

The Unitarian Universalist Fellowship of Midland

Annual Meeting



October 29, 2017

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Agenda
Annual Meeting of the Unitarian Universalist Fellowship of Midland
October 29, 2017

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|----|--|-------------------------------------|
| 1 | Chalice Lighting | Rev. Connie Grant |
| 2 | Call to Order | Robert Malecki, Board President |
| 3 | Quorum Count | John Kinkema, Secretary |
| 4 | Presentation of Meeting Minutes 10/30/16 | John Kinkema |
| 5 | Minister's Report | Rev. Connie Grant |
| 6 | President's Report | Robert Malecki, Board President |
| 7 | Unsung Hero Award | Robert Malecki, Board President |
| 8 | Presentation of the Slate of Officers | Tom Bailey, Nominating Committee |
| 9 | Nominations to the Search Committee | Sara Clavez, President Elect |
| 10 | Report of the Endowment Committee | Jim Falender |
| 11 | Treasurer's Report | Janelle Dombek, Treasurer |
| 12 | Adoption of the Proposed 2018 Budget | Tom Bailey, Finance Committee Chair |
| 13 | Suggestions and Recommendations | |
| 14 | Adjournment | |

2016 Annual Meeting Minutes

1. Chalice Lighting Jeff Liebmann
2. Call to Order Tom Bailey, Board President
3. Quorum Count Codi Aymer-16 paper proxies. 41 members
30 % of 116 is 35. Quorum is met.
4. Presentation of Meeting Minutes 10/26/15 Tom Bailey, Board President
5. Minister's Report Rev. Jeff Liebmann
 - a. See Minister's Report in the packet
 - b. Reverend Jeff prepares us for the forum outside of his written report
 - c. Jeff takes Q.A.
6. President's Report Tom Bailey, Board President
 - a. See President's report in the packet
 - b. Tom takes a moment to thank volunteers
7. Unsung Hero Award Tom Bailey, Board President
 - a. Heather Cleland-Host received the Unsung Hero Award
8. Adoption of Strategic Plan Sara Clavez, Strategic Planning Team Chair
 - a. See attached report
 1. Motion for 3 directions for the strategic direction of personal connection and development
 - a. Welcoming practices
 - b. Faith formation
 - c. Connecting and valuing people and their gifts

Motion passed
 2. Strategic practice of living our values on the issues of Homelessness, LBGTQIA, and Global Climate Change.

Linda moves to amend the motion to add this issue gun violence after global climate change

Linda makes a motion to table the amendment. Motion was seconded and passed.

Discussion on changing the three focuses.

Zollie Davis-Huntley makes a motion to amend to add racial justice after climate change in the wording. Motion was seconded and passed.

Jeff makes a motion to change the wording to such:

"I move on behalf of the strategic planning team and the UUfoM board, that addressing homelessness, global climate change, racial justice, and LGBT rights be adopted as primary pathways for addressing our strategic Direction of Living our Values. The UUFoM will formulate specific plans of service and advocacy in these areas."

Motion was seconded and passed

3. Immediate pathway for addressing our building and infrastructure needs.
 - a. Improving Drainage
 - b. Repaving the Parking lotMotion Passed

9. Presentation of the Slate of Officers

Presented by Karen Treadway
Antonio Ciolino- President Elect
Jill Crissman- Member at large
Treasurer- Linda Rector
Committee on Ministry- Michael Maleki, Jen Ciolino
Nominating Committee- Andy Salogar

Motion passed

10. Report of the Endowment Committee Jon Lipowitz

- a. See attached Report

11. Treasurer's Report Janelle Dombek, Treasurer

- a. See attached report

12. Adoption of the Proposed 2017 Budget Speed Malecki, Finance Committee Chair

- a. See attached report
- b. John Cleland Host – Moved to adopt the budget
6 nays; Motion passed

13. Suggestions and Recommendations

14. Adjournment

Sara moved to adjourn the meeting
All approved

Nominees to the Board of Directors, Unitarian Universalist Fellowship of Midland

For election at the October 29, 2017 Annual Meeting

- Sarah Schulz, President-Elect, two-year term
- Barbara Rajewski, Treasurer, one-year term (to complete unexpired two-year term)
- Andy Salogar, Secretary, two-year term
- Kevin King, Member-at-Large, two-year term

Minister's Report 2017
Rev. Connie Grant, Interim Minister

Since I began serving as your Interim Minister nearly three months ago, I have focused on three major areas of ministry:

Pastoral care: Getting to know you and your history

Preaching: Offering worship services intended to engage heart and mind

Administry: In my role as head of staff, hiring and orienting new staff members and establishing and supporting a staff team.

