

# CHRISTIAN ACTIVITIES COUNCIL

BUILDING  
HOMES  
•  
BUILDING  
HOPE  
•  
BUILDING  
COMMUNITY  
•  
BUILDING  
FAITH



ANNUAL REPORT 2004–2005

# CHRISTIAN ACTIVITIES COUNCIL

## ANNUAL REPORT 2004–2005



***Founded in 1851***

*The urban mission arm of  
churches in the United Church of  
Christ and the National  
Association of Congregational  
Christian Churches in the Greater  
Hartford metropolitan region*

### *Table of Contents*

2	Mission Statement
3	President's Report
5	Executive Director's Report
6	Associate Director's Report
7	Report of the Director of Housing Ventures
8	Urban Suburban Affordables, Inc.
9	Long Range Planning Committee
13	Investment Committee
14	CAC Financial Services
17	Church External Relations Committee
17	Amistad UCC
18	Iglesia Cristiana Nueva Esperanza, UCC (New Hope Hispanic Christian Church)
19	Family Life Education
20	Center for Conflict Transformation
21	Holcomb Farm Community Supported Agriculture
22	Minutes: CAC Annual Meeting of June 7, 2004
25	Treasurer's Report
26	Contributions and Support 2004
28	Nominating Committee, Board and Council Members
29	Sponsoring Churches & Church Delegates
30	Staff, Related Staff, Life Members

## Mission Statement

The mission and purpose of the Christian Activities Council, working in partnership with its sponsoring urban and suburban congregations, is to foster the development of empowering resources for those in need and to work toward the reform of social structures

by providing concrete demonstrable models of Christian engagement in the core city and the metropolitan region.

This mission is undergirded and informed by the faith of the Christian community and a sensitive awareness of common regional concerns, needs and interests.

By encouraging stronger ties

among suburban and urban member churches, and by establishing instruments and structures for lay involvement, the Christian Activities Council seeks to create a practical vision of social witness, social development and social reform.



*CAC Headquarters at the Mack Center on Vine Street*

## President's Report

Robert A. Cushman, M.D., President

I have been impressed with the work of the Christian Activities Council since I first becoming aware of the organization through an Metropolitan Training Institute immersion in 1993. In fact, as I learned more about the extent and quality of its work as I became first a Council delegate and then a board member, I became more and more impressed with its history of comprehensive approaches to local mission through empowerment and advocacy for social justice.

This trend of increasing awe and respect for the CAC, and for the people and member churches who comprise it, rose to new heights this year as I gained yet further perspective and insight as a new board president. I feel truly blessed to be able to work with, and learn from, this board and staff, and to see the impact of the concerted efforts of the organization.

What makes the CAC so special, so effective? As I have reflected upon this, I believe that three attributes intertwine to yield the dynamic results: **commitment**, **creativity**, and **collaboration**.

The **commitment** arises from the underlying, shared faith, a faith with a vision of hope for continued transformation through social witness, development, and reform. This commitment enables the organization to anticipate, respond, and adapt as external circumstances create potential obstacles to the initiatives in which we are engaged. Maintaining a long term perspective enables the combining of hope with a flexibility regarding strategies that sustain the momentum and direction of those initiatives.

*Adventures in the City*, which has evolved over the years as the needs and constraints have changed, last summer served a record number of children (over 500!). The CAC's *Upper Albany Revitalization Initiative*, adopted in 2001 as a long-term plan to work with residents to enhance the community infrastructure and spirit across a 15-

block area within Upper Albany, has now nearly culminated "phase one," the renovations and new construction on Deerfield Avenue. The homeownership training initiatives have reached a whole new context and potentially much larger community through the alignment with the Hartford Housing Authority. The wisdom and benefit of having a Long Range Planning Committee, and the commitment to stay focused on the goals, are reflected in these concrete, positive outcomes.

The CAC's staff and members demonstrate a **creativity** that is truly remarkable. This creativity is inherent in the flexibility to respond with new strategies when circumstances demand it, but always with a commitment to a high quality outcome or product.

*Adventures in the City* does not just teach language and math skills; last summer, they used the theme a "Summer of Heroes: Teaching through Poetry, Hope, and Fun" to engage the children's interest and excitement in learning. And the building of new homes on the previously vacant lots on Deerfield was not just a routine construction of low-cost "box" homes, but the design of architecturally attractive homes congruent with the rest of the street's original Queen Anne style homes, yet constructed with high quality, modern materials. The beauty of this creative effort is appreciated by the Deerfield neighborhood, by the new owners of these homes, and by the Hartford Preservation Alliance, which awarded the CAC one of its Jeffrey S. Czopor Preservation Awards in May, 2005.

A small organization like the CAC can only have the large impact that it does because of its successful **collaboration**. Don Steinle consistently speaks of the *partnerships* which are integral to the work of the CAC. These include teaming with other organizations in Hartford who share common goals, finding creative ways to combine resources and personnel to achieve synergies unavailable by working alone (two recent examples

among many are the Milner School and the Hartford Housing Authority). They also include partnerships with our member churches, including the recent creative engagement with the First Church of Christ, Farmington which has incredible potential as a new collaborative venture for local mission. And, most importantly, they include the stance of partnering with those persons and communities who are the direct recipients of the CAC's programs, because that stance of collaboration, of joint participation in moving forward, is essential to true empowerment and the advancement of social justice.

One other aspect of the long term perspective at the CAC has made itself clear this year in the form of the capacity to anticipate. Don Steinle, who has served as the executive director of the CAC for over 23 years, informed the board of directors that he would like to begin planning toward his

eventual retirement (probably late 2006), but wanted to do so in a way that provided the board and the organization plenty of lead time to develop a plan for recruitment of a new Executive Director. We have formed a Transition Advisory Committee, which has begun to address the issues that will need attention as we embark on this process at which the organization has been "out of practice" given the 23 year interval since the last transition. I have been impressed by the early deliberations of this group, and am sure that the outcome of the process will be a good one, yielding as smooth a transition as possible to the next executive director. Throughout the transition process we will attend to maintaining the momentum of the CAC with its programs and partners, with commitment, creativity, and collaboration.

# Executive Director's Report

Rev. Donald R. Steinle

A funny thing happened on the way to the ... MISSION. This adaptation of an old Broadway play ("A Funny Thing Happened on the Way to the Forum") seems especially apt as a way to describe the past year in our diverse ministries. By funny I do not mean laughable; rather I mean startling and awesome.

In last year's report I described certain trends in our work, viz. *growing recognition, expanding opportunities, multiplying relationships*. What I did not grasp was how quickly these trends would become the daily realities of our mission. We have truly attained a new level of challenge, opportunity and accomplishment.

I need not report on all the various activities, programs, functions and relationships that characterize our efforts. You will find reports detailing all this in the following pages. However, let me name just a few: Hartford Housing Authority Homeownership Program, Upper Albany Revitalization Initiative, Urban Suburban Affordables Scattered Site, Deerfield Avenue Revitalization, Adventures in the City, Immersion Events in the City, Housing Counseling and Homeownership Training, Zezzo House social services, Horace Bushnell Congregate Homes and Management, Mission Education with Sponsoring Churches, Milner School relationship.

The synergism among all these ventures and relationships has been an amazing thing to behold from my vantage point. I truly believe that God has led us into these works of the Kingdom and this bodes well for the future.

In the midst of all this, the single event that stands out most in my mind is our recent and unfolding mission relationship with First Church of Christ in Farmington. It involved a "mystery tour" with church members led by Ed Ayala and Yvonne Price and resulted in that local congregation voting to provide financial and volunteer

support for our Deerfield revitalization efforts. Certainly the credit goes to the inspiring and visionary leadership of the clergy, Ned Edwards and Kim Hoare, along with the support of key lay leadership the likes of M.I. Cake and Joan Pritchard. Still, the CAC provided an opportunity for urban mission that clearly sparked the imaginations of these people of God. What an exciting challenge for all of us!!

I conclude by saying what a privilege it is to work with our new president, Rob Cushman, and the other officers, board and council members. Without your diligence and support our expanding mission would not be possible. It is also an extraordinary inspiration to work daily with our diverse, skilled and dedicated staff. God bless all of you and may the Great Spirit continue to guide and lead us.

