

# FY2013 ANNUAL REPORT



## UNITARIAN UNIVERSALIST CHURCH OF KENT



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INFORMATION AND DISCUSSION: MAY 30, 2013  
VOTING: JUNE 2, 2013

7:00 PM  
12:30 PM



Cover Art: Derived from FY2013 Stewardship Campaign theme Pie; originally designed by Saul Flanner and Kathy Walker.

Unitarian Universalist Church of Kent

## Annual Report for Fiscal Year 2013

Information and Discussion Meeting: May 30, 2013, 7:00 pm

Voting Meeting: June 2, 2013, 12:30 pm

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#### Agenda

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**Reports from Staff** **Pages 22-31**

Minister: the Rev. Melissa Carvill-Ziemer

Director of Religious Education: Karen Lapidus

Congregational Administrator: MaryBeth Hannan

Director of Music: Hal Walker

Sexton: Deb Biggins

Affiliated Community Minister: the Rev. Renee Ruchotzke

Commissioned Lay Leader: Christie Anderson

**Reports from the Board** **Pages 32-44**

Moderator: Kathie Slater

Church Treasurer: Sandy Eaglen

Trustee for Building & Grounds: Randy Ruchotzke

Trustee for Programming: Cheryl Spoehr

Trustee for Fellowship: Julie Lineburgh

Trustee for Outreach to the Wider World: Vivien Sandlund

**Worship And Music**

Sunday Program Committee  
Music Committee

**Lifespan Learning & Spiritual Development**

Religious Education Committee  
Adult Religious Exploration Committee

**Community Within**

Committee on Ministry  
Art in the Sanctuary  
Care Team  
Library Committee  
Membership Team  
Walden

**Income Generation**

Endowment Committee  
Grocery Card Committee  
Service Auction Committee  
Fundraising Committee



**INSPIRE**



**SERVE**



**GROW**

## **Information and Discussion: May 30, 2013**

### **Voting Meeting: June 2, 2013**

#### **Annual Meeting Agenda**

- ⊕ **Welcome** – Kathie Slater, Moderator FY2013
- ⊕ **Informational Update on Expansion** (Information & Discussion Meeting)
- ⊕ **Approval of June 3, 2012 Annual Meeting Minutes**
- ⊕ **Stewardship Presentation** -Sandy Eaglen, Treasurer
- ⊕ **Heritage Program Presentation** – Carol Gould, Heritage Program Chair
- ⊕ **Program Budget Approval for Fiscal Year 2014** – Gene Wenninger, Finance Committee Chair
- ⊕ **Consent Item: Proposed By-Law Changes**
  - Personnel Committee – Cheryl Casper, Personnel Committee
  - Endowment Committee – Bob Erdman, Endowment Committee
  - Financial Secretary – Sandy Eaglen, Treasurer
- ⊕ **Election of New Officers** – Christopher Gargoline, Leadership Development Committee Chair
- ⊕ **Thank you to Trustees** – Kathie Slater, Outgoing Moderator
- ⊕ **Much to Be Proud Of** – Elaine Bowen, Incoming Moderator
- ⊕ **Closing** – Elaine Bowen, Assistant Moderator FY2013  
Proposed Moderator FY2014

# **The Leadership Development Committee presents the following Election Slate for Fiscal Year 2014**

## **Board of Trustees**

<u>Position</u>	<u>Name</u>	<u>Term</u>
Moderator:	Elaine Bowen	1 year, through June 2014
Assistant Moderator:	Max Grubb	1 year, through June 2014
<b>Board Secretary:</b>		2 years, through June 2015
Trustee for Building & Grounds:	Randy Ruchotzke	1 year, through June 2014
<b>Trustee for Programming</b>		2 years, through June 2015
Trustee for Fellowship	Carol Gould	2 years, through June 2015

## **Financial Secretaries**

<u>Name</u>	<u>Term</u>
Saunis Parsons	2 years, through June 2015
Eric van Baars	2 years, through June 2015
Ann VerWeibe – Alternate	1 year, through June 2014

## **Endowment Committee**

<u>Name</u>	<u>Term</u>
Bob Erdman	2 years, through June 2015 3 years, through June 2016

## **The following individuals will be continuing in their elected terms**

### **Board of Trustees**

<u>Position</u>	<u>Name</u>	<u>Term</u>
Trustee for Outreach to the Wider World	Vivien Sandlund	through June 2014
Church Treasurer:	Sandy Eaglen	through June 2014
Financial Secretary:	Kathy Wilen	through June 2014
Endowment Committee	Kristofer Sperry	through June 2014

### **Financial Secretaries**

Kathy Wilen	through June 2014
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### **Endowment Committee**

Kristofer Sperry	through June 2014
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### **2013 - 2014 Leadership Development Committee**

Denise Snyder-Markovich	through June 2014
Lauren Straubaar	through June 2014
Leah Gillig	through June 2014
Rhonda Richardson	through June 2014
Kathie Slater	Chair, through June 2014

# Annual Meeting Minutes

## May 31, 2012 & June 3, 2012

Quorum Established

Elaine Bowen moved to approve the minutes from May 2011  
Esther Duncan seconded.  
Motion passed.

Randy Leeson gave an update/explanation of the assessment visit.  
Randy Leeson explained the feasibility study.  
Randy Leeson gave an update on the expansion project.  
Randy Leeson explained the plan for expansion including the purchase of land, zoning and the need for a congregational vote which is in the future.

Lori McGee presented the slate explaining that the position for buildings and grounds remains open and according to the bylaws, that position will be board appointed in the future.  
Larry Cole Moved to accept  
Randy Leeson seconded.  
Motion approved.

### Board of Trustees

<u>Position</u>	<u>Name</u>	<u>Term</u>
Moderator:	Kathie Slater	1 year
Assistant Moderator:	Elaine Bowen	1 year
Church Treasurer:	Sandy Eaglen	2 years
Trustee for Building & Grounds:		2 years
Trustee for Outreach to the Wider World		2 years

### Financial Secretary

<u>Name</u>	<u>Term</u>
Kathy Wilen	2 years

### Endowment Committee

<u>Name</u>	<u>Term</u>
Paulette Thurman	3 years

**The following individuals will be continuing in their elected terms**

<u>Position</u>	<u>Name</u>	<u>Term</u>
Board Secretary:	Kim Marfy	through June 2013
Trustee for Fellowship:	Julie Lineburgh	through June 2013
Trustee for Programming:	Cheryl Spoehr	through June 2013
Financial Secretary:	Ann VerWiebe	through June 2013
Endowment Committee	Cheryl Casper	through June 2013
Endowment Committee	Kristofer Sperry	through June 2014

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**2012-2014 Leadership Development Committee**

Christopher Gargoline (chair)	Lauren Straubaar
Denise Snyder-Markovich	Leah Gillig
Rhonda Richardson	

The congregation voted to accept the slate as presented, along with the nomination from the floor for the Trustee for Outreach to the Wider World Vivien Sandlund.

Kay Eckman extended congratulations and appreciation to Sandy Eaglen and Marion Yeagler and MaryBeth Hannon for the wonderful stewardship campaign this year.

Kay Eckman explained the budget:

Special details include:

UUA and OMD dues will be paid in full this year!

Entire staff gets a 2.5% raise

Financial reserve fund has now been established

Lori McGee moved to accept the budget.

Esther Duncan seconded.

Motion carried.

Christopher Gargoline explained some proposed bylaw changes regarding policy governance.

Vivian Sandlund moved to accept the bylaw changes

Rhonda Richardson seconded.

Motion carried.

Christopher thanked all who served this year.

Kathie Slater thanked all outgoing trustees.

Kathie Slater offered closing words to end the meeting.

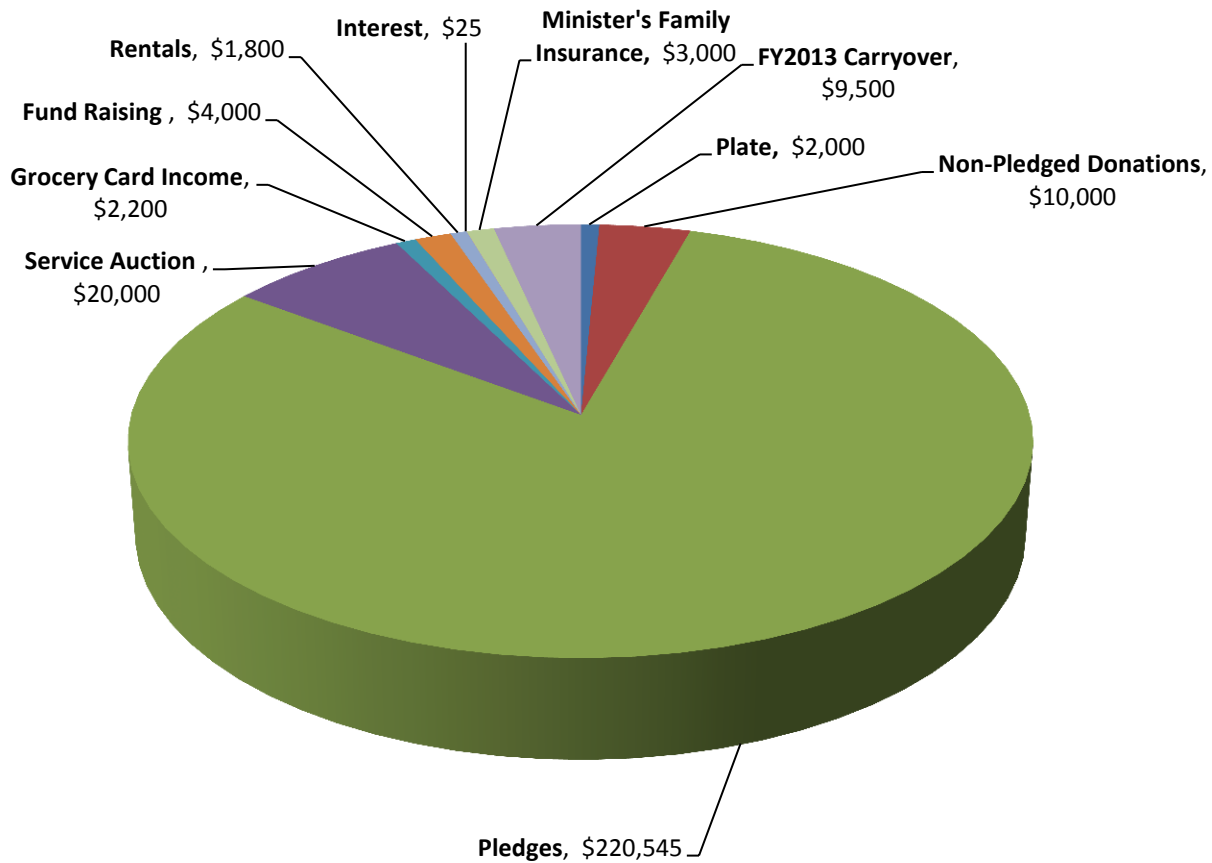
Adjourned at 11:03 AM



# Fiscal Year 2014 Program Budget Proposal

## Revenues

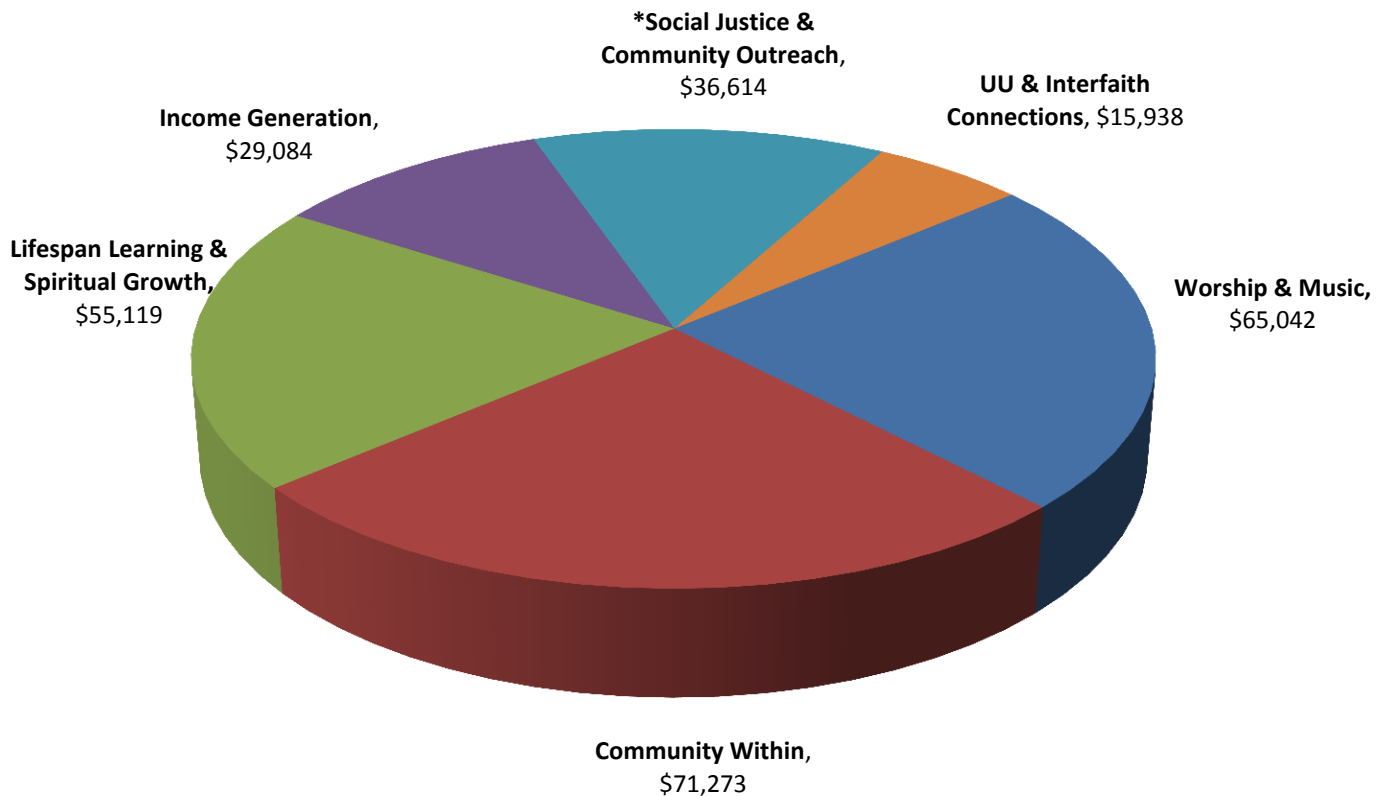
Plate	\$ 2,000
Non-Pledged Donations	\$ 10,000
Pledges	\$ 220,545
Service Auction	\$ 20,000
Grocery Card Income	\$ 2,200
Fund Raising	\$ 4,000
Rentals	\$ 1,800
Interest	\$ 25
Minister's Family Insurance	\$ 3,000
FY2013 Carryover	\$ 9,500
<b>GRAND TOTAL</b>	<b>\$ 273,070</b>