My job as your Interim Minister is to help you do what you want to do and be who you are, at your best, and to help you envision what your "best" looks like.

All of us, as members and staff of the Unitarian Universalist Fellowship of Midland, are here to serve the mission of this congregation, which is fundamentally to offer a spiritual and religious home where people of diverse beliefs can explore ideas and be inspired to do their part to create a more just, peaceful and sustainable world.

As I noted in my sermon this past Sunday, we human beings need a haven as well as a fueling station and a launching pad. The Unitarian Universalist Fellowship of Midland serves these roles for many. Can you become even more effective in those functions, for even more people?

Your strategic plan, adopted at your annual meeting last year, identifies three major areas of focus for your congregation:

Personal connection and development

Living our values (service and advocacy)

Building/infrastructure

As you'll read in the reports from Team Leaders that follow, much is being done in these areas. And of course there is always more to do!

In the coming months, I'm planning to work with you to explore additional ways to invite, welcome, and engage community members, and to help you determine whether there are additional ways you want to collectively channel your energies and passions for social justice.

It is a pleasure to be working with you!

In faith and hope,

Connie

Rev. Connie Grant

President's Report 2017
Robert Malecki, President, Board of Directors

2017 has been a year of change and of growth both for our Fellowship and for me as Board President.

We started the year without a President-Elect or a Treasurer for the Board. We were also in search for a permanent Director of Religious Education. Later in the year, we were working without an office assistant, and, sadly we lost our Sexton with the passing of our beloved R.G. Converse. Following these changes, Rev. Jeff announced that he would be leaving the Fellowship to take a Ministerial post in South Carolina.

As so often happens when the going gets tough, the tough get going.

Heather Cleland-Host became our permanent Director of Religious Education. She is enthusiastic and dedicated to our children and their education. We are so fortunate to have her as our DRE.

Shortly after the year began, Sara Clavez, who had just finished two years as an at-large board member, accepted the President-Elect position. Sara brings an unequalled level of knowledge and expertise to the Board. She calmly yet firmly manages the difficult work, and keeps the Board on task. With Sara's leadership in 2018, I am optimistic about our future.

I am especially pleased that we hired the Rev. Connie Grant as our Interim Minister. Rev. Connie also brings a high level of experience to our Fellowship. She quickly hired a much-needed Office Assistant who has extensive website and data base experience, updated our newsletter and made other organizational changes. It's exciting to have someone so focused on our Fellowship and who will support us during this time of transition.

We recently hired Sandy Hay as our Sexton. Sandy has been actively involved in bringing the Fellowship up to code in Fire Safety, as well as making improvements to the building. He is an excellent and enthusiastic addition to the staff.

This year we officially became a 501(c)(3) entity. Many thanks to Janelle Dombek and Tom Bailey and his staff in this effort.

2017 was also the year we made final arrangements for an extensive parking lot renovation. This was part of our Strategic Plan, and funding has been provided by a grant from the Endowment Fund and donations from members. Excavation and paving will begin in early Spring of 2018.

I would like to close on a personal note. As I stated earlier, this year has been one of growth for the Fellowship and for myself. I can't stress enough how important the other members of the Board have been in this regard. Meetings that started out as something I had to do, quickly evolved into what seemed like a group of friends getting together monthly to discuss church business. I was very nervous at the beginning of the year, but have settled into a more confident and productive role largely due to the capable people that I've had the privilege of working with. So thank you, with all my heart, to President-Elect, Sara Clavez, At-Large members, Charlie Enright and Jill Haver-Crissman, our three-year Treasurer, Janelle Dombek, and our intrepid Board Secretary, John Kinkema. You've made this year as Board President truly enjoyable, and we've gotten a few things done as well.