# Associate Director's Report

*Rev. Edwin O. Ayala*

**G**od is still speaking, do not put a period where God has put a comma. This has been a challenging and inspiring message to my ministry during this past year as Associate Director at the Christian Activities Council.

I have had the opportunity to collaborate with many gifted people (pastors, lay leaders, delegates, community people, professionals and non professionals, staff), all using their gifts to make a positive difference in the lives of others. These "partners in ministry" have made my work very challenging and have helped me recognize that "God is speaking through them." It has been an honor to work side by side with many great people. Together, we have made a difference. Together, we have moved the justice agenda forward. Together, we have grown, even in the struggle to find solutions to difficult urban challenges.

I will mention some activities and events that have been a blessing to the less fortunate among us, and at the same time have demonstrated the power of collaboration, partnerships and community building:

- Served 509 children through Adventures in the City Educational Enrichment Program, including children with disabilities.
- Multiple immersions to churches, through which we have discovered the signs of hope in Hartford and supported creative developmental initiatives that are transforming lives and community.
- Immersion experiences and workshops for institutions, which have come to the Christian Activities Council looking to better understand Hartford's communities. Among them: University of Connecticut/Saint Francis Hospital and Medical Center Family Medicine Residency Program, Hartford Association for Retarded Citizens

(HARC), Milner Elementary School, Aetna Family Services, Asian Family Services, Brazilian Alliance, etc.

- Training empowerment events for Hartford's Latino Ministerial Alliance, Hartford's neighborhood groups, Glastonbury School System, anti-racism and diversity training for HARC, local churches, etc.
- Presence at boards and advisory services for groups such as Asian Family Services, Brazilian Alliance, Family Life Education, Ministerial Alliance, Hartford Action Plan for Teen Pregnancy Prevention, etc.
- Preaching and teaching at many church settings.

What an honor and privilege to work with so many gifted people, who continue to help us understand that God is still speaking. God is speaking through the work of the Christian Activities Council, through the passion and vision of many, through signs of hope and through those who are in need!

# Report of the Director of Housing Ventures

*Yvonne D. Price*

**T**his has been a very exciting year. Housing ventures have been very active. The more things change, the more things change.

## **USA Inc.**

The State of Connecticut has approved our application for HOME funds. We met with DECD on March 30 for final instructions and questions. We have been approved for \$330,000 and are presently completing the final application. In addition, the governor has approved an additional \$250,000 in bond funds.

We currently have seven resales in progress.

DECD has approved the budget change for our current HOME funds contract and we have until May 2005 to use up the remaining \$45,000. One of the new homeowners will be the buyer of 38-40 Deerfield Avenue.

## **Zezzo House**

Presently 17 residents are living in Zezzo House and we are 100 percent occupied. Four Zezzo House residents are members of the board of directors of Zezzo House Corp; one resident is the secretary and another is the treasurer. Two Zezzo House residents serve on the board of directors of Horace Bushnell Resource Management. In addition, Sandra Foster and I have been named to serve on the Commission on AIDS for the City of Hartford.

CARC will audit Zezzo House on May 26, 2005. Last year we received a great score and we hope to achieve a 100 percent this year.

## **Upper Albany Revitalization Initiative**

The dedication for new homes at 38-40 and 42-44 Deerfield Avenue was held on March 22, 2005. In late April construction began at 22-24 Deerfield Avenue, the last vacant lot on the street. Our homes on Deerfield Avenue recently received an award from the Hartford Preservation Alliance for architecturally sensitive construction. This is the third award that we have won from the Hartford Preservation Alliance.

We hope to hire a community organizer to work with families slated to receive monies from the HTCC grant for repairs. The organizer is a young mother who lives on Deerfield Avenue.

Presently we are moving to secure funding for the construction of new homes on Irving and Vine Streets. This construction should begin October 2005.

## **Upper Albany Housing Fund**

The CAC has received \$40,000 in IOREBTA funds (Interest on Real Estate Brokers Trust Accounts) from the State Legislature (administered by CHFA). This small fund allows us to help stabilize housing in Upper Albany by making onetime grants to neighborhood residents for the purchase of new homes, foreclosure prevention, security deposit assistance or eviction prevention.

We have made some small changes to the program and are taking applications. Several grants have been awarded to neighborhood residents.

## **Hartford Housing Authority Homeownership Training**

Tori Hamilton is continuing to conduct one-on-one and group sessions with the residents and we have pre-qualified 12 households who are now ready to purchase their home. The Hartford Housing Authority (HHA) has now put the CAC in charge of all homeownership activities. Currently no home can be purchased without our input and advocacy.

On Thursday, May 12, the HHA and FannieMae sponsored a bus tour for mortgage companies, bankers and other lenders. This tour gave the HHA a chance to show off the new communities.

## **Horace Bushnell Management Resources**

A new board of directors has been put in place. I have been named as the new general manager and am very excited about the opportunity.

Currently the board is getting organized, getting caught up and working on a new personnel manual.



### **Horace Bushnell Congregate Homes (HBCH)**

HBCH is 100 percent occupied as of April. We are working with New Samaritan Corporation on refinancing the HUD mortgage. A new property manager, Mary Coleman, has been hired. She comes to us

with 30 years of property management experience.

We have been busy, and we will continue to be busy looking for new ways to provide housing and support services to all residents in Upper Albany and the Greater Hartford Metropolitan Area.

## **Urban Suburban Affordables, Inc.**

*Noel F. Mc Gregor Jr., President*

**T**he CAC created USA, Inc. in the mid-1990s as an independently incorporated entity to support the CAC's affordable housing initiatives. A board elected by the CAC and USA, Inc. governs us, and we receive staff support from the CAC for which we pay a monthly administrative fee. The USA's scattered site, land lease, homeownership program continues to be the CAC's single largest program. We continue to work cooperatively with the CAC on various housing ventures for low-income homeownership.

### **Scattered Site Program**

This program largely invented by the CAC and the Hartford Housing Authority seeks to make homeownership affordable to low income families by:

- Training income qualified families
- Increasing the continued affordability of properties using the land lease arrangement.
- Assisting families through the mortgage process with homeownership counseling.

Highlights of this program include:

- 216 families have become homeowners using the land lease arrangement.
- Surpassed 18.2 million mark in mortgage funding leveraged by USA land leases
- Surpassed 2.6 million mark in the land purchase prices USA holds in its land trust.
- Surpassed \$96,000 in annual income generated by the land leases.

USA, Inc. is one of only four agencies in the State of Connecticut to be approved for a new HOME funds program called American Dream Downpayment Initiative (ADDI). This new funding will be combined with

State of Connecticut bond funds. USA, Inc. will receive a total of \$550,000 as soon as our final application is completed.

### **Upper Albany Revitalization Initiative**

We have rehabbed and sold four homes on Deerfield Avenue to first-time homeowners. Currently two new infill homes have been completed and have been sold to first time homeowners. The third and final home is currently in construction and scheduled to be completed October 2005.

This initiative has had a positive effect on the Deerfield Avenue. The residents are working together with the Neighborhoods of Hartford through the Pride Block initiative. The appraised value of the homes has increased by 80 percent over the last three years.

Currently, we are working to secure funding for the new homes to be built on Irving and Vine Streets. The funding sources—CHIF, LISC and the City of Hartford—are excited and enthusiastic about these new homes. Eddie Perez, Hartford's mayor, recently toured the new homes on Deerfield Avenue and was impressed by the construction and design as well as the positive effects this new housing is having on the neighborhood.

USA's success and its ability to continue to be a viable option in helping low income families realize their dreams of owning a home can be directly attributed to the outstanding staff of the CAC/USA. The staff has developed new and innovative ways of obtaining funds and keeping our homeownership program moving forward while making homeownership affordable.

# Long Range Planning Committee

*Phil Duke, Chair*

The Long Range Planning Committee met on March 7, 2005 to review the Five Year Plan Ending 2007 as revised June 2004. While pursuing the strategic plan objectives, staff has uncovered new opportunities that are important enough to the CAC mission to be elevated to objectives themselves, rather than remaining included in an existing objective. New opportunities exist in working with the Asian and Brazilian communities, in providing rental housing assistance and

eviction prevention, in strengthening relations with the Federal Home Loan Bank Board, providing housing counseling and homeownership assistance to residents of the Hartford Housing Authority and in enhancing Public Safety in our target neighborhoods. The committee is currently drafting language to be presented to the Board of Directors for revisions to the strategic plan. The current plan as revised in June 2004 is presented in its entirety.

