



# ANNUAL REPORT 2022-2023



First Baptist Church, 773 Main St., Westbrook, ME 04092  
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## A Faith Building Community

*Love God. Love People. Live Like Jesus.*

*2022-2023 Annual Report of FBC Westbrook, Scott Linscott*

***In Esther 4:14 I read, "And who knows but that you have come to your royal position for such a time as this?"*** I believe that God has placed us right where we are for what He wants to do at this moment in time.

The Greater Portland area has grown by more than 35,000 people in the last three years. That number includes 3700 immigrants and asylum seekers and most of those people are our Christian brothers and sisters fleeing persecution in West Africa. (The other 31,000 are mostly people who have been attracted to Maine with the new remote-work opportunities that came as a result of the global pandemic.)

Our Christian brothers and sisters, our family members, are coming to Maine in large numbers, not speaking the language, unfamiliar with our culture and often shouldering the blame for our state's housing crisis, despite representing only about 10% of new Mainers. It's a mess.

Our God is NOT afraid of messes! He has called us to welcome our brothers and sisters in Christ and to come alongside them as they acclimate to their new home.

I am most excited that we have stepped out in faith during this past year to begin renovating our church kitchen to better serve our

community and even be used as a job-training resource for our new neighbors. I'm excited that our vision to provide language classes and classes focusing on navigating our culture are coming closer to reality. Perhaps we will see it all come together in this next year to make the transition to Maine life a bit easier.



In March of 2023 we saw good and faithful servants Vicki and Cliff McKinley, John and Denise Carmichael, Diane Radley, Nancy Brown and others hand over the reins of the

Open Door Kitchen after 15 amazing years. Praise God that FBC volunteers quickly stepped up to fill the gap and ensure the ministry will continue and even enlarge in the years to come meeting food insecurity needs in our communities.

The challenge of so many unhoused in our community continues to stretch us. This winter and Spring we provided tents, blankets, sleeping bags, tent heaters, emergency bags, handwarmers, coats, jackets, boots and gloves. I took numerous trips to various tent cities in Greater Portland to give out supplies. But, even more important to people were the conversations, the hugs and prayers. We tried hosting daytime warming and breakfast during the coldest snap Maine has seen in decades but learned that people do not leave their campsites for fear of theft. We supported Maine Hope Squad's mobile resource and warming station (a rebuilt ambulance) with more than \$1300 between winter gifts and our Easter offering.

Our furniture ministry helped many and provided as many as 40 new mattresses over the past year. We helped settle refugee families from Ukraine, Afghanistan and Rwanda. We get calls from caseworkers settling people into new apartments, looking for furniture help and Dana Kelly meets needs with his team. (Thanks Dana)



We're praying for the efforts of our Grants Committee to be fruitful. We've already

received \$10,000 from the Narraganset Number One Foundation to underwrite most of the cost of the

Open Door Kitchen and we will hear from the Greenough Fund shortly.

The American Rescue Plan grant of \$5,000 a year and our new partnership with The Locker Project has allowed Chelsea Stephens, Seth Benoit, Ashley Carver, Sri and Lakshmi Thummuru, Jerry Chastain and staff to open our food pantry every Sunday serving 20-30 families.

Between the kitchen and replacing windows and rot, the Lord needs to supply more than \$100,000 over our regular operating budget.

God is not worried about any of it even though I am. I sure am glad that He is patient with me!

### **The challenges we face?**

Every organization I am involved with needs money and is always asking. Inflation has driven up the cost of everything.

I thank Jesus for His faithfulness and am very excited for the year to come. We will be salt and light bringing out God-colors and God-flavors in our community! I am so thankful that we continue to take the gospel outside to the public square, meeting in the park from May through October. It's inconvenient, more work, takes a lot of coordinating and planning but God has given us this opportunity to live and serve in our community, visibly, for such a time as this.

We need money to keep doing what we do. The Bible tells us to give generously, not just to the church, and not to become slaves to the love of money. In our lives, Robin and I have found that trusting God and giving when he tells us to give helps us further understand his provision and goodness.