There are so many others to thank for their efforts this year. First among them is Judy Donahue, for all her continued, highly-organized work on the pledge drive. Also Shannon Sonoras for her time and input in the experimental Membership Coordinator position, Sarah Nuss-Warren for generously volunteering as accompanist, Andrew Schulz and our exceptional Choir. In addition, thank you to all the Ministry Teams and

Committees and volunteers who give of their time and talents during fundraisers, in the Religious Education classrooms, Building and Grounds, and those that help in the kitchen. It takes a lot of dedication and commitment to run our Fellowship.

On a final note, I believe we are put on this planet to serve each other, and I would like to thank the entire congregation for allowing me to serve you as Board President. It truly was an honor and a privilege. If we continue in the spirit of serving each other, I believe that our future will continue to be bright.

Robert Malecki

Lifespan Religious Education 2017

Heather Cleland-Host, Director of Religious Education

Lifespan Religious Education Ministry Team is led by the Director of Religious Education (DRE), working with a team of volunteers. The team meets together once a month and collaborates to create Sunday-morning religious education classes for children, organize groups for youth and families, coordinate “Our Whole Lives” sexuality education, multi-generational and adult education classes, and coordinate religious education efforts with other groups and teams. Carol Cooper is liaison for Children’s Religious Education, Zollie Davis-Huntley is resource for Youth, and the Adult Religious Education liaison position is open.

We envision a lifespan program that celebrates our Unitarian Universalist identity, expands our spiritual, experiential, and intellectual religious understanding, and builds a sense of community. It is our mission each year to create a religious education program that engages all students in positive, meaningful religious exploration with a focus on ethical, spiritual, intellectual, and interconnected Unitarian Universalist faith development. (summarized from the missions and visions of our Children’s and Adult Religious Education ministry teams).

This year was our first year operating as a Lifespan Ministry Team with the Children’s RE and Adult RE members meeting together monthly. After a successful year using multi-generational materials from the Westminster UU program, “Living the Principles,” we are beginning this year exploring the Sources with a new internally created program, “Soaring with the Sources.” The congregation will be invited to explore the Sources in a format focusing on their “gifts.” For instance, the Third Source focuses on the “wisdom from world religions.” We will focus on Wisdom for that Source. Adults and youth will be conducting this exploration.

THIS YEAR’S CHALLENGES

Last year was a difficult year for the children’s religious education program. We began the year with the resignation of Vicki Wiltse as Director of Religious Education (DRE) after a year of contention within the program. This was followed with two temporary appointments: Antonio Ciolino (September – December) and Heather Cleland-Host (January – June). Attendance in the program and volunteer participation had taken a severe hit from the previous year. Additionally, for more than half of the year, we were operating without nursery staff.

CREATING A STABLE AND ENGAGING PROGRAM

It was challenging, but overall, the program succeeded in providing a stable and engaging environment for our children. The survey responses for the RE program for 2016-2017 are improved from 2015-2016 in every category. This past year’s results were very good with the average score being 4.35 out of a possible 5 points, compared to 3.28 for the previous year. This is good for a transition year and optimistic for the future. Overall satisfaction of respondents was 4.12 for this year, compared to 2.94 in the previous year. Ranking for the satisfaction of children was 4.5; parents were 4, and volunteers were 3.86. We currently average between 16-18 attendees each week, which is an increase from last year’s average attendance of 14 students.

SOME HIGHLIGHTS:

- We hired two permanent staff:

In February, we hired our wonderful new nursery provider, Jan Shea.

In July, I was honored to accept the permanent position as Director of Religious Education.

- We completed a year operating as a Lifespan Religious Education Ministry Team.
- We implemented a new multi-generational program: Living the Principles. Using both internal materials and Westminster UU's "Living the Principles" program.
- The Pizza and the Principles (dinner with educational activities) was held with attendance ranging between 20 and 65 attendees. Most who attended the programming enjoyed themselves, especially the session that was attended by other congregations.
- Our multi-generational services (the Pageant, Peace Pole, and Community services) were well received.
- We are currently implementing a new multi-generational program focused on the Sources: Soaring with the Sources. This will feature a monthly Soup & the Sources event, adult and children's religious education classes.
- We moved the middle school students out of the elementary classes into their own program by initiating a new middle school pilot, Jedi Mindfulness Academy, which we are continuing this year. This group meets downstairs in the Youth room.
- We have established a joint middle/high school Youth Group. The Youth Group is transforming the Youth Room into their own space. Their gatherings will focus on community activities, community projects, and UU youth conferences.
- We combined and streamlined the elementary classes into Children's Circle. This multi-age program now meets in two upper level rooms. We have Choice Time activities that can be aligned to the age of the children, with younger children participating in Free Play and older children exploring projects using the Harry and UU program.