## Five-year Strategic Plan Ending 2007

*Long Range Goals and Objectives, Adopted Fall 2002, Revised June 2004*

### *Mission Statement*

The mission and purpose of the Christian Activities Council (CAC), working in partnership with its sponsoring urban and suburban congregations, is to foster the development of empowering resources for those in need and to work toward the reform of social structures by providing concrete, demonstrable models of Christian engagement in the core city and the metropolitan region. This mission is undergirded and informed by the faith of the Christian community and a sensitive awareness of common regional concerns, needs and interests. By encouraging stronger ties among suburban and urban member churches and by establishing instruments and structures for lay involvement, the CAC seeks to create a practical vision of social witness, social development and social reform.

### *Vision Statement*

The consistent mission of the Christian Activities Council is to serve and empower the poor in the Hartford region. It has been thus for over 150 years. However, the specifics of this mission change periodically and are embodied in the attached strategic plan concluding in the year 2006 and updated as needed during this time period.

Fundamentally, the means for carrying out this mission are captured in such phrases as "Breaking Barriers/Building Communities." Other such slogans captured in this

phrase include "Empowering People/Transforming Perspectives/Promoting Justice, Strengthening Relationships." This is how the CAC proceeds in its work and it does so with faith, passion and commitment.

Though the CAC remains a regional organization concerned with the broader metropolitan area of greater Hartford, there is a distinct change of emphasis in this strategic plan from those prevailing during the 1990s. The focus for at least the next five years is the development and implementation of a model of comprehensive resources in a targeted 15-block inner city neighborhood within the Upper Albany community. This will require significant expenditures of time, people, energy and dollars if it is to be successful. It will require persistence and courage, but the end result could be a tremendous sign of hope for all who long to "seek the welfare of the city" in the words of Isaiah. Though this new initiative begins with housing development, it must also encompass employment, health, education, rights and culture if the cycle of poverty is to be broken for the people of this neighborhood.

At the same time, CAC intends to continue with a number of activities remaining at the core of its existence, such as the Adventures in the City summer program for youth, the Urban Suburban Affordables (USA) scattered site land-lease homeownership

program, and urban immersions and training events sponsored by the Metropolitan Training Advancement Institute (MTAI).

### *Affordable Housing*

- 1) To increase the stock of low and moderate income housing in the region with special emphasis on the Upper Albany neighborhood.
  - a) To form a partnership with at least one member church in sponsoring a suburban affordable housing development.
  - b) To implement a block-by-block housing redevelopment and revitalization plan in a targeted 15-block area of Upper Albany in order to promote homeownership opportunities.
- 2) To provide homeownership opportunities for low and moderate income families throughout the region.
  - a) To make available homeownership opportunities for up to 150 families through the scattered site homeownership program.
  - b) To secure a stable, dependable funding source to maintain and continue the scattered site homeownership program at least at the same level of homeownership transactions experienced in 2003.
  - c) To explore the development of programs and relationships with scattered site homeowner families.
  - d) See 1), b) above.
- 3) To break down racial and economic barriers in housing patterns throughout the region, thus stimulating the development of more diverse communities.
  - a) To respond to other towns in the region regarding the promotion of first time home buyer programs.
  - b) To maintain membership and participate in the legislative advocacy efforts of the State Housing Coalition.
  - c) See 1), a) above.

- 4) To assist other closely related non-profit housing organizations and developments.

- a) To assist North Hartford Development Corporation in determining its future direction.
- b) To maintain a supportive relationship to various closely associated housing developments, including Horace Bushnell Congregate Homes, Rehoboth Place Cooperative, The Concord Building, Pinewood Condominiums, and the Zezzo House.
- c) To provide staff and leadership for the Urban Suburban Affordables board.

### *Youth Education*

- 1) To support efforts to promote and secure for each individual child in the region the services, connections and opportunities to empower each child to gain to his/her fullest potential the knowledge, insights and critical thinking capabilities needed as an adult to maximize independence and control over his/her environment, sense of self worth and capacity to contribute to the welfare of the community.
  - a) To join in the coalition efforts to implement Sheff vs. O'Neill.
- 2) To improve the education and enrichment opportunities for targeted groups of Hartford youth through supplementary programming with primary focus on Upper Albany.
  - a) To continue sponsoring a summer educational program—Adventures in the City—for at least 250 inner city youth, including those with special needs, at both church and school based sites.
  - b) To market the model of this summer program so it can be more widely replicated throughout the city.
  - c) To raise a minimum of \$110,000 per year to support this summer program.
  - d) To support initiatives that provide follow-up tutorial programs to

supplement the CAC summer program.

e) To continue and expand the extended day program as part of Adventures in the City.

- 3) Develop partnerships with schools, churches, organizations, and individuals to improve public education in Hartford with special emphasis on Upper Albany.
  - a) To develop and implement a plan for relating sponsoring churches of the CAC to city schools, especially in Upper Albany, using a partnership model.
  - b) To maintain a close working relationship and partnership with Milner School.

#### *Mission Education and Leadership Development*

##### **Long Range Goals and Objectives:**

- 1) To increase the awareness and understanding concerning the reality, etiology and consequences of systemic poverty and promote potential social solutions, especially among UCC and other religious laity and clergy, together with other concerned persons in the region.
  - a) To conduct a church-based immersion program with at least two churches per year.
  - b) To maintain the training program with physicians for the next five years.
  - c) To develop a training program for educators during the next two year period.
  - d) To conduct an orientation for CAC delegates as needed.
  - e) To conduct special events and "mini-immersions" with various groups at least four times a year.
  - f) To make presentations regarding the CAC and its ministries to at least seven sponsoring churches per year.
  - g) To add experiences with other new immigrant groups as part of an

expanded MTAI curriculum.

h) To disseminate information and calls for action regarding criminal justice and prison reform issues.

i) To disseminate information and calls for action regarding effects to curb teen pregnancy in the Hartford region.

- 2) To train and equip lay and clergy leadership for effective social justice ministry in the region.
  - a) To support creative partnerships with the Center for Conflict Transformation in Hartford.
  - b) To train and create a volunteer network to assist in the work of the CAC.
- 3) To provide, coordinate, and support education and training initiatives for inner city residents and neighborhood groups that will equip them to meet the challenges of urban life.
  - a) See 2), a) above.
  - b) To develop plans for a new training facility on the land next to the Mack Center.

#### *Church Support and Neighborhood Empowerment*

##### **Long Range Goals and Objectives:**

- 1) To strengthen UCC presence and mission with the poor through support of inner city churches and community organizations that use a reciprocal and collaborative approach.
  - a) To provide annual financial assistance for each supported church and organization.
  - b) To develop a specific liaison relationship utilizing a CAC volunteer with each supported group.
  - c) To conduct an annual evaluation of the effectiveness of each supported group.
  - d) To add new supported groups as opportunities and resources permit.
  - e) To establish a covenant

relationship with clear lines of accountability with each group.

f) To provide technical assistance and work with our supported churches and organizations as they become effective and faithful agents of social change in their communities.

- 2) To develop and implement a long term, comprehensive neighborhood revitalization initiative in a targeted area of Upper Albany which will serve as a model community-based urban empowerment vehicle addressing all areas of the "cycle of poverty" (education, employment, housing, health care, rights and culture).

a) To develop a model of comprehensive revitalization in a 15-block area of Upper Albany bounded by Garden Street, Homestead Avenue, Woodland Street, and Greenfield Street.

b) To implement this model in collaboration and partnership with residents and other organizations.

c) To organize block watch and resident organizations on every street in this target neighborhood.

#### *Organizational Development*

- 1) To strengthen the financial resources of the CAC for the sake of its mission.

a) To increase church giving to over \$30,000 annually.

b) To double individual giving in this planning period.

c) To develop and implement a comprehensive planned giving program for the CAC.

d) To double the combined housing developer fees, administrative fees, and land lease fees during this planning period.

e) To maintain special income for the summer program of at least \$110,000 and for MTAI of at least \$5,000.

f) To double the annual fees for CAC financial services and increase staff as fees allow.

g) To increase the value of the CAC endowments by at least six percent

per year with a proportionate increase in the annual budgetary draw.

h) To secure an active delegate and financial support from every sponsoring congregation.

