

# FY2020 Annual Report Unitarian Universalist Church of Kent

---

Information and Discussion: May 17, 2020 11:00 AM

Voting: May 31, 2020 11:00 AM



Unitarian Universalist Church of Kent  
228 Gougler Avenue • Kent, Ohio 44240  
<https://kentuu.org>



Cover Art: “Here We Grow” FY2020 stewardship logo designed by Saul Flanner.

## Annual Report for Fiscal Year 2020

Information and Discussion Meeting: May 17, 2020 11:00 AM

Voting Meeting: May 31, 2020 11:00 AM

---

### Table of Contents

---

#### **Pages 5 - 27**

Agenda

Minutes from the May 19, 2019 Voting Meeting

Proposed Bylaws Changes

Summary of Bylaws Changes (pg. 21)

Annual Program Budget Proposal, Fiscal Year 2021 (7/1/2020 - 6/30/2021) (pg. 25)

Nominating Slate for Fiscal Year 2021 (pg. 27)

---

#### **Reports from Staff**

#### **Pages 28-41**

Minister: Rev. Steven Protzman

Congregational Administrator: MaryBeth Hannan

Director of Music: Hal Walker

Director of Religious Education: Colleen Thoele

Affiliated Community Minister: Rev. Renée Ruchotzke

Commissioned Lay Minister: Rev. Christie Anderson

Commissioned Lay Minister, Lori McGee

Commissioned Lay Minister Candidate: Kathy Kerns

---

#### **Report from the Board**

#### **Page 42**

Moderator: Jennifer May

---

#### **Program Area Committees' Annual Reports**

#### **Pages 45-63**

##### **Income Generation**

Treasurer, Lois Weir

Generosity Team

Capital Campaign Treasurer, Kay Eckman  
Grocery Card Fundraising Team  
Thanks-4-Giving Auction

### **Worship & Music**

Worship Arts Team

### **Community Within**

Ministry Executive Team  
Committee on Shared Ministry  
Leadership Development Committee  
Volunteer Ministries Coordinator: Claudia Miller  
Membership Team  
Building and Grounds Coordinator: Georgia Quinn

### **Lifespan Learning & Spiritual Development**

Religious Education Committee  
Kent Hogwarts

### **Social Justice & Community Outreach**

Race 4 Justice Team



**To Inspire Love,  
to Seek Justice,  
and to Grow  
in Community.**

*Mission Statement adopted by  
congregational vote, June 5, 2016*

**Information and Discussion: May 17, 2020 11:00 am**

**Voting Meeting: May 31, 2020 11:00 am**



## **Agenda**

Welcome, Opening words and chalice lighting

Rev. Steven Protzman

Highlights of the Year

Jennifer May

Approve Annual Meeting Minutes from May 19, 2019

Proposed Bylaws Changes

The FY2021 Budget

Lois Weir

Presentation of the Slate

Leadership Development Committee

Election

Appreciation of Outgoing Leaders

Vivien Sandlund

Closing Words and extinguishing the chalice

Rev. Steven Protzman





*DRAFT*

Dani Beale called the meeting to order at 11:34 am. Rev. Steven and Hal opened with a reading and chalice lighting song "May Our Chalice Shine All Through Our Lives." After welcoming the congregation to the meeting, Claudia Miller confirmed that a quorum was achieved.

Dani reflected that during her tenure as moderator, many things were accomplished. Most notably we voted unanimously to receive Rev. Steven Protzman as our settled minister, and Colleen Thoele became our new DRE. She also reflected on items she learned during her time as a board member:

1. There were some tumultuous times in 2016-2017, and although some mistakes were made, it helped the church to grow and thrive despite the changes.
2. Focus changed dramatically with Melissa and Anya and Rev. Steven.
3. We helped each other find our way, even while breaking covenants, etc. Joy this last year with Rev. Steven.
4. Perfection is not possible, but covenant is if we all show up and support each other.
5. The Board wants your compassion and leadership, even though you may be imperfect.

A video was presented of last year's highlights. Thank you to Jen for the video presentation.

Minutes from last year's annual meeting were presented. Elaine Bowen moved to accept minutes, seconded by Lois Weir. Unanimously approved.