I am very thankful to this team for their commitment to the program this year. Please be sure to thank these team members (stars indicate continuing or new team members): *Paula Bauer, Jozef Bicerano, *Carol Cooper, Lisa Catacosinos, Antonio Ciolino, *Zollie Davis-Huntley, *Monica Hughes, Kurt Sonoras

Yours in the Spirit of UU,

Heather Cleland-Host

Director of Religious Education

Welcome Team

This year the Membership Team transitioned to being the Welcome Team. The Welcome Team meets monthly after a Sunday service. Our focus is to insure visitors and guests, along with friends and members, feel welcome at our Fellowship.

On Sunday mornings, we greet visitors, welcome them to the Fellowship, provide them with a name tag, ask them to sign the guest book if they wish to receive mailings from us, and answer questions before directing them to the sanctuary

Our congregation is growing in numbers, diversity and spirituality. We insure people who walk in the door will feel welcomed with a little information about our Fellowship. If the family has children we register them and show the parents where their children will go for classes.

Once a month we invite new folks to Coffee and Conversation at 9AM. This gives visitors who are beginning to attend regularly an opportunity to express their interests and learn a little about each other. After meeting with visitors at coffee shops on a Saturday, we decided the best venue is our own Fellowship building. You're welcome to join us at 9AM any first Sunday of the month.

And the larger our congregation becomes the more important it will be for us to be able to stay connected with each other. We will actively work to insure everyone has access to information about "what's going on" via the website and weekly newsletter. Hopefully within the near future we will begin using the Breeze software for church information management.

WE ARE LOOKING FOR PEOPLE WHO WOULD LIKE TO JOIN OUR TEAM.

Members of this team: Judy Donohue, Jim Falender, Cathy French, Michaele Malecki, Jean Sarantos, June Turley, and Linda Rector.

Engagement Team

The Strategic Plan adopted by the congregation in October 2016 identified three pathways for addressing personal connection and development within the Fellowship. Two of these pathways are supported by the Welcoming Team and the Religious Education team. The Engagement Team is a new team formed in May to develop a ministry of supporting members in their process of engaging with the Fellowship community. This team is charged with identifying, developing, and appreciating the gifts and talents within our community.

In the initial meetings the team identified three ways in which members connect with the Fellowship community: social activities, projects through which we live our values, and personal connection and development through ministry and governance team participation.

The initial steps along the engagement pathway focused on publicizing social opportunities to meet and get to know other members.

The next phase of development was to identify and connect with contact people for the living our values social justice and advocacy priorities adopted as strategic directions by the congregation. As a result of that work, the team announced a group opportunity to cheer on our members in the Midland Memorial Day Parade, organized a walking team for the annual regional AIDs Run/Walk, and has just finished a winter clothing collection for the Ruth Ellis House, a program for homeless gay teens. In addition the team worked with Linda Rector to recruit Barb Rajewski to take over the public broadcasting contribution bundling initiative and Maxine Guettler to coordinate the Fellowship's participation in the Midland Sharing Tree holiday gift collection.

The third phase adds pathways for personal connection and development. Plans for the coming year include:

- development of covenant groups which provide an opportunity for people in the groups to deepen their spirit and their connection to others in the group and to the Fellowship community;
- begin building a leadership development system:
 - Annual Leadership Orientation/Team Start-up;
 - Identification of "beginner tasks";
 - New member interviews to identify areas of interest/prospective involvement;
 - Develop a culture of leadership succession on teams by recruiting co-leaders and mentoring for future succession.