- 2) To strengthen the human resources of the CAC for the sake of its mission.

a) See 1), h) above.

b) To maintain the staff evaluation process along with plans for staff training and advancement.

c) To nurture and strengthen Board leadership in the CAC and USA.

d) To nurture and utilize the volunteer network of the CAC to strengthen its mission effectiveness.

- 3) To strengthen the organizational resources of the CAC for the sake of its mission.

a) To recruit all eligible UCC congregations in the region to become sponsoring churches of the CAC.

b) To establish a specific covenant relationship with the Connecticut Conference of the UCC and its related regional structures.

c) To strengthen the public relations efforts of the CAC by developing a comprehensive communications strategy including regularizing the newsletter and producing new educational materials including brochures and an adequate website.

d) To expand computer technology to cover all work areas of the CAC and train staff in utilizing this technology as needed.

e) To nurture relationships with every sponsoring UCC congregation by regular contact with pastors and mission committees.

f) To develop a retirement, transition, and succession plan for the Executive Director by 2005.

g) To revise and update the personnel manual of the CAC.

h) To revise and update job descriptions for all CAC staff as needed.

# Investment Committee

James A. Trail, Chair

The stock market closed the year 2004 with a dramatic, broad advance, moving from near-lows at the beginning of the quarter to three-year highs by the end of it. The gains for the full year, while moderate, marked the first back-to-back yearly gains since 1999. Unfortunately for CAC, however, small and mid cap stocks [up 15 percent] were the place to be but the bulk of our equities [by design, about 48 percent] were in the Large Cap sector which gained about 10 percent. Fixed Income issues [about 30 percent of our portfolio] contributed gains in the 3-4 percent range. As indicated in the table below, Total Return (dividends + interest + appreciation) of the CAC Endowment Fund was a very respectable 8.7 percent but, for the second straight year, failed to outperform the Composite Index\*\* that provides the Total Return target set by the IPS. This under-performance, while slight, will be closely watched by the Investment Committee (IC).

Comparative figures are shown below.

## Portfolio Managers

Quarterly meetings are held with each of our Portfolio Managers (PMs) to review past performance, obtain their opinions as to future economic trends and their recom-

mendations for portfolio adjustments. Several times during the year transactions were executed to “rebalance” the portfolios (reduce equity investments and increase fixed income assets, or vice versa) to stay within the allocation guidelines permitted by the IPS. At year-end both managers were slightly over weighted toward equities and will selling equities to raise cash for the monthly draw. At these meetings, also, we brief the PMs on our anticipated cash flow needs.

## Investment Policy

1. Basic Investment Committee policy is:
  - a) to utilize two investment managers in order to expose ourselves to two different investment “styles” and ideas;
  - b) to employ a “fund” approach as opposed to “individual stocks” in order to reduce management expense and facilitate diversification; and
  - c) to encourage a “competitive” approach between the two managers, rather than a “complimentary” one, so that each endeavors, within the policy guidelines, to achieve the best performance at the lowest risk rather than attempting to compensate or to “balance off” the positions of the other.

## Investment Performance

	BOA	PCG	Total
Market Value 12/31/04	\$3,940,855	\$3,189,554	\$7,130,409
Market Value 12/31/03	\$3,792,349	\$3,087,334	\$6,879,683
Net Increase/Decrease*	3.92%	3.31%	3.64%
Total Return CAC*	8.54%	8.99%	8.74%
Total Rtn - Composite Index**	n/a	n/a	8.99%
S & P 500 Stock Index	n/a	n/a	10.88%
Russell 2000 Stock Index	n/a	n/a	18.60%
Port. Alloc. 12/31/04-Equities	65.2%	68.2%	66.6%
Port. Alloc. 12/31/04-Fixed	33.1%	29.3%	31.4%
Port. Alloc. 12/31/04-Cash	1.7%	2.5%	2.0%

\* Dollar values are actual, after fees and CAC monthly draw. CAC Total Return % is net of Manager fees but before CAC draw. Budgeted CAC withdrawals from the Endowment Fund for program/operating expenses during 2002 amounted to \$346,680.

\*\* The “Composite Index” is comprised of a 60% weighting of the S&P 500 Index and a 40% weighting of the Lehman Bros. Intermediate Govt./Corp. Bond Index, to be comparable with our stated 60/40 asset mix objective.

2. Diversification: In order to keep the Endowment Fund *principal* (as well as the *income*) growing, the CAC Investment Policy targets a 60/40 percent (+/- 5 percent) ratio between equity investments and fixed income investments. Within those two categories, the investment managers are asked to maintain allocations between the following classes. The manager is free to determine the degree of emphasis in each class, within the percentage guidelines. During 2002 the class allocations were reexamined by the IC and two additional Equity classes (mid cap, and REIT) were added at the request of Fleet Bank. The revised break down is:

**Equities**

Large Cap Domestic Stocks .....	30-50%
Mid Cap Domestic Stocks .....	0-15%
Domestic REIT Funds .....	0- 5%
Small Cap Domestic Stocks .....	5-10%
International Equity .....	5-15%

**Fixed Income**

Intermediate Term .....	20-40%
Long Term 0-15%	
Short Term (incl cash) .....	1- 8%

Academic studies have shown that as much as 90 percent of all portfolio returns can be attributed to Asset Allocation (as opposed to stock picking, market timing, etc.). We believe that the asset allocation mix described above will give us the best risk/reward ratio consistent with our Investment

Policy Objectives. The full text of the Investment Policy is available from the CAC office.

3. Withdrawals from the Endowment Fund for annual CAC program and operating expenses are governed by a "total return" policy. This policy is as follows:

"Withdrawals for Annual Budget Operating Expenses will be limited to a maximum of 5 percent of the average total market value of the Fund for the last 20 quarters (5 years). Special withdrawals or annual budget withdrawals in excess of the target percentage can be made with the approval of the Board of Directors."

For calendar year 2004, this formula provided a normal annual draw for CAC operating expenses of \$350,400. The normal expense draw for 2005 is set at \$348,000.

**Other**

Included in the Fleet total asset figures are two staff mortgages totaling \$226,377 as of 12/31/04, and two loans from the Endowment Fund: \$28,800 to cover pre-development expenses for the Deerfield Ave. project and \$4,379 for the Zezzo House. These items are all income-producing assets, in the Fixed Income portion of the Endowment Fund.

## CAC Financial Services

*Michelle Roberts, Manager*

**W**e have now completed eight years of providing financial services to the nonprofit or faith based community. Slowly we are still expanding. This year we have added "Lift Every Voice and Sing" as one of our clients.

Our low cost and hands-on service enables our customers to feel comfortable in allowing us to help them maintain their

financial stability. With the continued support of our customers, we will all continue to grow and prosper.



## BUILDING HOMES AND HOPE

*Deerfield Avenue  
New Construction*



*During a recent Hartford immersion, parishioners from Farmington's First Church of Christ toured the CAC's recently completed construction on Deerfield Avenue, and they were greeted by Hartford Mayor Eddie Perez at the CAC office on Vine Street.*



## SUMMER ADVENTURES IN LEARNING FOR HARTFORD YOUTH

*Adventures in  
the City 2004*







*Over 170 people attended the dinner that was held in the open banquet hall at the Pond House.*



*Francisco Rosa; Sandra Foster, Case Manager at Zezzo House; and Edward Guzman*



*Sara Batchelder, External Relations Committee; Council President Robert Cushman; Doug Andrews, award winner and retired manager of Horace Bushnell Congregate Homes; and member at large James Funderburk*

## **CELEBRATION AND RECOGNITION**

*CAC's Annual Award  
Banquet at the Pond House at  
Hartford's Elizabeth Park  
May 23, 2005*



*CAC Executive Director Don Steinle with his wife, Sharon and son, Marcus*



*M.I. Cake of the First Church of Christ, Congregational in Farmington accepted the Mildred W. Walton Lay Person of the Year Award and turned over a \$50,000 donation from the church toward the construction of the CAC's final home on Deerfield Avenue.*

## Church External Relations

*Sara Batchelder*

**O**ur focus has been to strengthen and nurture the relationships between the CAC and UCC congregations. We have kept churches informed of the ways in which the CAC can assist churches to develop their social justice agendas. We have contacted inactive churches and educated them about the CAC, encouraging them to send delegates to meetings.