# Fiscal Year 2014 Program Budget Proposal Continued

## Expenses

Worship & Music	\$65,042
Community Within	\$71,273
Lifespan Learning & Spiritual Growth	\$55,119
Income Generation	\$29,084
*Social Justice & Community Outreach	\$36,614
UU & Interfaith Connections	\$15,938
<b>GRAND TOTAL</b>	<b>\$273,070</b>



\*Reflects only Social Justice supported by the operating budget (figure does not include monies donated for special collections).

Note: Facility operational and Staff compensation expenses have been allocated to the UU Church of Kent Program Areas based on a percentage of staff time spent supporting our programs, ministries, committees, and events.

A line-item budget is available in the Church Office for any member that would like a copy.

## **Proposed By-Law Change 1 of 7**

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### **Proposed Revisions for the Unitarian Universalist Church of Kent By-Laws Proposed Revisions for Section 3. Personnel Committee December 2012**

#### **The by-laws currently read:**

##### Section 3. Personnel Committee

The Personnel Committee handles employment-related matters pertaining to church paid staff. Duties of the committee include: developing personnel policies and procedures for board approval, handling employee questions and complaints, preparation of employee contracts, ensuring that employees are evaluated, and preparing and updating employee job descriptions for board approval, maintaining up-to-date information on comparable employee wage rates, and making recommendations on employee compensation to the Finance Committee for consideration in preparing the budget. The committee consists of three members appointed by the board for a term not to exceed three years. The committee selects its own chair.

#### **The Personnel Committee is proposing the following amendments to the bylaws:**

##### Section 3. Personnel Committee

The Personnel Committee ~~handles employment-related matters~~ **sets the employment policies** pertaining to ~~church~~ **of the church** paid staff. Duties of the committee include: developing personnel policies and procedures for board approval, handling employee ~~questions and complaints~~ **grievances, assisting with supervisory concerns as requested,** ~~preparation of employee contracts,~~ **probationary and annual employee evaluations are completed, and reviewing employee job descriptions as needed for board approval,** ~~preparing and updating employee job descriptions for board approval,~~ **consulting the annual Unitarian Universalist Association salary recommendations and** making recommendations on employee compensation to the Finance Committee for consideration in preparing the budget. **Whenever a search committee is formed for a staff position (excepting the position of minister), a member of the personnel committee will be appointed to the search committee.** The committee consists of three members appointed by the board for a term not to exceed three years. The committee selects its own chair.

#### **If approved, the revised bylaws would then read:**

##### Section 3. Personnel Committee

The Personnel Committee sets the employment policies pertaining to paid staff of the church. Duties of the committee include: developing personnel policies and procedures for board approval, handling employee grievances, assisting with supervisory concerns as requested, ensuring that probationary and annual employee evaluations are completed, reviewing employee job descriptions as needed for board approval, consulting the annual Unitarian Universalist Association salary recommendations and making recommendations on employee

compensation to the Finance Committee for consideration in preparing the budget. Whenever a search committee is formed for a staff position (excepting the position of minister), a member of the personnel committee will be appointed to the search committee. The committee consists of three members appointed by the board for a term not to exceed three years. The committee selects its own chair.

## **Proposed By-Law Change 2 of 7**

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### **Proposed Revisions for the Unitarian Universalist Church of Kent By-Laws Proposed Revisions for Article VI. Section 5, Item 12. Endowment Committee April 2013**

#### **The by-laws currently read:**

Article VI: BOARD OF TRUSTEES

Section 5: Authority and Duties of the Board: The Board shall:

12. Upon a recommendation of the Endowment Committee, approve or reject disbursements from a legacy fund. Accept or reject a gift that the Endowment Committee has recommended rejecting.

#### **The Endowment Committee is proposing the following amendments to the bylaws:**

Article VI: BOARD OF TRUSTEES

Section 5: Authority and Duties of the Board: The Board shall:

12. Upon a recommendation of the Endowment Committee, approve or reject disbursements from a legacy fund. ~~Accept or reject a gift that the Endowment Committee has recommended rejecting.~~ **or gifts to the Endowment Funds.**

#### **If approved, the revised bylaws would then read:**

Article VI. BOARD OF TRUSTEES

Section 5. Authority and Duties of the Board: The Board shall:

12. Upon a recommendation of the Endowment Committee, approve or reject disbursements from or gifts to the Endowment Funds.

## **Proposed By-Law Change 3 of 7**

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### **Proposed Revisions for the Unitarian Universalist Church of Kent By-Laws Proposed Revisions for Article IX. Section 3. Endowment Committee April 2013**

#### **The by-laws currently read:**

#### Article IX COMMITTEES REPORTING TO THE CONGREGATION

#### Section 3. Endowment Committee

The Endowment Committee oversees one or more legacy funds that receive gifts, bequests, proceeds of charitable trusts and similar contributions intended for the long-term needs of the church. Members will develop a policy that governs how funds are invested and submit the policy to the Board for approval.

Members will solicit contributions and handle investments in accordance with an approved investment policy. The Endowment Committee recommends to the Board disbursements from the legacy fund(s). Both the Endowment Committee and the Board must vote to approve any disbursements. If the Committee determines that a proposed donation is not in the best interest of the church, it may recommend to the Board rejection of a gift. The Committee shall consist of three active church members elected by the congregation to serve staggered three-year terms. The Endowment Committee shall meet at least two times a year to review financial reports of the legacy fund(s), plan ways to increase contributions, and consider any requests for disbursements. The Committee shall submit an annual report to the Congregation stating the status of any legacy fund(s) and reporting any disbursements.

#### **The Endowment Committee is proposing the following amendments to the bylaws:**

#### Article IX: COMMITTEES REPORTING TO THE CONGREGATION

#### Section 3. Endowment Committee

The Endowment Committee **shall** oversee one or more ~~legacy funds~~ Endowment Funds that receive gifts, bequests, proceeds of charitable trusts and/or similar ~~contributions~~ **donations** intended for the long-term ~~needs~~ **benefit** of the church. ~~Members~~ **The Committee** will develop a policy that governs how funds are invested and **dispersed and shall** submit the policy to the Board for approval.

~~Members~~ **The Committee** will **shall** solicit ~~contributions~~ **donations, in consultation with others,** and ~~handle~~ **allocate** investments in accordance with ~~an~~ **the** approved investment policy. The Endowment Committee **shall** recommends to the Board **all** disbursements from the ~~legacy~~ **Endowment** Fund(s). Both the Endowment Committee and the Board must vote to approve any disbursements. ~~If~~ **The Committee determines that whether or not** a proposed donation is ~~not~~ in the best interest of the church, ~~it may~~ **and** recommends

~~acceptance or rejection~~ to the Board. ~~rejection of a gift.~~ The Committee shall consist of three active church members elected by the congregation to serve staggered three-year terms. The Endowment Committee shall meet at least two times a year to review financial reports of the ~~legacy~~ Endowment Fund(s), plan ways to increase contributions, and consider any requests for disbursements. The Committee shall submit an annual report to the Congregation stating the status of any ~~legacy~~ Endowment Fund(s) and reporting any disbursements.

**If approved, the revised bylaws would then read:**

Article IX. COMMITTEES REPORTING TO THE CONGREGATION

Section 3. Endowment Committee

The Endowment Committee shall oversee one or more Endowment Funds that receive gifts, bequests, proceeds of charitable trusts and/or similar donations intended for the long-term benefit of the church. The Committee shall develop a policy that governs how funds are invested and dispersed and shall submit the policy to the Board for approval.

The Committee shall solicit donations, in consultation with others, and allocate investments in accordance with the approved investment policy. The Endowment Committee shall recommend to the Board all disbursements from the Endowment Fund(s). Both the Endowment Committee and the Board must vote to approve any disbursements. The Committee determines whether or not a proposed donation is in the best interest of the church, and recommends acceptance or rejection to the Board.

The Committee shall consist of three active church members elected by the congregation to serve staggered three-year terms. The Endowment Committee shall meet at least two times a year to review financial reports of the Endowment Fund(s), plan ways to increase contributions, and consider any requests for disbursements. The Committee shall submit an annual report to the Congregation stating the status of any Endowment Fund(s) and report any disbursements.

## **Proposed By-Law Change 4 of 7**

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### **Proposed Revisions for the Unitarian Universalist Church of Kent By-Laws Proposed Revisions for Article IV. Section 1. RE: Financial Secretary April 2013**

#### **Current bylaw reads:**

Article IV. MEETINGS OF THE MEMBERSHIP

Section 1. Annual Meeting

The Church shall hold an annual meeting of its members in May or June to elect Officers, Trustees, Financial Secretary, a member of the Endowment Committee, and a Leadership Development Committee; to adopt an operating budget for the coming fiscal year; and to receive required reports.

#### **The Finance Committee is proposing the following amendments to the bylaws:**

Article IV. MEETINGS OF THE MEMBERSHIP

Section 1. Annual Meeting

The Church shall hold an annual meeting of its members in May or June to elect Officers (2 year term), Trustees (2 year term), Financial Secretary ~~Secretary~~ Secretaries (2 year term) including an Alternate Financial Secretary (2 year term), a member of the Endowment Committee (3 year term), and a Leadership Development Committee (2 year term); to adopt an operating budget for the coming fiscal year; and to receive required reports.

#### **The adopted bylaw would then read:**

Article IV. MEETINGS OF THE MEMBERSHIP

Section 1. Annual Meeting

The Church shall hold an annual meeting of its members in May or June to elect Officers (2 year term), Trustees (2 year term), Financial Secretaries (2 year term) including an Alternate Financial Secretary (2 year term), a member of the Endowment Committee (3 year term), and a Leadership Development Committee (2 year term); to adopt an operating budget for the coming fiscal year; and to receive required reports.

## **Proposed By-Law Change 5 of 7**

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### **Proposed Revisions for the Unitarian Universalist Church of Kent By-Laws Proposed Revisions for Article VI. Section 3. RE: Financial Secretary April 2013**

#### **Current bylaws read:**

##### Article VI. BOARD OF TRUSTEES

##### Section 3. Election and Terms of Office

There is a presumption that the offices of Assistant Moderator and Moderator are a combined two-year term: that is, a candidate elected to Assistant Moderator serves the first year in that office and is automatically considered for nomination as Moderator the following year. The four Trustees, Board Secretary, Church Treasurer and Finance Secretary shall be elected for two-year terms. A Financial Secretary will be elected in conjunction with the Officers and Trustees, but shall not serve as a voting member of the Board. Two Trustees shall be elected in a year other than the year that the remaining two Trustees are elected in order to ensure continuity on the Board. New officers and Trustees will assume their duties at the close of the Annual Meeting at which they are elected.

In the event that any officer, or other member of the Board, fails to attend three Board meetings and/or fails to carry out the duties of his or her office, the relevant policy will be implemented. If problems still persist, the individual may be removed by a two-thirds vote of the Board. Replacement shall be in accord with the established procedures for vacancies.

#### **The Finance Committee is proposing the following amendments to the bylaws:**

##### Article VI. BOARD OF TRUSTEES

##### Section 3. Election and Terms of Office

There is a presumption that the offices of Assistant Moderator and Moderator are a combined two-year term: that is, a candidate elected to Assistant Moderator serves the first year in that office and is automatically considered for nomination as Moderator the following year. The four Trustees, Board Secretary, **and** Church Treasurer ~~and Finance Secretary~~ shall be elected for two-year terms. ~~A Financial Secretary will be elected in conjunction with the Officers and Trustees, but shall not serve as a voting member of the Board.~~ Two Trustees shall be elected in a year other than the year that the remaining two Trustees are elected in order to ensure continuity on the Board. New officers and Trustees will assume their duties at the close of the Annual Meeting at which they are elected.

In the event that any officer, or other member of the Board, fails to attend three Board meetings and/or fails to carry out the duties of his or her office, the relevant policy will be



implemented. If problems still persist, the individual may be removed by a two-thirds vote of the Board. Replacement shall be in accord with the established procedures for vacancies.

