

Good Shepherd United Church of Christ Inventory of Records

Compiled by Thomas Wilsted

February, 2016

Volume of Records: 13 cubic feet

Record Dates: 1988-2016

Scope and Content Note

The Records of Good Shepherd United Church of Christ document its history and activities from the church's founding in 1990 through the year 2016. They record both its religious, social and administrative activities. The collection is divided into two main sections: material of church-wide significance, and records of the Church Council (the church's governing body) and its sub-units.

The collection includes a comprehensive set of publications including annual reports, church newsletters and Sunday bulletins. Records include minutes of the major boards and committees and there is record of church buildings including building committee minutes, correspondence and building plans.

Good Shepherd United Church of Christ Church History Timeline

1990

Spring

Green Valley Residents Royal and Iloe Meyer meet with United Church of Christ (UCC) Southwest Conference Minister Carol Keim about the possibility of starting a UCC congregation in Green Valley.

September 2

First church service held on Del Coronado Apartments with the Rev. Ray Plumlee serving as Interim Pastor and Ed Sippel as organist

September 16

Church services moved to Pima Savings Bank

October 31

First meeting of the newly formed Church Council

December 2

Congregational Meeting to officially form a church. Thirty charter members
December 31 – 13 members)

1991

February 21

Congregational Meeting approves church's Articles of Incorporation

1992

April 5

Church services move to 191 Esperanza Blvd. (Green Valley Plaza, Old Green Valley Post Office)

1992 (continued)

November

Proposal submitted to UCC Southwest Conference and the Board of Homeland Ministries to help support a full-time, permanent minister

1993

January

Search begins for a permanent senior pastor

April 18

Good Shepherd receives official Ecclesiastic Standing as a church member in good standing with the UCC Southwest Conference

June 30

73 members

September

UCC Southwest Conference and the Board of Homeland Ministries begins providing financial support to hire a permanent minister

September 26

The Rev. Dr. James S. Scovil begins serving as Senior Pastor

1994

January

Church begins the process of looking for a permanent site for the Good Shepherd Church

March 20

The Rev. Dr. James S. Scovil officially installed as Good Shepherd's Senior Minister

April

The Rev. Dr. C. Arthur Bradley appointed Minister of Visitation

May 17

Special Congregational Meeting approves the purchase of a 5.6 acre site on La Canada Blvd. as the future site for Good Shepherd Church

1995

May

Sunday worship moves to Jewish Temple/Community Center at Temple Beth Shalom in Green Valley

May 3

Church Council approves the hiring of Bennie M. Gonzales as the architect for Phase 1 of the planned Good Shepherd Church building

1996

January

Church Council approves loan request of \$400,000 to be provided by UCC Southwest Conference and Board of Homeland Ministries and to embark on a Capital Campaign of \$700,000 for funding to construct the new church facility

1997

June 29

Ground breaking for the new Good Shepherd Church facility

August 21

The Rev. Dr. James S. Scovil announces his resignation as Senior Pastor effective November 23

October

Search Committee for new Senior Pastor is convened

December

The Rev. Dr. C. Arthur Bradley called as Interim Senior Pastor and begins work December 1

1998

April

The Rev. Dr. C. Arthur Bradley resigns as Interim Senior Pastor and Reverend Sue Martin invited to serve as Interim Pastor

1998 (continued)

June 14
Congregation calls The Rev. Dr.
Randal John Mayer as its new Senior
Pastor to begin work in September

July 19
Last worship service at Temple Beth
Shalom

July 26
First service in the new church,
17750 South La Canada Road,
Sahuarita, Arizona

August 2
First “official” church gathering in
the new church building

1999
May
The Rev. Hal Fray called as
Visitation Minister for New Member
Development

2000
September 3
Church of the Good Shepherd
celebrates its 10th Anniversary

2001
First performances of the Javarita
Coffee House

2003
Church establishes annual
Progressive Theology Forum

2005
Spring – Green Valley/Sahuarita
Border Samaritans Founded

First Border Issues Conference Held

2006
Church purchases its first vehicle to
support Desert Border Samaritan
efforts

Church announces its second Capital
Campaign to raise funds for a church
building addition

