary Herbig, Ashley Cambe, Margaret Lloyd, Gavin Moffat, Natasha Dator

**Guests:** Greg Sato, Parliamentarian

### **i. Call to Order:**

The Meeting started at 11:00 am for the purpose of allowing time to sign in all members and participants and to establish a Quorum.

The Meeting was called to order at 11:30 am by Chairperson Martha Balkin.

**ii. Quorum:** A Quorum was established by Pastor Mary and Natasha Dator. They informed Secretary Bruce Luxton and the official announcement was delivered to the Chairperson, Martha Balkin. Thanks all for attending this meeting. The budget will be the priority of this meeting. The Congregational Meeting rules will be followed for this meeting which includes an amendment authorized by the Church Council to allow for electronic meetings.

### **iii. Invocation:**

Pastor Brandon opens the Meeting with a Prayer:

Holy and living God, you are the divine healer. We thank you for being with us in this moment. We thank you for the gifts of all the people in this meeting and our island home. May we continue to be faithful stewards.



#### **iv. Introductions:**

Chairperson Martha Balkin introduced the following people:

Acting Senior Minister Rev. Brandon Durán  
Ashley Cambe, Controller  
Greg Sato, Parliamentarian  
Carl Schlack, Vice-Chairperson and Official Timer  
Craig McGinnis, Treasurer  
Bruce Luxton, Secretary

#### **v. Meeting Procedures:**

Explanation and Rules presented by Martha Balkin: Martha explains that the meeting will have electronic features such as the Raise Hand function. This function will be important in the discussion and debate section. When the chair recognizes a person, they will be unmuted. The official timer will time each individual for 2 minutes. The timer's role is to make sure we can get as many opinions as possible in the discussion and debate.

Martha provides a phone number to give additional technical assistance. Martha then explains the balloting process so that all can participate in the sample poll. This includes a telephone process for those calling in on a telephone. Martha goes over a test ballot so everyone can practice.

#### **vi. Sample Ballot:**

The rules for ballot casting are explained by Martha Balkin. After the explanation there was a practice ballot to assure that people understand and know how to use the system. The test went well. There were 10 people who did not get their vote counted, but there will be a second practice ballot.

#### **vii. Introduction of Craig McGinnis and the Treasurer's report on the Budget for 2021:**

Craig explains the way the budget sheet is structured. There is a liability that is reflected from the PPP loan. This loan has not yet been forgiven. The PPP loan number will go away when it is forgiven. The church will apply for forgiveness as soon as the bank opens the window for forgiveness.

Craig reports that there are many long-term items that need to be addressed. Many of them are not included in the statement since the year has required us to be very fluid.

The document that Craig is presenting has lines that are numbered. Craig goes over some of the lines on a number-by-number basis. Craig reports line 39 shows a deficit, however the Endowment Draw on line 40 will bring the account into balance.

Craig moves into detail. He discusses the Revenue section on line 15 that was additional to the financial statement. We are projecting a 20% reduction in revenue however we expect that by year end we will have a larger cash flow than the 2020 year.

The budgeted net revenue for Weddings will be less than in years before COVID. However, we expect more wedding income in 2021 than in 2020. The Adult Day Care has a new income source reported in the facilities use section. This is due to the change in the way we have restructured our arrangement with Arcadia from a management agreement to a lease and the resulting accounting changes.

The Facility Use income has gone up due to the new arrangement with Arcadia. We have additional income in this line item from other building use. We are still being very conservative on these items since we are uncertain how much use there will be.

The Windward CUW has a line (11) that reflects the income from CUW. Craig is aware that this summer we are going to discuss the firewall with CUW. For the purposes of this budget, Craig is projecting a full year on an ongoing basis.

The Preschool lines show the expected tuitions and there is an offsetting line for expenses.

Craig wants to thank the staff for their work in reducing expenses. Overall expenses decrease 29% in this budget. The reduction in expenses is matched by a similar reduction in income. Many committees have reduced their expected expenses for this budget year. There is no salary for a Senior Minister in this budget. This reduces the overall expenses. However, if an interim Minister is appointed, the budget will

be reexamined to make room for that position.

Craig notes that the Outreach and Social Services expenses are down due to an abundance of materials already available in the church. They can be used and are already paid for. In addition, there is a reduction in salary expense due to employment changes.

### **Craig takes Questions:**

Question: Facility Use, what is the new arrangement for Arcadia that has changed the Facility use section?

Response: Craig reports that Facility use includes Adult Day Care and the new arrangement with Arcadia. He believes that the Adult Daycare will not have an exposure to losses and the revenue will be about the same as previous years. The Arcadia relationship with regard to Adult Daycare has been restructured from a management agreement to a lease.

Question: Can Craig discuss Christian Education to highlight what is in that category?

Response: The youth director is in that line item according to Ashley Cambe.

Question: How much unrestricted funds are available in the endowment?

Response: Craig reports that the endowment continues to grow – currently, it is over \$8.0 mm.

Question: The wedding income looks to be overly optimistic.

Response: Craig reports that they researched this and believe that it is a number that they can achieve in 2021. He recognizes that it may be aspirational, however it is a best estimate.

Question: Family Ministry was budgeted higher this year. Is there a new projection progress?

Response: Ashley will get back with the answer.

Question: Is Central Union Windward separation included in the budget statement?

Response: Craig responds that the separation will be ending in August. There has been no full discussion and definition of the way in which the separation (firewall) will be resolved. Craig includes the annual income and expenses as if it was a full year. There may be changes due to the fashion in which we resolve the transition of CUW.

### **Hearing no more questions, Craig moves the question of the acceptance and adoption to the 2021 Budget out of his committee.**

The Question for debate: **Be it resolved that the 2021 budget as presented by Craig McGinnis and recommended by the Council be and hereby is adopted.**

**The meeting moves to debate of the question:**

**Martha calls the floor open for debate.**

Comment: An individual was concerned that she did not get a copy of the full detailed budget. She finds it difficult analyzing the budget without the full detail.

Response: Martha discusses that the detail was available upon request at the same electronic location that invited people to this meeting.

Question: Why is it that the Preschool net revenue does not match the contribution of the Preschool to the Church?

Response: Craig states that the \$350,000 contribution is in the expenses of the Preschool. The Net Revenue as presented is a positive. However, it could go up or down according to the year. The \$350,000 makes sure we receive that amount as a part of the operation of the school.

Question: Does Church Council recognize that there is a belief that there is a large part of the church work required is not being budgeted? Is the Church Council looking at reinstating many of the services?

Response: Some of them have been moved to other areas. When we changed the staffing patterns, we changed many of the services to volunteers such as the Diaconate. Care for the community has been absorbed by other areas but is a constant area of focus for the remaining staff.

Question: Why does the CUW not get income from the cottage that Pastor Mary lives in? What is the progress on repairs at CUW including the cottage?

Response: There will be a discussion between CUW and CUC regarding the “Three Year Anniversary” of the combining of CUC and CUW. At that time, these issues will be addressed. The Church Council has had to choose which item on the CUW campus require the most attention. It is a slow process.

Question: Is the Church using a property manager to try to fill spaces that are empty now. Are the CUC tenants current?

Response: The properties are currently marketed by the staff. The existing tenants are current.

Question: Is there a possibility of approving a six-month budget?

Response: The parliamentarian suggests that the budget as presented is what we are considering. The Church has been conservative in its budgeting and can be managed so that the expenses can be matched to the revenue as it comes in.

Question: The CUW cottage has needed work. Has anything been accomplished yet?

Response: Similar to the question above. There have been estimates of the cost of reroofing, but no work was done. Pastor Brandon and Jon Fujita are working on the issue.

**Test Poll:** there was an additional practice poll.

**Martha calls for the budget question:**

**Motion: Be it resolved that the 2021 budget as presented by Craig McGinnis and recommended by the Council be and hereby is adopted.**

**The vote is tallied: There are 110 votes yes, 4 votes no and 5 abstains. The budget hereby passes.**

**Adjournment:**

There is a motion to adjourn, and a second. A show of “raising hands” approved the motion. Meeting adjourned at 1:10 pm.

Faithfully presented by Bruce Luxton, Secretary



## Report of the Council Chair

*Martha Balkin*

It feels like “unprecedented” has been the word of the year. The impact of COVID-19 throughout our church, our island, our nation and our world is simply unprecedented. The stay-at-home orders, social distancing, mask-wearing, and isolation is unlike anything we have ever experienced or could have envisioned.

The story of 2020, however, should not just be in the difficulties imposed by COVID. In writing this report, I did a little experiment. I went back and reviewed the Spire articles I had written over the past year to see what words had captured those points in time. The results were somewhat telling.

While this word cloud does reflect that it was a challenging year, and it’s evident there were unknowns to face and uncertainties, the central theme that was reflected



throughout the year was one of Love. It is the core, the central tenet of who we are as God's people. Our belief that God is steadfast through difficult times, our hope for the future, and our ability to be creative and embrace new possibilities shines through.