**If approved, the revised bylaws would then read:**

Article VI. BOARD OF TRUSTEES

Section 3. Election and Terms of Office

There is a presumption that the offices of Assistant Moderator and Moderator are a combined two-year term: that is, a candidate elected to Assistant Moderator serves the first year in that office and is automatically considered for nomination as Moderator the following year. The four Trustees, Board Secretary, and Church Treasurer shall be elected for two-year terms. Two Trustees shall be elected in a year other than the year that the remaining two Trustees are elected in order to ensure continuity on the Board. New officers and Trustees will assume their duties at the close of the Annual Meeting at which they are elected.

In the event that any officer, or other member of the Board, fails to attend three Board meetings and/or fails to carry out the duties of his or her office, the relevant policy will be implemented. If problems still persist, the individual may be removed by a two-thirds vote of the Board. Replacement shall be in accord with the established procedures for vacancies.

## **Proposed By-Law Change 6 of 7**

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### **Proposed Revisions for the Unitarian Universalist Church of Kent By-Laws Proposed Revisions for Article VI. Section 4, Paragraph 1 and Items 7 and 11. RE: Financial Secretary April 2013**

#### **Current bylaws read:**

#### Article VI. DUTIES OF OFFICERS AND TRUSTEES

#### Section 4. Church Treasurer

The Church Treasurer shall have oversight responsibility for the congregation's finances, shall facilitate the Finance Council, which oversees the financial matters of the Church, and shall oversee the work of the Assistant Treasurer, the Financial Secretary, and such other volunteer financial positions as are needed, such as bookkeeper or financial clerk.

The Church Treasurer shall keep the Board informed of the financial condition of the Church and, with the members of the Finance Council, ensure that the following duties are carried out:

7. Oversee the work of the Financial Secretary, whose duties include receiving and maintaining a record of pledge payments and Sunday collections and sending out statements of pledge status to those who made a pledge.
  
11. Serve as a liaison between the Board and the Finance, Stewardship, and Fund-raising Committees, and any Action Teams within the Finance Council and foster communication among Council members and the Financial Secretary, Assistant Treasurer, and any other financial volunteers between Council meetings

#### **The Finance Committee is proposing the following amendments to the bylaws:**

#### Article VI. DUTIES OF OFFICERS AND TRUSTEES

#### Section 4. Church Treasurer

The Church Treasurer shall have oversight responsibility for the congregation's finances, shall facilitate the Finance Council, which oversees the financial matters of the Church, and shall oversee the work of the Assistant Treasurer, the Financial ~~Secretary~~ **Secretaries**, and such other volunteer financial positions as are needed, such as bookkeeper or financial clerk.

The Church Treasurer shall keep the Board informed of the financial condition of the Church and, with the members of the Finance Council, ensure that the following duties are carried out:

7. Oversee the work of the Financial ~~Secretary~~ **Secretaries**, whose duties include receiving and maintaining a record of ~~pledge payments and Sunday collections.~~ ~~and sending out statements of pledge status to those who made a pledge.~~
11. Serve as a liaison between the Board and the Finance, Stewardship, and Fund-raising Committees, and any Action Teams within the Finance Council and foster communication among Council members and the Financial ~~Secretary~~ **Secretaries**, Assistant Treasurer, and any other financial volunteers between Council meetings.

**If approved, the revised bylaws would then read:**

Article VI. DUTIES OF OFFICERS AND TRUSTEES

Section 4. Church Treasurer

The Church Treasurer shall have oversight responsibility for the congregation's finances, shall facilitate the Finance Council, which oversees the financial matters of the Church, and shall oversee the work of the Assistant Treasurer, the Financial Secretaries, and such other volunteer financial positions as are needed, such as bookkeeper or financial clerk.

The Church Treasurer shall keep the Board informed of the financial condition of the Church and, with the members of the Finance Council, ensure that the following duties are carried out:

7. Oversee the work of the Financial Secretaries, whose duties include receiving and maintaining a record of Sunday collections.
11. Serve as a liaison between the Board and the Finance, Stewardship, and Fund-raising Committees, and any Action Teams within the Finance Council and foster communication among Council members and the Financial Secretaries, Assistant Treasurer, and any other financial volunteers between Council meetings

## **Proposed By-Law Change 7 of 7**

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### **Proposed Revisions for the Unitarian Universalist Church of Kent By-Laws Proposed Revisions for Article XI. Section 2, RE: Financial Secretary April 2013**

#### **Current bylaws read:**

#### Article IX. COMMITTEES REPORTING TO THE CONGREGATION

#### Section 2. Leadership Development Committee.

The Leadership Development Committee, in addition to proposing the slate of candidates for positions on the Board, the Financial Secretary, and the Endowment Committee, will provide the congregation with educational opportunities designed for leadership development throughout the church year. The Congregation at the Annual Meeting shall elect the committee, consisting of a chairperson and four other members serving staggered two year terms. One member shall always be the immediate past Moderator, who will serve a one year term. The members shall be currently active in the Church. The committee shall prepare a ballot listing nominees for each elective office, and a succeeding Leadership Development Committee to be voted upon at the Annual Meeting. The nominees will be given a copy of the By-Laws and directed to read the section pertaining to the office of their nomination.

#### **The Finance Committee is proposing the following amendments to the bylaws:**

#### Article IX. COMMITTEES REPORTING TO THE CONGREGATION

#### Section 2. Leadership Development Committee.

The Leadership Development Committee, in addition to proposing the slate of candidates for positions on the Board, the Financial ~~Secretary~~ **Secretaries**, and the Endowment Committee, will provide the congregation with educational opportunities designed for leadership development throughout the church year. The Congregation at the Annual Meeting shall elect the committee, consisting of a chairperson and four other members serving staggered two year terms. One member shall always be the immediate past Moderator, who will serve a one year term. The members shall be currently active in the Church. The committee shall prepare a ballot listing nominees for each elective office, and a succeeding Leadership Development Committee to be voted upon at the Annual Meeting. The nominees will be given a copy of the By-Laws and directed to read the section pertaining to the office of their nomination.

**If approved, the revised bylaws would then read:**

Article IX. COMMITTEES REPORTING TO THE CONGREGATION

Section 2. Leadership Development Committee.

The Leadership Development Committee, in addition to proposing the slate of candidates for positions on the Board, the Financial Secretaries, and the Endowment Committee, will provide the congregation with educational opportunities designed for leadership development throughout the church year. The Congregation at the Annual Meeting shall elect the committee, consisting of a chairperson and four other members serving staggered two year terms. One member shall always be the immediate past Moderator, who will serve a one year term. The members shall be currently active in the Church. The committee shall prepare a ballot listing nominees for each elective office, and a succeeding Leadership Development Committee to be voted upon at the Annual Meeting. The nominees will be given a copy of the By-Laws and directed to read the section pertaining to the office of their nomination.

## **Reports from the Staff: The Rev. Melissa Carvill-Ziemer**

This last year at the Unitarian Universalist Church of Kent has been marked by growth in so many ways. We have had growth in numbers with an increased membership and the largest budget ever in the history of the congregation. We have had growth in the health of our systems with changes to our governance and commitments to plan financially for the future. We have had growth in spirit with both new and revised ministries and programs. And we have had growth in our associational relationships with fulfillment of our commitment to pay our full fair share of Annual Program Fund dues and with members of the congregation connecting with Unitarian Universalism beyond our church walls. We are doing very well, and we should be proud of our many accomplishments!

Though we haven't accomplished the mission yet, we continue to work hard on our goals for expansion. The clear preference of the majority of the congregation is to expand on-site. Knowing this gave us confidence to invest in the beautiful new front doors to the church which proudly proclaim our welcome to all who would join us in our efforts to live caring lives of meaning and purpose. It was such a pleasure to dedicate the new doors in a celebratory service last August!

As a refresher, our expansion goals are to restore our church to its original orientation and reclaim the balcony and the Founders Lounge as part of the sanctuary space, to convert Fessenden Hall into space for our religious education programs, and to build a new social hall and kitchen on adjacent property. To date we have worked with a construction company, an architectural firm, land surveyors, and an attorney as part of our efforts. We have confirmation that our current building is structurally sound and able to accommodate our desired renovations. We also have architectural sketches of two different building designs for the new fellowship hall, depending on the exact location. We are now in the process of closing on the purchase of 68 square feet of property directly behind the annex. The only thing we need now to move forward is one more piece of adjacent property. We have plans in place with our attorney and will be moving forward with this next step just as soon as the current purchase closes. My great hope is that we will be able to move on from the property acquisition phase of this project very soon. We will, of course, keep you posted just as soon as there is news to share.

Another ongoing process for us has been our efforts to strengthen our governance structures. Last year the congregation voted to allow us to experiment with some of the guiding principles of policy-based governance. For the Board of Trustees, these changes have created more room for a focus on mission and vision. For me these changes have created more opportunity for alignment between responsibility and authority through the creation of the Ministry Executive Team (MET). The MET is made up of myself, congregational administrator MaryBeth Hannan, and treasurer Sandy Eaglen. We meet monthly and have used that time to respond to many of the operational concerns that used to make their way to the board table for feedback and approval. We feel that we are still learning how to distinguish what belongs most clearly with which body, but the close communication between the board and the MET has allowed us to make this an ongoing conversation. We are looking forward to another year of experimentation and hope to bring you some bylaw revisions to ratify the best practices coming out of this experiment a year from now.

You may remember that one part of our expansion process included bringing a UUA consultant to visit with us for an Assessment Weekend last June. Our consultant, Bill Clontz, spent an intensive weekend with us meeting with a wide cross section of congregational leaders. From that visit and the many

written materials we sent him to review, Bill generated a report for us lifting up our successes and encouraging us to work on areas needing improvement. The leaders of the congregation carefully reviewed that report and made plans to follow up on his recommendations.

One area needing development had to do with our financial health. Bill expressed concern that, despite being in existence for almost 150 years, we have not had a meaningful endowment fund. We responded to that concern by creating a plan and a pathway for investment in our future. Our new Legacy Committee has launched two projects. The Simple Gifts project provides ongoing opportunities for members and friends to support our endowment fund by honoring someone through a gift to the fund. Over the course of this year many members and friends have elected to give Simple Gifts, and the result has been over \$1,000 in contributions to our endowment! In addition to Simple Gifts, we have also created the Heritage Program. The Heritage Program encourages planned giving to the congregation. Now that the Endowment Committee has finalized policies guiding the management of the endowment fund, we feel confident inviting members to consider remembering the church in their wills or with other planned gifts. Thanks to Carol Gould for taking the lead in our Legacy Committee. Carol is in the process of recruiting a few more members to share with her in this important work. We plan to provide more information about how you can take part in our Heritage Program very soon.

Bill sounded another note of financial caution regarding our lack of planning for major building repairs. We were able to respond to this concern because our FY13 stewardship campaign was such a great success. With a 22% increase in giving and a surplus from the previous fiscal year, we were able to set aside \$10,000 in a new contingency fund which is not to be used for day-to-day operations. One other note of financial caution had to do with our stewardship campaign. Bill noted that we had just concluded a great campaign, but that the results of our campaigns in previous years were lackluster. He urged us to put the systems in place to ensure that we had another great campaign this year. Thanks to the leadership of Marion Yeagler, Kay Eckman, and Sandy Eaglen, we did indeed have another wonderful stewardship campaign for FY14! With a 6% increase in giving levels, we have been able to budget for a new Religious Education program assistant, feeding our Contingency Fund, a modest 1% cost of living adjustment for staff, and the maintenance of our fair share giving levels. Thanks to all of you for responding generously to the invitation to support our mission and ministry.

In addition to the financial concerns, Bill also noted that our Social Justice and Adult Religious Exploration ministries were in need of revitalization. We responded to those concerns by reorganizing both of these ministries for greater involvement and effectiveness. You can read more about the structure and accomplishments of each later in this report. Though not specifically mentioned, we also felt the need to revitalize our Care Team. That process was accomplished over the winter, and we are looking forward to being of even greater service to the congregation. Many thanks go to Patty Miller for stepping forward to serve as the coordinator of our Care Team.

Part of our caring ministries involves honoring the milestones that mark our lives. This year we have had the pleasure of celebrating the weddings of Brad Bolton and Christie Anderson and Christopher Gargoline and Kristina Spaude. I also officiated at the weddings of Beth Schoonover and Scott Lenthe and Ian Hupertz and Jillian Flippo (Dan Flippo's sister). One of the many wonderful things about having Rev. Christie Anderson serving as our Commissioned Lay Leader is that I have been able to refer wedding ceremony requests of people who are not affiliated with the congregation to her knowing that she will represent Unitarian Universalism at its best! In other joys this year, we had the

opportunity to celebrate the blessing and dedication of two babies, Norah Lang and Gray Hollis. Our sorrows included grieving the death of long time beloved church member Pat Pownall. I also officiated at the memorial service of Harry Kuhne, Evelyn Sperry's father.

I am anticipating an important milestone in my own life this fall as my spouse Evin and I prepare for the birth of our first biological baby. The planning process for my maternity leave is currently underway, and I will be sure to share the details with you as plans are finalized. Though I will be on leave during October, November, and December, I have great confidence that the church will continue to grow and thrive during that period. My confidence comes from the knowledge that we have strong lay leadership and an outstanding staff. Rev. Christie Anderson and Rev. Renee Ruchotzke, our Affiliated Community Minister, have both offered to provide leadership for some of the Sunday services while I am away. And our paid staff will see to it that the areas they work in continue with the high quality leadership you expect and deserve.