2008
Church votes to become an Open and
Affirming United Church of Christ
Congregation

2009
1st building addition completed

2010
Sahuarita Community Food Bank
established at Good Shepherd UCC
Church

2013
Church votes to begin a third Capital
Campaign to add a second addition
to the church

2016
Construction of second building
addition completed

February 28 – Good Shepherd
Church celebrates the 25th
Anniversary of its founding

Box and Folder List

Record Group 1 Church Wide Records

Box 1

- Folder 1 Articles of Incorporation, 1991
- Folder 2 Constitution and Bylaws 1992-2008
- Folder 3 Constitutions and Bylaws including Committee and Staff Job Descriptions, 2001-2002
- Folder 4 Annual Meeting Minutes, 1992-2013

Annual Reports

- Folder 5 Annual Reports, 1993-1998
- Folder 6 Annual Reports, 1999-2002
- Folder 7 Annual Reports, 2003-2007
- Folder 8 Annual Reports, 2009-2014

Box 2

Membership Records

- Folder 1 Chronological List of Members, 1991-2002
- Folder 2 Early Church Attendance Registers, 1990-1991
- Folder 3 Charter Members, 1991-1992
- Folder 4 Charter Member Certificates, 1991-1995
- Folder 5 Church Member Summary, 1990-2001
- Folder 6 Membership Record System for the Good Shepherd U.C.C, 1990-2002

Box 3

- Folder 1 Church Visitor Guestbook, 2000-2004
 - Folder 2 Church Visitor Guestbook, 2004-2006
- #### *Church Treasurer*
- Folder 3 Church Treasurer Reports and Audits, 1990-2000
- #### *General Correspondence*
- Folder 4 General Correspondence 1988-1992
 - Folder 5 Correspondence and Documents Regarding a Partnership with the UCC Southwestern Conference Office and the Board of Homeland Ministries, 1993-4
 - Folder 6 Correspondence and Documents Relating to UCC Board of Homeland Ministry Minister's Salary Subsidy, 1993-1994
 - Folder 7 General Correspondence, 1993-1995

Box 4

- Folder 1 Correspondence regarding the use of Temple Beth Shalom for Good Shepherd Worship Services
- Folder 2 General Correspondence, 1996-1997
- Folder 3 General Correspondence, 1998

Box 4

Subject Files

- Folder 4 All Church Planning Retreat, 1997
- Folder 5 Border Issues – Newspaper Clippings
- Folder 6 Charter Closing and Site Dedication Correspondence, 1995
- Folder 7 Church Historian Job Description
- Folder 8 Church Visioning Meeting, 2000
- Folder 9 Common Ground on the Border, 2016
- Folder 10 General Border Issues – Newspaper Clippings, 2001-2013
- Folder 11 Green Valley Samaritans, 2007-2011
- Folder 12 Good Shepherd Awards and Recognition, 1994-2014
- Folder 13 Humane Borders, Information and Award to Good Shepherd, 2005
- Folder 14 Javarita Coffee House, 2006-2013
- Folder 15 Just Coffee, new roaster dedication, 2006
- Folder 16 Royal Meyer, Oral History interview transcript, 1995
- Folder 17 Ministerial Search Committee, 1993
- Folder 18 Ministers – The Rev. Arthur Bradley, 1998
- Folder 19 Ministers – The Rev. Harold Frey, 2000