**Altered Operations:** We began the year with an online Annual Meeting. While optimistically waiting until the last day of May in hopes that we would be able to meet in person, the realities of the pandemic and our reliance on technological modalities soon became readily apparent. The beginning of the year saw the church campus (and our state) shut down, operating under stay-at-home orders. Staff worked tirelessly to create online worship and find other ways to remotely connect with our congregation. Council was faced with how to address the inevitable financial repercussions that this cessation of services created. Bruce Luxton and Nathan Wong were called on to lead a reopening plan, adhering to guidelines established by the city and county and other government agencies and designed to maintain the health and safety of our congregation.

**Economic Impact:** The shut-down exposed vulnerabilities in our funding streams. Many of the economic drivers of our revenue were flat, greatly diminished, or close to zero. Events were cancelled and rental income was lost. When Central Union Preschool and Adult Day Care were able to reopen, it was at decreased capacity due to distance requirements. Carl Schlack was able to work with Arcadia to convert the existing management agreement, which was creating budget deficits with lowered enrollment, to a lease agreement. In the future, potential revenues may not be as great as in the past, but CUC will not be exposed to losses as we experienced this year. Treasurer Craig McGinnis and Controller Ashley Cambe were able to secure funding through the Paycheck Protection Program securing a forgivable loan that would be forgiven, converting to a grant, provided that the funding was applied to appropriate expenses. While this funding provided critical support through the initial months of the pandemic, we ultimately saw reductions in funding of 29% for the year. In August, the very difficult decision was made that five positions would need to be eliminated in order to ensure the fiscal viability of the organization.

**Leadership Transitions:** After six years serving the congregation of Central Union Church, Rev. David Rivers resigned from Central Union Church and stepped away from parish ministry. Pastor David's last day in the pulpit was July 5. Central Union said goodbye with a drive-through celebration of Pastor David and his family and our appreciation of the time and love that was given to our church.



*Drive-Through Aloha celebration for Pastor David Rivers and his family.*

The Council voted to offer Rev. Brandon Durán the position of Acting Senior Minister effective July 6. We are grateful for Pastor Brandon's leadership during this time of transition. We are grateful that CUC was able to have the sustained leadership of Pastor Brandon and Rev. Mary Herbig in place during this time. Likewise, thanks go to staff, our diaconate and other volunteers who have stepped in to fill expanded roles as we continued service with fewer personnel.

**Service:** Despite physical limitations our ministries were able to continue service to others. We began monthly food drives in conjunction with Help is on the Way who provided deliveries of food to those who should stay at



home during the pandemic. Central Union began distributing food donated by Aloha Harvest and Foodbank in October, creating Serving Aloha, and is currently serving over 550 households per week. On All Saints Day, the carillon bells tolled every 4 seconds for the 228 individuals (as of that date) in Hawaii who had lost their lives to COVID-19, while 228 empty chairs sat on the church's Great Lawn. The Thrift Shop was able to reopen in December and the Thrift Shop on our Windward campus is preparing to reopen soon. Many other acts of service to our members, our community and abroad were accomplished,



*Serving Aloha Volunteers.*

sometimes through new and creative means, which are detailed further in this Annual Report.



*All Saints Day COVID Memorial Bell Toll*

**Governance:** A major initiative of the Council has been a restatement of the Bylaws in order to ensure an updated and flexible governance structure that allows the Church to operate in a way that is responsive to the challenges of our time. On April 18, the congregation gathered in-person and online to approve the restated Bylaws and Standing Rules. Thanks to the members of the Bylaws committee for their thorough analysis of needed revisions to move our church forward. Thanks also to members of the congregation who studied, questioned, commented and ultimately approved these changes.

Another thing I was struck by in the word cloud — underpinning “Love” was “Thanks”. I am so thankful to you, the members of Central Union Church for the care and concern you have demonstrated throughout this year. I am grateful for your prayers, your creativity, your flexibility, and your dedication. I am grateful for the lessons this time has taught us. I am grateful to have been part of a Council that has worked tirelessly for our church. I am grateful that we remain united in our belief that Love Never Fails. I am especially grateful and excited for the opportunities that await us in the coming year.

## Report of the Secretary

*Bruce Luxton*

For the Church Year Including the start of the COVID-19 Pandemic

From March 2020 to March 2021

Report date April 10, 2021

A national comedian had the best line of the year. He said, “If someone invents a time machine in the future, please do not come back to 2020, you will be wasting your time.” It has been a very difficult year for the church. There is no way to pull the punches. I have attempted to create a chronology of events that occurred during the year. I hope the reader can get a flavor of the conditions of the past year. I need to point out that the Bylaws in effect during this year state that the Church Council will make the guiding decisions for the church if an Interim Minister is serving the church (or Acting Senior Minister). This means that the Church Council, chaired by Martha Balkin, has carried the decision making of the church for over one year. They have worked in consultation with the Acting Senior Minister.

In mid-February, the United States became aware that the COVID Virus was in the country and was a deadly virus. By early March it was clear to most of us that we were entering into a serious pandemic. As a church, we believed that if we could stop shaking hands, and washed our hands frequently, we could avoid the virus.

We continued to hold church services and asked people to keep their distance. In early March, we had four services on the main campus; 7:00 am, 9:00 am, 11:00 am contemporary service and 11:00 am Pohnpeian. There was a 10:00 am service at the Central Union Windward campus. Our average attendance in all the services was about 500 people. As a point of reference, we churched over 1,000 people during multiple services around December 25, 2019.

Rev. Rivers wrote an email to church leaders on March 22, 2020. According to my notes, this is the first Sunday that we did not have a live service. We moved to a virtual Service using Zoom. Rev. Rivers' email was a call to the Council to come together to discuss the Pandemic and the impact on the Church. As a Church, we were just becoming fully aware of the fact that we would not see our congregation. We were optimistic. We set plans to start church again in two weeks or three weeks when the closures would be over. We thought maybe by Easter we would be able to gather again as a full congregation. We all started using the electronic communication tool called Zoom. Zoom became the contact point for the congregation for the next year.

The COVID virus required closing of the church, including the staff and the offices. All staff members were working from home, including the ministers. The only persons on campus were the maintenance staff that lived on the campus.

The congregation, in support of each other began to set up "Zoom Trees". Paul Shinkawa, Regina Shimomura, Glenn Uejio, Margie Smith, and myself coordinated names and emails of members according to the service that they usually attended. After a few attempts these "Zoom Trees" became known as the "Aloha Lanai", a reference to the time after church when everyone got together. The "Aloha Lanai" occurred after the virtual service on Sunday and provided a way to allow the congregation to see each other and to talk with each other.

In early May, it became clear that Rev. Rivers was resigning his position as Senior Minister and would be leaving Oahu in mid-July. During that time, Rev. Brandon Durán became the Acting Senior Minister. He forged ahead with leadership and guided the church through a very difficult period.

In June 2020 Martha Balkin, with consultation with Rev. Brandon established a "Reopen Committee". That committee was Dr. Nathan Wong and myself. Martha had an email address set up, [reopen@centralunionchurch.org](mailto:reopen@centralunionchurch.org). For the next year, Nathan and I were the focal point of the church reopening.

As the Church Secretary I recorded all the minutes and assisted with the agenda information. Our Treasurer was Craig McGinnis. Craig worked with the new Controller, Ashley Cambe, to provide projections and alternatives for the church. Since the campus was closed many times during the year, the church missional businesses were closed and not generating income. The church was reliant on income from giving by the congregation.

Pastor Brandon worked with the Staff; Martha Balkin worked with the Council. Pastor Mary called people and did her best to communicate. It was a real team effort. The Secretary's Minutes do not reflect the turmoil and the concern for the church that was evident in every decision and every day in the life of the staff. Nathan Wong and I are both Deacons. We worked with the congregation and with the Diaconate to provide whatever we could to support the ministers. It is hard to describe unless you were there. The Ministers were ministering to a congregation that they could not actually see or meet in person.

The electronic connection with the staff and the congregation became the standard for all communication in the church. The church office was eventually allowed to return to the campus. The campus was not "open", but some of the staff worked from home and some from the office. Ministering took place in front of a computer. All our congregation was isolated, not just from the church, but from each other. It was a very difficult year.

The church's missional businesses were closed much of the year. As a church, we continued to discuss reopening. We established Oct 25, 2020 as a potential day to reopen. We followed very strict distancing rules and face masking. We did preregistering and monitored everyone in the service, identifying who they were and where they sat. We seated everyone, and kept all the records in case we needed to contact them. This was the first time we had a live congregation in the church since the start of the pandemic.

The church reopened for live services on Oct 25, 2020. We limited the number of attendees and for the next five months we averaged 35 people in the live service. Our high service was 85 people. Our lowest was on a very rainy Sunday. In addition to the live service we had a virtual service at 10 am every Sunday. We attempted live services "on the lawn" and drive in services with people parked in front of the Sanctuary. We held drive in services with an FM radio broadcast in order not to bother the neighbors. We did our best to get



together even with COVID. The Aloha Lanai times after the virtual service proved to be popular. Many of our members attended occasionally. It was a good place to see your friends.

In February of 2021, Pastor Brandon located a communion cup with a small wafer attached. This communion cup allowed us to add communion to our live services. It was a very welcome addition since our only communion previously was during the virtual service.

I am writing this in April 2021. The vaccine has reached Hawaii and the population is getting vaccinated. We just completed our Easter services for 2021. We had 185 people at a live service. In addition, we had a drive-in Sunrise service and a Drive-in family service at 11:00 am. Our virtual service was consistent at 10:00 am and was followed by the Aloha Lanai.