Over this past year, I have continued my service on the Kent Social Services Advisory board and have been especially glad to be involved in an effort to secure funding for outdoor lockers for people who are chronically homeless in our community. Along with Karen Lapidus, I have also continued to be involved in the Kent State University Campus Ministers Organization. The bulk of my commitments beyond the congregation, though, are located within the larger Unitarian Universalist world. Last summer I served as the co-chair of the Right Relationship Team at General Assembly and co-led a workshop with Saunis Parsons at Summer Institute. This summer I will co-lead morning worship at Summer Institute with my spouse Evin. I am completing my first year of service as the President of UU Allies for Racial Equity and also my first year as the Chair of the UUA's Western Regional Subcommittee on Candidacy. In addition I have begun participation in a selective two-year worship and preaching program sponsored by the Unitarian Universalist Ministers Association called "Beyond the Call". This program involves two in person gatherings per year for two years with conference calls, individual mentoring, and ongoing work in between. I am so grateful to have the time and the professional expenses resources for me to take advantage of professional development programs like these. Thank you for your continued support of me and my ministry. I am so very glad to be sharing in ministry with you.

In faith,

Rev. Melissa Carvill-Ziemer  
Minister



## **Reports from the Staff: Karen Lapidus, Director of Religious Education**

This church year has been one of both stability and anticipation. It feels stable because it is my fourth year serving as your Director of Religious Education. I feel the anticipation of our expansion project and all the opportunities that will bring. I continue to feel blessed to serve such a vibrant and mission-driven community of faith.

We have just over 100 children and youth participating in our Sunday morning RE classes and Tuesday evening OWL programs with an average weekly attendance of 48. (Attendance rates at around 50% of enrollment are typical for healthy Unitarian Universalist congregations.)

Our program wouldn't happen if not for all the wonderful and committed volunteers. We had 27 teachers and youth group advisors on staff this year. They include Mary Leeson, Amanda Rome, Lisa Slater, John Bores, Leah Gillig, Trudy Diehl, Marta Weist, Jacklyn Czekaj, Vivien Sandlund, Cheryl Spoehr, Andrew Rome, Sandy Eaglen, Joe Kuemerle, Lauryn Strabauur, Dani Beale, Renee Ruchotzke, Rhonda Richardson, Camille Pavilcek-Fausser, Bobbi Beale, Mary Ann Kasper, Lori McGee, Beth Kuemerle, Kristofer Sperry, Kat Holtz, Fred Smith, Kathy Walker and Saul Flanner.

Many thanks to our Sunday morning frequent helpers and substitutes who include Theresa Voneida, Shana Steinhouse and Laura McCrystal. Many parents stepped up throughout the year to help, as well.

Dan Flippo and I are leading three scouts through the *Love and Help* program, which is a collaboration between the Unitarian Universalist Association and the Boy Scouts of America.

Our summer 2012 program was "Stories That Inspire" based on popular children's literature. Folks who lead those sessions were Julie Macomber, Matt Cox, Becky Haines, Sandy Bowers, Kathy Kerns, Alan Kerns, Lori McGee, Jo Facht, Kristina Spaude, Christopher Gargoline, and Dani Beale.

The little ones in our nursery are cared for lovingly and skillfully each Sunday by our Nursery Care Provider, Michelle Bores. Sandy Bowers volunteers to help in the nursery every Sunday and is joined by her daughter, Allison Norris every other Sunday. Other dedicated nursery volunteers this year are Kathy Kerns, Laura Teagle, Theresa Voneida, Natasha Swango, Beth Rowles, Mary Leeson, Trish McLoughlin, Don Easterling, Kathleen Gipson, Liz Bright, Noreen Kumm-Cory, and Alan Kerns.

Special thanks to John Kluth, for leading the children in drawing activities during social hour every Sunday.

As you see, it takes many folks to provide a program of religious education for children and youth!

The Religious Education Committee continued with their good work this year. The members are Mary Leeson (chair), Michelle Bores, Beth Kuemerle, Kat Holtz and Brandon Thoele. Our major projects were the Halloween Party and Youth Group Haunted House, the Surprise Friends multigenerational mixer and the Christmas giving projects to benefit both Freedom House and Kent Social Services. Please see Mary Leeson's report for more details.

The RE Committee and I hosted two events for our RE Teachers. We dedicated this year's Religious Education Program in loving memory of Gordon Vars and framed our two retreats with Gordon's educational philosophy in mind. In the fall, we considered the "seeds of learning" that the teachers

would plant this year. When we met for our winter retreat, we recalled how Gordon served as a mentor and inspiration to so many of us and then considered the characteristics of a valued mentor.

We used curriculum from a variety of sources:

UUA's Tapestry of Faith offerings:

*Love Will Guide Us* in the Grades 1-3 class

*Families* In the Middle School class

*Our Whole Lives (OWL)* for Grades 7+8 on Tuesday evenings

Programs from independent UU authors and others:

*Spirit Play* for Preschool and Kindergarten

*Chalice Theater* and *Peaceful Me* for school-aged children at 2nd service

*Small Group Ministry* and our own Chalice Group materials for HS Youth

During the regular church year, we continue to offer a Time for All Ages piece every Sunday during the worship service as well as the monthly multigenerational worship services. The "Emmet Otter's Jug Band Christmas" pageant and Youth Sunday were particular highlights for me.

The Children's and Family Library has been a useful resource for many of our families, but it is not used to the extent that I had hoped for. It is a wonderful and comprehensive collection and I encourage folks of all ages to peruse the shelves.

One particular joy this church year has been the level of involvement and leadership of our youth. Reid Parsons, Nikki Hurlbut and Noah Kerns serve on the Ohio Meadville District's Summer Institute Youth Panel. Joey Marfy and Gavin VanWinkle-Bright are leading workshops at Summer Institute. Joey Marfy has been trained to serve as a Peer Chaplain at district youth events. Jesse Beale Devine will attend the social service work camp in West Virginia for a second time. Additionally, both Noah Kerns and Connor May serve on the church's Fundraising Committee and Sophie Smith serves as a Worship Associate.

The Reverend Melissa Carvill-Ziemer and I alternated attending the monthly meetings of Kent State University's Campus Ministers Organization. Although our schedules and limited staff time did not allow us to offer any programming for students this year, we hope to keep our connection to the CMO's annual toiletry drive which benefits Kent Social Services.

My professional development activities focus mainly on my participation in the Liberal Religious Educators Association (LREDA). I attended the LREDA Fall Conference in Williamsburg, VA. In February, I completed my term as the retreat coordinator for the Ohio Meadville District LREDA Chapter. In April, I had the pleasure to attend a joint retreat in Chautauqua, NY with ministers and directors of religious education from both the Ohio Meadville and Saint Lawrence Districts. In June, I will be attending *The Vision & Practice of 21st Century Faith Formation* conference in Columbus.

In faith and with love,

Karen Lapidus

Director of Religious Education

## **Reports from the Staff: MaryBeth Hannan, Congregational Administrator**

As I reflect on the past year and how busy the Church Office has been, it's easy to make the correlation between the increase in activity being due to the increase in the active ministry of this congregation. Program Budgeting highlights the numerous ministries and committees of this Church and how we continue grow into our mission. Each fall, staff conduct time studies to review how our time is focused; through this effort we all have developed a better understanding of how our work supports the Church's programs, ministries and mission to *Inspire, Serve and Grow*.

The efforts of many lay leaders and committee chairs to provide active ministry here, I believe, has been both rewarding and successful for our Church. This past year we've experienced a diverse offering of Lifespan Learning opportunities; an ongoing meaningful and growing Religious Education program for children and youth; an enriching music program; our buildings that are in need of and receive constant care; a newly designed Church Directory; a revamping of the New UU Class; diverse media and speakers offered through the Church Library; reorganized Social Justice Task Groups; new Endowment giving opportunities; reorganization of the Care Team; a continuously updated website and online giving opportunities; full fair share dues paid to the Annual Program Fund for the first time in many years; increased rental activity; diverse fundraising activities; another great Service Auction; and of course...we all enjoyed Pie Sunday! These are just a few examples of the many, many wonderful programs and ministries that happened this past year, all of which would not be possible without the support you share with the Church. Furthermore, through our numerous programs and ministries we continue to welcome visitors and friends back time and again. Several of whom have become actively involved or have chosen to become members this past year. We welcome them all and also look forward to how they will help shape our community in the future.

Through my Bookkeeper responsibilities, I continue to work closely with our Treasurer, Sandy Eaglen and Assistant Treasurer, Angela Barzizza-Young. This was a year of change as we transitioned our accounting and payroll records to QuickBooks Non-profit software in an effort to better track and manage the financial resources and records. It was a smooth transition and we all like working with the new software as it is much more user-friendly than ICON. I would also like to acknowledge and thank our Financial Secretaries, Ann VerWeibe and Kathy Wilen, along with Saunis Parsons who acted as an alternate when Kathy was away; as well as our numerous helpers who assist our Financial Secretaries each week. Another thank you to Eric van Baars who trained and assisted our "FinSecs" this year. Everyone shared many hours of their time and have been dedicated to being good stewards accounting for our financial resources.

In addition to the regular office and bookkeeping responsibilities, this past year I continued my participation as a member of the Finance Committee along with Gene Wenninger, Sandy Eaglen, Kay Eckman, Carol Gould, Bob Erdman and Rev. Melissa. A large part of FY2013 was spent reviewing and updating several finance policies which have been accepted by the Board. The Finance Committee also met several times through the winter focused on preparing information for the Stewardship Campaign along with the proposed budget for FY2014. This is a very dedicated and committed group and it is a pleasure to serve with them; thank you for your service.

As the Church continues the transition into Policy-based Governance, the Ministry Executive Team (MET) meets to handle the day to day operations of the Church allowing the Board to be more mission

focused. The MET is a team made up of the Minister, the Treasurer and the Administrator. Rev. Melissa, Sandy Eaglen and I meet at least once a month to review and address any operational needs or concerns that arise with day to day functioning of the Church. Serving on the MET is both helpful and educational; allowing for further growth and service in my ministry to this congregation.

I want to offer a special thank you to Deb Biggins for her care of our buildings and grounds. She has served as our Sexton now for one year and in that time Deb has demonstrated her love for this Church through her care and dedication.

Listed below is a highlight of professional development opportunities and activities that I have participated in over the past year. May 1, 2012 – April 30, 2013

- Office Administration
- Member of the Finance Committee and the Ministry Executive Team
- Twice-monthly staff meetings and two staff retreats
- Supervisor to the Sexton position
- Administration of facility rentals
- Administrative support for Expansion
- Collaboration with the UUCK Stewardship Committee
- Participation in the CERG Smart Church Workshop Series – 4 sessions focusing on healthy leadership and congregational life
- Hosted an interfaith luncheon for local clergy and church office administrators in support of Kent Social Services
- Collaboration with the Administrator from UU Church of Akron
- Consultation with the Treasurers, Moderator, and Minister from the UU Youngstown Church
- Continued participation in monthly Kent Churches Administrator/Secretary interfaith gatherings
- Renewed membership to AUUA (Association of Unitarian Universalist Administrators)

I am ever grateful to be a part of this community and truly enjoy my ministry serving with the UU Church of Kent. Moreover, it is rewarding to be a member of such a great team of staff. As staff, we all have our individual roles in serving this community but we are all continuously working to support each other in a positive, collaborative environment. I thank Rev. Melissa, Karen, Hal, Deb and Michelle for your leadership and support; I am looking forward to the coming year as we continue to work in service together.

In peace and appreciation,

MaryBeth Hannan  
Congregational Administrator

## **Reports from the Staff: Hal Walker, Music Director**

I'm pleased to report that it has been a successful year of music here that the UU church of Kent. During the year, I believe my 16th year at the church, I experienced one of those peak moments of announcing to the choir, "I think this is our best choir ever."

I began the year inspired by the 2012 UUMN conference in Tulsa, Oklahoma. Having experienced some great UU praise music at the conference, I was inspired to come home and write music that would get people up on their feet and clapping their hands. On my return to Kent, I wrote about 4 or 5 new upbeat songs to be used at Sunday morning worship. Of course, it's not that easy to get UU's to rise spontaneously to their feet and start clapping, but I'm certain these new songs put a little spark of praise in the hearts of the congregation. I realize that it is way past time for me to make a UU songbook to share with other congregations. :)

Also at the conference, I was introduced to great music by other composers that would be a good challenge for our choir. Fortunately, the music committee's budget was at a level where we could purchase about 8 anthems that will now be added to our music library.

I'd like to take this opportunity to say a big "thank you" to the members of the UU Church of Kent choir. In these busy times, I know that it is not easy to commit to one night a week to a church choir and then spend the entire Sunday morning at church. Fortunately, we have people that do it with no complaint. These choir members bring so much joy and good spirit to our Sunday morning experience. The next opportunity that you have, please say "thank you" to a member of the choir. Even better yet... come join the choir! (Rehearsals will start back up at the end of August) Finally, the music committee raised funds this year to hire an "occasionally employed" accompanist. It was a great joy to direct the choir with Wendy Mann behind the piano.

Our church continues its tradition of having a musically vibrant congregation. Highlights included the "tarnished brass" performance at Christmas and Easter, the continued vitality of our resident Celtic music group, the Celtic Clan, occasional sitings of Brad Bolton and friends, contributions from newer members like Amy Breedon and J.R. Campbell and of course a full music Sunday with a diverse range of offerings from members. I'm also pleased to say that we continue to enjoy robust hymn singing by our congregation.