**Treasurer**

Lois Weir: First year as treasure, thanks to Sandy Eaglen for helping me out during the past 6 months. Although not perfect, I am more perfect because of you. Also, thanks to MaryBeth and Rev. Steven for helping me with the books. With FY19 coming to a close, we maintain staff and offer good health care. We offered Rev. Steven a fair compensation package. Bylaws require a balanced budget. We are doing OK with pledges with some still coming in. Non-pledge donations are not as good. We have had several fundraisers by individuals including Hamilton show tickets. Expenses are lower since we did not have a DRE for a few months, and we have no fellowship hall expenses because we have not built the new fellowship hall. Yet. We have been helped along by the Gene Wenninger ministerial endowment fund to support Rev. Steven's contract for 4 more years with any remaining balance to remain in endowment. For FY20, we wanted to add to the contingency fund, add a modest pay increase for staff, offer long term disability to staff, and also reinstate the recommended 10% professional expense but were not able to do any of those things. Overall, we have a 13% higher budget.

**Generosity Team**

Sandy Eaglen and Claudia Miller: Pledges came in lower than expected. With the revised budget, we reduced staff professional expenses, no pay increase, no contingency fund replenishment. For the Wenninger fund, we wanted to only use \$9,000, but we have to use \$21,000 to balance. It is not too late to increase or turn in your pledge. Finally, thank you for everyone's efforts large and small: auction committee, grocery cards, pancakes, coffee sales, concerts, Hogwarts, Facebook fundraisers, Amazon Smile, Goodsearch. If your company offers matching donations, we welcome you to pursue that. Thank you to Randy Ruchotzke, Elaine Bowen, Bonnie Harper, Ann VerWiebe, Saunis Parsons, and others.

**Question and Answer:**

Trish McLoughlin: What about the money from Gene Wenninger and it's depletion so early?

We have \$40,000. Elaine indicates about \$5500 in Simple Gifts to be used as seed money for endowments. Original intent of disbursement was to use \$10,000 first year, then decrease that amount by \$1000 for each subsequent year for the next four years, or \$9000, \$8000, \$7000, \$6000.

Sally Burnell: May 27 is anniversary of church founded 1866. Give now to the Simple Gifts.

Claudia Miller: I am concerned about the amount taken from the Wenninger fund.

We will endeavor to replenish that money as a priority when new monies come available.



Sally Burnell moved to accept the presented budget for FY20, seconded by Rev. Steven. Passed unanimously.

### **Slate of Candidates**

Jeff Marsh presented the slate of candidates for FY20:

#### Board

1. Liz Bright
2. Vivien Sandlund

#### Finance Secretary

1. Jeffrey Zanders
2. Bonny Harper (Alternate)

#### Endowment

1. Shirley Kiernan

#### LDC

1. Trish McLoughlin

Vivien Sandlund nominated Elaine Bowen to be the third board member, Elaine accepted the 3-year term commitment. David Brown moved to accept the slate of candidates as presented and nominated, Sally Burnell seconded. Passed with one abstention.

Jennifer May thanked the outgoing leaders which held us together through thick and thin. Also, Mary Leeson was recognized for her many years of RE leadership, congregation gave a standing ovation.

Rev. Steven gave a social hall update. Met in April with Metis to discuss bringing costs down thru value engineering. Will keep you apprised when that information comes available.

Eric Van Baars moved to bring the meeting to a close, seconded by Kay Eckmann. Motion passed unanimously at 12:32 pm.

Respectfully submitted by Blaine Vesely, Board Secretary.



# Proposed Bylaw Changes

**The documents below reflect the proposed bylaws changes as follows:**

1. The first document is the new proposed bylaws -- clean copy with all changes included.
2. The second document is a summary of changes – this is a section-by-section summary of what changes were made.

**For comparison purposes, links to the existing bylaws are below.**

3. Current approved bylaws (6/5/2016)
  - a. <https://kentuu.org/wp-content/uploads/2016/07/UU-Church-of-Kent-BYLAWS-Cong.-Vote-6.5.2016.pdf>
4. Copy of current bylaws with proposed changes as mark-ups included
  - a. <https://kentuu.org/wp-content/uploads/2020/04/UUCK-Bylaws-Draft-for-vote-at-Annual-Meeting-05312020-MARKUP.pdf>