As a community-focused church, we continued to assist with community projects when we could. Many families in Hawaii were unable to pay for food. Some of our congregation members started food drives. What evolved was a partnership with the Foodbank and local growers that provided large amounts of food to the Church on Wednesdays. Many volunteers showed up every Wednesday to distribute free bags of food and fresh items like eggs and pineapples to those in need in the community. As I write this report we are serving over 500 families per week with additional food items. It has been a bright spot for our church.

As we move into a new church year we are aware that the Pandemic is not over. We hope to have larger services and perhaps open more than one live service on Sunday. We hope and pray that 2021 will be a better year than 2020.

Council Secretary: *Bruce Luxton*

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## **Report of the Historian/Archivist**

*Rosemary Eberhardt*



In 2020, the Church was on lockdown because of the COVID-19 pandemic, and with the absence of faithful volunteers Dorothy Craven, Ruth Chang, Melissa Otaguro, and Sandra Yamada, vital projects in assembling historic documents were put on hold.

Amidst the unfortunate setbacks and stagnation caused by the pandemic and the sudden change of leadership, there was still positivity to be found. Damp CUW records were recovered. A team of CUW angels led by Janice Wakamatsu are looking forward to organizing and filing this history which has been saved by a most unexpected stroke of fortune. Furthermore, inquiries posed to the Archivist/Historian were able to be researched and a prompt response provided. Recordation of history is documented in board

minutes, committee reports, weekly bulletins and outlines, the Spire, member records, the clerk's report, church leaflets, to name a few. Yearly binding of Church records for preservation will commence once all 2020 documents are completed, making it easier and more accessible to the researcher. Kudos to our Staff who respect, protect, and are helpful to the Archives.

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*We urge you, brothers and sisters, admonish the idle,  
encourage the weak, be patient with them all.*

*1 Thessalonians 5:14*

## **Annual Clerk's Report**

### **January 1, 2020– December 31, 2020**

<b>TOTAL MEMBERSHIP—JANUARY 1, 2020</b>	<b>1398</b>
<b>MEMBERSHIP GAINED IN 2020</b>	<b>4</b>
Confirmation	0
Confession of Faith	0
Reaffirmation of Faith	2
Transfer of Letter	2
Associate	0
Reinstated	0
<b>MEMBERSHIP LOST IN 2020</b>	<b>25</b>
Death	25
Transfer	0
Terminated	0
<b>TOTAL MEMBERSHIP—DECEMBER 2020</b>	<b>1377</b>
<b>BAPTISMS IN 2020</b>	<b>11</b>
Children	10
Adults	1

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# Report of the Acting Senior Minister

*The Rev. Brandon Durán*

**Name & Title:** Rev. Brandon Durán, Acting Senior Minister

**Brief Description of Your Role & Highlights:** The onset of the pandemic and the notice of Rev. Rivers' resignation altered my role at Central Union Church. In 2020, my role was to follow the Holy Spirit, to lead the church staff, and to work with lay leadership in guiding the church through an unprecedented time. Throughout this year we:

- Modified and maintained treasured CUC traditions such as honoring 50-year members, Christmas Eve Candlelight service, Laity Sunday, blessing our graduates, and more.
- Created new partnerships (e.g. "Help is on the Way"), new worship services (e.g. online, drive-in, and drive-through), and new programs (e.g. seminarian internship program).
- Encouraged and supported congregant-led efforts such as Serving Aloha, extensive care networks, and new small groups (e.g. First Things Prayer Group, Mini-Kealaula Group, and the Christ, Creation, Crisis and You class).
- Strengthened our denominational ties through guest preachers, participation in denominational events by laity and clergy, and collaboration with sister churches.
- Pursued new ways to address the needs of the church (e.g. stewardship campaign, health and safety protocols, virtual gatherings, etc).

The last year has been a "wilderness experience." Yet the scriptures speak of such experiences as times when the people of God learned how to trust God in new ways. During this last year we have done more than survive, we have discovered unexpected gifts and new graces. Through the challenges of 2020, we have gained more testimonies and more reasons to give thanks. As we carefully emerge from the pandemic, my hope is that we would do more than "get back to where we were." My hope is that we would find creative ways to bless others, that we would be courageous in our trust of God's leading, and that we would persist in our desire to engage and embrace all as we seek to embody Christ.

## **List the Ministry or Ministries You Work with:**

I work to connect with all ministries, yet I have the most contact with the Council and the Diaconate.

## **Please Provide Pictures from Your Work this Past Year:**



Starting in the top left and moving to the right:

1. Easter Drive-In Family Service
2. Infant Baptism
3. Serving Aloha Volunteers
4. Pride Ride Drive-Through Event
5. All Saints Bells Honoring Those Who Died from COVID-19
6. Staff Working on Stewardship Mailer
7. Prepping for Advent Worship with Members
8. Zoom Class
9. Thanking Kapi'olani Workers



# Report of the Minister of Congregational Life and Care

*The Rev. Mary Herbig*

**Name and Title:** Rev. Mary Herbig, Minister of Congregational Life and Care

**Brief Description of Your Role:** As with many of our staff, the onset of the pandemic and the departure of Rev. Rivers greatly altered my role this year. My role had been to guide and support the outreach ministries, developing opportunities to foster community in both traditional and innovative ways. In light of the pandemic and staff departures, I have also assumed responsibility for continuing and renewing our care ministry, expanding opportunities and empowering volunteers to help create a multi-faceted care network so that all might feel supported and loved.

**List the Ministry or Ministries You Work with:**

I work most closely with Community Ministry, the Diaconate, the Women's League, the Women's Retreat Planning Group, the World Mission Ministry, and the Young Adult Ministry.

**Describe Highlights and Achievements of 2020:**

- Designed a pandemic-time care system to expand our network of care. This involved offering pastoral care alongside Pastor Brandon and other staff, as well as recruiting and training volunteers to assist in making calls and delivering groceries and prescriptions to those most at risk. The system also included tracking our care to ensure that it is equitable and that no one is left out or forgotten.
- Worked with the diaconate to reimagine their "white lei" ministry during the pandemic. This ministry has blossomed, as they provide care calls, cards, and small gift packages to those who could especially benefit from extra care, support, and love from our church.
- Created a summer internship program and supervised seminary student Cassie Chee.
- Partnered with Pastor Brandon to modify and re-envision our worship services and small groups (online, drive-in, drive-through, outdoor, etc.).
- Encouraged and led small group opportunities to foster community and spiritual growth during this unprecedented year (The Chosen, Story of God, Young Adult Group, Prayer Groups, Virtual Women's Retreat, Pursuing Racial Justice class, Care Communities, etc.)



*Clockwise from top left: Intern Cassie blessing backpacks; Carol A. and Margie S. at our Stewardship Prayer Walk; Pastor Mary leading the Easter Sunrise Drive-In; the "Love Like Jesus" gathering at Central Union following the death of George Floyd; one of CUC's Virtual Aloha Lanais; Pastor Mary leading the Reflection at our Family Drive-In Easter Service.*

# Report of the Director of Music Ministries

Margaret Lloyd

Assisted by CUC's music staff and volunteers, I strive to provide a Christian ministry of music, serving CUC by engaging and embracing all seeking to embody Christ. At the beginning of this reporting year, our CUC campus was closed as per COVID-19 mandated restrictions, impacting our worship services and the gathering of our thirteen music ensembles as well as canceling/postponing concerts and choral festivals. As a staff, we adapted to the ever-evolving challenges and some of my responsibilities this last year were to:

- Facilitate worship planning as we explored and implemented alternate worship service opportunities: online virtual services; drive-in services on The Great Lawn (with radio transmission); drive-through services; and eventually an abbreviated in-person Sunday morning worship service in the Sanctuary beginning October 25, 2020. For Christmas Eve and Easter celebrations, multiple worship service options were offered: online, drive-in and in-person.
- Meet with pastoral team and Council-appointed reopening liaisons Bruce Luxton and Dr. Nathan Wong on best practices and safety protocols for in-person worship services.
- Assist and support Kristen Young, Virtual Music Leader, in developing music participation in online services, engaging over 65 musicians (CUC music staff, volunteers and community guests).



- Work with the Soloist Ensemble in creating music for various virtual worship service offerings.
- Oversee copyright compliance for all music included in online worship services, procuring permissions as necessary beyond coverage provided by ONE LICENSE and CCLI licensing agreements.
- Partner with Constance Uejio, Organist/Pianist, and Nyle Hallman, Organist Emerita, in providing instrumental music for in-person worship services utilizing carillon, duo piano, handbells, harp, organ and piano in the absence of any singing.



- Coordinate two virtual choir projects for Easter Sunday with Chancel Choir singers and the Soloist Ensemble. A big *Mahalo* to Keith Wallace and Kristen Young for the audio and video editing, respectively, of these special seasonal projects!
- Program the spire carillon tolling for a community event on All Saints Sunday (November 1, 2020) to commemorate COVID-19 deaths in Hawaii, visually demonstrated by 228 empty chairs on The Great Lawn.