By Grace,  
Scott Linscott  
Lead Pastor

But, at FBCW, we don't take an offering and we don't harp about money because, as people grow and mature in Christ, they learn the joy of partnering in His mission.

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To our church family!

This is certainly an exciting season in the life of our small but mighty group of Jesus-followers in Westbrook, ME. As we prepare to end a fiscal year and take the time to reflect back, I find myself full of gratitude for what God has been doing in and through us throughout the past year, and for the unique gifts of the people who serve in all areas of ministry in our church body and the Leadership Team. This is a church family which is full of people who take seriously the call to live out faith by extending love to others in words and action, fueled by the example of Jesus and our understanding of scripture: *"If a brother or sister is without clothes and lacks daily food and one of you says to them, 'Go in peace, stay warm, and be well fed,' but you don't give them what the body needs, what good is it?"* James 2:15-16 (CSB)

This spring especially, so much has been happening, it poses a challenge to keep up with it all! But, God is faithful and we feel certain that we are prayerfully moving forward in the directions He has called us to go as our church grows and continues to fulfill the mission of Loving God, Loving Others and Living Like Jesus!

All this activity has given rise to a few situations where our Leadership Team has felt called to take action or make decisions for which we now are seeking the review and approval from the rest of our church family. I apologize in advance if parts of what follows are dense, but we wanted to do our best to make things clear and transparent. (If you're reading this prior to our church's Annual Meeting, please feel free to reach out to me and I'd be glad to talk about any of the below or answer questions!)

**Report from FBC Leadership Team, concerning actions taken during fiscal year 2022-2023 which require congregational approval:**

First, we wanted to clarify actions taken last year. During the fiscal year of 2021-2022, the board made a motion to withdraw funds from the endowment account to the church operating checking account in order to cover expenses; at that time, we were unaware this action was not within the leadership team's ability to execute without a church-wide vote.

The movement of funds, while necessary at that time due to operating costs which exceeded giving, created a situation where the church's endowment account was below its principal balance. This withdrawal from the church's endowment fund was included in the budgets and reports which were approved at the Annual Meeting in June 2022. (As of 4/30/2022, the endowment had accumulated a negative draw amount of \$35,650 due to that withdrawal, which was reflected in last year's reports.)

However, I did not seek a motion in the 2022 Annual Meeting specifically to indicate the church's approval of the withdrawal which left the endowment account below the principal balance, which was

an oversight. For clarity and transparency, we wanted to be sure this was explained clearly in our annual reports for fiscal year 2022-2023.

Due to growth in the account, as of April 2023, before we took a loan from the endowment to cover operating costs and complete funding for the building project which was scheduled to be completed, the endowment account was at \$10,876.91 below the principal balance.

So, for this fiscal year 2022-2023, when the FBC Leadership Team moved to withdraw funds from the endowment account to cover operating costs and temporarily offset funding needed to finish the kitchen remodel project, we acted in good faith to take these funds as a loan from the endowment account (instead of a withdrawal), consistent with our understanding of the board's role in managing the fund. This loan is being taken as a short-term measure which we expect to repay with interest when grant funding and other donations are received for the work which is being done on the building; interest was calculated by the budget subcommittee at a rate of prime plus 1.0%, which is consistent with industry standard for a nonprofit repaying a loan against its own investment account.

For reference, the by-laws state:

*FIRST BAPTIST CHURCH ENDOWMENT FUND*

*Mission and Policy Statement*

*The First Baptist Church Endowment Fund is a permanent fund to aid in the operating costs of the First Baptist Church in Westbrook, Maine. The fund was established by Church vote in 2001 for the purpose of providing a subsidy source to the general operating budget, thus supporting the day to day expenses of the Church. The fund may be increased through specific gifts from members and friends of the church. Such gifts will remain a permanent part of the principal of the account and only the earnings of interest, gains and dividends may be spent. The fund is managed by the Leadership Board in accordance with the Church's Constitution and By-Laws.*

Additionally, as the FBC Leadership Team met this spring to discuss replacement and nomination of additional board members, the limit in the 2015 bylaws on leadership board members serving no more than 6 consecutive years was examined and a proposed addendum was approved by the leadership team, which we would like the church body to confirm by vote.