Team participants: Sara Clavez-Leader, Shannon Sonoras- Co-Leader, Tom Bailey, Jon Cleland- Host, Cathy French, Jacob Guettler, Kathy Kinkema, Andy Salogar, Rev. Connie Grant-Ex-Officio

Pastoral Care Team

Committee Functions:

1. Assists minister by identifying needs of Fellowship members and by working together to address those concerns.
2. Maintains contact with members who are no longer able to attend services
3. Provides support and assistance to fellowship members.
4. Maintains a list of Fellowship volunteers.
5. Maintains a current list of area resources.
6. Facilitates Birthday Sunday activities.
7. Assists with memorial receptions.

Activities:

1. Gisela attended a program at the library which was somewhat relevant to pastoral care issues. It included a movie called "Being Mortal." She reported it was very informative.
2. It has been a busy year. Team members, together with members of the larger fellowship, provided meals and transportation in addition to home and hospital visits to several members of our congregation.
3. In April our sexton R. G. Converse, a longtime member and a daily presence at the church, passed away after a short illness at the local hospital. He was 85 years old. We assisted with the memorial service. Marion Stowe, who had been living in Houston during her last years also passed away. She was a very active member at the fellowship for many years. Gisela sent her a card during her illness and also a sympathy card to her daughter.
4. Assured monthly contact person for pastoral care needs are listed in newsletter.
5. Continued the tradition of noting joys and sorrows. Towards the end of 2016 a new format was tried for several weeks. This was not received well and therefore discontinued.
6. We said good bye to Rev. Jeff Liebmann who, of course, was also a member of our Pastoral Care team.
7. In August we welcomed our Interim minister, Rev. Connie Grant, who comes to us from the Unitarian Church of Evanston in Illinois. There she had a large role within Pastoral Care, and we are very glad to have her on our team.
8. We are in the process of creating an updated volunteer list and appreciate any help from our friends at the fellowship.
9. Becky Carlson is no longer able to participate as team member.

Future Plans:

1. Trying to increase the size of the team, realizing that some members are gone part of the year.
2. Maintain / revise community source and volunteer list.
3. Continue to provide support and services to members of our Fellowship family.

Co-Chairs: Gisela Bailey and Mary Johnson

Members: Donna Wedge, Evelyn Lipowitz, Charlie Enright

Worship Team

Members of the Worship Team are Judith Hill (Chair), Jon Cleland-Host, Chris Nakamura, Dan Sealey, and Monica Hughes.

Our responsibilities are

1. To assist the minister with services on the three or four Sundays a month she is in the pulpit, by
 - a. Scheduling Worship Associates, and
 - b. Setting up and assisting with microphones and Power points
2. To fill the pulpit on the one Sunday a month the minister is not preaching, by
 - a. Bringing in an outside speaker, or
 - b. Organizing programs in which one or more Fellowship members speak.

We filled the pulpit this summer from mid-June, when Jeff left, through mid-August, when Connie arrived.

We meet monthly to discuss the quality of services that have taken place during the past month, and to plan for future services.

We are currently considering a plan for regularizing a schedule for ushers.

And we are considering a workshop for the purposes of defining what constitutes a good service.

Choir

Accomplishments:

- We made musical contributions to Sunday morning services by singing special anthems at least twice per month during the regular church year.
- We performed an a’cappella program at the Dow Gardens Holiday Walk on December 9, 2016. The group has been performing at this community event for 28 years.
- In June, we performed for the funeral service for R.G. Converse, the former Sexton and a member of the choir for many years.

Upcoming events:

- The Choir Holiday Sunday Service is on December 10, 2017.
- We sing at the Dow Gardens Holiday Walk performance on Friday, December 8, 2017, near the birches, at 5:30.

Members

Marlene Hickman	Donna Wedge
Sara Clavez	Roy Wedge
Mary Johnson	Vicki Rothhaar
Carolyn Mahaffey	Shannon Sonoras
Linda Rector	Judith Hill
Tim Wagner	Donna King
Karen Treadway	Janelle Dombeck
Alisha Toyzan	Cathy Mitzel
	McKenzah Smith

Director: Andrew Schulz

Accompanist: Melanie Willison

Building & Grounds Team

2017 Highlights:

We were all saddened by the passing of our sexton R.G. Converse. His contributions to this Fellowship and to the preservation of our facilities and grounds was much appreciated, and he will be sorely missed. With the accompanying loss of our secretary and minister it was difficult to maintain ongoing processes, let alone make improvements this year. In short, the facilities continue aging.