- Research scientific data on aerosolization of particles associated with singing in support of best practices to ensure personal safety and public health of our musicians and worshiping community by participating in webinars and reading documentation gathered by the American Choral Directors Association, the American Guild of Organists, The Hymn Society, as well as various universities and denominations.



- Attend multi-day national conferences/events "virtually" as presented by the American Guild of Organists, Handbell Musicians of America, and The Hymn Society.

CUC's choral ministry was blessed for many years by the dedicated service of Deborah Mary Kelsey. We mourned her passing on October 16, 2020. Aunty Debbie will be remembered by many for a life well lived and graciously shared with worshiping communities and musical endeavors throughout the Islands. She was deeply devoted to her family and fully committed to the creative art of music.

## Report of the Preschool Director

*Veronique Braithwaite*

**Name & Title:** Veronique Braithwaite, Preschool Director

### **Brief Description of Your Role:**

The Preschool Director ensures that we provide an environment in which children are welcomed into a loving school where they are invited to grow in their cognitive, social and spiritual understanding. As a ministry of Central Union Church, the Preschool Director helps to ensure a strong connection with the organization while reaching out to the larger community to impact families.

### **Pictures from this Past Year:**



*(left to right)*

1. Sofie Bailey holds up non-perishable food items that Preschool families collected during the month of November. All food donation items went to support CUC Sharing Aloha Food Distribution efforts.
2. Preschool held a virtual Christmas Chapel program in December 2020. We continued with our tradition of celebrating through a unique and modified way in keeping with health and safety protocols.



3. Jaxon Choi and Riley Lum work with their own individual materials on a classroom activity. Children have learned to acclimate and adjust to the new procedures, including mask wearing and social distancing.
4. Ms. René Wilkins helps Central Union Preschool (CUPS) keiki, Summer Schumacker, out of the car during auto line and completes the regular morning routine of health screening and temperature check.

### **Highlights and Achievements of 2020:**

- Navigating and operating during the pandemic in spite of the new challenges brought about with COVID-19.
- CUPS was the recipient of three grants in late 2020 (Child Care Stimulus Grant Program administered by Hawaii Community Foundation, DHS Emergency Child Care Services Contract and Hawaii Pivot Grant) totaling approximately \$80K.
- Due to the sudden statewide COVID case spike in August 2020, Preschool enrollment experienced a decrease; a slight rebound in enrollment occurred in October as community conditions became more stable; over all for the SY enrollment is operating at 11.5% lower enrollment in light of health & safety protocols.
- In spite of the challenges presented by the pandemic, the Preschool has continued to find new, creative ways to carry on with our celebrations such as having virtual Chapel celebrations and conducting our annual DAZZLE fundraiser in a drive-through, grab and go fashion.

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## **Report of the Director of Children's Ministries and CUPS Music Teacher**

*Cayanna Herrera*

**Name & Title:** Cayanna Herrera- Director of Children's Ministries; Music Teacher, CUPS

My role at Central Union Church is two-fold. In Children's Ministries, it is my goal to introduce children to Jesus in a way that inspires them to begin a relationship with God and to provide tools to parents to help each family grow in faith. As music teacher at Central Union Church Preschool and Kindergarten, it is my goal to help children recognize and embrace beauty in the world, gain confidence, practice important life skills, and help grow their faith using the vehicle of music education.



### **Highlights and Achievements of 2020:**

Children's Ministries:

- Held Kid's Night Out-February 2020
- Transitioned from in-person to online Sunday school classes with curriculum that included special Lenten Devotional, Palm Sunday, and Easter Sunday programming; special Compassion Camp

summer curriculum; and Advent Devotional curriculum for 2020.

- Held Drive-Through Backpack Blessing for the start of school and Drive-Through Advent Workshop to kick off Advent 2020.
- Continued working toward completing my Masters of Business Administration in Management to gain additional skills for the administrative tasks required by my position.

#### CUPS Music Teacher:

- Prepared and taught standards-based music curriculum for music classes.
- Transitioned from in-person to video-based music classes.
- Collaborated with Veronique Braithwaite to research and successfully design and implement safe practices for music classes.
- Planned and taught standards-based music curriculum while following current CDC and National Association for Music Education guidance on COVID-19 mitigation practices.
- Planned and led the hybrid pre-recorded/live Christmas Chapel program with CUPS administration, teachers, and students and in collaboration with Pastors Brandon Durán and Mary Herbig.

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## Report of the Youth Director

*Kristen Young*



*Sharing music in worship*

**Name & Title:** Kristen Young, Youth Director

**Role:** To inspire and equip youth (grades 6-12) to embody their faith through service, leadership, and spiritual practices.

During the COVID-19 pandemic, I have worked more closely with the worship planning team to offer different forms of worship and services.

**Ministries I work with:** (1) Youth Ministry & (2) Mind, Body, Spirit Movement Ministry



*Youth on Zoom*



*Easter family drive-in service  
using radio transmitter*



*Pohnpeian girls and women  
share dance at Easter drive-in service*

### **Highlights and Achievements of 2020**

- Holding a drive-by celebration on the church campus for 2020 youth graduates
- Facilitating regular Zoom gatherings with youth on Sundays
- Maintaining contact with youth and families through weekly email updates and social media
- Utilizing my other interests and developing skills to adapt worship services to other formats (i.e. online worship, drive-in services, virtual Women's Retreat) 150+ videos made

- Coordinating regular participation of youth and young adults in the online worship services  
(30 youth/young adults have read scripture for online services)



*Johnson K.A. being greeted by fellow youth & Youth Ministry member Cheryl L. at drive-by*



*2020 graduates:  
Moses D., Mahela L., Johnson K.A., Crystal F., Makua F.*

## Report of the Controller

**Name & Title:** Ashley Joy Cambe, Controller

**Brief Description of Your Role:**

The Controller position has the responsibility of supervising accounting staff personnel and overseeing all aspects concerning fiscal operations including accounting, treasury, cash management, consolidation, audit, tax, payroll, budgeting, and forecasting cashflows.

**List the Ministry or Ministries You Work with:**

The Controller works with all ministries of Central Union Church.

**2020 Summary:**

This year has proved to be one of the most challenging years CUC has endured. All our ministries experienced substantial losses of revenue due to the COVID-19 pandemic. The Sanctuary closed its doors to protect and minimize the spread of the virus from the congregation. Weddings and one time facility use events were all affected and cancelled. Due to the compounded effects of the pandemic, the Council was encumbered with the painful decision of letting go of five individuals to curb the impending operational losses.

Despite our financial hardship, we have come together as a team, hatched new ideas to do Church, and strengthened our ties with the community. With the support of our Congregation and Council we survived 2020!

**2020 Financial Highlights:**

We successfully applied and attained PPP monies from the CARES Act to support our payroll. The loan was received on April 27, 2020 for \$666,745. The SBA released this forgivable loan to assist small businesses including non-profits due to COVID-19 pandemic. The funds were applied to payroll to qualify for forgiveness. CUC will be applying for forgiveness in 2021.

We also successfully refinanced our mortgage rate from 4.66% to 3.0%. The ARM mortgage is a 25-year mortgage expected to be paid in full by 2037. The new interest rate became effective in January 2021. The rate is locked in through July 2028. The new monthly payment is \$6,346 compared to \$7,190 with the previous rate.

Giving was steady despite the COVID-19 pandemic. The pledge campaign collected 93% of commitments and collected 86% of budgeted giving. A huge mahalo to our Congregation!

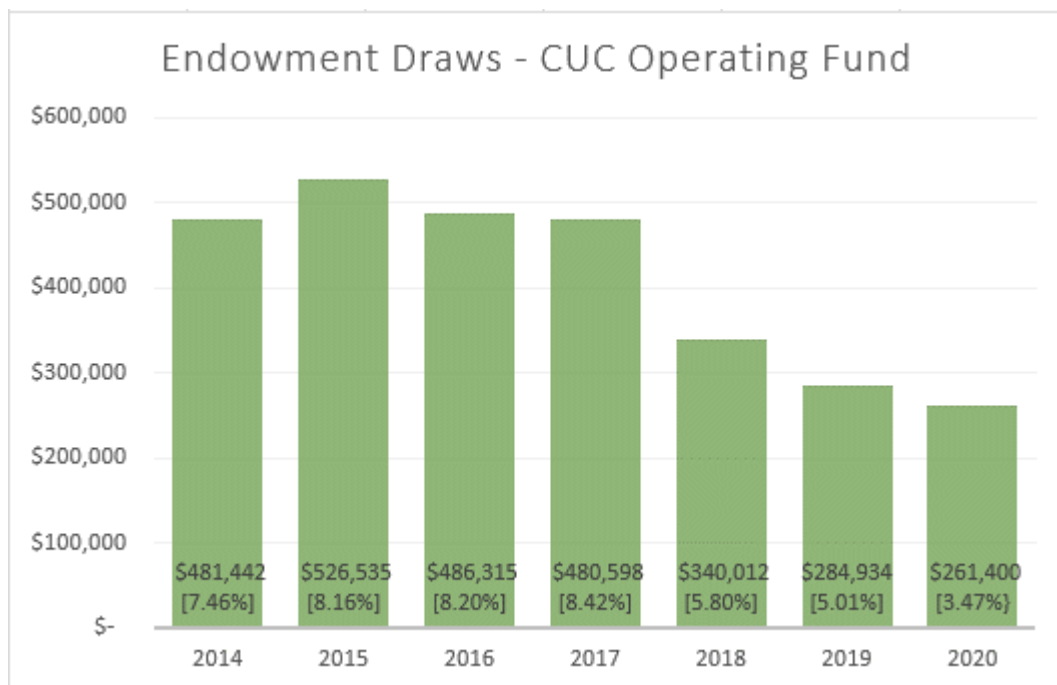
With the guidance of our Vice-Chair, Carl Schlack, the management agreement with Arcadia was revamped to a lease agreement which significantly averted further losses due to the pandemic and declining census.