For reference, in the 2015 Bylaws, after a description of the composition of the initial Leadership Team (due to the church's transition to a governing board model at that time), there is a section entitled "A Work In Progress" which states the following: *"These bylaws being new to us as a body, will be a work in progress. Changes, additions and adjustments will certainly need to be made in response to changes and needs of our church body."* Additionally, our existing bylaws state that *"bylaws may be amended by a 75% vote of members at a meeting (where 33% of people who have membership are present and majority of board members)"*.

So, in light of this, we are suggesting that the term limit of six consecutive years be removed and replaced with an addendum which allows members of the leadership board to serve consecutive terms as they feel called, which is consistent with the practice already established for key board positions like church treasurer and property management.

It is important to note that even while making this change, existing processes associated with approving board members by congregational vote will continue; in addition, bylaws which speak to qualifications of leadership board members taken from I Timothy 3:1-7 and church discipline would be unchanged and help preserve the integrity of the board.

Also, upon examination of the bylaws, another important amendment seems to be needed to match existing church practice regarding the scheduling of annual meetings. Currently our bylaws state that the Annual Meeting should take place each year in May, but this does not allow sufficient time for annual and fiscal reporting to take place, so we would like to request an amendment to reflect that the Annual Meeting for FBC Westbrook takes place each year in June.

All this being said, for our purposes at this 2023 Annual Meeting, we are seeking congregational approval for the following board-initiated actions taken during the 2022-2023 fiscal year:

- A loan withdrawn from the church's endowment account in the amount of \$30,000 will be repaid to the endowment account with interest (9.75%, calculated at prime plus 1.0%) by grant monies received during this fiscal year 2023-2024. If grant monies which cover this loan amount plus interest are not received during the fiscal year 2023-2024, we will propose and seek approval for a repayment plan to the endowment fund which is consistent with the church's ability to repay.
- An addendum to the church's bylaws which indicates members of the FBC Leadership Team can serve consecutive terms as they feel so called, with approval of the board and congregation at the annual meeting.
- An amendment to the church's bylaws to state that the Annual Meeting of the church takes place in June (rather than May).

Thank you for sustaining attention through this report! On a personal note, I would like to close by taking the opportunity to say it is an honor to serve alongside both the folks who are a part of the Leadership Team and everyone else who is participating in the many ministries which take place within our church family at FBC Westbrook. Please feel free to reach out with any questions or feedback before or during our Annual Meeting on June 11th immediately following church.

Respectfully submitted,

Victoria St Louis

FBC Leadership Team Chair, on behalf of the FBC Westbrook Leadership Team

Email: [victoria.stlouis@gmail.com](mailto:victoria.stlouis@gmail.com)

Phone: (207) 232-9436



## 2022 Annual Meeting Minutes

### Annual Meeting

June, 19, 2022. 11:11 AM

A total of 38 members present.

Meeting called to order by Scott Linscott, Pastor.

Scott Linscott opened in prayer, then introduced Victoria St Louis as moderator.

A motion was made to accept Victoria St Louis as moderator.

-Moved and seconded (Star Lestage, Kathy Jones)

-Motion passes unanimously.

A motion was made to accept the following new members based on baptism or profession of faith:

-Chris Chamberlain

-Heidi Sprague

-Seth Benoit

-Chelsea Stephens

-Roland & Carolyn Thibault

-Matthew Auger

-Kimberly & Dustin Tarbox

-Moved and seconded (Kathy Jones, Ruth Wesbter).

-Motion passes unanimously.

No changes were made to the leadership team.

A motion was made to accept minutes of prior annual meeting and the additional meeting to accept Gregg Jones onto the leadership team, as presented in the Annual Report.

- Moved and seconded (Chris St Louis, Cherie Roma).
- Motion passes unanimously.

A motion was made to accept all church budgets and salary items as they were written.

-Moved and seconded (Jake Groom, Chris St Louis).