Now that we have hired Sandy Hay as our new sexton and a new office assistant to route maintenance-related mail, several essential projects are underway with more identified. When Sandy was hired, facility processes had degraded due to lack of personnel, but he has quickly turned things around. The sexton role now focuses on building operations and maintenance, but does not include making coffee or operating the sound system during services.

Building-related projects:

- Locks – Our membership continues to turn over, but the keys to our building don't seem to come back. To preserve the integrity of our building and reduce the temptation to clutter our storage rooms, the lock and key policy has been updated and will soon be implemented. The standard building locks will be re-keyed and new keys will be issued on an as-needed basis. The furnace room by the sanctuary will be used only for cleaning and maintenance, and will remain locked. You will hear more on this soon and comments are welcome.
- Soffits – As reported a year ago, complete replacement of the soffit air vent screening is needed around the building to prevent squirrels, wasps, bats, etc. from entering our attic spaces. Until a contractor can be found (or UU crew formed) to begin the necessary repairs, we will continue to trap and relocate squirrels so they don't overwinter in our attic.
- LED lights – Sandy has recently inventoried the fluorescent lights in the facility and is developing a plan that starts with conversion of the nursery lights. Replacement of sanctuary lights with LEDs continues to show electricity savings, except for a couple months this spring when no one was around during the week to turn off lights and fans that were mistakenly left on.
- Sump pump – We were fortunate to weather Midland's June flood without incident in our building, as our newest sump pump carried the load. Sandy is now looking at setting up a second pump as a backup and we have enrolled in a free (for 3 years) water notification program through our insurance provider, Church Mutual.
- Bathrooms – the wax ring was replaced on the toilet in the basement and a new, normal size toilet has been purchased to replace the child-size one in the upstairs bathroom.
- Sewer line – Our sewer line once again plugged with roots and flushed paper products. We are making plans for annual cleaning of the line, and an emergency call list for when backups occur.
- Roof – Several new but small leaks have been discovered near the sanctuary and a free assessment is underway by Brandle Roofing.

Grounds projects:

- New Parking Lot preparations are underway, but completion will be delayed to 2018– Our capital drive was successful! Thanks to all who have pledged funding toward this very visible project. Our parking lot plan was forwarded to the city for approval, and they ruled that the plan would require an update of our storm-water retention permit. To avoid that, we chose to hire an engineering firm to develop a new plan, which is currently under review by our excavator and paver. We have learned that the low, flat nature of our site presents some unique challenges. While the delay till 2018 is disappointing, we will benefit from the extra time to more carefully design a better and longer-lasting parking environment. Trees and brush have been cut around our storm-water holdup ditch in preparation for excavation of that portion of the project.
- Spring Clean-up Day was a success, during which fellowship volunteers weeded, spread mulch, pruned, organized, swept gravel from the parking lot, and did many other jobs. Thank you to all who helped!
- An informal Fall Clean-up day was held on a weekday for a group of retirees who saw the need. The maple tree planted by R.G. Converse in our parking lot's green island was moved to a spot near the Memorial Garden, as a tribute to R.G. and his many contributions to our Fellowship. More weeding and mulching were done, more trees were removed for the parking lot project, and brush was consolidated for chipping.
- Notice the progress on the Water Garden on the west side of the building. Thanks to Mary Johnson for her dedicated tending of all the water-loving native plants!

- Cleaning:

- Lisa Catacosinos has taken over the cleaning job from Jessie Parham and is doing very well at it.
- Thanks to Cilla Jones who continued cleaning our building windows as she has been doing for years!
- Carpet – We ask that all UUFOM members and friends please take care of the carpet: pick up crumbs after children or unobservant adults, watch for spilled beverages and clean them up immediately, take the initiative to inform outside groups if you see a problem, and generally treat our carpet as if it were your own – because it is. The carpet was recently cleaned for the first time in a year, and many stains were found. Coffee and other drinks in open containers have been banned from the sanctuary, and coffee will primarily be served after the service. It is still acceptable to bring your drink in a securely closed container. Please continue to think about how you might do something to help keep our space attractive, healthy, and inviting.