Two new endowments were established: The Vision Team Fund and The Betty Yee Fund. The Vision Team Fund will aid in The Vision Team's future goals and objectives. The Betty Yee Fund will be focused on supporting other non-profits and outreach.

Denominational Support – Central Union Church continues to make contributions as well as acting as an agent for collections towards the UCC 5 for 5 Special Funds. All monies collected for these funds are immediately disbursed to the conference.

UCC 5 for 5	2020 YTD Contributions
OGHS	\$1,503
Strengthen the Church	\$798
Neighbors in Need	\$1,733
Our Church's Wider Mission	\$12,000
The Christmas Fund	\$4,015

#### Update on Roadmap to Black:



*CUC Endowment withdrawals from 2014 to 2020*

The Church Council set a goal in 2017 to reduce our dependency on our endowment earnings to a sustainable 4% by the end of 2020. Undeterred by the COVID-19 pandemic, our endowments surprisingly surpassed pre-COVID balances. Compared to February 2020 and December 2020, our endowments grew over a million dollars. This growth along with the PPP funds has helped CUC achieve its goal of using less than 4% draws.

2021 will be a new year with new challenges. We will continue to strive for sustainability.



# Church Ministry & Committee Reports

*Urge you to put yourselves at the service of such people,  
and of everyone who works and toils with them..*

*1 Corinthians 16:16*

# Report of the Central Union Windward Ministry

*Janice Wakamatsu*

**Members of the CUW Ministry leadership team are:** Joda Derrickson, Sam Failla, Linn Garcia, Suzanne Jambeau, Virginia Kawauchi, Jocelyn Pratt, Peggy Anne Siegmund, Elbridge Smith, and Jan Wakamatsu.

Our purpose is to extend services of Central Union Church to the Windward Oahu community through regular worship services; operation of a Thrift Shop; blessing others through the Food Pantry program; providing Bible study, prayer, and other spiritual development programs. We were able to have the Kamaaina Kids program continue their pre-school operation in addition to expanding to accommodate a childcare program during the months that schools were not in session and essential employees needed a program for children to be nurtured and cared for in a safe environment. We look forward to welcoming the Windward recovery groups back to the campus as soon as our community activities can return to a more normal level.

We were able to offer Zoom worship meetings for CUW congregants in mid-May until we were able to meet in-person once again for the month of July. We returned to Zoom services from August through the end of October when we again resumed in-person worship through the present time.



*Palm Sunday at CUWindward*



*Sam & Kamuela Klemmer*

- Volunteer Office Angels manned the office for 4 hours, 3 days a week.
- The Food Pantry was able to continue serving clients even as CUW was closed for in-person worship.
- The Thrift Shop has been expanded and revamped and will reopen in May.
- We have been able to have a pastor in the pulpit every Sunday that we have had in-person worship.



# Report of the Community Ministry

*Carolyn Kuahulu*

**Our Purpose:** Turning faith into action, we engage our congregation to transform lives by serving people in need in our community.

**Members:** Bea Terumoto, Pua Fabella, Eppy Kerr, Rebecca Woodland, Ari and Joey Tiumalu, Ken Harding, Ronny Lynn, Laura Steelquist, Tom Kiyabu, Martha Balkin, and Carolyn Kuahulu, Chair

## Next Step & Keauhou Shelters



*Niu, Elu, and Joey prepare meals*

We deliver 160 hot meals once a month. During the time that facilities were shut-down, we provided bento meals. Once the kitchen reopened, we were able to provide prepared food to the shelters, but COVID restrictions prevented serving or interacting with shelter guests.

## Serving Aloha

Our many volunteers preparing food to feed our community weekly.

Serving Aloha began in response to growing food insecurity on our island. Serving Aloha began in October to serve households affected by the economic downturn due to COVID,



kupuna and others experiencing food insecurity. Donations from Aloha Harvest and Foodbank are repackaged for distribution. This program has grown from serving approximately 300 households at inception to over 550 households in April, 2021.



## White Gifts



The traditional White Gifts pageant was not able to be held this year due to COVID restrictions, but that did not prevent our congregation from responding generously. With generous cash and gift card donations from the congregation we were able to shop and fill the needs for Christmas Gifts.

## Financial Donations

Financial support was provided to the following organizations: Hawaii Food Bank, UCC Women's Transition House, IHS, Faith Action, John 17:21, Hawaii Immigrant Justice Center.

## Report of the Diaconate

*Nathan Wong*

The union of the Board of Deacons and the Board of Deaconesses formed the Diaconate in 2017. Its purpose, simply put, is to strengthen the Church through service. Its duties and responsibilities include, but are not limited to, ministering to Church members by assisting the clergy as they administer the Sacraments of the Church, assist in worship services, baptisms, funerals, visit church members in need, counsel with and assist the Pastoral Staff in matters relative to the spiritual needs of the Church.

Current members include Sally Mist, Regina Shimomura, Pili Lee Loy, Sue Johnson, Mark Ludwig, Maurina Ludwig, Dusty Santos, Will Brown, Robin Campbell, Anita DiMauro, Adrienne Wing Lau, Mike Uno, Nathan Wong, Karl Hedberg, Robinson Fredrick, Bruce Luxton, Ronny Lynn, John Steelquist, Carolyn David, Wendy Young, Sylvia Young.

The year 2020 has obviously been dominated by the COVID-19 pandemic resulting in no in-person Sunday services for seven months from March to October 2020. However, the Diaconate:

- Has continued to meet monthly per Zoom.
- Continues to visit or stay in contact via calls and/or cards with shut-in and frail Church members.
- Approved a zero budget for 2021 to assist the Church financially. It has prompted other ministries within the Church to do likewise.
- Supported M.Div. students with tuition funds from the Deacons Theological Scholarship Fund.
- Leads the volunteer team responsible for applying social distancing, illness screening and contact tracing principles for all in-person services.

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## Report of the Investment Ministry

*David Yee*

The Investment Ministry works with the Treasurer, the Church Administration and Finance Committee, and the Church staff in development and management of the Church's portfolio of investments at Bank of Hawaii (BOH). The meeting schedule is once a quarter at BOH's downtown headquarters. We are issued a quarterly performance report and listen to the bank's performance presentation. That did not happen in 2020 due to the COVID-19 pandemic.

**Bank of Hawaii did provide the following market values for the year 2020:**

Total Market Value @ 12/31/2019	\$ 7,553,714
Annual Deposits in 2020	0
Annual Withdrawals in 2020	(186,925)
Annual Change in Market Value Net of Fees	\$ 747,770
Total Market Value @ 12/31/2020	<u>\$ 8,114,559</u>

### **Regarding the Asset Distribution of the Investment Portfolio:**

It is expressly understood that the manager is being hired to be a balanced manager and a function of that responsibility includes asset allocation. In an effort to contain risk and provide guidance to the manager, the following asset mix constraints were observed:

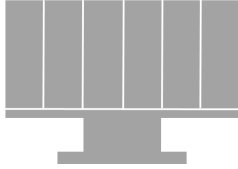
Asset Class	Minimum	Maximum	Target
Equity	45%	65%	60%
Fixed Income	30%	55%	40%
Short-Term Investments	0%	10%	as requested

Our allocation of 60% Equity and 40% Fixed Income is conservative. Bank of Hawaii said the allocation normally seen with Not-For-Profits and Foundations is 75/25.

# Report of the Body, Mind & Spirit Movement Ministry (MBS)

*Margie Smith & Carol Alevizos*

**PURPOSE:** Our purpose has always been to care for our wonderful congregation via Mind, Body and Spirit. Once COVID 19 lockdowns began, we began to focus on finding and creating opportunities for our congregation to connect and “see” one another in new ways.



## Three Aloha Lanais

In September 2020 we assisted the structuring of the three Zoom Aloha Lanais.

## Marion Lyman Mersereau's Mindful Movement

Marion's relaxing Mindful Movements exercises have now shifted to Zoom — every Wednesday at 5:00 p.m.



## Centering Prayer

Carol Alevizos continues to offer her weekly Zoom meetings Wednesdays 6:30 - 8:00 p.m.

Margie Smith co-hosts a centering prayer plus welcoming prayer Mondays at 7:30 - 8:30 a.m.