We conducted two weekend orientation-immersion experiences for delegates in the fall of 2004. These trips gave delegates the opportunity to see firsthand the many projects in which the CAC is involved. We visited several agencies with whom the CAC partners, and learned about the ways the CAC fosters new groups who are seeking to empower people in Hartford

We promote “mission moments” in our churches, which provide church members with better understanding of the mission and opportunities the CAC has to offer. We also encourage member churches to invite Don or Edwin to preach about social justice issues.

We have made churches aware that Edwin is available for immersion trips in Hartford to help people understand the culture, social issues, and culinary delights of our city.

Our commitment is to bring the mission of the CAC to all member congregations as well as the greater community and to involve more and more people in working for social justice.

## Amistad UCC Church

*Reverend John L. Selders, Jr., Pastor*

**I**t is again with a great deal of gratitude that I greetings to you, Officers, Board of Directors and Council Members, Friends, Well Wishers and Supporters of the work and ministry of the Christian Activities Council, Congregational.

We have been the recipients of God’s abundance in part because of your faithfulness and commitment to assisting congregations like ours in the long and proud history of the CAC. We thank God for you and covenant to be as faithful to the work and mission of Amistad United Church of Christ as your example has been to us. Our journey has been so positively impacted by your generosity. Thank you so much.

Again, our thanks goes to The Reverend Don Steinle, whose unfailing support has been remarkable. Thank You must also go to Ms. Yvonne Price for the ways in which her wisdom and sensibilities have contributed significantly to our ministry this year.

My prayer is for the continued ministry, vision and commitment of the CAC and those related to the her. May you grow and go beyond with God’s help for the cause of justice, fairness and equality for the people of Greater Hartford.

In God Continued Service,  
*Bishop John Selders, Jr.*  
*Pastor*

# **Iglesia Cristiana Nueva Esperanza, UCC (New Hope Hispanic Christian Church)**

*The Rev. Pésida Rivera-Méndez*

Greetings to in the name of our Sovereign God!

**I**glesia Cristiana Nueva Esperanza, UCC continues to provide programs to its members that empower the congregation to be all that God wants it to be in the city of East Hartford and surrounding area. We continue to have regular Bible studies and prayer times in member's homes. We join partner churches in Bible studies and take turns hosting them.

We provide lively music in our worship experiences on Sunday morning with the creation of a praise team "Voices de Esperanza/Voices of Hope." We offer proclamation of the word that is progressive and relevant to the mission of the church in "Proclaiming the Good News with Integrity, Passion and Love." We are in the process of doing an evaluation of our work and ministry to help us create a five-year strategic plan for ministry of the church. In October of 2005 we will be celebrating the tenth year anniversary of the church.

We are creating a visitation ministry to assist us with outreach in the community. We are eager to find ways to connect with the East Hartford community and give our church greater exposure. We are excited about the possibilities this ministry will provide for us.

We continue to have youth events regularly on monthly basis. We have a small group of youth that will be attending General Synod this summer of 2005 for the first time. We have a children's ministry that is taking place in the middle of the week, and we have very good attendance. The challenge is having sufficient volunteers to teach our children. The women's ministry has been without consistent leadership, but we hope that will be changing soon as we continue to empower the women of our congregation to be leaders.

Our church continues to be in transition as far as membership. We have some new families coming to worship regularly that are from South American, Central America and Dominican Republic. So we are seeing a change in the ethnicity of our congregation. We are a bilingual church that was predominately of Puerto Rican descent and that is changing. Perhaps it is the result of our church's involvement in working with immigration issues as a member of the Greater Hartford Interfaith Coalition for Equity and Justice in the past two years.

The year 2004 was challenging for the church financially, but we are hopeful that this will change in 2005. We have a new treasurer who is working very diligently to track the giving of church members as well as provide follow-up when finances fall behind. We also finally have a computerized accounting program which provides with monthly reports about the financial status of the church. This has provided valuable assistance in making financial decisions, and I believe that our financial situation will greatly improve for 2005.

We are grateful for the gifts the Christian Activities Council offers our congregation and the ways in which you partner with us in ministry. God bless you abundantly as you bless others in the various ministries in the communities you serve.

Amen!

# Family Life Education, Inc.

Beverly Ryan, Executive Director

Grant monies allocated annually by the CAC helps support *Teen and Young Parent Support* programming for Hartford families and children through two components:

## 1. Weekly Educational Peer Support Groups

- **High School Group** meets weekly to provide support and direction for teen mothers up to age 19 for returning to or continuing in school and completing secondary education.
- **Career Paths Group** meets weekly to provide support for young mothers, ages 19 to 21, who are working or seeking employment and/or completing alternative education program or in job training. In 2004, a Mentoring component was added for the young mothers who are pursuing post-secondary education. These young mothers met with their mentors, professional women as well as mothers themselves on the alternate Monday from group.
- **College Track Group** is open to ALL group participants to encourage higher education, provide experience for developing reading/writing skills through a book club and exposure to the arts and to cultural events at area colleges and other venues

## 2. Intensive Individual/Family Case Management Services

Case Management includes home visits, advocacy for education and career goals, referral, supportive counseling and crisis intervention. Setting and achieving educational/ career goals helps participants to move off welfare permanently and successfully and toward self-sufficiency and a better quality of life. Through Educational Peer Support Groups, participants are given the opportunity to

build self-esteem, learn positive parenting, delay additional pregnancies, avoid gang/drug involvement, set goals, develop leadership skills and explore cultural heritage while their children receive the benefit of on-site childcare by caring staff and volunteers. Family Life Education remains the ONLY long-term program in Hartford that provides BOTH educational support groups and case management services.

## Overall Major Accomplishments (June 2004 – May 2005)

- 1 graduated from Fox Institute of Business
- 1 completed GED and got CT driver's license
- 1 completed internship training through YO Hartford
- 15 attended high school/adult ed or training programs/ 2 also worked
- 1 attended college and also worked
- 11 worked only
- College track activities included attending the Latino Expo, 2 plays, the Sunken Garden Poetry Festival; seminar on cultural awareness
- 100% had *no* repeat pregnancies

Other funding sources for this programming include the City of Hartford, area foundations and corporations; churches; civic and religious organizations, individuals and fundraisers. Family Life Education continues to collaborate in innovative ways to seek new funding sources to better serve Hartford families. We are grateful for the CAC funding which helps to defray the cost of direct salaries and benefits; transportation to and from group sessions and casework; rent; telephones; and program expenses; i.e. curricula, food, school supplies.

## Educational Support Groups

(June 2004–May 2005)

Name of Group	Participants	Group Sessions	Casework Services Only	Children Served
High School	24	45	1	26
Career Paths	20	34	3	36
College Track Group	(15 counted elsewhere)	6	NA	NA
TOTALS	44	85	4	62

# Center for Conflict Transformation, Inc.

Margaret Steinegger-Keyser, Executive Director

During the last three years the Christian Activities Council (CAC) has been the *most significant and consistent* partner institution of the Center for Conflict Transformation (CCT). We are grateful for the support CAC has rendered in many different areas, which made it possible for CCT to implement its training and mediation programs.

CCT has done significant work with several agencies in the last year, including the most recent mediation with Simpson-Waverly Elementary Classical Magnet School. CCT is also enjoying success with its regular clients, including: Hartford Police Department (HPD), Department of Children and Families, Hartford Office (DCF), Hartford Areas Rally Together (HART), Leadership Greater Hartford (LGH), Village for Families and Children (VFC), and the Middle East Program, Moderate Voices for Progress (MVP).

## Interventions

CCT's interventions often include a combination of services that include teaching new skills to deal with conflicts as well as facilitation and mediation.

- *DCF*: In 2004, CCT provided DCF supervisors in Hartford with skills to address problems with management.
- *HPD/ HART/Residents*: During the past two years, CCT has provided HPD veterans and recruits with training in communication and dealing with conflicts. In late 2004, we partnered with Hartford Areas Rally Together (HART) to facilitate several conversations between police and community groups primarily from the South End of Hartford.
- *UCONN School of Social Work (OSD Program)*: CCT completed separate conflict transformation training sessions with management and staff which led to facilitation sessions dealing with conflicts largely due to previous leadership.
- *Vine / Albany Task Force*: In late 2004, CCT conducted a retreat with members of the task force to assist with conflicts in the organization. The retreat also highlighted the need to more structure as well as bylaws. Both goals have been achieved.