Box 5

- Folder 1 Ministers – The Rev. Dr. Randal J. Mayer, Welcome and Installation, 1998-1999
- Folder 2 Ministers – The Rev. Dr. Randal J. Mayes, correspondence on border issues, 2001-2010
- Folder 3 Ministers – The Rev. Dr. Randal J. Mayer, doctoral dissertation, *A Church on the Border: Pushing the Edge of Faith*, 2012
- Folder 4 Ministers – The Rev. Dr. Randal J. Mayer's sabbatical, 2003
- Folder 5 Ministers – The Rev. Dr. Randal J. Mayer, writings – by and about
- Folder 6 Ministers – The Rev. Dr. James Scovil – Scrapbook of service as minister, 1993-1997
- Folder 7 Ministers – The Rev. Dr. James Scovil – Writings by and about, 1994-1997
- Folder 8 Personnel Policy, 1998
- Folder 9 Policy & Purpose Documents, Good Shepherd UCC, 1994, 1997
- Folder 10 Progressive Theology Forum, 2016
- Folder 11 Sahuarita high school student essays on the need for a student meeting place, 1994
- Folder 12 Sahuarita Food Bank, 2011-2015
- Folder 13 Santa Cruz Valley Interfaith Council Minutes, 1999-2003
- Folder 14 Senior Pastor Profile, 1997

Box 6

Newspaper Clippings

- Folder 1 – Newspaper Clippings 1990-1993
- Folder 2 – Newspaper Clippings, 1994-2015

Box 6***Sunday Church Bulletins***

- Folder 3 Sunday Church Bulletins September 2-December 30, 1990
- Folder 4 Sunday Church Bulletins, January 6-December 29, 1991
- Folder 5 Sunday Church Bulletins, January 5-December 27, 1992 (Missing July 5)
- Folder 6 Sunday Church Bulletins, January 3-December 26, 1993
- Folder 7 Sunday Church Bulletins, January 2-June 28, 1994
- Folder 8 Sunday Church Bulletins July 3-December 25, 1994
- Folder 9 Sunday Church Bulletins, January 1-June 25, 1995 (Missing March 12 and May 14)

Box 7

- Folder 1 Sunday Church Bulletins, July 4-December 31, 1995 (Missing July 11)
- Folder 2 Sunday Church Bulletins, January 7-June 30, 1996
- Folder 3 Sunday Church Bulletins July 14-December 29, 1996 (Missing July 7 and November 3)
- Folder 4 Sunday Church Bulletins, January 5-December 21, 1997 (Missing June 1-22, July 27, August 24)
- Folder 5 Sunday Church Bulletin January 4-June 28, 1998 (Missing February 2, March 28, April 16)
- Folder 6 Sunday Church Bulletins July 5-December 27, 1998 (Missing November 22)

- Folder 7 Sunday Church Bulletins January 3-June 27, 1999

Box 8

- Folder 1 Sunday Church Bulletins, July 4-December 26, 1999
- Folder 2 Sunday Church Bulletins, January 9-June 25, 2000 (Missing January 2)
- Folder 3 Sunday Church Bulletins July 16-December 31, 2000 (Missing July 2-9, November 15, December 10)
- 2001 – Missing
- 2002 – Missing
- Folder 4 Sunday Church Bulletin, October 3, 2003 (All others missing)
- Folder 5 Sunday Church Bulletins February 29-December 31, 2004 (Missing January 1-24, February 1-22, June 6, June 20-27, September 5)
- Folder 6, Sunday Church Bulletins, January 2-June 26, 2005
- Folder 7 Sunday Church Bulletins, July 3-December 25, 2005
- Folder 8 Sunday Church Bulletins January 1-June 26, 2006

Box 9

- Folder 1 Sunday Church Bulletins, July 2-December 31, 2006
- Folder 2 Sunday Church Bulletins, January 7-June 24, 2007
- Folder 3 Sunday Church Bulletins July 1-December 30, 2007
- Folder 4 Sunday Church Bulletins January 6-June 29, 2008
- Folder 5 Sunday Church Bulletins, July 6-December 28, 2008
- Folder 6 Sunday Church Bulletins, July 6-December 28, 2008
- Folder 7 Sunday Church Bulletins, July 5-December 27, 2009 (Missing November 1)

Box 10***Sunday Church Bulletins (continued)***

Folder 1 Sunday Church Bulletins, July 5-December 27, 2009 (Missing November 1)