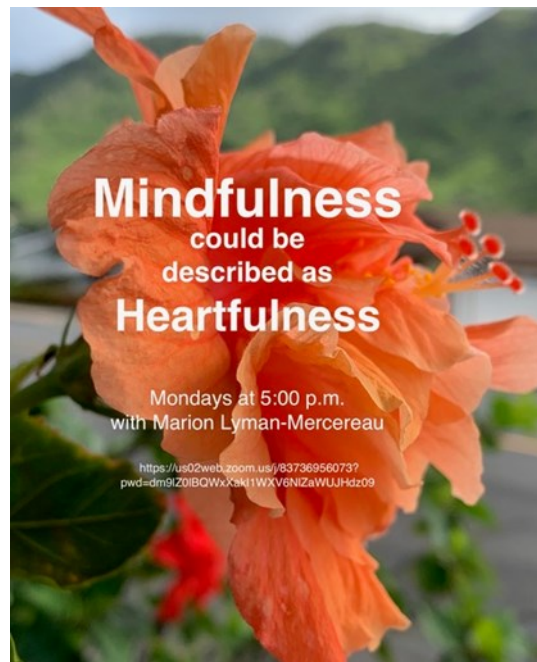
## Prayer Walk

In January we assisted and supported with the Prayer Walk.



## Mindfulness Class

Marion Lyman Mersereau conducts a Mindfulness class every Monday from 5:00 - 5:30 p.m.



## Well-Being calls to our congregation

Upon Pastor Mary's request MBS members volunteered to participate in “well-being” phone calls to our congregation.

## Walking Moai

Kapiolani Park walking moai meets weekly, Mondays and Fridays, at 4:00 p.m.



# Report of the Music Ministry

*Ellie Mudrick*

Our mission to support participation in the Music Program was curtailed by the COVID Pandemic. Singing was not allowed in any worship services. We avoided meeting in person, and all the public concerts and events were cancelled.

In order to submit our Budget Proposal, we staged our first Zoom meeting in late summer of 2020. Connie Uejio hosted, providing an invitation and a link. We held another Zoom meeting in January, of 2021, to present our Power Point in support of the Stewardship Campaign, "All Things New."

Music connects people and renews their spirits. In spite of the pandemic's restrictions, the leadership of Margaret Lloyd and Connie Uejio enriched our In-Person worship services, giving us hope for the weeks ahead. Music without singing included Handbells, harp, pianos and organ. Online services included our Soloists, Catherine Goto, Blythe Kelsey, Keith Wallace and Christopher Kelsey, as well as Wade Cambern and Kristen Young. We were greatly saddened by the passing of our dear Choir Director, Debbie Kelsey. She shared her talents and her family so generously with our Church.

Our Chancel Choir presented a wonderful Virtual Choir for Easter, a blessing to our On-line Services.

Members: Ellie Mudrick, Chairwoman, Stephen Steiner, Recording secretary, Lisa Haley, Linda Kihleng, Connie Uejio, and our CUC Director of Music Ministries, Margaret Lloyd. Carolyn Kuahulu is our Council Liaison, always willing to pitch in.



# Report of the Nominations & Governance Committee

*Alexa Zen*

- The purpose of the Nominations and Governance Committee is to find, vet, and nominate qualified and valuable candidates to serve on the Council; to address conflicts of interest; to recommend an auditor to the Council when needed; to periodically review and make recommendations to the Council regarding the Church's Articles of Incorporation, Bylaws, and Standing Rules; and any other responsibilities as permitted by the Council.



*(The Bylaws Committee meeting via Zoom)*

## - Highlights of the past year:

- The Nominations and Governance Committee has largely been at work through its ad hoc Bylaws Committee, comprised of the following five members: (1) Alexa Zen, Chair of the Bylaws Committee; (2) Martha Balkin, Chair of the Council; (3) Carl Schlack, Vice-Chair of the Council; (4) Bruce Luxton, Secretary of the Council; and (5) Rosemary Eberhardt, Historian.
- The Bylaws Committee has been in existence since Summer 2019 (comprised of members Alexa Zen, Martha Balkin, and Valerie Tanaka at that time), but began doing the majority of its substantive work in August 2020 under the current members.
- At a time when people were not allowed to gather at the Church, the Bylaws Committee made the decision to do the kind of work that was permitted during the pandemic: virtual meetings for the purpose of taking care of internal business of the Church. The Bylaws Committee began having regular virtual meetings in August 2020, which continued through April 2021. This committee underwent extensive review and revisions of the Bylaws, and a subsequent document titled the Standing Rules that emerged because of said revisions. The goal was to revise the Bylaws to promote efficiency, remove layers of bureaucracy creating more direct communication and participation between committees and Council, and to produce Bylaws that would provide the Council in the future to withstand obstacles and changing times with greater ease.

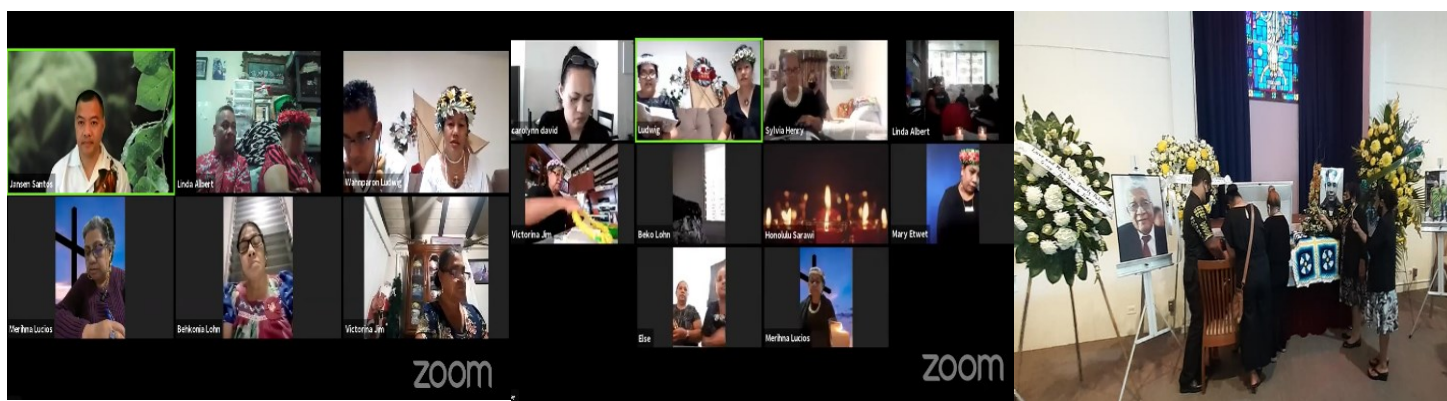


# Report of the Pohnpei Ministry

*Jansen Santos & Maurina Ludwig*

Pohnpei Ministry has been around for a while but not formally oriented in the CUC charter until it was adopted during Pastor David Rivers' time. This group was formed back in 2002 under Senior Minister Ted Robinson. Pohnpei Ministry was formed because CUC members from Pohnpei could not understand the sermons preached each Sunday by Senior Minister Robinson. By the blessing of God and the work of the Holy Spirit a missionary by the name of Chester Terpstra who knew Pohnpei well asked Senior Minister Robinson if he could be the minister to the Pohnpeians. Pohnpei Ministry was formed to help Pohnpeians worship in their own language.

## Highlights that took place during COVID-19 Pandemic 2020



*(Zoom Fellowship and Bible Study Thursday and Friday Evenings. Passing of our Pahpa Ahm Sepety)*

## Activities that Pohnpei Ministry accomplished:

- Online Bible Study and Fellowship
- Online Sunday Service
- Volunteer to drop off food and basic needs for families in need and affected by COVID-19
- Volunteer to help CUC on Wednesday Food Drive
- Group prayer for families who have lost their loved ones
- Most of the activities were done online via Zoom, Messenger and e-mails
- Pohnpei Ministry happens to reach out to thousands of Pohnpeians outside of Hawaii due to the online services conducted by Pohnpei Ministry. Pohnpei Ministry realized the need of our brothers and sisters abroad.

# Report of the Reopening Liaisons

*Bruce Luxton & Nate Wong*

- **March 15, 2020** saw the **final day of "normal" Sunday services at Central Union Church**. Two days earlier the President of the U.S. had declared a "national emergency" with regard to the COVID-19 pandemic, and March 16<sup>th</sup> saw the onset of stringent social distancing measures in Hawaii that essentially closed the CUC campus to in-person activity for the next seven months. Sunday worship thereafter consisted of a single virtual service online, which began on March 22<sup>nd</sup> and continues. Intermittently, Drive-in and Drive-through services were also held.

- In April and May the incidence of new COVID cases per day stayed essentially in single digits. Optimistically, a **Phased Reopening plan for worship was developed** and sent out to the Congregation. On June 4<sup>th</sup> Council asked Bruce Luxton and Nathan Wong to serve as **Reopening Liaisons with the following responsibilities:**

- + Interface with the congregation on suggestions, ideas, questions re: reopening
- + Work with staff to assess viability of proposals
- + Determine ways congregation can support reopening
- + Assist with recruitment of volunteers required
- + Work with staff and volunteers implementing plan
- + Serve as resource to staff after researching what the Conference and other churches were doing in this regard.

- In essence the **goal for Reopening of in-person worship and campus activity** was that it be in compliance with State and City requirements for social distancing and contact tracing, that it maintain safety as much as possible and practical, that it be done with agreement of Pastoral Staff and Council, and that it have the support and understanding of the Congregation.

- Landmarks and Highlights of the year.