2018 Plans:

- Parking lot excavation and paving is targeted for May 2018.
- Add a storage shed for outdoor maintenance tools, flammable fuels, and other items.
- Continue replacement of the longer fluorescent bulbs (e.g. offices and kitchen) with new LED designs which provide a whiter, more directional light.
- Replace soffit screening to keep critters out.

Additional comments:

We have an all-volunteer Building Grounds extended team that contributes time and energy to provide a safe, comfortable meeting place for our UUFOM. Projects are prioritized based on safety/regulations, attractiveness to visitors, and care of members. Please continue to notify a team member if you are interested in joining, or if you know of a project that would benefit our Fellowship.

Chair: Tim Wagner

Team Members: Scott Davis, Janelle Dombek, Sandy Hay, Bruce Johnson, Mary Johnson, John Kinkema, Kathy Kinkema, Linda Rector, Vicki Rothhaar, Roy Wedge

Aesthetics Team

The Aesthetics Team continues to provide seasonal decorations, and to advise on building aesthetics.

The carpet was recently cleaned. There is a cleaning kit with instructions in the kitchen for handling small spills.

We would like recommendations of local artists or members of the Fellowship to be featured in the Gallery area.

The fire marshal noted that the Gallery area must be kept free of furniture on the long walls, so that in the event of an emergency, the exit is clear and accessible.

As always, we kindly request that no furniture or decorative items be placed without consultation of the Aesthetics Team.

Team members: Michaele Malecki, Linda Rector, Gisela Bailey

Kitchen Team

Team functions: To be stewards of our UUFOM kitchen to keep it safe and sanitary through:

- Overseeing the general cleanliness of the kitchen
- Overseeing and instructing of the correct use of the dishwasher/sanitizer
- Keeping the refrigerator and freezer clean and at the proper temperature
- Helping with general clean up after Sunday Services and special functions
- Organizing and/or assisting with special UU functions that serve food and beverages such as auctions, other fund raisers or memorial services
- Assist in making decisions regarding use and upkeep of kitchen

Activities:

- The kitchen is being used quite frequently including by non-fellowship groups.
- Refrigerator/freezer/stoves cleaned
- Added more Corelle dinner plates and discarded some of the old plates.
- Assisted with reception following memorial service
- Dishwasher/sanitizer was repaired a couple of times
- Bought a new coffeemaker

Future Plans:

- Our dishwasher/sanitizer is fairly old and may need to be replaced
- More people needed to help with clean-up for 10 or 15 minutes after coffee hour

Chair: Gisela Bailey, with help from Janelle and Tim Wagner, Roy and Donna Wedge, Tom Bailey, and occasionally other fellowship members

Treasurer's Report

Though Linda Rector was voted in as Treasurer at our 2016 annual meeting, she stepped out of the role in January for health reasons. I continued as interim Treasurer while the nominating committee searched for a replacement. Barb Rajewski has recently agreed to take on this responsibility, and I have begun training her for the role.

Financially, UUFOM is in much the same condition as the last few years. Our 2017 expenses accrued steadily throughout the year, except for an over-budget first quarter resulting from annual insurance premiums and UUA membership dues that are paid each January and February. Luckily, our 2017 income was also high in first quarter due to several large pledges and three spring fundraisers. (May's Serendipity Auction netted roughly \$10,000; June's Pasty Sale netted \$1,000; Euchre Parties in January and October contributed \$780.)

UUFOM's expenses are mainly comprised of salaries (75%), maintenance (10%), administration (5%), and membership dues (5%). To pay these expenses, more than 80% of our income comes from pledges, with another 10% from fundraising. Ad hoc donations and Sunday offerings make up much of the rest.

As of September 30, our expenses and income are both on track with the budget—but while expenses are likely to remain on track through end of year, we may have a challenge reaching our budgeted income for 2017. We have so far received \$105,200 (75%) of our \$140,000 pledge budget, and \$12,000 (67%) of our \$18,000 fundraising target. Another pasty sale is planned for November, but we may still fall far short of our fundraising goal. For that reason, pledge income is even more important. Please check your 2017 pledge commitment, and follow through so we can finish the year strong!