One major highlight of the year was the production of the Emmet Otter Christmas play. From the inspiration from Rod Thompson and under the direction of Sandy Eaglen, a multi-generational group of volunteers put on a musical pageant that was a big Sunday morning hit. It was really fun to be a part of it.

The Cuyahoga River Concert Series had another successful year of concerts this year. We are so fortunate to have Matt Watroba bringing in top quality, internationally known folk musicians to the perfectly intimate venue that is our sanctuary. Matt has a lot of connections in the folk music world and all we have to do is bring in the audience. Please let me know if you'd like to join the team in making these concerts a continued success.

The music committee stumbled a bit as we began the year with the resignation of our committee chair. However, the committee was able to fulfill the important task of filling in music for when I am away. The music committee also hosted two wonderful classical music concerts of musicians in KSU's masters

program. Luis Herrera's quartet, the Zeng Quartet and solo cellist Andrea Beltran Landers filled our space with powerful and beautiful music.

I regret to report that 2013 has been a year of health challenges for me. I started the year with a wicked case of TMJ disorder that left me with a locked jaw and in a great deal of pain. Just as my jaw started to improve, I was in a tragic and traumatic near-drowning episode in Hawaii. The overwhelming stress of that experience seems to have sparked recurrence of some chronic health issues that I have dealt with over the years. It's been a tough few months. I regularly work with some wonderful nuns at St. Rocco School in Cleveland and sister Judith has encouraged me to "focus on the health that you do have." Isn't that the good truth.... I deeply appreciate all the support that I have received from our wonderful staff and congregation.

In faith,

Hal Walker  
Music Director

### **Reports from the Staff: Deb Biggins, Sexton**

As the "Keeper of the Keys", I am happy to report that this past year has been a busy one. Besides the regular upkeep of the Church and Annex, I have also spent time on several little projects such as:

- Painting the stair steps and railings
- Painting the kitchen cabinets
- Assist with the relocation of the shed
- Cleaning out the storage area
- Installing a "new" used dryer
- Removing the rose bush that blocked the Church sign
- Assisted Dan Hayes with the maintenance of the lawn
- Steamed cleaned the carpets in the Sanctuary, Nursery and Annex
- Began scraping old paint off the Annex
- Assisting with the assembly of new furniture in the Annex upstairs meeting room
- Multiple "Quick Fix-it" projects
- "Church" presence during non-member rentals

Being both staff and Church member can raise a few challenges, I want to thank everyone for respecting my Sunday worship time. I really enjoy my job as the Sexton; Abby and I now have a special bond! Thanks for the opportunity to serve the Church.

In faith,

Deb Biggins

## **Reports from the Volunteer Staff: Rev. Renee Ruchotzke, Affiliated Community Minister**

I am finishing up my third year of Affiliated Community Minister with the UU Church of Kent. My ministry is as a full-time staff member of the Unitarian Universalist Association's (UUA) Central East Region [www.cerguua.org](http://www.cerguua.org) with the portfolio of Leadership Development. In this capacity, I design and offer training via webinars, in-person workshops and other training opportunities. I am also serving as the chair of the Ohio Meadville District's Commissioned Lay Leader committee. I also write for a UUA blog on leadership: <http://vitalleaders.blogs.uua.org/> I hope you will check out my district and regional work, which is funded in part by your gifts to the UUA and the Ohio Meadville District.

My volunteer service to our congregation included back-up pastoral care when Rev. Melissa was travelling, teaching middle school religious education, leading the programming at a board retreat, offering a Smart Church training in the cluster. I preached on one Sunday and assisted Rev. Melissa with the Christmas Eve family service.

Respectfully Submitted,

Rev. Renee Ruchotzke

## **Reports from the Staff: Rev. Christie Anderson, Commissioned Lay Leader**

As we are blessed with many new friends and members this year, I want to take a moment to explain my position as a Commissioned Lay Leader for those unfamiliar with this title. In October 2008, I was "commissioned" by the Ohio Meadville District to serve our congregation as a Commissioned Lay Leader (CLL). A CLL is an unpaid volunteer who has completed an OMD-sponsored lay ministry program involving religious study and mentoring with a minister outside of the student's home church. As a CLL, my duties are negotiated with the UUCK Board. I work under the guidance of Rev. Melissa and I am accountable to the Committee on Ministry as well as the OMD's CLL Panel.

My present duties as CLL include leading two to four worship services per year for our church and serving as a referral source for Rev. Melissa for the performance of weddings and memorial services. As a member of the Pastoral team, I serve as a back-up for pastoral care needs in the minister's absence and I am a resource for congregants seeking information on local social services. In service to the UU denomination, I lead worship services at other area UU congregations.

This past church year began with my graduation from The New Seminary of Interfaith Studies in New York City and my ordination as an interfaith minister. With this new calling, I hope to serve our church by enhancing the congregation's knowledge of the wider community, and in turn, acquainting the wider community with Unitarian Universalism. I also hope to engage both the church and the community in more interfaith dialogue. My interfaith efforts this past year included organizing Fulbright Scholars from Iraq to speak at the church and working with a team of community members on a weekend of events celebrating the legacy of Dr. Martin Luther King.

Reverend Melissa Carvill-Ziemer has been an ongoing source of guidance and inspiration for me over the years. I am looking forward to having the opportunity to repay her in a small way by serving as one of a number of individuals who will fulfill Rev. Melissa's responsibilities while she is on maternity leave.

It is with deep gratitude that I thank this church community for providing me with invaluable support and friendship throughout my spiritual and educational journey. I am looking forward to taking an active role with the vibrant and dedicated friends and members of this congregation as we collectively pursue our vision.

*Rev. Christie Anderson, CLL*

## **Reports from the Board: Moderator**

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2012-2013 has been a year of transition and experimentation. The Board of Trustees has mindfully spent the year appreciating the grace of service and reflecting on the changes created by moving to policy based governance. It has been a joyful experience.

Church boards under policy-based governance spend less time on details and try to have more time to reflect and take the “view from the balcony”. This Board made progress in this shift of emphasis. Even after dealing with issues full of details, we would often reflect on the question: should we have spent board time in this manner?

With the new focus on the “bigger picture”, we spent much time reviewing new policies and bylaw changes brought to the board by various committees. Personnel, finance, social justice, and fundraising are among the church groups that revised their policies and procedures. You may receive copies of these changes by calling the church office.

The endowment committee created new bylaws. The finance committee suggested revisions to current bylaw language. Both of these changes were endorsed by the Board and will be voted on at the annual meeting.

Due to the fiduciary responsibility of the UUCK Board of Trustees, we spent some time each board meeting being updated on the progress of the feasibility/expansion committee. Several times we approved expenditures to continue movement towards the purchase of property. Closure is near (at press time) on our first purchase.

As moderator, I was pleased to note the continuing evolution of our community’s culture around generosity. Many, many folk shared their treasure, time, and skills this year. People increased their pledges and donated materials and their time. We have many visible gifts: new glass doors, new railings, more beautiful landscaping.

Other gifts are more hidden: breakfast before first service, paid for legal advice concerning endowment, clearing of weeds and poison ivy in the back of the churchyard among others. Our endowment has grown with Simple Gifts. Treasurer Sandy Eaglen and former treasurer Kay Eckman and Congregational Administrator MaryBeth Hannan spent many hours on an application for our own 403C status. Once achieved, many members will be able to make donations to the Church that their corporate employers will match.

The Board itself owns another aspect of generosity growth. This year’s and last year’s Board members made a commitment to a monthly congregational activity. Thus we had quarterly information meetings. We hosted a service auction dinner both years and also hosted two appreciation events. The “hanging of the greens” became a Board event. This year we were treated to a membership coffee with new members.

On a personal note, I want to thank the congregation for the privilege of being the moderator for the Unitarian Universalist Church of Kent. I have learned a lot, laughed a lot, and enjoyed being in community with the wonderful 2012-2013 Board of Trustees and with Rev. Carvill-Ziemer. I look forward to chairing the Leadership Development Committee for next year.

Yours in faith,  
Kathie Slater



## **Reports from the Board: Treasurer**

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Following a second successful stewardship campaign organized around the program-based budget which was implemented last year, we are ending our 2013 fiscal year on solid financial grounds which will enable us to continue maintaining and growing our programs and ministries. Our proposed FY13 budget will allow us to: support a three-month leave for our incredible minister as she and her partner welcome their new family member in the fall; provide a modest COLA increase for our hard-working staff; add a part-time RE assistant; meet naturally-increasing expenses (utilities, insurance, etc.); continue to pay our fair share contributions to the UUA and OMD; increase budgets for several programs; and maintain our contingency fund. Here are just some of the many factors that have contributed to our shared success:

The FY13 Stewardship Team, chaired by Marion Yeagler and Kay Eckman, worked efficiently and effectively to spearhead a campaign which brought in \$220,545 in pledge commitments, a 6% increase compared to our last fiscal year.

Once again, our staff, along with the very capable management of MaryBeth Hannan, have been vigilant in watching expenses while continuing to provide excellent and consistent service.

The Fundraising Committee, led by dynamo Meg Milko, developed a thoroughly-articulated fundraising policy and has been very active, providing a monthly fundraising event in addition to this year's highly successful Service Auction which was made possible through their efforts as well as those of Jen May and Lois Weir and other hard-working volunteers. The Committee's plans also include a UUCK presence at this summer's Kent Heritage Festival.

Bob Erdman and Carol Gould have worked faithfully every week to administer our successful grocery card program which now includes both Giant Eagle and Acme cards.

Others, too, have been instrumental in our ability to effectively monitor and administer our fiscal needs:

Angela Barzizza-Young has continued to serve admirably as Assistant Treasurer.

The Finance Committee, led by Gene Wenninger, has provided excellent oversight of our financial affairs including the preparation of our proposed FY14 budget. The Committee, working through a subcommittee of Gene, Carol Gould, and MaryBeth Hannan and with the assistance of the Endowment Committee, has been very busy developing several new fiscal policies for the Church Finance Policy and Procedures Manual which include, among others, a Gift Acceptance Policy and Implementation and an Endowment Investment Policy and Procedures.

The Endowment Committee, chaired by Bob Erdman, has ably monitored our two steadily growing contribution programs, Simple Gifts and the Heritage Program.

The Capital Campaign and Expansion Committee has provided oversight of our early gifts to the campaign funds and purchase of property.

Financial Secretaries and alternates Ann VerWiebe, Kathy Wilen, Eric Van Baars, and Saunis Parsons have labored tirelessly each week with several other volunteer helpers to manage our increasingly complicated Sunday contribution processes.

In addition to all the people who have contributed to making this year such a success, we have also, with much guidance from MaryBeth Hannan, made some procedural improvements:

A change in our accounting software program from ICON to QuickBooks;

An application for an individual UUCK tax-exempt status—though we are under the UUA's exempt umbrella, individual status will enhance our ability to support donors' access to contribution records for tax purposes; also allowing for greater ease of corporate donation matches

The use of PayPal for online electronic payments and contributions.

All in all, this has been a very busy and productive fiscal year. This past fall, our UUA consultant Bill Clontz suggested that two successful stewardship campaigns in a row should put us in a good position to move forward with our capital campaign efforts; it's gratifying to report that this has, indeed, been accomplished through the wonderful generosity of our congregation who contribute so much of their time, talents, energy, and financial support to our beloved church community. Working together, we can continue to make wonderful things happen.

Thank you!  
Sandy Eaglen

**FY2013 Revenue & Expense Report**

**UU Church of Kent Treasurers Report - April 2013**

<u>Budgeted Income</u>	Fiscal Year to Date	Annual Fiscal Budget
<b>Offerings</b>		
FY2012 Pledged Donations	\$4,405.00	\$0.00
FY2013 Pledged Donations	\$161,573.25	\$207,798.00
Non-Pledged Donations	\$10,856.50	\$10,000.00
Plate Offerings	\$1,906.97	\$2,000.00
Coffee and Sermon Donations	\$179.09	\$0.00
One-time Special Donations	\$0.00	\$0.00
FY2014 Prepaid Pledges	\$13,941.51	\$0.00
<b>Total Offerings</b>	<b>\$192,862.32</b>	<b>\$219,798.00</b>
<b>Misc Income</b>		
Bank Interest	\$27.47	\$50.00
Outreach Donations	\$0.00	\$0.00
Service Auction	\$24,460.17	\$20,000.00
Rentals	\$2,335.00	\$1,200.00
Grocery Card Profits	-\$1,240.00	\$2,200.00
Fundraising	\$5,063.99	\$3,500.00
<b>Total Misc. Income</b>	<b>\$30,646.63</b>	<b>\$26,950.00</b>
<b>FY12 Carryover Revenue</b>		\$12,010.00
<b>Transfer from Savings/Investments</b>		\$22,010.00
<b>Total Budgeted Income</b>	<b>\$223,508.95</b>	<b>\$268,758.00</b>

\$2500.00 start-up for Giant Eagle

<u>Program Budget Operating Expenses</u>	Year to Date	Annual Budget
<b>Worship &amp; Music</b>		
Music Committee	\$1,824.28	\$1,200.00
Sunday Program Committee	\$295.20	\$900.00
Worship Supplies	\$497.60	\$250.00
*Program Budget for Worship & Music	\$53,811.85	\$69,001.24
<b>Total Worship &amp; Music</b>	<b>\$56,428.93</b>	<b>\$71,351.24</b>
<b>Community Within</b>		
Aesthetics	\$165.70	\$0.00
Board of Trustees	\$286.38	\$400.00
Childcard for Meetings	\$37.50	\$150.00
Committee on Ministry	\$43.71	\$200.00
Fellowship & Coffee Hour	\$118.60	\$150.00
Lay Leader Development	\$260.00	\$2,000.00
Membership & Directory	\$170.27	\$300.00
Personnel Committee	\$0.00	\$300.00
*Program Budget for Community Within	\$51,890.00	\$66,536.91
<b>Total Community Within</b>	<b>\$52,972.16</b>	<b>\$70,036.91</b>

Note: \*Program Budget amounts under each category are a percentage of the combined budgets for Building and Grounds, Office, Personnel and Debt Service.