-Motion passes unanimously.

A motion was made to allow the Accountable Plan for Lead Pastor Scott Linscott to allow up to 50% of his salary to be allocated for housing allowance, per IRS regulations.

- Moved and seconded Kathy Jones, Ruth Webster).
- Motion passes unanimously.

The kitchen renovation plan and additionally the approval to allow a capital campaign to raise funds for the renovation were brought up as being brought before and approved by the members in the 2021 annual meeting.

A motion was made to pursue a plan to replace rotting windows and rotting spots on the exterior of the building, pending available funds.

- Moved and seconded (Ed Gormley, Josh Linscott)
- Motion passes unanimously.

A motion was made to approve the reports submitted for this past fiscal year as written.

- Moved and seconded (Jan Perry, Cherie Roma).
- Motion passes unanimously.

A motion was made to adjourn the annual meeting.

- Moved and seconded (Ruth Webster, Stephanie Holmes).
- Motion passes unanimously.



Meeting adjourned 11:16 AM

Victoria St Louis closes in prayer.

## Report of the Church Clerk

Our annual meeting will be held on Sunday, June 11, 2023, directly following the morning worship gathering, to vote on the upcoming Fiscal Year Budget 2023-2024.

Members left by Letter of Transfer 0

Members left by request 0

Official Members Deceased 0

Official Members joined by Letter of Transfer 0

Official Members joined Profession of Faith 6

Official Members joined by Baptism 0

Active Official Members 70

Shut In. 5

Inactive 0

No. Official Members attending regularly. 56

Respectfully Submitted  
Shara Groom  
Clerk



### THE CROSS

We are a Grace-saturated people who believe Jesus' sacrifice on the cross is enough. By giving His life, Jesus did all that was needed. It is not what we do but what Jesus did.



### CONNECTING BRIDGES

We believe in community and shared life. We strive to love God with everything and love others like we love ourselves. We are relational bridge builders.



### GROWTH

By following Jesus and living like Him, we see growth and change in our lives. We find purpose, meaning and direction and are able to better face life's challenges with confidence.

OPEN DOOR KITCHEN



F B C



W E S T B R O O K



**Open Door Kitchen - Financial Report**

*Prepared by: Steven Jones - Director of Open Door Kitchen*

*Fiscal Year 2022 ( 05/01/2022 through 04/30/2023 )*

Beginning Balance		Ending Balance	
<b>Evergreen Credit Union 05/2022</b>	\$4,753.29	<b>Evergreen Credit Union 04/2023</b>	\$3,955.99

  

Date	Food Cost	Supplies Cost	Headcount	Cost Per Meal	Contributions
May 2022	NO ODK				
June 2022	\$523.13	\$0.00	153	\$3.42	\$0.00
July 2022	\$681.70	\$0.00	185	\$3.68	\$8,000.00
August 2022	\$735.32	\$76.72	158	\$5.14	\$0.00
September 2022	\$826.63	\$114.68	163	\$5.77	
October 2022	\$535.09	\$208.27	163	\$4.56	\$0.00
November 2022	\$1,381.64	\$183.97	203	\$7.71	\$0.00
December 2022	NO ODK				
January 2023	\$652.43	\$281.65	92	\$10.15	\$0.00
February 2023	NO ODK				
March 2023	\$1,804.57	\$284.74	160	\$13.06	\$143.00
April 2023	\$646.25	\$0.00	120	\$5.39	\$88.00
<b>FY 2022 Totals</b>	<b>\$7,786.76</b>	<b>\$1,150.03</b>	<b>1,397</b>	<b>\$6.40</b>	<b>\$8,231.00</b>