Folder 2 Sunday Church Bulletins, January 3-June 27, 2010

Folder 3 Sunday Church Bulletins, July 4-December 26, 2010

Folder 4 Sunday Church Bulletins January 2-June 19, 2010 (Missing June 26)

Folder 5 Sunday Church Bulletins, July 3-December 2011

Folder 6 Sunday Church Bulletins, January 8-June 24, 2012

Folder 7 Sunday Church Bulletins, July 1-December 30, 2012

Box 11

Reserved For Additions to Church Bulletins

Box 12

Reserved For Additions to Church Bulletins

Box 13***Publications***

Folder 1 Memorial Service Programs 1993-2002

Folder 2 *The Stepping Stone*, January, 1991 (First church newsletter title)

Folder 3 *What's Going On at the Good Shepherd*, April-December, 1991 (new title)

Folder 4 *The Good News From the Good Shepherd*, March-May, 1995, (new title)

What's Going On at The Good Shepherd, June-October, 1995

What's New at the Good Shepherd, November, 1995-December 1998 (new title)

Folder 5 *What's New at the Good Shepherd*, 1999

Folder 6 *What's New at the Good Shepherd*, 2000

Folder 7 *What's New at the Good Shepherd*, January-February 2001

Folder 8 *Good News from the Good Shepherd*, December 2001-December 2002

Folder 9 *Good News from the Good Shepherd*, 2002

Box 14

Newsletters 2003-2013 are available on the Office Manager's Computer in the Office

Folder 1 *Good News from the Good Shepherd*, 2014

Folder 2 *Good News from the Good Shepherd*, January-October, 2015

Folder 3 *Building Update*, 1996-1997

Folder 4 *Council News*, February-September, 2001

Folder 5 Church Member Name & Address Directory, 1994-2016 & No date

Folder 6 Church Member Photograph Directory, 2001-2014

Folder 7 Miscellaneous Church Publications, 1993-2016

Box 15

Reserved for additions to church publications

Box 16***Photographs***

- Folder 1 Photographs 1990
- Folder 2 Photographs including images of new members 1991
- Folder 3 Photographs 1992 (1)
- Folder 4 Photographs 1992 (2)
- Folder 5 Photographs 1993
- Folder 6 Photographs - Installation, Service and Reception for The Rev. Dr. James Scovil
- Folder 7 Photographs – The Rev. Dr. James Scovil, 1993-1997
- Folder 8 Photographs – New members, 1993-1997
- Folder 9 Photographs - White Elephant Parade, 1994
- Folder 10 Photographs – Realtor conceptual ideas for new church building, 1994
- Folder 11 Photographs from scrapbook, 1994-1996
- Folder 12 Photographs - Palm Sunday, 1995

Box 17

- Folder 1: Photographs -New Member Charter closing and dedication of building site, 1995
- Folder 2 Photographs – Architect’s early building conceptual design, 1996
- Folder 3 Photographs, 1997
- Folder 4 Photographs – Worship Service Jewish Community Center, 1997
- Folder 5 Photographs – Building Ground Breaking, 1997
- Folder 6 Photographs – Palm Sunday Church Service on Building Site, 1997
- Folder 7 Photographs – Building construction 1997-1998
- Folder 8 Photographs – 1997-1998
- Folder 9 Photographs – 1998 (1)
- Folder 10 Photographs – 1998 (2)

Box 18

- Folder 1 Photographs – Women’s Association – 1998-2000
- Folder 2 Photographs – The Rev. Randal L. Mayer, 1998-2000
- Folder 3 Photographs – Good Shepherd Float, White Elephant Parade, 1998
- Folder 4 Photographs – Opening of New Church Building, 1998
- Folder 5 Photographs - 1999
- Folder 6 Photographs – Habitat House, Nogales – 2000
- Folder 7 Photographs – Good Shepherd Float, White Elephant Parade, 2000
- Folder 8 Photographs – 2000 (1)
- Folder 9 Photographs – 2000 (2)
- Folder 10 Photographs – 2001