As you may recall, UUFOM relies on five important "pillars" for its financial strength, stability, and predictability. The balance of each pillar is displayed in the Current Assets section of the monthly UUFOM Financial Statement, which is distributed by the Treasurer to UUFOM staff, board members and ministry team leaders, and available to others upon request. Here's a brief description of each financial pillar and its current funding level as of September 30, 2017:

- Operating Budget (\$39,000) is meant to pay the day-to-day bills, including staff compensation and operating expenses. It should contain at least one month of the current year's budgeted expenses, and is primarily funded by your annual pledges.
- Operating Reserve (\$66,800) contains two months of the current year's budgeted expenses, to ensure that if UUFOM's cash flow is disrupted for a short time, employees continue to be paid on time and other time-sensitive payments are not at risk.
- Major Maintenance & Replacement Fund (\$27,600) is reserved for major building and infrastructure projects, and is funded with at least \$500 in each year's budget. Our parking lot project will use some of the current balance, while some is held in reserve for other major projects on the list.
- Endowment Fund (\$204,000) is meant to be built up to a high enough level to generate income each year for one-time major endeavors. A donation from the Endowment Fund was made to help fund the parking lot project.
- Opportunity Fund (\$3,500) is for ad hoc problems or opportunities that do not relate to major maintenance or regular operations. It is funded annually, from any surplus remaining after the Operating Reserve and Major Maintenance funds have been fully funded for the year.

I've enjoyed being your Treasurer over these last three years. It's helped me understand the inner workings of our Fellowship, broadened my financial knowledge, and deepened my personal connections with many of you.

In training Barb, I've been impressed with her knowledge and skills, and am confident she'll serve UUFOM well in this role.

Janelle Dombek, Interim Treasurer

Endowment Fund

The UUFoM Endowment Fund was established in 1993 with the express purpose of enhancing the mission of the Fellowship and making it possible to fund a few special projects above and beyond those handled by our yearly pledges. The Endowment Fund has grown significantly since it was established due to additional contributions and the income and gains achieved by the fund. Income generated by the Endowment Fund has helped pay for items to enhance appropriate Fellowship goals.

In the past year, Fellowship members made generous contributions to add to the capital base of the fund. And, the Endowment Committee has allocated several years' income and capital gains toward the major parking lot rebuilding project.

We want to continue to emphasize the importance of small (as well as large) contributions. Mostly, the fund is managed quietly in the background, but it is our desire to keep everyone aware about the option of giving during your lifetime or via your will or trust to a fund whose income will continue to allow worthwhile enhancement to the Fellowship in perpetuity. Although Millie Irons died quite a while ago, her legacy has lived on. Perhaps some of our present members would also feel good about themselves by making arrangements that would live on beyond their lives?

In addition to supporting the parking lot project, the Endowment Fund income and gains have allowed us, in recent years, to disburse funds for carpeting, modification of our entry doors (to make us more accessible to handicapped people), the piano, lobby tables, chairs, playground equipment, hymnals, a grant to Midland Area Homes in memory of Ted Ilgenfritz (a Fellowship member who was a founder), parking lot repairs, sending Fellowship leaders and teachers to denominational UU activities and training, a projector, and a project to have a more aesthetically pleasing way of displaying materials people see as they enter our building.

The Endowment Fund Committee encourages members and friends to give unrestricted gifts to the Endowment Fund. These gifts may be given as instructions in wills or estate plans, though contributions at any time are welcomed. Contributions to the Endowment Fund should be treated as over and above pledge contributions. The Endowment Fund Committee does not encourage gifts to the fund if they will adversely affect pledge status. Gifts are tax deductible. If you have questions pertaining to the tax advantages of various means of Endowment Fund contributions, feel free to contact Tom Bailey. A copy of the Endowment Committee Operating Guidelines may be obtained from Jim Falender. He also can make available meeting minutes and a spread sheet with a summary of transactions.

Endowment Fund contributions have helped ensure the continued well-being of the UUFoM for over two decades. Please consider a contribution either now or in the future.

Endowment Fund Committee Members: Thomas Bailey(Co-chair), Jim Falender(Co-chair), Karen Treadway, Jon Lipowitz, Roy Wedge (Secretary), Judy Donahue.