## FINANCIAL REPORTS - 2022-2023 YEAR END

### FBC Westbrook Actual vs. Budgeted Expense May 2022 through April 30,2023

	<b>Actual</b>	<b>Budget</b>
Pastors Wage	\$54,714.76	\$ 53,750.00
Social Security	\$3,250.00	\$ 3,250.00
Retirement	\$8,232.00	\$ 7,546.00
Convention/Education	\$1,427.44	
Prof Expenses	\$869.50	\$ 1,000.00
<b>Total</b>	<b>\$ 68,493.70</b>	<b>\$ 65,546.00</b>
Custodian Salary	\$9,748.00	\$ 9,594.00
Worship Music Salary	\$9,514.00	\$ 9,360.00
Office Salaries	\$6,610.00	\$ 6,500.00
Payroll Tax	\$3,740.70	\$ 3,700.00
Workers Comp Ins.	\$1,175.00	\$ 1,344.00
<b>Employee Exp.</b>	<b>\$ 30,787.70</b>	<b>\$ 30,498.00</b>
Heating	\$8,257.57	\$ 7,500.00
Electrical	\$5,010.59	\$ 6,000.00
Water Sewer	\$880.89	\$ 825.00
Telephone Internet	\$4,090.53	\$ 4,150.00
Alarm	\$1,805.00	\$ 2,500.00
Property Ins.	\$6,445.16	\$ 6,350.00
<b>Fixed Expense</b>	<b>\$ 26,489.74</b>	<b>\$ 27,325.00</b>
Pastors Denomination	\$ -	\$ 100.00
Hospitality Exp	\$482.90	\$ 500.00
Facilities Exp	\$15,946.75	\$ 40,000.00
Worship Exp	\$4,417.64	\$ 2,800.00
Childrens Ministry Exp	\$1,055.06	\$ 665.00
Admin/Office Exp	\$2,198.29	\$ 1,750.00
Group Ministry Exp	\$1,054.33	\$ 325.00
Financial Expense	\$3,294.24	\$ 3,200.00
FBC Note Payable & Interest Exp	\$7,204.44	\$ 7,205.00
<b>Total Misc.</b>	<b>\$ 35,653.65</b>	<b>\$ 56,545.00</b>
Local Emergency Aid/Reaching Westbrook	\$3,669.35	\$ 3,500.00
Mission Discipleship/Local & International	\$2,205.00	\$ 6,000.00
Open Door Kitchen	\$203.08	\$ 1,500.00
FBC Food Pantry	\$2,349.21	\$ 500.00
Other Charitable Organizations	\$2,206.40	\$ 2,000.00

Note Payable FBC 2014 (10 year, \$60,000)	\$	(5,312.33)
Note Payable FBC 2023 (Short-Term Loan)	\$	(30,000.00)
<b>Total Note Payables FBC</b>		<b>\$ (35,312.33)</b>

**Total Mi**

**Total Ex**

Respectfully Submitted,  
Stacey Lamson  
Treasurer

Respect  
Stacey L  
Treasur

**First Baptist Church Westbrook  
Maine  
Cash Position April 30, 2023**

**Saco & Biddeford Checking Account:**

**General:** \$ 18,545.91

**Designated Savings:**

God's Peace	\$	4,869.57	
Building Fund	\$	4,861.00	
Benevolence	\$	997.56	
FBC Food Pantry	\$	6,232.04	
Open Door Kitchen	\$	430.00	
Easter	\$	805.00	
<b>Total Designated Savings</b>			<b>\$ 18,195.17</b>

**Total Cash** \$ 36,741.08

**Payables:**

Note Payable FBC 2014 (10 year, \$60,000)	\$	(5,312.33)
Note Payable FBC 2023 (Short-Term Loan)	\$	(30,000.00)

**Total Note Payables FBC** \$ (35,312.33)

Respectfully Submitted,

Stacey Lamson  
Treasurer

**FBC Westbrook Cash In Report  
May 1, 2022 through April 30,  
2023**

**Giving:**

Envelopes	\$	38,742.35	
Loose	\$	5,233.73	
On-Line	\$	69,212.32	
<b>Total (General) Giving</b>			\$ 113,188.40
Endowment (Loan Advance)			\$ 30,000.00
<b>Total</b>			\$ 143,188.40