- *Middle East MVP Project*: During 2003 and 2004, CCT conducted training programs with 35 young Palestinians and Israelis (ages 22-35) who visited the U.S. from the Middle East. In 2005, CCT will help the Hartford-based program prepare the group for its return to Israel and will conduct the training component of the New Haven-based program.

- *Simpson-Waverly Elementary Classical Magnet School*: CCT had tremendous success during this mediation process. The intervention took place over a period of two months, and CCT mediators were the first to bring all parties together and facilitate more effective communication. The mediation has been halted, however, which is not unusual when key decision makers who do not understand the complexity of the mediation or facilitation process stop the process prematurely. It is imperative for leaders to be trained themselves in order to guide their organizations in times of crisis and conflict.

CCT also conducted training events with regular clients such as Leadership Greater Hartford's Latino Summit during December 2004, and the Village for Families and Children middle managers.

## Challenges

The two main challenges facing CCT are funding and capacity issues. CCT operates with one staff member, and it has become an overwhelming task to handle CCT's operations and raise funds as well. CCT board has taken responsibility for looking into alternative forms of support, including an additional partner who will assist with financial sustainability for one year. This will help CCT to breathe and take a look at how we can develop and implement a fundraising plan that will help with the future and staffing of the organization.

## Conclusion

Thanks again to supporters such as CAC, the Village for Families and Children, Hartford Foundation for Public Giving, Travelers' Foundation, and other partner institutions, we are able to provide the conflict interventions that bring about change and transformation in Hartford and surrounding areas.

# Holcomb Farm Community Supported Agriculture

*Jerry Jones, Executive Director*

Over the past 27 years, the Hartford Food System has become a leader in grassroots efforts to fight hunger and improve nutrition in low-income neighborhoods. We are one of the nation's oldest and best-established organizations working to promote the concept of *community food security*, defined as all persons being able to obtain a culturally acceptable, nutritionally adequate diet in their own community from normal, non-emergency sources.

One of our fundamental strategies to promote community food security is by strengthening the traditional link between food consumers and agricultural production. The Hartford Food System launched the Holcomb Farm Community Supported Agriculture (CSA) project in 1993 to do just that. It is located in West Granby. The CSA is supported financially by a socially and economically diverse group of members who pay a fee at the beginning of the growing season and receive weekly distributions of fresh produce from June through October. Members include suburban households and lower income residents of the Hartford region who join the CSA through community organizations and block groups. The CSA is also home to a sustainable agriculture apprenticeship program that provides in depth training in organic agriculture to several adults each season.

In 2004, the CSA harvested a record 139,000 pounds of fresh produce which was distributed to 235 households and approximately 1,200 low-income Hartford and Granby residents from eleven community organizations. The Hartford Food System raises funds to help support participation in the CSA by lower income members at a reduced fee. For several years, the Christian Activities Council has supported this effort through contributions to supply Horace Bushnell Congregate Homes with produce from the CSA.

The Holcomb Farm facilitates exchange between urban and suburban communities by encouraging members to participate in planting parties, potlucks, recipe tastings and an annual fall Harvest Festival. Members learn about the environment and agriculture by helping with farm projects such as weeding, harvesting pick-your-own crops, sharing recipes, and monitoring produce distribution.

Last year's season benefited from excellent growing conditions. Consistent rains and ample sun made for near optimal growing conditions. June was a bit dry, and farm staff spent significant time irrigating for a few weeks. Late July and early August were cooler than usual, but most crops did very well. The CSA continues to follow the USDA organic standards and employ a diversity of organic growing techniques, including cover cropping, compost applications, carefully timed planting, crop rotation, releasing and encouraging beneficial insects, mechanical cultivation, and lots of hoeing and hand weeding.

This year, the CSA has expanded its production to distribute an even bigger harvest. Six additional acres of prime soil have been rented on the Farmington River, bringing the total tillable acreage to 25. This expanded capacity will allow the CSA to serve as the main vegetable supplier to a new farmer's market located on Laurel Street in central Hartford. Several other farms will also participate, selling eggs, fruit, and berries, and produce will also be supplied by the Grow Hartford urban agriculture project for at-risk youth. The Laurel Street Farmer's Market is another project of the Hartford Food System, with the goal of making fresh, organic produce more available to disadvantaged neighborhoods.

# Minutes: Joint Annual Meeting June 7, 2004

## CAC and Urban Suburban Affordables (USA)

*Submitted by Thomas Dean, Secretary*

The Christian Activities Council held its 2002 Annual Meeting on June 7, 2004, with David Weaver, Vice President, CAC, presiding, in concert with Urban Suburban Affordables.

*Also in attendance (CAC):* Linda Funderburk; James Funderburk; Helen Lansberg; Thomas Dean; Carolyn Brooks-Burton; James Trail; Barbara Stott; Dorothy Benko; Robert A. Cushman; Sara Batchelder; Lee Eacott; Phil Duke; Shirley Fulton; Gwen Lewis; Susanne Morrill; George Schoen; Barbara Stott; Cheryl Thomas; Michael Williams; Douglas Wootten; Tyrone Walker.

*Staff and Associates Attending:* Candy Bordonaro; Michelle Roberts; Donald R. Steinle; Edwin O. Ayala; Tori Hamilton; Sandra Foster; Flora Foster; Yvonne Price; John Selders; Kathy Simpson.

*Honored Guests and Visitors:* David Roozen (USA); Noel McGregor (USA); Dana Geter; Kathleen Service (USA); Cynthia Williams (USA); and Steve Erickson, representing Whittlesey & Hadley, P.C.

The meeting began at 6:04 PM with the meeting called to order by Vice President Weaver. Vice President Weaver invited all to introduce themselves and thence called upon Associate Director Ayala to give the opening prayer.

Mr. Weaver then directed the attention of the attendees to the business session of the meeting, proceeding, as follows:

*Minutes of the Annual Meeting of June 9, 2003:* After review, it was determined that the Minutes contained an error in the attendees recited: CAC Delegate Krish Naraine was inaccurately listed as an attendee from the Urban Suburban Affordables. A motion was received to amend the Minutes to reflect the foregoing correction and to approve the Minutes as otherwise presented. The presiding officer accepted a second. The motion was approved unanimously.

**Treasurer's Report:** Mr. Douglas Wootten, Treasurer, summarized the report, referring attendees to the written report contained on page 23 of the Annual Report passed out. Adding to the Treasurer's report were the verbal comments of Steve Erickson of the accounting firm, Whittlesey & Hadley, CAC's auditors, who presented the audit report. No management letter containing recommendations accompanies the audit report because the report is a "clean" one, precluding the need for a management letter. Regarding investments, by the end of December, 2003, the endowment had largely made up the losses experienced at the beginning of the decade. Various other points from the report were highlighted. No matters were reported to raise concerns for the auditors.

*Staff Reports:* Vice President alluded to and offered comments concerning the Annual Report, citing and referencing the various staff reports contained therein.

### **Committee and Affiliated Organization Reports**

*Long Range Planning Committee.* Phil Duke, Chairperson, presenting. Mr. Duke rose to address the assembly, introducing and reviewing proposed amendments to the Long Range Plan. Attendees were referred to the written report found on pages 10 and 11 of the Annual Report. In the Report one finds the Long Range Plan as developed by the Committee and recommended by the Board. The recommended, proposed changes in the Plan are shaded. The existing language is not shaded. Mr. Duke requested a motion from the floor to amend the Plan by adopting the proposed language found in the shaded area of the Plan found in the Report. A motion to that effect was received. Discussion. The question was called. The motion was adopted without dissent.

*Urban Suburban Affordables (USA).* David Roozen, President, USA, reporting. Mr. Roozen referenced the organization's written report found within the CAC

Annual Report. He offered verbal comments expounding and highlighting the report to the assembly. Upon his call members of the USA Board in attendance stood and were recognized by the assembly for their service.

*Investment Committee.* James Funderburk, Interim Co-Chair for the Committee, presenting. In addition to referencing the written report contained in the Annual Report, Mr. Funderburk offered comments concerning the report and provided background on the purpose of the CAC endowment investments.