Box 19***Photographs***

- Folder 1 Photographs - 2002
- Folder 2 Photographs – 2003

Box 19 (continued)

Photographs

- Folder 3 Photographs – 2004
- Folder 4 Photographs – 2005
- Folder 5 Photographs – 2007
- Folder 6 Photographs – 2009
- Folder 7 Photographs – 2012
- Folder 8 Photographs – Bible School?, no date
- Folder 9 Photographs – New members, no date
- Folder 10 Photographs – No date

Box 20

Reserved for additions to church photographs

Box 21

Reserved for additions to church photographs

**Record Group 2
Church Council**

Box 22

Church Council (usually includes pastor and treasurer reports and Congregational Meeting Minutes)

- Folder 1 List of Church Officers and Committee Chairs, 1990-1999
- Folder 2 Church Council Minutes, 1990-1991
- Folder 3 Church Council Minutes, 1992
- Folder 4 Church Council Minutes, 1993
- Folder 5 Church Council Minutes, January-June, 1994
- Folder 6 Church Council Minutes, July-December 1994
- Folder 7 Church Council Minutes, January-June, 1995
- Folder 8 Church Council Minutes, July-December, 1995
- Folder 9 Church Council Minutes, January-June, 1996
- Folder 10 Church Council Minutes, July-December, 1996

Box 23

- Folder 1 Church Council Minutes, January-June, 1997
- Folder 2 Church Council Minutes, July-December, 1997
- Folder 3 Church Council Minutes, January-June, 1998
- Folder 4 Church Council Minutes, June-December, 1998
- Folder 5 Church Council Minutes, January-June, 1999
- Folder 6 Church Council Minutes, June-December, 1999

Box 24

- Folder 1 Church Council Minutes, January-April, 2000
- Folder 2 Church Council Minutes, May- August, 2000

Box 24 (continued)

Church Council (usually includes pastor and treasurer reports and Congregational Meeting Minutes)

- Folder 3 Church Council Minutes, September-December, 2000
- Folder 4 Church Council Minutes, January-April, 2001
- Folder 5 Church Council Minutes, May-August, 2001
- Folder 6 Church Council Minutes, September-December, 2001
- Folder 7 Church Council Minutes, January-June, 2002
- Folder 8 Church Council Minutes, August-December, 2002
- Folder 9 Church Council Minutes, January-June, 2003

Box 25

- Folder 1 Church Council Minutes, July-December, 2003
- Folder 2 Church Council Minutes, January-June, 2004
- Folder 3 Church Council Minutes, July-December, 2004
- Folder 4 Church Council Minutes, January-June, 2005
- Folder 5 Church Council Minutes, July-December, 2005
- Folder 6 Church Council Minutes, January-June, 2006
- Folder 7 Church Council Minutes, August-December, 2006
- Folder 8 Church Council Minutes, 2007
- Folder 9 Church Council Minutes, 2008
- Folder 10 Church Council Minutes, 2009
- Folder 11 Church Council Minutes, 2010
- Folder 12 Church Council Minutes, 2011
- Folder 13 Church Council Minutes, 2012

Box 26

Reserved for future additions to Church Council Minutes

Box 27

Church Boards, Committees and Teams

- Folder 1 Administrative Team Minutes, 2012-2013
- Folder 2 Amigos, 1994-1995
- Folder 3 Building Site Committee Minutes, 1994-1995
- Folder 4 Building Site Committee Rules and Responsibilities, 1994
- Folder 5 Building Site Committee Subject File, 1994
- Folder 6 Revised Building Site Committee Minutes, 1996
- Folder 7 Building Committee – Site Information, 1990-1994
- Folder 8 Building Site Selection Documentation, 1992-1994
- Folder 9 Building Site Purchase Documents, 1994
- Folder 10 Building Site Committee Parking Information, 1994
- Folder 11 Building Site Committee Plant Information, 1994
- Folder 12 Building Planning Publications, UCC, 1993-1994
- Folder 13 Good Shepherd Building Plan, February, 2016