## Budgeted Expenses Continued

	Year to Date	Annual Budget
<b>Lifespan Learning</b>		
Adult RE	\$82.74	\$0.00
Children's RE	\$1,293.90	\$1,800.00
*Program Budget for Lifespan Learning	\$48,046.30	\$61,608.25
<b>Total Lifespan Learning</b>	<b>\$49,422.94</b>	<b>\$63,408.25</b>
<b>UU &amp; Interfaith Connections</b>		
Campus Ministry	\$0.00	\$35.00
OMD Dues	\$3,503.25	\$3,806.00
UUA Dues	\$9,030.60	\$10,034.00
*Program Budget for UU & Interfaith	\$11,531.11	\$14,785.98
<b>Total UU &amp; Interfaith Connections</b>	<b>\$24,064.96</b>	<b>\$28,660.98</b>
<b>Income Generation</b>		
Fundraising Exp.	\$734.77	\$0.00
PayPal Processing Fee	\$6.10	\$0.00
Service Auction Exp.	\$2,221.10	\$0.00
Stewardship Committee	\$181.49	\$200.00
*Program Budget for Income Generation	\$17,296.67	\$22,178.97
<b>Total Income Generation</b>	<b>\$20,440.13</b>	<b>\$22,378.97</b>
<b>Social Justice &amp; Outreach</b>		
Publicity	\$517.33	\$600.00
*Program Budget for Outreach	\$9,609.26	<b>\$12,321.65</b>
<b>Total Social Justice &amp; Outreach</b>	<b>\$10,126.59</b>	<b>\$12,921.65</b>
<b>Total Program Budget Operating Expenses</b>	<b>\$213,455.71</b>	<b>\$268,758.00</b>

## Non-Budgeted Activity

	Year to Date	Annual Budget
<b><u>Non-Budgeted Income</u></b>		
Capital Campaign	\$93,528.34	\$0.00
Capital Improvements	\$0.00	\$0.00
Dues--OMD/UUA	\$52.00	\$0.00
Endowment Donations	\$1,061.00	\$0.00
Grocery Card Sales	\$39,840.00	\$0.00
Hogwarts	\$50.00	\$0.00
Library Income	\$61.20	\$0.00
RE Program - Owl	\$425.00	\$0.00
RE Program - Children's RE	\$0.00	\$0.00
Simple Gifts	\$0.00	\$0.00
Outreach	\$985.25	\$0.00
SJC Special Collections	\$6,668.21	\$0.00
SJC Fair Trade Sales	\$3,466.26	\$0.00
* Memorial Donations	\$1,084.00	\$0.00
MDF Donations	\$5,234.72	\$0.00
* Misc. Non-operating	\$0.00	\$0.00
Music Committee	\$10.00	\$0.00
Sunday Flowers	\$207.19	\$0.00
* Restricted Designated Donations	\$13,068.69	\$0.00
<b>Total Non-Budgeted Income</b>	<b>\$1,090,911.20</b>	<b>\$50.00</b>

Note: These are mainly "pass through" Accounts for monies received and transferred to other accounts or entities. Exceptions are marked with an \* which indicates receipt of non-budgeted funds.

## Non-Budgeted Expenses

Capital Campaign Trans. & Exp.	\$102,722.34	\$0.00
Grocery Card Transfers	\$39,840.00	\$0.00
* Major Improvements	\$0.00	\$0.00
Endowment Expenses	\$32.93	\$0.00
Fair Trade Expenses	\$3,065.38	\$0.00
Hogwarts Transfers	\$86.00	\$0.00
* Library Expenses	\$288.07	\$0.00
MDF Transfers Out	\$5,605.30	\$0.00
* Memorial Fund	\$591.73	\$0.00
* Misc. Non-GF	\$155.81	\$0.00
Designated Funds	\$1,087.94	\$0.00
* Prior Year Expenses	\$2,190.03	\$0.00
Outreach Expenses	\$1,154.20	\$0.00
RE Program--Owl	\$0.00	\$0.00
Social Justice Committee Exp.	\$181.72	\$0.00
Special Collection Exp.	\$6,048.36	\$0.00
Sunday Flowers	\$204.56	\$0.00
Bank Service Charges	\$0.00	\$0.00
<b>Total Non-Budgeted Expenses</b>	<b>\$163,254.37</b>	<b>\$0.00</b>

Note: These are mainly "pass through" accounts for monies received and transferred to other accounts or entities with the exception of accounts marked with an \*.

## FY13 Bank Balances as of 4/30/2013

### Checking Account

General Fund	\$1,174.89
Adult RE Fund	\$44.57
Capital Campaign Fund	\$1,462.58
Major Improvements Fund	\$1,321.75
Coffee Hour Fund	\$342.79
Social Justice	
Special Collections	\$564.85
SJC Fair Trade	\$136.13
SJC Undesignated	-\$181.72
Library Fund	\$139.24
Memorial Fund	
Designated Memorials	\$337.77
Undesignated Memorials	\$265.31
Minister Family Insurance Fund	\$0.00
Music Fund	
Undesignated Music Monies	\$13.30
Designated - Accompanist	\$70.00
RE PProgram	
Children's RE	\$150.00
Coming of Age	\$124.38
OWL	\$178.96
Youth	\$260.00
Stewardship Fund	\$150.00
FY2014 Prepaid pledges	\$13,941.51
FY2014 Prepaid rental	\$235.00
<u>Bank Interest</u>	<u>\$1.82</u>
<b>Total Checking</b>	<b>\$20,733.13</b>

### Savings Account

Aesthetics Fund	\$1,055.05
Contingency Fund	\$10,000.00
Endowment Fund	
Heritage Program	\$500.00
Simple Gifts	\$1,061.00
Reserve Savings – General Fund	\$8,805.21
Green Sanctuary Fund	\$1,119.00
Library Fund	\$174.56
Minister Family Insurance Fund	\$4,895.74
Playground Fund	\$810.00
<u>Interest Income</u>	<u>\$19.39</u>
<b>Total Savings Account</b>	<b>\$28,439.95</b>

## **Reports from the Board: Trustee for Building and Grounds**

We had a steady year, with no major unforeseen expenses, some timely improvements and an upswing in volunteer activities.

The church grounds volunteer staff has solid leadership (Thanks, Georgia Quinn) and we have enjoyed the beautification projects on the flower beds. Plans are formulated for future work as well.

The buildings have shown some good improvements. Most significant among the changes are the new front doors. Thanks to the volunteers who did a great job imagining what to build, and then carried out the process of contracting and oversight. Other major areas of needed improvement work that was completed included the new railings (an anonymous donor provided the lovely materials) on the front of the church and the shoring-up of the back stairs/fire escape at the west of the sanctuary, rehabbing the outdoor benches on the west side of the church, new (matching) doors on the pulpit, (Great work. Thanks, Fred Gory.) a new and expanded chancel area and the installation of a working washer/dryer system in the annex. The volunteer staff has shown great growth this past year, which allows us to think forward a bit more. We have organized a list of major and minor improvements that we will focus on in the next several months. Special thanks to John Brovarone for his work and his advice and his encouragement.

Thanks to Brad Bolton, we have again expanded our sound equipment hardware with the purchase of a wireless hand-held microphone. Brad has continued in his unofficial role as sound-man supreme. His attention to the workings, troubleshooting of audio system problems, balancing the sound during services and recording/editing the service for later pod-casts deserve our warmest thanks.

Submitted May 1, 2013

Randy Ruchotzke  
Trustee for Buildings and Grounds

## **Reports from the Board: Trustee for Programming**

New Directions seems to have been our theme for this year! While two divisions within the programming block remain on hiatus, (the Chancel Decorating Committee and the Vespers team), the active participants have taken their committees and teams not just to new heights, not just in new ways, but in directions that will continue to inspire throughout the coming years!

Below you will find a brief summary of our activities, following within alphabetical order:

The Adult Religious Exploration Committee has completely reformed itself. Under the leadership of current chair Melissa Carvill-Ziemer, it has reemphasized the spiritual aspects of A.R.E., as well as the intellectual. Not that the mind has been ignored, our popular Ted and Pizza series offers both spirit and thoughtful discussions. Each series or event, whether created within the committee, or from within our larger community, has forged new paths with bold experimentation! It has also streamlined its domain, with Chalice Groups and Food for Thought being fully under its jurisdiction.

We are fortunate to have John Kluth as the chair of the Aesthetics Committee. He has combined his own knowledge of art with a profound forward vision. Under his leadership, this committee has graced the walls of the Sanctuary with art that is not just attractive, but meaningful and challenging.

Hogwarts has gone both backwards and forwards simultaneously! (That sounds like a wizardly thing to do!) There is a back-to-basics approach, as the original Harry Potter books are once more the center of Winter and Summer KentHogwarts. Behind the scenes, Hogwarts has become more of a smoothly functioning machine than it ever has been before. Stressing both imagination and the practical, Chair Joe Kumerle, and the rest of the Hogwarts family, have made our semi-annual excursions into fantasy so popular, that we are close to outgrowing our physical base. Kudos must be given to the professors, to our hard working and indispensable prefects, and especially to Professor—Emeritus- Dazzleswift, also known as Becky Haines!

Hal Walker has taken the Music Committee into lyrical areas unexplored before. Our services have been graced with more guest musicians, and more unusual instruments than ever before. These have accomplished their task of guiding our spirits into the contemplative realms desired on Sunday mornings. There have been more opportunities for music during the week. These range from the popular sing-alongs, to various guest musicians. Music Sunday continues to be a high point of our year, as was the Christmas performance of “Emmitt Otter’s Jug-Band Christmas”. New directions in music have been a joy for all of us.

Like the music committee, our Sunday Programming Committee has combined new approaches within our community with guest speakers from outside our halls. Long considered ideas have reached fruition this year, with themes ranging from poetry to wisdom from the Buddha and into so many different concepts and perspectives. Lois Weir, the chair, and the other members all have so much to take pride in.

Where’s Walden continues on its indispensable mission to reunify our souls with nature. Members Ed Stolish, Bruce Richards and Jill Forsman have so much to take pride in. Sometimes it is too easy to forget the natural world during our indoor activities, but Where’s Walden continues to fill our spirits with fullness of nature. It combines the best in outdoor experiences with environmentalist activities, interactions with other U.U. communities, and the camaraderie of the travelers.

Religious Education for Children and Youth continues to offer the best education for our communities’ young folk, while trying out new ideas and formats. The committee, chaired by Mary Leeson continues with such time honored traditions as O.W.L., and Surprise Friends, while reenergizing Sunday Morning classes. The new Chalice Theater is one of our new directions.

In my own small ways, I have done my best to serve these groups, providing as much support, labor, and sometimes even leadership as needed. That last is certainly the least, for all of these groups have many, many fine leaders within.

Cheryl Spoehr, Trustee for Programing.



## **Reports from the Board: Trustee for Fellowship**

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This is my last year on the Board as the Trustee for Fellowship. The experience of being on the board and working with our membership team has taught me many lessons about the inner workings of our church community. I have been grateful for this experience and thankful for all the wonderful, dedicated people we have in our church. My responsibilities as the Trustee for Fellowship include Board duties as well as the oversight of the Membership Team and social activities. Please note that my report from the Membership Team will be included in a separate document.

This past year I have been involved in various projects to help people get engaged and to reach out to the young adults of our congregation as well as new members and people wanting to learn more about membership in our church. I have accomplished this by helping to organize the Ministry Fair that was held this past September. I have also worked with Claudia Miller in our New UU classes that are offered once every season. These classes are designed to inform and inspire people who are interested in or thinking about becoming members of our church.

Other projects I have participated in as a board member this year were helping the membership team update the church directory and assisting the stewardship campaign in receiving pledges from members and friends of our congregation. An additional project I have pursued this past year is to get a Hospitality team up and running. The function of the Hospitality team is to serve in various functions and capacities related to welcoming and fostering connections with members, friends, and new people visiting our church. The work of instituting a Hospitality team will need to be continued in the next year due to difficulties in establishing a group of people who are willing and able to sustain this group.

This past June we were fortunate to receive a church-wide assessment from UUA consultant, Bill Clontz. Bill highlighted several strengths of our membership committee and had several suggestions for ways to be more effective. In the past several years, the membership in our church has been relatively flat; which is likely due to the confines of our physical space. Areas where we can be more effective are: focusing on and sustaining our efforts in telling our story as a church community and having more conversations between the membership and stewardship committees about regular financial giving as a “core element of membership” (p. 7).

The membership committee has addressed these suggestions by interviewing new members and highlighting these interviews in the church newsletter. The conversation of regular financial giving and membership continues to be addressed at each New UU class. Connections between the membership committee and stewardship campaign committee have been fostered through the work of Marion Yeagler, who co-chaired the stewardship campaign, and by myself, who participated in canvassing members and friends of our congregation. In the future, both committees would benefit from continued collaboration to build our membership and financially sustain our community.