**Other Special Offerings:**

Thanksgiving	\$	2,820.00	
Christmas	\$	165.00	
Easter	\$	805.00	
Open Door Kitchen (\$8,000 Grant)	\$	8,430.00	
Benevolence	\$	3,535.70	
FBC Food Pantry (\$5,000.00 Check from City)	\$	5,000.00	
AMG Sponsor Child	\$	140.00	
Pastoral Gifts	\$	3,645.00	
Building	\$	6,606.00	
Out of the Dust	\$	1,355.00	
AMG Guatemala	\$	50.00	
Bundles of Love	\$	660.00	
Exterior Sign	\$	2,000.00	
<b>Total</b>			\$ 35,211.70

**Misc. Payments Received**

Church Mutual Ins. Reimbursement	\$	501.00	
Total		\$	501.00

**Total Deposits** \$ 178,901.10

Respectfully Submitted,  
Stacey Lamson  
Treasurer

**ENDOWMENTS**

May 2022-May 2023

FBC 2022 Calendar Year	Morgan Stanley Portfolio				
	Fellow Ship	H.M.M.F.	Endowment	Retirement	Adoption
1/01/2022	\$106,164.11	\$27,129.99	\$280,142.72	\$112,621.73	\$9,461.80
Withdrawals	-\$2,000.00	0.00	-\$25,000.00	0.00	0.00
Deposits	0.00	0.00	\$7,204.44	\$8,232.00	0.00
Mkt Activity					
-13.23% loss	-\$ 14,045.52	-\$3,589.30	-\$37,022.25	-\$14,899.86	-
12/31/22	\$90,118.59	\$23,540.69	\$225,324.91	\$105,953.87	\$8,210.00
Total Value Portfolio 12/31/2022		\$453,148.06			
		\$431,492.52			
Total Value Portfolio 04/30/2023					
Spending Bal					
	Fellowship	H.M.M.F.	Endowment		
04/30/2022	\$13,459.98	\$ 2,039.00	\$ -35,650.00		
Spent	-\$2,000.00	0.00	-\$25,000.00		

Awards	\$ 3,000.00	\$ 1,000.00	\$ 12,500.00
Avail 5/01/23	\$14,459.98	\$ 3,039.00	-\$48,150.00
Respectfully Submitted			
Reg Cary			
Fund Manager			

**First Baptist Church Westbrook Budget  
May 2023 - April 2024**

	<b>Budget</b>
Pastors Wage	\$ 56,355.00
Social Security	\$ 3,250.00
Retirement	\$ 8,232.00
Convention Education	\$ 1,000.00
Prof Expenses	\$ 1,000.00
	<b>\$ 69,837.00</b>
Custodian Salary	\$ 9,776.00
Worship Music Salary	\$ 9,542.00
Office Salaries	\$ 6,630.00
Payroll Tax	\$ 3,800.00
Workers Comp Ins.	\$ 1,268.00
	<b>\$ 31,016.00</b>
Heating	\$ 8,750.00
Electrical	\$ 5,500.00
Water Sewer	\$ 900.00
Telephone Internet	\$ 4,150.00
Alarm	\$ 2,000.00
Property Ins.	\$ 7,412.00
	<b>\$ 28,712.00</b>
Pastors Denomination	\$ 100.00
Hospitality Exp	\$ 500.00
Facilities Exp	\$ 40,000.00
Worship Exp	\$ 3,200.00
Childrens Ministry Exp	\$ 2,000.00
Admin/Office Exp	\$ 2,200.00
Group Ministry Exp	\$ 1,000.00
Financial Expense	\$ 3,300.00
FBC Note Payable & Interest Exp	\$ 5,403.33
FBC Note Payable - Short-Term	\$ 30,000.00
	<b>\$ 87,703.33</b>
Local Emergency Aid/Reaching Westbrook	\$ 3,500.00



Mission Discipleship/Local & International	\$ 3,500.00
Open Door Kitchen	\$ 500.00
FBC Food Pantry	\$ 500.00
Other Charitable Organizations	\$ 2,000.00
	<b>\$ 10,000.00</b>

**Total Budget** \$227,268.33

Respectfully Submitted,  
Stacey Lamson  
Treasurer