## Unitarian Universalist Church of Kent BYLAWS

### ARTICLE I. IDENTITY AND PURPOSE

#### A. IDENTITY AND LEGAL STATUS

1. The legal name of this church is The First Universalist Church of Kent, Ohio (Ohio Charter #307959, Federal Tax ID #34-1465789) doing business as the Unitarian Universalist Church of Kent (Ohio Charter #2183602) and is hereinafter referred to as the "Church." The Church is registered and recognized under the Internal Revenue Code 170 as a 501(c)3 public charity (DLN 17053121337013).
2. This Church is in fellowship with the Unitarian Universalist Association of Congregations (UUA), 24 Farnsworth Street, Boston, MA 02210-1409, and the Central East Region, 100 W 10<sup>th</sup> St., Suite 1008, Wilmington, DE 19801.
3. This congregation affirms and promotes the full participation of persons in our activities and endeavors without regard to ethnicity, national origin, color, economic or social status, age, gender, gender expression, gender identity, affectional/sexual orientation, physical or mental ability, religion or religious beliefs or creed.
4. The Church Fiscal Year is July 1 – June 30.

#### B. PURPOSE

1. Our purpose is to join together in a cooperative quest for religious and ethical values and to apply those values to the fulfillment of our objectives, which are:



- The development of character
- The enrichment of the individual
- Service to all humanity
- The promotion of universal fellowship
- Harmony with nature

**Vision:** Our vitality and passion call us to restore and expand our space to equal the energy of our dreams. As we do, we are better equipped to carry on our historic legacy and embrace our potential for connection, service, programming, and outreach. (Adopted May 11, 2008)

**Mission:** To inspire love, to seek justice, and to grow in community. (Adopted June 5, 2016)

**Covenant:** We affirm that each life has brilliance and, when joined with others in joyful community, has the power to transform. We pledge ourselves and our resources to this journey.

This covenant inspires and challenges us to dwell together in right relationship. We promise to extend hospitality, nurture community for all ages, encourage spiritual growth, honor diversity, and practice kindness. (Adopted May 11, 2008)

2. The seven Principles of the Unitarian Universalist Association grew out of the grassroots of our communities, were affirmed democratically, and are part of who we are. We covenant to affirm and promote:
  - The inherent worth and dignity of every person
  - Justice, equity, and compassion in human relations
  - Acceptance of one another and encouragement to spiritual growth in our congregations
  - A free and responsible search for truth and meaning
  - The right of conscience and the use of the democratic process within our congregations and in society at large
  - The goal of world community with peace, liberty, and justice for all
  - Respect for the interdependent web of all existence of which we are a part
3. We also share a “living tradition” of wisdom and spirituality, drawn from many sources:
  - Direct experience of that transcending mystery and wonder, affirmed in all cultures, which moves us to a renewal of the spirit and an openness to the forces which create and uphold life
  - Words and deeds of prophetic women and men which challenge us to confront powers and structures of evil with justice, compassion, and the transforming power of love
  - Wisdom from the world's religions which inspires us in our ethical and spiritual lives
  - Jewish and Christian teachings which call us to respond to God's love by loving our neighbors as ourselves
  - Humanist teachings which counsel us to heed the guidance of reason and the results of science and warn us against idolatries of the mind and spirit
  - Spiritual teachings of earth-centered traditions which celebrate the sacred circle of life and instruct us to live in harmony with the rhythms of nature

## ARTICLE II. MEMBERSHIP AND MEETINGS

This Church is a welcoming and inclusive community. Membership is open to all who are in sympathy with the Principles and Purposes of the Unitarian Universalist Association and the Church Mission and Vision and who live in alignment with the Church Covenant.

### A. ACTIVE MEMBERSHIP

1. **Definition.** An Active Member is a person who:
  - Is at least fourteen years of age

- Has signed a declaration to become a member in the presence of the Minister, a member of the Board of Trustees, or a member of the Membership Committee. The date of the declaration is the official date of beginning Active Membership.
  - Has made an identifiable financial contribution in support of the most recently completed fiscal year.
    - New Members must have made an identifiable financial contribution in the current fiscal year.
  - Is actively involved in the Church
  - May withdraw membership by notifying the Minister or Membership Committee
2. **Rights.** An Active Member may:
- Vote on Church matters four weeks after becoming an Active Member
  - Hold an elected position one year after becoming an Active Member
  - Hold an appointed position one year after becoming an Active Member
  - Serve on committees
  - Chair committees/action teams one year after becoming an Active Member
3. **Restrictions.** An Active Member may not:
- Speak or act on behalf of, or in representation of, the Church without approval from the appropriate body (e.g. Board, MET, and/or Congregational Vote).