In closing, our membership committee is full of dedicated and hardworking people who help to grow and sustain our membership; as well as foster connections within our community. Being a friendly and welcoming church does not just happen on its own! I want to thank everyone who I have had the pleasure of working with on the membership committee. Thank you for your time, talent, and dedication. In the spirit of hospitality, I also want to thank all those who help with setting up coffee hour and greet before, during, and after services. Your hard work and dedication provide vital services for our church community! Thank you!

Julie Lineburgh, Trustee for Fellowship

## **Reports from the Board: Trustee for Outreach to the Wider World**

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2012-2013 has been a year of transition in the organization of our social justice activities at the church. With the growth in our congregation from a small to a mid-size church, some of us who have worked in social justice felt the need to implement more effective ways to engage the whole congregation in this important work. We saw that the number of people active in formal social justice work through the church had diminished over time. We sought to move beyond having a small group of activists who might be viewed by others as a clique to involving as many church members as possible in social justice efforts. We also hoped to make our social justice work more action-focused and to reduce the number of meetings that church members and friends would be asked to attend. We therefore undertook a reorganization of our social justice efforts to achieve these goals.

Since 2005 our social justice work had been organized through a social justice committee. In the fall of 2012, Reverend Melissa and I investigated alternative ways to organize social justice work. We learned that, according to the UUA, social justice committees usually work best in small churches. Mid-size churches are better able to organize social justice work through a variety of distinct task forces. Melissa and I developed a proposal for reorganization that would close out the work of the social justice committee and replace it with a task force structure. We asked the social justice committee to review the proposal, and we presented the proposal to the church board. Some members of the social justice committee expressed concern that this new structure might leave people out or might extinguish our social justice efforts entirely. Because of these concerns, we chose to adopt the new structure on a trial basis to determine if it will suit our congregation. Both the social justice committee and the church board endorsed our restructuring plan, and we proceeded to implement it.

The following is the new structure that we have adopted:

### **New Church Social Justice Organization**

Goals of the social justice organization:

To facilitate activism by church members on significant social justice issues in the community and the world.

To facilitate the education of church members and community residents on significant social justice issues.

To facilitate the envisioning of and planning for future social justice endeavors.

Proposed New Structure:

### **Social Justice Visioning Committee**

The Social Justice Visioning Committee is charged with discussing important social justice issues and envisioning ways to educate and engage the congregation in social justice work. This committee may organize educational activities at the church and elsewhere.

## Task Forces

The task forces are charged with organizing opportunities for social justice action and education that are easily accessible by members of the congregation. Each task force will focus on a specific issue area.

The specific task forces when this plan takes effect will be the following:

Hunger and Poverty Task Force.  
Environmental Issues Task Force.  
Human Rights Task Force.

## Social Justice Coordinating Group

The Social Justice Coordinating Group is charged with overseeing the social justice work of the church and ensuring that the congregation is actively engaged in social justice efforts.

The Social Justice Coordinating Group is charged with coordinating the activities of the task forces and visioning committee and with consulting and assisting those groups.

The Social Justice Coordinating Group selects the recipients of monthly congregational special offerings for social justice. Any church member may propose to the group a potential recipient of a special offering.

The Social Justice Coordinating Group approves the disbursement of funds for social justice projects and other expenses related to social justice.

The Social Justice Coordinating Group receives, evaluates, and approves proposals for new task forces.

The Social Justice Coordinating Group consists of the Trustee for Outreach to the Wider World and representatives from each of the social justice task forces and the social justice visioning group. The minister will serve in the coordinating group ex-officio. The Trustee for Outreach to the Wider World will chair the Social Justice Coordinating Group.

The Social Justice Coordinating Group will meet quarterly.

An executive committee of the Social Justice Coordinating Group will make decisions requiring immediate action on social justice issues. The executive committee will consist of the coordinating group chair, a coordinating group member, and the minister.

Procedure for adding a new task force to the congregation:

To create a new social justice task force, a group of church members must submit a written proposal to the Social Justice Coordinating Group. The proposal must be signed by at least five

members of the congregation who pledge to work on this issue. The proposal must include a statement of the mission of the task force and an action plan for the work that the task force will try to accomplish in the year ahead.

In creating the new structure, we needed to reorganize the oversight and disbursement of social justice funds. Our social justice work has not been funded through the church budget. Instead, the sale of fair trade products generates money that in the past went to the social justice committee. We decided with the new organization to continue raising funds for social justice through the sale of fair trade products and to have the church bookkeeper oversee all social justice monies and retain them in a special social justice fund within the church accounts. The social justice fund is reserved for social justice endeavors. We also decided to have the church bookkeeper or assistant treasurer disburse money from the monthly special offerings to the designated recipients of these offerings. We have donated \$500 yearly from fair trade sales to the church for the purchase of coffee and tea for coffee hour. We hope to continue the practice of donating money from fair trade sales to the church to fund coffee hour.

I am pleased to report that we have implemented the new structure, and we are making it work. We have chairs of all of the task forces, and the task forces have been busy organizing activities. Andrew Rome is the chair of the Environmental Issues Task Force. Elaine Bowen is the chair of the Hunger and Poverty Task Force. Susan Poole is the chair of the Human Rights Task Force. Ted Voneida and Sally Burnell are co-chairs of the Social Justice Visioning Committee. We invite church members and friends to inquire about these task forces and to get involved in activities that interest you.

We have also created a social justice web page on our church website, and we regularly post announcements there of upcoming social justice activities. These announcements appear on the church Facebook page as well.

In addition to reorganizing our social justice structure, we have joined as a church a new group in Ohio called UUJusticeOhio, a statewide network of UU churches active in social justice work. Here is a link to the UUJO website: <http://ohiomeadville.org/uujo/>

We are eager to involve as many of you in social justice work as we can. You can get involved in whatever work interests you, from donating food to volunteering at the County Clothing Center, to helping with ecology projects, to attending an educational program at the church. We hope that our new structure enables everyone to get involved as they are able. Please stay tuned for more information about how you can get involved.

Whoever you are, we welcome you to the work of social justice.

Respectfully submitted by Vivien Sandlund,  
Trustee for Outreach to the Wider World, May 1, 2013.

## **FY2013 Annual Program Area Reports:** **Worship and Music**

### **Report from the Sunday Program Committee**

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The Sunday Program Committee (SPC) is responsible for ensuring that quality worship services are offered on the Sundays that the Minister is not in the pulpit. The UU Church of Kent has a long history of offering worship services led by members of the congregation or guests in order to enhance the opportunity to hear a variety of voices from the pulpit. Committee members fulfill this responsibility in multiple ways: by accepting proposals from interested worship leaders, initiating invitations to particular speakers, and inviting congregation members to submit ideas for topics they would like to have someone develop for worship.

The Sunday Program Committee planned and coordinated several services this year. These included lay-led services by Deb Biggins, Logan Bialik, Saul Flanner and Kathy Walker, Elaine Bowen, Kathy Kerns, Mike Hovancsek, Lois Weir and Liz Bright, Joe Kuemerle and Lori McGee, and an interfaith service led by Zen Buddhist monk Shih Ying-Fa. Sermons were given by visiting UU ministers Rev. Elaine Strawn and Rev. Seth Carrier, and by our Commissioned Lay Leader Rev. Christie Anderson and our Affiliated Community Minister, Rev. Renee Ruchotzke. The UUCK youth led a Coming of Age service and a Youth Sunday service.

The committee is always seeking interested new members and is currently soliciting proposals for 2013-2014. We encourage anyone with an idea for a worship service to contact us, even if you've never led a worship service and feel some discomfort about the possibility. We can match your idea with others who might want to develop it into a worship service. Or, if you think you might want to be involved in the worship service itself, the committee can provide various forms of assistance.

#### **Committee members:**

- Christie Anderson
- Liz Bright
- Rev. Melissa Carvill-Ziemer
- Joe Kuemerle
- Lori McGee
- Andrew Rome
- Kristofer Sperry
- Lois Weir (chair)

Submitted by Lois Weir, Chair

## **Report from the Music Committee**

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The UUCK Music Committee was reestablished in Spring 2012 to support musical excellence at the Unitarian Universalist Church of Kent. The committee assists the Music Director in planning, preparing, and coordinating music programming. The Committee generally meets every other month for discussion and to establish development goals.

The reestablished Music Committee has had a successful year, despite a few stumbling blocks as we struggled with committee memberships and the resignation of our chair at the beginning of 2013. Nevertheless, we've been able to achieve most of the goals we set for ourselves over the past year. Funds received from last years' budget request allowed us to purchase new music for choir, contributing to one of the most effective choir seasons ever. Fundraising from two benefit concerts – one from Hal Walker and Matt Watroba and another at which we hosted the Zeng Quartet from KSU – permitted us to hire Wendy Mann-Packer as a choir accompanist, further contributing to quality of the UUCK music program. We also hosted a successful concert by another KSU student musician, cellist Andrea Beltran Landers. Finally, our primary mission has been to coordinate performances by guest musicians for those Sunday services when Hal is away.

Our plan for the upcoming year is to use budgetary funds to continue to attract a wider selection of guest musicians and to enable the purchase of additional pieces for the choir. Other projects include establishing an electronic database of sheet music owned by the church and possibly sharing music resources with other churches in our district. We will also continue our efforts to develop a regular a Children's Choir, supported by an adequate volunteer staff.

The Music committee members are Diana Watt, Dave Watt, Mark Eckman, and Jesse Young.

## FY2013 Annual Program Area Reports: Lifespan Learning & Spiritual Development

### Report from the Religious Education Committee

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The members of the Religious Education Committee for the year 2012-2013 are: Michelle Bores; Beth Kuemerle; Kat Holtz; Brandon Theole; and Mary Leeson. This committee meets monthly with Karen Lapidus, the Director of Religious Education, and supports her work providing religious programming for infants, children, and youth in our congregation. During the summer months the committee members participated in the Congregational Assessment Weekend with Bill Clontz, reviewed and helped choose the fall curricula, substituted for Karen when she was on vacation, and assisted with the teacher training and orientation held in August. During the fall, we participated in the Ministry Fair, reported the RE classroom space requirements for the proposed new construction, facilitated the annual all church Halloween party, submitted a budget proposal of \$1800, and collected three car loads of toys for Kent Social Services, \$581.60 for Freedom House, along with a separate donation of \$75 earmarked for Miller Community House. We also discussed the proposal for a part time RE Assistant. The winter months began with a Teacher's Retreat, preliminary planning for the Surprise Friends program as well as the summer RE program. Spring brought the Easter Egg Hunt, Surprise Friends, RE Sunday and teacher recognition, and initial planning for fall classes.

Respectfully submitted,  
Mary Leeson,  
Committee Chair

### Report from the Adult Religious Exploration Committee

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May 2013

**Committee members:** Christie Anderson  
Reverend Melissa Carvill-Ziemer  
Liz Erickson  
Dan Flippo  
Jack Graham  
Joel Slater  
Cheryl Spoehr  
Mary Ann Stephens

Committee was Guided By:

- Church Mission
- UU curriculum
- Results of UUCK congregational survey

The committee developed a process for proposing adult exploration series, events and activities. The process is posted on the church webpage which includes a form for submitting proposals.

#### 2012-2013 Series, Events and Activities:

- Theology classes “What Moves Us” (series offered in fall and spring)
- TED and Pizza (series held monthly and centered on sermon topics)
- New Jim Crow (class offered in fall and spring centered on book of same name)
- Spiritual Cinema (held monthly to view film and discuss its topic)
- Small group ministry (Chalice and Food for Thought groups held monthly)
- Affinity groups (meet-up event held once to identify people with similar theological beliefs)
- Facilitation workshop (one-time event to be held in June)
- Building Your Own Theology (series to be offered May—August)
- Spiritual Autobiography (series to be held August—September)
- “Radio Lab” (podcasts with TED and Pizza format—schedule pending)
- Men's Discussion Group (one-time event to determine interest—date pending)
- Sunday Morning Adult RE (schedule pending)



## **FY2013 Annual Program Area Reports: Community Within**

### **Report from the Committee on Ministry**

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Members:     Lori McGee (Chair),  
                  Jim Scott,  
                  Trish McLoughlin,  
                  Eric Van Baars,  
                  Rev. Carvill-Ziemer (ex officio)

I am happy to report that we have had a very calm and rewarding year! Over the last year, our committee has met once a month to discuss various issues, including helping with congregational concerns, recognizing achievements of members of the congregation, reviewing the Congregational Assessment Report, and reading a book for our study plan for the year. We chose to read Creating a Healthier Church: Family Systems Theory, Leadership and Congregational Life by Ronald Richardson. This book uses family systems theory to describe and understand congregational life. During our reading, we discovered that, though we have bumps in the road at times, we are a well-functioning and fairly healthy congregation. We have all worked hard to achieve this together and I speak for the committee when I say: Thanks for all your work and dedication to our church community!

Our congregation is healthy and thriving. We are moving forward with expansion and growing both numerically and spiritually. I am looking forward to the next church year, to all the challenges and changes to come.

In faith,

Lori McGee

### **Report from the Art in the Sanctuary Committee**

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Thanks to the church and the community for help with the many exhibits in the sanctuary this year. Artists in the church and the community have been generous with their time so we had a full year of exhibits from the following artists:

Frederick John Kluth  
Lori McGee  
Rae Hallstrom  
Amber Strock  
Amber Myers  
Georgia Quinn  
Jan Noden  
Our Middle School Youth

Most of the coming year is now scheduled. Persons interested in having an exhibit of their work in the future should contact John Kluth.