- **Creation of email site [reopen@centralunionchurch.org](mailto:reopen@centralunionchurch.org)** allowed Liaisons to receive questions and concerns directly from members of the Congregation, and share them with Pastoral Staff and Council. Don Clifford, Elly Chong, Fanny Yeung were particularly helpful with their input.
- **Sanctuary the preferred venue for in-person worship:** spacious, open to natural ventilation, though it lacked on-line capability. Good effort by staff to mitigate viral spread in the Sanctuary as much as possible.
- The marked increase in new COVID infections through July, August and early September prompted CUC to **hold off on reopening** despite other churches doing so. It was a wise decision.
- In late September it appeared the incidence of new infections was declining. We then gathered Deacons, Special Service Deacons and others willing to help, to **plan for safe resumption of an in-person service in the Sanctuary**, to include seating configurations that maintained distance while allowing as many worshipers as possible, creating moveable barriers, creating a system for contact tracing, requiring masks, signing waivers to screen for active viral infection.
- The persistent decline in new infections in late September and October prompted the decision to **resume in-person worship in the Sanctuary on October 25**, initially with a cap of 50 people. Average Sunday attendance has been in upper 30s, probably partly due to the well-received on-line services in English and Pohnpeian.

- Challenge of **worship at Christmas and Easter** with the anticipated large attendance and/or multiple services. Has been effectively and safely met by a dedicated and efficient team of Deacons and volunteers who have gained experience both with the Sunday service and other events like Serving Aloha.
- **Reopening continues** with anticipated increased attendance at the in-person Sunday service. Adding other in-person services will depend on whether the community at large can do what is necessary to keep the infection rate at an acceptable level. We also keep our minds open to ways of worship that we have not yet experienced or tried, particularly an increased use of current and future technology.

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## Report of the Senior Services Ministry

*Susan Johnson*

These lovely ladies are members of our Ministry: Betsy Turgeon, Jackie Lane, Carolyn Ching, Margaret Park, Glenda Lau, Jody Libed, Ruth Stepulis, Shirley Cruthers, and Sue Johnson.

Many cancellations at Central Union were caused by COVID-19, including our Senior Services projects. We thought that our Over 80's annual party could be rescheduled for the Fall, but that proved to be wrong, and as of now, we cannot commit to holding one this year. We also haven't met in person but have had sporadic emails during the year.

In late July, Alice Taum, our staff liaison, composed a letter on behalf of Senior Services. The letter along with a magnetic cross book marker was mailed in September to almost 200 of our 80+ year old members in Hawaii. They were very well received.

November's Anniversary Sunday honoring Central Union's congregation with 50 years or more membership was virtual so no lei could be presented. The date was also changed to separate it from All Saints' Day which honors Church members who have passed away during the year.

On November 10th, Federal COVID supplies, fabric and disposable masks, 32 oz. hand sanitizer bottles, and 32 oz. bottles of alcohol were ordered through the state to be delivered to Central Union for our seniors. On January 8th, we were able to put in a second order. In late March, I received an email from the state saying that because the sanitizer and alcohol were combustible, they weren't able to honor the orders, but that we would be receiving the masks. As of April 12, 2021, the masks have not been delivered to the Church.

In late November, Margaret Park, suggested that the centerpieces she made for the Over 80's Party be distributed to members who had signed up to attend the cancelled party. 10 names were drawn, and they were presented with a beautiful gift bag containing an embroidered bath towel designed and donated by Margaret.

As of April 2021, no Senior Services functions including meetings have been scheduled for the year.



# Report of the Stewardship Committee

*Bruce Luxton*

**All Things New:** The annual Stewardship Drive for the year 2021

Campaign during the COVID year of 2020

Rev. Brandon Durán selected the theme All Things New for the Stewardship Campaign for the year ending 2021. All Things New is a biblical reference to the Lord's ability to make all things new. It is a reference also to the fact that this campaign year is one of doing everything new. We have been in the COVID Pandemic. We have communicated with each other using Zoom and electronic methods. This campaign was held largely over the internet. The final collection of gifts commitments, called "Estimates of Giving" was done by mail. We have had almost no ability to meet with the congregation on a face-to-face basis. It has truly been a new method of giving.

In September I was asked to chair a committee to organize the stewardship campaign. I had a discussion with Pastor Brandon about how to conduct a campaign. He mentioned that a member of the Church had given a large sum of money to the church to hire a consultant called Joe Park. Joe has created a process for engaging the congregation in prayer to consider their gift to the church and their relationship with God and financial giving. The process is called Pathways to Giving.

The consulting system was purchased by the previous Senior Minister and a large down payment was already made. Pastor Brandon and I called Joe Park to initiate the giving plan. Joe Park recommended that we do an advance campaign in December and the final all-Church campaign in January. This was a big departure from our previous campaign times which ran from October to December. Joe Park visited the church for about two days in February 2020. His program called for him to return to visit the campus and assist with the overall organization. Due to COVID he was unable to travel to Hawaii and did the entire campaign over Zoom.

After some fits and starts we managed to organize a committee of individuals who were mostly staff members to help with the campaign. As we went along, we involved congregation members for prayer events and informational events.

The hardest part was a multipage questionnaire that Brandon and I had to complete along with information accumulated by accounting. It was an accumulation of questions about the congregation and who had given in the past. In order to assist, Joe Park recommended we use Rich Rindfuss to create a Tools4Church account for us. Tools for church allowed us to consider who was giving and when they like to give, with an age demographic breakdown.

We entered the campaign with four Zoom meetings. Each meeting was with a group of known givers and supporters of the church. In addition, we invited current leaders of the church. After the meetings we sent out Estimate of Giving Cards to the advance group.

In late December we prepared a mass mailing to the rest of the congregation. We held many zoom events for prayer and for introduction. The events went well, and many congregation members participated.

In March we followed up with a second mailing. The response has been good. The individuals who participated have given generously. The level of participation is not yet equal to participation in the past.

The hero of the campaign was the Minister's Secretary, Natasha Dator. She organized and edited and assisted with time frames and mailing. The superman of the campaign was Gavin Moffat. Gavin is in charge of graphics and computers. He created documents and cards with the guidance of Joe Park and Pastor Brandon. He became the rock of the campaign. He was great.

This has been a year of uncertainty. People are responding without knowing if they will be employed tomorrow. It has been difficult for many households to determine how they will budget their money, when earning issues dominate the island.

**The final total to date:**

**The Pledge Giving expected based on returned Pledge Cards as of 04/02/21 is  
\$485,730.05**

This is a good total based on the current conditions of the State of Hawaii. I consider the fact that many of our congregation members who pledge, give money weekly at our services and not on a deduction or ACH basis. These people did not have the opportunity to pledge, since we are not having services. It is my hope that the open plate will be expanded by these individuals as we enter into 2021.

We have learned a lot from this campaign. We hope to continue our prayerful consideration of giving to the church. We are optimistic that the 2021 campaign for the 2022 year will be even more positive.

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## **Report of the Vision Team**

*Greg Sato*

The core lesson of the Pandemic is self-reliance. The containment measures which are so successful all involve individual action -- social distancing, hand washing, wearing masks and vaccination. The Vision Team believes this same principle of self-reliance is the key to the future of Central Union Church.

All of the challenges CUC faces – aging membership, dwindling finances and marginalization in the community – will not be solved by a “minister from the Yale Divinity School” or by a developer willing to buy land or by a wealthy member's bequest. Instead, our future lies in our collective hands, hearts and minds. In the coming weeks, the Vision Team will ask the Congregation, “Are we willing to accept the friction caused by change in order to create a brighter future church for our grandchildren or, are we so wedded to the warmth of our traditions that we would prefer to just ‘hope for the best.’

*“Change is the law of life and those who look only to the past or present  
are certain to miss the future.”*

John F. Kennedy, 1963

Vision Team: Don Clifford, Dona Hanaike, Greg Sato, Carl Schlack, and David Yee



# Report of the Women's League

*Pili Lee Loy*

## Officers of Women's League

Pili Lee Loy, *President as of January, 2021 term to end June, 2022*

Carolyn Winston, *1<sup>st</sup> Vice President*

Evelyn "Evie" Hao, *2<sup>nd</sup> Vice President*

Jodee Farm, *3<sup>rd</sup> Vice President*

Faith Sato, *Recording Secretary*

Betsy Turgeon, *Corresponding Secretary*

Valrie Griffith, *Treasurer*

## Standing Committee Chairs

Eleanore "Elly" Chong, *Nominating Committee*

Pili Lee Loy, *Hospitality Committee*

Ruth Stepulis, *Budget and Finance Committee*

Dona Hanaike, *Sanctuary Flowers Committee*

Laura Dornbush, *Scholarship Committee*

Maura Yee, *Thrift Shop Liaison*

## Thrift Shop

Joan Murata, *Volunteer Thrift Shop Coordinator*

Charise Shigeta, *Thrift Shop Treasurer*

Cory Taylor, *Staff Liaison*

## Other Representatives

Carolyn Winston, *Women's Board of Missions*

Carolynn David, *Diaconate*

Jane Nagel, *Women's Retreat*

## Liaisons to the Women's League

Jan Wakamatsu, *Council*

Pastor Mary Herbig and

Pastor Brandon Durán, *Staff*

The Women's League reopened the Thrift Shop in Dec. 2020 with Joan Murata as the Volunteer Thrift Shop Coordinator. The Thrift Shop exceeded its goal of \$800.00 in revenue. Discussions continue on the use of credit card purchases at the Thrift Shop. For 2021, the Women's League is allocating 50% of the Thrift Shop revenue to the church.