## B. TERMINATION OF MEMBERSHIP

1. **Termination by the Board.** If an Active Member's actions are harmful and/or threatening to the Church and/or the Congregation, that individual's membership may be terminated by a two-thirds vote of the Board, following consultation with the Minister and the appropriate Committee Chair (e.g. Membership Committee, Ministry Executive Team, Committee on Shared Ministry, Religious Education).
2. **Appeal of Termination.** A person who disagrees with the Board decision to terminate membership may appeal that decision by writing a letter to the Board. The person might appeal on the basis of a change in circumstances that had previously led to threatening and/or harmful behavior. Membership may be reinstated by an affirmative two-thirds vote of the Board in consultation with the Minister and appropriate Church leadership.

## C. MEETINGS OF THE MEMBERSHIP

### 1. ANNUAL MEETING

- The Church will hold an Annual Meeting of its Membership in May or June to:
  - Elect Leadership, on a staggered basis, to three-year terms for the upcoming fiscal year:
    - Board Trustees
    - Financial Secretaries and Alternate(s)
    - Leadership Development Committee
    - Endowment Committee
  - Approve an Operating Budget for the coming fiscal year
  - Approve Board-endorsed changes to the Bylaws
  - Transact other business which may properly come to the Annual Meeting
- The Moderator will ensure the meeting date and materials are publicized through the Church Office through regular communication channels.
  - Thirty days prior to the meeting date

## **2. SPECIAL MEETINGS**

- Either the Board or ten percent of the Active Members (based upon the most recent UUA membership certification) who have signed a petition may request a Special Meeting of the Active Membership for various purposes, including:
  - To discuss and/or vote on issue(s) of significant gravity
  - To approve Board-endorsed changes to the Bylaws
- Petition must be submitted to the Moderator for certification prior to the meeting notice.
- The Moderator will ensure the meeting date and materials are publicized through the Church Office through regular communication channels .
  - Fourteen days prior to the meeting date

## **3. EMERGENCY MEETINGS**

The Board may call an Emergency Meeting of the Active Members.

- The Moderator will ensure the meeting date and materials are publicized through the Church Office through regular communication channels .
  - Seven days prior to the meeting date.

## **4. SPECIAL MEETING FOR THE DISMISSAL OF A MINISTER**

- Either the Board or ten percent of the Active Members (based upon the most recent UUA membership certification) who have signed a petition may request a meeting of the Active Membership for the Dismissal of a Minister.
  - Petition must be submitted to the Moderator for certification prior to the meeting
  - The Minister and Committee on Ministry must be informed of the intent to call a meeting for a dismissal.
- The Moderator will ensure the meeting date and materials are publicized through the Church Office through regular communication channels .
  - Thirty days prior to the meeting date
  - Held only September through June.
  - Not be conducted more than twice in any fiscal year.

## **5. QUORUM**

The Quorum for most meetings of the membership is twenty-five percent of the Active Members, based on the most recent UUA certification.

- The quorum for a meeting to dismiss a minister is fifty percent of the Active Members.

## **6. VOTING OF THE ACTIVE MEMBERSHIP**

Only eligible Active Members may vote by attendance at a meeting or by submitting Absentee Ballots.

- A list of eligible voters will be made available
  - Ten days prior to an Annual or Special Meeting
  - Five days prior to an Emergency Meeting
- A minority of forty percent is required for dismissal of a minister.
- A simple majority of fifty-one percent is required for:
  - Elections
    - Board Trustees
    - Financial Secretaries and Alternate(s)
    - Endowment Committee
    - Leadership Development Committee
    - Ministerial Search Committee (on an as-needed basis)
  - Approval of a Commissioned Lay Leader
  - Approval of the Operating Budget

- Approval of Bylaws revisions
- A super-majority of seventy-five percent is required for:
  - Statement of Conscience<sup>1</sup>
  - Acquisition or disposal of real property
    - Dissolution of the Church
- A super-majority of eighty-five percent is required for:
  - Calling a Minister
  - Approving an Affiliated Community Minister
  - Designating an Emeritus Minister
  - Approval of Congregational Resolutions
    - Congregational Resolutions must follow Special Meeting procedures.
    - Those who cast ballots for the minority position may, at their discretion, submit a statement to be included in the meeting minutes.
- Proxy voting is prohibited.
- Absentee Ballot
  - Only Active Members may vote by Absentee Ballot.
  - Absentee Ballots must be obtained from the Church Office by request.
  - Absentee Ballots must be submitted to the Moderator twenty-four hours prior to the Meeting.
  - The Absentee Ballot vote tally shall be announced by the Moderator as part of the vote results.
    - In the event of significant amendment(s) to voting item(s), as determined by the Moderator, Absentee Ballots will not be counted.
  - Absentee Ballots are not counted in determining a quorum.