Box 28***Church Boards, Committees and Teams***

- Folder 1 Building Site Planning, 1994-1995
- Folder 2 Building Committee Escrow Information, 1994
- Folder 3 Building Financial Documents to support building costs, 1991-1996
- Folder 4 Building Committee, 1995-1997
- Folder 5 Building Committee Planning 1995-1997
- Folder 6 Building Committee Loan Information, 1991-1995
- Folder 7 Building Committee Loan Information, 1997-1999
- Folder 8 Building Committee Loan Application, August, 1996
- Folder 9 Building Committee – Hiring Architect
- Folder 10 Building Equipment, 1997-1998
- Folder 11 Building Committee - Completion, Inventory and Move-In, 1998
- Folder 12 Building Dedication Program, 1999

Box 29

- Folder 1 Capital Campaign Committee, 2005
- Folder 2 Christian Education Board Minutes, 1992-2011
- Folder 3 Columbarium Committee, 2001, 2005
- Folder 4 Facilities Committee Minutes, 1994, 2001-2010
- Folder 5 Finance Committee Minutes, 1994, 2001-2011
- Folder 6 Finance Committee Team Minutes, 2012
- Folder 7 Hospitality Committee Reports, 1994-1995
- Folder 8 Membership Board Minutes, 1994-2012
- Folder 9 Memorial and Decorating Committee, 1997-1998
- Folder 10 Memorial and Gifts Committee Minutes, 1997-2003
- Folder 11 Memorial and Gifts Committee Correspondence, 1999-2003
- Folder 12 Memorials Registry Book, 1997?

Box 30

- Folder 1 Men's Fellowship, 2003-2004
- Folder 2 Mission Board Minutes, 1994-2004
- Folder 3 Mission Board Minutes, 2005-2012
- Folder 4 Open and Affirming Task Force Minutes, 2009-2010
- Folder 5 Personnel Committee Minutes, 2004
- Folder 6 Planning and Building Committee, 2004
- Folder 7 Property Committee Minutes, 1998-2000
- Folder 8 Property Committee Correspondence, 1998-2000
- Folder 9 Stewardship Committee, 1998-2012
- Folder 10 Stewardship Committee First Capital Campaign, 1996-1997
- Folder 11 Stewardship Committee Second Capital Campaign, 2006-2009
- Folder 12 Stewardship Committee Third Capital Campaign, 2013-2016
- Folder 13 Stewardship Committee Legacy Fund, 2015
- Folder 14 Worship Committee Minutes, 1994-2004
- Folder 15 Worship Committee Minutes, 2005-2010

Box 30 (continued)

Church Boards, Committees and Teams

Folder 16 Women's Fellowship Bylaws, 1998

Folder 17 Women's Fellowship Meeting Minutes, 1997-1998

Box 31

Church Boards, Committees and Teams

Folder 1 Women's Fellowship Meeting Minutes, 1999

Folder 2 Women's Fellowship Meeting Minutes, 2000

Folder 3 Women's Fellowship Meeting Minutes, 2001

Folder 4 Women's Fellowship Meeting Minutes, 2002

Folder 5 Women's Fellowship Meeting Minutes, 2003

Folder 6 Women's Fellowship Meeting Minutes, 2004

Folder 7 Women's Fellowship Budgets, 1999-2003

Oversize

Building Plans and Drawings

Box 32

Phase 1 Building Plans, 1996

Box 33

Site Layout for Long-Range Master Plan, April, 2001

Plot of Existing Plants on church site, 2010

Box 34

Building - Site Development and Improvement Plan, 2008

Box 35

Building Plans, 2015 Addition

Box 36

Building Plans, 2008 Addition

Box 37

Building - Development/Site Improvement Plan, 2007

Building - Kitchen Equipment Schedule, 2007