Following the above reports Vice President recognized delegate member Susanne Morrill. Ms. Morrill rose to offer her thanks to the CAC for its support for the Family Life Program.

No additional reports were offered or presented, save for the report of the Nominating Committee, to be taken up later in the meeting, as reported below.

### **New Business**

*2004 Adventures in the City Program.* Associate Director Edwin O. Ayala was recognized to provide information concerning the crisis in the 2004 Program. Associate Director Ayala revealed that fund raising had fallen behind, that grants anticipated to support the Program had been denied. At this time funding appears to be some \$5,000.00 short. He appealed for help from the assembly to reach member congregations and friendly organizations. Associate Director Ayala and Executive Director Donald R. Steinle joined to offer comments and information concerning the status of the Program for the year, 2004.

*CHIF Resolution.* Executive Director Donald R. Steinle was called upon to present and read the resolution required by the Connecticut Housing Investment Fund to close on the financing for next phase of the CAC revitalization initiative on Deerfield Avenue. After reading the proposed resolution a motion to adopt the proposal was requested from the floor. A motion to so adopt was received. A second to the motion immediately followed. There being an opportunity for, but an absence of

discussion, the question was called. The motion was adopted without dissent and by attachment hereto is hereby incorporated within as if more fully set forth herein.

*Nominating Committee.* Chairperson, Shirley Fulton, presenting. Ms. Fulton indicated that the Committee's nominees for the Officers, Board members and open posts for at-large delegate members for the CAC were listed in the Annual Report, page 26, and requested CAC assembly endorsement of the Committee's nominees as so listed. Ms. Fulton also noted that page 26 of the Annual Report also lists the proposed Officers and Directors of the Urban Suburban Affordables and requested election of the USA nominees listed, as well.

A motion was received to elect the nominees for the Officer, Board and delegate member positions on the CAC as recommended and listed by the Nominating Committee, as contained in the Annual Report. A second to the motion was heard. The question was called for the CAC assembly. The motion was adopted without dissent.

A motion was then recognized to elect the Officers and Directors of the USA Board as listed in the Annual Report. Said motion received a second. The question was immediately called. The motion was adopted without dissent.

Executive Director Steinle was recognized to provide his summary of the past year's efforts and relate to the assembly events and activities planned for June and the summer of 2004.

Vice President Weaver offered his closing remarks to the gathered assembly and thereupon adjourned the meeting at 6:45 PM. The Reverend John Selders was prevailed upon to recite the closing benediction.

Respectfully submitted,  
*Thomas Dean, Secretary*



**Corporate Resolution**  
of the  
**Christian Activities Council, Congregational**

*WHEREAS, CHRISTIAN ACTIVITIES COUNCIL, CONGREGATIONAL*, a Connecticut nonprofit corporation ("Borrower") has applied for construction loans from the Local Initiatives Support Corporation ("LISC") and the Connecticut Housing Investment Fund ("CHIF"); and

*WHEREAS*, Borrower desires such loans to be used by the Borrower to construct homes located at 38-40 Deerfield Avenue and 42-44 Deerfield Avenue, Hartford, Connecticut, for eventual sale to a low- to moderate-income families ("Project").

*NOW, THEREFORE, BE IT RESOLVED*, that Borrower is authorized to execute all documents as may be required by LISC and CHIF in connection with the Loans and any alterations, amendments, modifications or extensions thereof including, without limitation, a Promissory Note, a Mortgage, Officer's Certificate and any related documents as may be required by LISC and CHIF in connection with the Loans;

*BE IT FURTHER RESOLVED*, that the President or the Executive Director of Borrower, as may be required or authorized by Borrower's By-Laws or Board of Directors, acting singly or together, be and hereby is and are authorized and directed to negotiate the specific terms and conditions of the Loans and the commission and charges in connection therewith and to execute and deliver on behalf of Borrower all such documents and create such security interests as may be necessary or required by LISC and CHIF to evidence or secure the Loans;

*BE IT FURTHER RESOLVED*, that all actions previously taken by any officer of Borrower with respect to the Loans are hereby ratified and confirmed.

The above resolutions are enacted in accordance with Borrower's Certificate of Incorporation and By-Laws and the laws of the State of Connecticut; Borrower's Directors have full power and authority to bind Borrower pursuant to the foregoing Resolutions.

*IN WITNESS WHEREOF*, I have affixed my name as Secretary of this Corporation this 7<sup>th</sup> day of June, 2004.

---

*Thomas Dean, Secretary*

## Treasurer's Report

*Summary of Operating Public Support, Revenue, Transfers and Expires  
for the Year Ended December 31, 2004*

### Public Support, Revenues, and Transfers:

Endowment Funds Income (Transfers) .....	\$350,400
Estate Income Distributions .....	25,293
Church Contributions .....	25,144
Individual Contributions .....	6,501
Administrative Fees - Urban Suburban Affordables .....	54,000
Interest Income .....	184
Summer Program .....	131,128
M.T.A.I. Contributions .....	9,554
C.A.C. Financial Services .....	25,900
Developer fees .....	60,056
Grant Income .....	151,566
Gain/(loss) on Upper Albany Revitalization .....	4,180
Total Public Support, Revenues and Transfers .....	\$843,906

### Expenditures:

Salary and Housing .....	\$338,325
Payroll Taxes and Benefits .....	133,092
Office .....	85,360
Utilities .....	8,667
Insurance .....	7,121
Professional Fees .....	7,376
Staff and Program Development .....	3,132
Housing Program Expenses .....	122,518
M.T.A.I. Program .....	7,274
Church and Organization Support .....	31,500
Summer Program .....	125,361
Total Expenditures .....	\$869,726

Net Income ..... \$(25,820)

The above information is a summary of the operating support, revenue, transfers and expenses for the year ended December 31, 2004. The complete financial statements including the opinion of our independent certified accountant, Whittlesey & Hadley, P.C., are available upon request.

Respectfully submitted,  
*Douglas Wootten*  
*Treasurer, Christian Activities Council*

## **Contributions and Support**

*for the Year Ended December 31, 2004*

### *Church Contributions*

Asylum Hill Congregational Church .....	3,700.00
Avon Congregational Church .....	1,000.00
Broadview Community Church .....	250.00
Buckingham Congregational Church .....	600.00
Center Congregational Church, Manchester .....	300.00
Church of Christ, Congregational, Newington .....	275.00
Congregational Church of Marlborough .....	302.50
Congregational Church of South Glastonbury .....	4,100.00
Elmwood Community Church .....	450.00
Enfield Congregational Church .....	200.00
Faith Congregational Church .....	300.00
Farmington Valley Association, UCC .....	1,000.00
First Church in Windsor .....	2,250.00
First Church of Christ, Hartford .....	2,300.00
First Church of Christ, Simsbury .....	6,000.00
First Church of Christ, Suffield .....	788.00
First Church of Christ, Wethersfield .....	1,000.00
First Church of Christ, Congregational, Farmington .....	4,000.00
First Church of Christ, Congregational, Glastonbury .....	2,000.00
First Church of Christ, Congregational, West Hartford .....	800.00
First Congregational Church, Bloomfield .....	1,200.00
First Congregational Church, Canton Center .....	1,125.00
First Congregational Church of East Granby .....	3,900.00
First Congregational Church of Granby .....	1,200.00
Flagg Road United Church of Christ .....	488.00
Hartford Association, UCC .....	2,000.00
Immanuel Congregational Church .....	1,500.00
Missionary Society of Connecticut .....	100.00
New Hope Hispanic Church .....	300.00
Poquonock Community Church, Congregational .....	803.50
Rocky Hill Congregational Church .....	4,110.00
South Congregational Church, East Hartford .....	1,000.00
South Congregational Church of Granby .....	500.00
UCC Justice and Witness Ministries .....	2,550.00
West Avon Congregational Church .....	1,400.00
Wilson Congregational Church .....	100.00
TOTAL .....	\$ 54,392.00