## **Report from the Care Team**

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April 15, 2012 through April 15, 2013

The Care Team is coordinated by Patty Miller and includes the following members:

Swanny Voneida  
Colleen Thoele  
Diana Watt  
Bonnie Harper  
Noreen Gory  
Christie Anderson as the congregations Commissioned Lay Leader

The Care Team is a network of individuals that help friends and members of the congregation by providing limited care through:

- Making and delivering meals
- Offering transportation
- Providing emergency childcare
- Shopping, running errands and light housework
- Offering a listening ministry of presence through PAL (Pastoral Associate Listening Team)

Rides provided: 9

PAL: 121 hours

Home and hospital visits, phone calls and e-mails

Meals / Dinners provided: 61

The majority of these meals were provided for one family facing major surgery and a large number were contributed to a memorial luncheon. The number of meals provided minus these two events was 6.

## **Report from the Church Library Committee**

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The Library Committee for 2012-2013 has consisted of Martha Kluth, Co Chair, Ann Waters, Co Chair and Publicity, Kathy Wilen, Secretary, Carolyn Schlemmer, Cataloger, Matt Cox, Website, with additional committee members: Andrew Bores, Harry Noden and Larry Cole. We have regular monthly committee meetings and generally bi-monthly work parties to process books and evaluate donations. The committee has continued with current projects as well as starting on some new ventures. A summary of our year's activity follows.

### **Public Programs**

On February 3, 2013, Mara DeMattia of Kent presented a program on archiving the work of deceased Kent artist, Robert Wood, at our Library Speakers' Forum. Ann Waters organized the program, and it was followed by refreshments and conversation. Forty-three people attended. A free will offering was taken for the library. We had available an updated informational pamphlet about the library which was put together by Andrew Bores.

We have purchased the 3 DVD set Bill Moyers on Faith & Reason. Harry Noden is working on plans for the coming year to organize a group to meet together, listen to the video and discuss it.

### **Changes This Year**

Carolyn Schlemmer became the cataloger, and Ann Waters and Martha Kluth became co-chairs. Carol Gould of the church donated a laptop to the library. It was worked out very well for our cataloger. We added new categories, "Humanism" and "Inspiration." Matt Cox has been working on the website for our committee, and we have had more of a presence in the church as a result. Ann Waters forwards the publicity items to him. Matt received his Master of Library and Information Science from Kent State in 2012.

### **Here We Have Gathered**

We took on the publication of the Church's chapbook, Here We Have Gathered, as a fundraiser for the library. This consists of articles about the past and present activities and people of our church. Caroline Arnold was editor of this issue. Paulette Thurman, Andrew Rome, and Martha Kluth assisted on the editorial board. When the issue came out in the fall, Ann Waters organized a sales campaign, and we raised \$142.00 for the library.

### **Library Catalog and Added Volumes**

Our library catalog continues to be available on-line due to the good work of Carolyn Schlemmer. Between May 2012 and the end of April 2013 we added 40 donated or purchased books or AV materials.

### **Congregational Survey**

We are in the process of preparing a congregational survey about the library which we hope to distribute by the end of May, 2013. We will evaluate the results in terms of suggestions for our library. Also, doing a survey gives us some public exposure in the congregation.

### Display of Books Recommended by Our Minister

Harry Noden and Ann Waters have worked on a display of books from our collection that are recommended by our minister. The first books were set out April 21, and they will be changed every two weeks.

### Sources of Income

Our income this year has been from a yearly donation from the fundraising committee, the proceeds of Here We Have Gathered and free will donations. We have applied for a line item of \$100 in the church budget for 2013-2014.

### Job Descriptions

In the spring of 2013 we are attempting to examine the jobs on the committee in order to avoid having too much for one person to do and to have data for soliciting new members or volunteers. We also need to have enough help to devote more time to keeping up with overdue or missing books and to making decisions about retention of books or other items in our collection.

### Future Plans

Short-term goals include completing our survey, considering our job descriptions, and planning a discussion group. Our long-term goals are to devote funds to increase our collection, to consider whether to sponsor future speakers, and to keep in mind the ideas we have developed about the future of the library space.

Martha Kluth and Ann Waters, Co Chairs

Kathy Wilen, Matt Cox, Carolyn Schlemmer, Andrew Bores, Harry Noden, and Larry Cole

## **Report from the Membership Team**

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Claudia Miller and Marion Yeagler, co-chairs

Members: Cheryl Casper  
Susan Poole  
Carol Gould  
Mary Leeson  
Julie Lineburgh  
Cheryl Spoehr

The Membership Team has many tasks, from welcoming visitors, to the integration of new members and nurturing of existing members.

In 2012-2013, the Team worked on the following:

- The format of the New UU classes, held each quarter, was changed to two 2-hour sessions on consecutive Sundays, facilitated by Claudia Miller. Contributing speakers were the Reverend Christie Anderson, the Reverend Melissa Carvill-Ziemer, Kay Eckman, DRE Karen Lapidus, Julie Lineburgh, Andrew Rome, the Reverend Renee Ruchotzke, Marion Yeagler.
- The Team hosted new members at a Meet the Leaders Reception with the church's Board of Trustees.
- Pictures of new members were displayed on the New Member Bulletin Board by Mary Leeson.
- Some of our new members were interviewed for the newsletter.
- New members were celebrated in a New Member welcoming service in the Fall.
- The Church Administrator agreed to take over the making of new name tags.
- The greeter/ushers were scheduled, reminded, and tutored by Marion Yeagler
- Two of our new members learned and shared with mentors.
- Our major task of the year has been creating an updated UUCK photo directory, thanks to herculean efforts by Carol Gould, Bonnie Harper, Mary Leeson, Julie Lineburgh, Claudia Miller, and Marion Yeagler, with many photos by Brad Bolton. Special recognition goes to Mary Leeson, who had a mission to get it done.
- The volunteer form was revised and made accessible on the church's website.
- Distributed Volunteer forms with sign-up sheets at the Ministry Fair.
- Reviewed, and are working to integrate, recommendations for the Membership Team by the Congregational Stewardship Consultant from the UUA, Bill Clontz.
- Established a goal for the immediate future, to reconsider our Path to Membership
- Planning a retreat.
- Working on a membership tracking system.

The Membership Team is struggling at the moment. We are having trouble attracting and keeping volunteers. As a result, some of our jobs are not being done to our satisfaction, including, but not limited to: visitors' chat table at coffee hour, enhanced mentoring for new people, more new member interviews, new welcoming table in the foyer. One of our immediate goals is to beef up the membership of the Membership Team.

Many thanks for the dedication of the Membership Team!

## Report from Walden

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Walden, named after the temporary residence of transcendentalist and visionary, Henry David Thoreau, has evolved over the years into group camping experiences and exploration of the "interdependent web of all existence of which we are a part".

Some activities over the past year have included hiking Pennsylvania's Kinzua Viaduct, which once stood as the world's longest and highest railroad bridge until a tornado in 2003 toppled 11 of its 20 towers.

During our campout this past autumn, we were introduced to passive technologies modeled after wetlands which act as natural filtering agents to combat abandoned mine drainage into local streams . This was a hands-on experience where we tested water quality at various points. It was a heartening and hopeful experience to discover living organisms in water that was once mine-acid discharge. Our guide was a member of the Slippery Rock UU Congregation and some of us accepted an invitation to attend their Sunday morning service on the north shore of Lake Arthur.

There is not a set schedule and Walden participants are free to pursue their own interests. Activities may include hiking, canoeing/kayaking, bicycling, bird and wildlife watching, fishing or sitting under a tree. Get unplugged.

Immediate plans for spring Walden include camping on the Allegheny River at a former Seneca campsite. Suggested activities include a visit to the Audubon Center and Sanctuary (the naturalist is a member of the Jamestown, NY U.U. group), a visit to the Roger Tory Peterson Museum in Jamestown, hiking some great local trails and canoeing/kayaking the Conewango Creek or the Allegheny River.

Walden involves tent-camping and an indifference to precipitation "referred to as anti-rain". We usually camp in a primitive area (water, fire ring and vault toilets being the only amenities). This spring, we will be in a full-service campground with hot showers, RV hook-ups, etc. This will help ease newcomers into the Walden experience.

Future plans include meetings to discuss more possible future local activities, possible fundraisers and input from everyone.

Respectfully submitted by:

Ed Stolish

## **FY2013 Annual Program Area Reports:** **Income Generation**

### **Report from Endowment Committee**

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When the Consultant was in from UUA, he had some interesting ideas, and a Task Force was put together to investigate some of these. In the fall of 2012, a new member was appointed to fill an unexpired vacancy. Since then, the Committee has consisted of Cheryl Casper [Term expires June 2014], Bob Erdman [Appointee and Chair; Term expires June 2015 if the congregation approves the appointment at the June 2013 meeting] and Kristofer Sperry [Term expires June 2013].

We began FY13 with \$500 in the Endowment Fund. The Task Force, Treasurer and Minister put together some legacy brochures in the fall of 2012, which encouraged various kinds of donations. Thanks to this effort, and all those who made Simple Gift and other endowment donations, we now have over \$1500 in the Endowment Fund. Some members of the Task Force agreed to continue as an ad hoc Legacy Committee; Carol Gould agreed to Chair this Committee.

The Endowment Committee worked with the Finance Committee to develop a Gift Donation Policy for the church which covers all donations, including the Endowment Committee. We also developed an Endowment Fund Investment Policy. Both of these were reviewed with the Finance Committee, and the Treasurer presented them to the Board, who approved them in April.

In the coming year or so we expect to develop a disbursal policy for the Endowment Fund. We do not see disbursing any money from the Endowment Fund until it exceeds an amount to be determined, but probably something like \$100,000 or more.

As a church, we made some progress on growing an endowment fund and setting up policies for the Fund. With continued support and work on the policies, this will continue to grow and we will have a strong endowment fund for the long-term benefit of the church.

Respectfully Submitted:

Bob Erdman

May 1, 2013

## **Report from the Grocery Card Committee**

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In August 2012, we started selling Giant Eagle as well as ACME cards. This was done to increase the revenue contributed from this operation, which has a very high rate of return: 5% profit per order. For Acme Cards, we order every 2-4 weeks, corresponding to an annual rate of return on the initial \$2000 investment of around 60% and so far 3 Giant Eagle orders have been placed. The \$2500 investment in Eagle Cards was charged as negative revenue against the Grocery card Account. FY13 revenues are expected to be about \$2200, paying back all but \$300 of this \$2500. So far, about \$1260 has been paid back and another \$1240 is expected to be paid back by June 30, 2013. Average weekly sales of Acme cards is about \$650, and average of Giant Eagle cards is just over \$300.

In FY14, we plan more articles about the cards, and sometime in FY13 or early FY14 we hope to be able to announce the capability to accept credit card payments for grocery cards.

We sincerely thank the many people who now regularly buy grocery cards from the church rather than spending cash at ACME and Giant Eagle stores.

Bob Erdman  
Carol Gould  
Grocery Card Coordinators

May 1, 2013

## **Report from the Service Auction Committee**

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Our annual Thanks 4 Giving Auction was themed "A Taste of Kent" and we really saw that come to life with all the wonderful food that was provided by local area restaurants and businesses. We are proud to report that we raised over \$22,000 net and we were able to reduce our costs this year over past years by negotiating donations of food or deeply discounted pricing. Also we researched auctioneer options and brought in a new local auctioneer house to help with our live auction.

We got creative and brought you a theme to enjoy, new auctioneers, a wide variety of food offerings, space saving configurations, a more streamlined checkout line and let's not forget FUN & FELLOWSHIP! The businesses were very generous with their donations to our silent auction as well as our church members.

We are always trying to raise awareness about our church and its historic place in Kent's past and its future! We look forward to bringing you another fun successful auction this year with a new theme and more new ideas to capture your hearts and minds!

Thank you,  
Meg Milko  
Auction & Fundraising Committee Chair



## **Report from the Fundraising Committee**

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We had a very busy year raising money for the operating budget of our wonderful church. The newly formed Fundraising Committee worked hard all year to come up with new creative ideas to raise funds for our operating budget.

We resurrected the very successful Pancake Breakfast Fundraiser each month on the last Sunday of the month. We have all the wonderful hosts to thank for cooking a myriad of delightfully tasty pancakes throughout the year.

Some other areas of fundraising included the Beef O'Brady's dining out day along with a successful bake sale. The Chili Cook-off, Baked Potato Bar, Early Bird Breakfasts, Sheetz Books, Acme & Giant Eagle Cards and the wonderful sounds of the Celtic Clan. The Holiday Gift Fair was wildly successful thanks to the support of the members who generously donated so many great items. This year's book sale was also successful and the Tupperware Fundraiser is off to a great start as well.

We have a vast array of ideas we have logged in for future events and we hope with your help and support we can implement them. A few things we are working on include working with the Social Justice Committee and renting a booth at the Kent Heritage Fest. Opening a Fundraising Shop during coffee hour once per quarter. Hosting an Ice Cream Social, Vehicle Wash and possibly joining up with the APL to host a Dog Day's Fest. The ideas are flowing but we always need willing helpers to make them a reality. If you'd like to get involved in this area of the church please let Meg Milko know how you'd like to help.

To date we have exceeded our goal of \$3,500 and we still have a couple months to go! We could not do this without the help and support of our members. We sincerely thank all of you who helped make our job rewarding and worthwhile and for supporting our beloved church community.



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