For the 2020-2021 Academic Year the Women's League awarded 20 Kenneth O. and Doris A. Rewick Educational Aid Fund Scholarships. One of the awardees requested a deferral. There was one Ruth C. Scudder Scholarship recipient. For the 2021-2022 Academic Year the Scholarship Committee is recommending 20 awardees for the Rewick Educational Aid Fund Scholarship and one for the Scudder Scholarship. This year, the Scholarship Committee used the services of the ScholarApp to vet scholarship requests and the committee is recommending continuing to engage ScholarApp.

The Women's League would like to acknowledge Dona Hanaike who as Chair of the Flower Committee has continued to provide altar flowers for the on campus services. We also recognize Ruth Stepulis for coordination of sanctuary flower memorials and special occasion decorations. The Women's League is grateful to Fred Brossy for his generous gesture of providing sanctuary flowers through the Brossy Flower Fund especially for the 2020 Christmas service and the 2021 Easter service.

The Women's League, through the efforts of Evie Hao, 2<sup>nd</sup> Vice President, continues to participate in Faith Action for Community Equity focusing on affordable housing. Other community outreach includes providing funds to the UCC Wider Church Ministries, UCC Local Church Ministries and the Women's Board of Missions for Pacific Islands. For 2021, Community Outreach will be provided through Special Needs Benevolences. The Women's League has not requested any funding from the church for 2021.

# Report of the World Missions Ministry

Margie Smith

**Our purpose:** First, to provide help that multiplies itself — to those needing help in the world. Second to nourish the hearts of our loving and giving congregation.

## Areas of Concern: Beirut, Lebanon



The August 4, 2020 blast in the Port of Lebanon was the largest non-nuclear explosion in the history of mankind. This has devastated a country suffering from extreme inflation and horrific shortages. **We have sent \$3,000 to a Beirut charity** and will continue to see how else we might help. Reem Bassous, who grew up during the Lebanon civil war, is a member of our ministry.

## Kiribati



*The container has arrived — photos later.*

This year we set aside \$4,000 to ship free school furniture from New Zealand to the island of Banaba. This is the only island (650 ft) that is not in danger from rising seas, storms and King Tides.

**We set aside \$4,000 for the cost of the shipping**, shared with the Mormons. But it was covered by an anonymous donor, leaving us with funds to meet other needs.

Historical fact: Sybil Bingham, first president of the Woman's Board of Missions and her husband, were the first Christian missionaries to Kiribati.



## Philippines



**This is the Olin Sleeping Center built with the \$1,873 we gave them last year to build it and to fill it with bunk beds and linens. This is for farmers learning to farm organically from Roger Butlig who was trained by Rev. Pendleton on his demonstration farm in Kaneohe. Those who learn from the Kokokai Tropical Hunger Mission projects— give back by sharing their seed, skills and animals with the poor.**



In the North Highlands, Dr. Remy Sonson and her husband Sam Sonson visit every year to help the UCC-P churches. Dr. Sonson has led medical missions. They have donated Bibles and communion supplies. And they have encouraged our ministry to support future ministers by seminary scholarships. Here they are delivering the books donated by our congregation to the children of one of the many churches who received our books.

## eSwatini, Africa

The Clean Water Project for the community of Nangosini in eSwatini, Africa is finally underway after a yearlong lockdown! This project will provide both water and food security for this community and its high school and primary school.



# Report of the Youth Ministry

*Peggy Failla*

While the Youth Ministry was not able to conduct many of its normal activities this year due to COVID-19 restrictions, youth continued to participate in the life of the church via online means. Youth Director Kristen Young engaged youth in various activities through Zoom and youth were active participants in online worship.

The school supply drive for Kuhio Elementary School took place with Carol Asuncion making masks and packing bags of school supplies for students.

Youth Ministry is looking forward to being able to support and plan functions for youth as reopening permits.

Members: Ross Kinsler, Carol Asuncion, Cheryl Chee, Andrew Feng, Debi Halcro, Jane Fyrberg, Willa Shiprit, Linda Albert, Leah Bermudes, John Jacobson, Cheryl Looper, Peggy Failla, Chair



### Report of New Members 2020

15741	Hasha, Stephen E.	February 9, 2020	LTR
15742	Hasha, D. Sue	February 9, 2020	LTR
15743	Bassous, Reem M.	September 20, 2020	Reaffirmation
15744	Bayudan, Susan P.	November 10, 2020	Reaffirmation

**Total = 4**

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### Report of Baptisms 2020

<u>Date</u>	<u>Name</u>	<u>Parent #1</u>	<u>Parent #2</u>
03/29/2020	Tiumalu, Prestina Yolanda Emeline Ashley	Tiumalu, Niuaelele Junior	Tiumalu, Latanya Margarita
03/29/2020	Tiumalu, Monalisa Natasha Caroline Molly	Tiumalu, Niuaelele Junior	Tiumalu, Latanya Margarita
03/29/2020	Tiumalu, Christopher Tuia Gerret Alatas	Tiumalu, Niuaelele Junior	Tiumalu, Latanya Margarita
03/29/2020	Tiumalu, Niuaelele Kalati Levale Joey	Tiumalu, Niuaelele Junior	Tiumalu, Latanya Margarita
07/29/2020	McComas, Brooklyn Zhou Ling Hoku	McComas, Camille Kanani	
09/05/2020	Hadley, Kayceemarie Pilimen	Hadley, Kawika	Charra, Chari
09/05/2020	Lawrance, Hermello	Louis, Jayleen	n/a
10/11/2020	Santos, Jansen	n/a	n/a
12/05/2020	Papa, Alexander Paul Otoichi	Papa, Jr., Richard M.	Papa, Kristin Shinkawa

**Total = 9**

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## In Memoriam—Report of Death Recorded 2020

10271	Chock, Dorothy	January 31, 2020	98 years old
14949	Waltz, Mary	February 19, 2020	103 years old
13051	Braley, Richard	March 24, 2020	76 years old
12754	Chang, Audrey	April 21, 2020	97 years old
4374	Mitchell, Lucille	May 1, 2020	96 years old
5058	Cheyney, Beatrice	May 30, 2020	97 years old
13455	Lawrence, James	June 11, 2020	89 years old
15266	Morrill, Richard Irvin	June 18, 2020	91 years old
13000	Dalton, Helen	June 25, 2020	80 years old
14671	Lai, Irene	July 1, 2020	107 years old
12694	McIntyre, Laura	July 14, 2020	51 years old
15292	Ulbricht, Donald	July 24, 2020	83 years old
15182	Sato, Helen	August 3, 2020	86 years old
11885	Rowland, Leah	August 11, 2020	101 years old
6653	Goo, Laura	August 23, 2020	91 years old
12977	Crockett, Kathryn	September 13, 2020	91 years old
12841	Trusty, Lewis	September 20, 2020	77 years old
12397	Mitchell, Hugh	October 14, 2020	98 years old
13829	Winnie, Sheena	October 17, 2020	82 years old
15557	Kamanu, Richard	October 24, 2020	63 years old
15285	Cho, Lee-Jay	October 31, 2020	84 years old
13114	Sepety, Ahm	November 15, 2020	83 years old
12765	Coulter, Robert	November 19, 2020	72 years old
6890	Black, Constance	December 8, 2020	95 years old
12660	Moir, Harriet	December 18, 2020	97 years old

**Total = 25**

**2020 Total Number of Weddings: 10**  
**Due to COVID-19 there were no destination weddings. Only local weddings.**

**Total Number Member/Local Weddings: 10**

**Date of Wedding**

01/09/2020	Robert Rowan	Gillian Rowan
01/12/2020	Bell Lin	Yu-Ping Liao
02/01/2020	Isabelle Tran	Nicholas Yuen
02/22/2020	Kevin Schoonmaker	Jennifer Constantino
02/22/2020	Sharay Awaya	Jared Castro
02/29/2020	Millard Semitara	Tanya Rae Villanueva
08/08/2020	Rizhia Ortega	David McMahon
08/15/2020	Kristen Yamamoto	Aes Giuliano Ferrer
11/20/2020	Carl Dionne	Marisa Yamada
12/16/2020	Denis Mahoney	Beatrice Anderson

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*The Lord is my strength and my shield,*

*my heart trusts in him, and he helps me.*

*My heart leaps for joy, and with my song I praise him.*

*Psalms 28:7*

## **SUNDAY WORSHIP SERVICES**

9 AM In-Person in the Sanctuary

10 AM Live Stream Worship - find the link on our website

10 AM In-Person at the Windward Campus

11 AM On-Line in the Pohnpeian Language - on Facebook at “CUC Pohnpei Ministry”

### **Central Union Church - Celebrating transforming lives since 1887!**



“We Engage and Embrace ALL as we seek to Embody Christ!”

Central Union Church, organized in 1887, traces its roots to the Seamen’s Bethel, founded in 1833. The Bethel began the earliest regular church services in English in the Hawaiian Kingdom.

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