## *Foundations and Corporate Support*

Aetna Foundation, Inc.	ING Foundation
Carse Robinson Foundation	Irene Hills Estate
Citigroup Foundation	J. Walton Bissell Foundation
City of Hartford, Appraisal Gap Funds	Lincoln Financial Services
City of Hartford, Housing Opportunities for People with Aids (HOPWA)	Local Initiatives Support Corporation
Connecticut Aids Residence Coalition	Long Foundation
Connecticut Economic Development Fund	MassMutual Financial Group
Connecticut Housing Finance Authority	St. Paul-Travelers
Connecticut Housing Investment Fund	State of CT, Department Children and Families
Edwin H. Bingham Estate	State of CT, Department of Social Services
Fisher Foundation, Inc.	State of CT, Historic Tax Credits
Greater Hartford Links	The Ensworth Charitable Foundation
Guaranty Residential Lending	The Hartford
Hartford Foundation for Public Giving	The Hartford Courant Foundation
Hartford Neighborhood Development Support Collaborative	Weston Estate
	Wickersham Fund

## *Friends Contributing*

John and Eileen Able	David S. Hoopes
Joyce H. Allen	Kathleen Housley
Sarah H. Alvord	Debra Johnson
Anderson-Krause Insurance	Helen Lansberg
R. Regner Arvidson	Arthur B. Locke
James and Rita Bagnall	Charlotte Lueckel
Sara J. Batchelder	Hugh C. McLean
Dorothy A. Benko	David Owens
Bish Company Realtors	Richard Pawlich-Pagliccio
John W. Bisset	Kenneth A. Poppe
Paul D. Bobbitt	Lyman G. Potter
Harold and Joyce Buckingham	Millard and Claire Pryor
Paul C. Capra	Robert K. Rath
Douglas G. Christie	Real Estate Solutions
Gary W. Clark	Preston Reed
Jerry Cohen	Michael L. Roy
Carmen Crus-Velez	Jack Ryan
Robert A. Cushman	Jean T. Sargent
Edwin M. Dahill	James M. Scaramozza
Dresca Construction Inc.	George A. Schoen
Fred and Bebe Dudley	Linda M. Sinapi
John and Karen Dugan	Donald R. Steinle
Vernice J. Duke	John M. Stevens
Elizabeth B. Eliason	Robert D. Stone
Lee C. Erdmann	Robert and Barbara Stott
Steven C. Erickson	Laura A. Taylor
Neal B. Freuden	Shirley W. Thompson
Shirley M. Fulton	Cynthia Williams
James and Linda Funderburk	Joyce C. Willis
Kathleen P. Gourlie	Nathan D. Woodberry
Judith E. Hjorth	Douglas H. Wootten
Kelly P. Hookstadt	Marcia Yulo

# Nominating Committee, Board and Council Members

2004-2005

## *Christian Activities Council*

### BOARD OF DIRECTORS

#### *President*

Dr. Robert A. Cushman

#### *Vice President*

Carolyn Brooks-Burton

#### *Treasurer*

Douglas H. Wootten

#### *Secretary*

Thomas Dean

#### *Chair, Church External Relations*

Sara J. Batchelder

#### *Chair, Long Range Planning*

Phil Duke

#### *Chair, Investment Committee*

James Trail

#### *Chair, Nominating Committee*

Shirley Fulton

#### *Members at Large*

Helen Lansberg

David Roozen

Cheryl Thomas

Tyrone Walker

David A. Weaver

Rev. Michael C. Williams

### EXECUTIVE COMMITTEE

#### *President*

Dr. Robert A. Cushman

#### *Vice President*

Carolyn Brooks-Burton

#### *Treasurer*

Douglas H. Wootten

#### *Secretary*

Thomas Dean

#### *Chair, Investment Committee*

James Trail

### MEMBERS AT LARGE

#### *Class of 2006*

Bebe Dudley

Helen Lansberg

M.I. Cake

Rev. Persida Rivera-Mendez

Rev. William Warner-Prouty

Rev. R. Michael Winters

Douglas H. Wootten

#### *Class of 2007*

Dr. Robert A. Cushman

Thomas Dean

Phil Duke

David Roozen

James Trail

Fredd Ward, III

Rev. Michael C. Williams

#### *Class of 2008*

Gordon Bates

Carolyn Brooks-Burton

Shirley Fulton

James Funderbunk

Gwen Lewis

Cheryl Thomas

## *Urban Suburban Affordables*

### BOARD OF DIRECTORS

Althea Cordner

Joyce Haughton

Margarita Martinez

Michelle McFarland

Noel McGregor

Vonda Powell

Kathleen Service

Donna-Marie Sikes

John Stevens

Cynthia Williams

Respectfully Submitted,

*Shirley Fulton, Chair of Nominating Committee*

## Sponsoring Churches and Church Delegates

2004-2005

### *Avon*

Avon Congregational Church  
*Lee Eacott*

West Avon Congregational  
Church  
*Meryl Lancaster*

### *Bloomfield*

First Congregational Church  
in Bloomfield  
*David A. Weaver*

### *Canton*

First Congregational Church,  
Canton Center  
*Jane Zagorsky*

### *East Granby*

First Congregational Church of  
East Granby

### *East Hartford*

First Congregational Church  
of East Hartford

New Hope Hispanic Church  
*Luis A. Cruz*

South Congregational Church  
*George Schoen*

### *Farmington*

First Church of Christ,  
Congregational  
*Pat Reville, Jenny Vecchio*

### *Glastonbury*

Buckingham Congregational  
Church of UCC

Congregational Church of South  
Glastonbury  
*Linda Funderburk*

First Church of Christ,  
Congregational

### *Granby*

First Congregational Church of  
Granby

South Congregational Church of  
Granby

### *Hartford*

Amistad UCC Church  
*Tyrone Walker*

Asylum Hill Congregational  
Church

Broadview Community Church  
*Barbara Stott*

Faith Congregational Church  
*Ann S. Jennings*

First Church of Christ in Hartford  
(Center Church)  
*David Owens*

Immanuel Congregational  
Church

South Congregational Church,  
National Assn. of Congregational  
Christian Churches  
*Frank Lockard*

Warburton Community Church

### *Manchester*

Center Congregational Church

### *Newington*

Church of Christ, Congregational

### *Rocky Hill*

Rocky Hill Congregational  
Church  
*Richard Pawlich-Pagliccio*

### *Simsbury*

First Church of Christ  
*Sara J. Batchelder*

### *Vernon*

First Congregational Church of  
Vernon

### *West Hartford*

Covenant Congregational Church  
of West Hartford

Elmwood Community Church

First Church of Christ,  
Congregational

The Flagg Road United Church  
of Christ  
*Susanne Morrill*

### *Wethersfield*

First Church of Christ in  
Wethersfield

### *Windsor*

First Church in Windsor  
*George Merrick*

Poquonock Community Church,  
Congregational

Wapping Community Church

Wilson Congregational Church

## Staff, Related Staff and Life Members

### *Staff*

**Rev. Donald R. Steinle**

Executive Director  
dsteinle@christianactivities.org

**Rev. Edwin O. Ayala**

Associate Director CAC  
Director of the Metropolitan  
Training Advancement Institute  
eayala@christianactivities.org

**Yvonne D. Price**

Director of Housing Ventures  
yprice@christianactivities.org

**Michelle Roberts**

Manager, CAC Financial Services  
Assistant to the Director of  
Housing Ventures  
mroberts@christianactivities.org

**Rev. John L. Selders, Jr.**

Program Coordinator, Zezzo House  
jselders@christianactivities.org

**Sandra Foster**

Resident Resource Specialist, Zezzo House  
sfoster@christianactivities.org

**Tori Hamilton**

Housing Counseling Specialist  
thamilton@christianactivities.org

**Mrs. Shirley Thompson**

Program Coordinator,  
Adventures in the City  
wmtswt@aol.com

**Candy Bordonaro**

Office Manager  
candy@christianactivities.org

**Flora Foster**

Office Assistant

**Damaris DeLeon**

Assistant to Associate Director  
ddeleon@christianactivities.org

### *Related Staff & Consultants*

**Kathy Simpson**

Communications Consultant  
katsimpson@comcast.net

**Gerald Thorpe**

Neighborhood Liaison  
Consultant

### *Life Members*

Rev. Dr. Robert O. Decker  
Helen Lansberg



## **Christian Activities Council Congregational**

47 Vine Street, Hartford, CT 06112

Phone 860-527-9860 • Fax 860-727-9558

[www.christianactivities.org](http://www.christianactivities.org)