## **ARTICLE III. GOVERNANCE - MISSION ARTICULATION**

### **A. CONGREGATIONAL AUTHORITY AND RESPONSIBILITIES**

- 1. The ultimate authority for all matters pertaining to the operation of the Church rests with the Congregation which:**
  - Consists of the voting membership of the Church
  - Functions as a legally-constituted body at its Annual and Special Meetings
- 2. The Congregation elects:**
  - The Board of Trustees
  - The Leadership Development Committee
  - The Endowment Committee
  - Financial Secretaries and Alternate(s)
- 3. The Congregation calls the Minister(s)**

### **B. BOARD OF TRUSTEES – COMPOSITION, AUTHORITY, AND RESPONSIBILITIES**

The Board shall devote the majority of its attention to discernment, strategy, and oversight.

#### **1. COMPOSITION OF THE BOARD**

- The Board shall be comprised of nine Active Members.
- The Minister is an ex-officio, non-voting member.
- The Governance Executive Team (GET) shall be comprised of:

---

<sup>1</sup> A public statement that exemplifies our commitment to justice, equity, and compassion.

- The Moderator
- The Assistant Moderator
- The Secretary
- The Executive Team Trustee
- The Minister as an ex-officio, non-voting member

## 2. **BOARD TRUSTEE ELECTIONS AND TERMS OF OFFICE**

- The Board Trustees are elected to serve a three-year term.
  - Three new Trustees will be elected annually.
  - Trustees are limited to two consecutive Board terms (six years).
- Vacant Board Seat
  - The Board shall immediately appoint a replacement from the Active Membership to serve as a Trustee until the next Annual Meeting election.
- The Governance Executive Team shall serve a one-year term.
  - Term is renewable providing the Trustee has remaining time on Board term.
  - Vacant Governance Executive Team seat:
    - The Board shall, as soon as possible, elect a replacement to serve from among the current Board members.
    - In the event of a Moderator vacancy, the Assistant Moderator shall serve as Moderator until the Board can elect a replacement.
    - In the event of an Assistant Moderator or Secretary vacancy, the Executive Team Trustee shall serve as Assistant Moderator or Secretary until the vacancy is filled.

## 3. **BOARD AUTHORITY AND RESPONSIBILITY**

The Board of Trustees, elected by the voting Active Members of the Congregation, acts on their behalf. The Board shall:

- Elect a Governance Executive Team from amongst itself :
  - Newly-elected Trustees are only eligible for Moderator position if they have served on the Board within the past three years.
- In collaboration with the Leadership Development Committee, appoint Active Members to the following Positions and Committees:
  - Leadership Development Committee Member
    - An exiting Board Trustee
      - May not include a current Board member
    - To assume position at appointment, for a one-year term
  - Treasurer
    - To begin training with the current Treasurer on January 1
    - To assume position on July 1
    - For a three-year term, not to exceed two terms
  - A Past Moderator to the Ministry Executive Team
    - To assume position on September 1
    - For a one-year term, not to exceed three terms
    - Has served as Moderator within the past 5 years
  - Committee on Shared Ministry (CoSM)
    - To assume responsibilities on September 1
    - For a three-year term, not to exceed two terms
    - In the case of a newly-settled Minister, appoint a member from the Ministerial Search Committee to the CoSM
- Fill vacancies for any elected non-Board positions:
  - In consultation with the Leadership Development Committee
  - Appointees will serve until next Annual Meeting.

- Hire an Interim, Developmental, or Contract Minister.
- Enact changes in Membership status
  - Appoint Members to Emeritus status
  - Terminate Memberships
  - Reinstate Memberships
- Certify Active Membership count
- The Board shall discern, articulate, and monitor compliance with the Church's Mission, Vision, and Covenant
- The Board shall assume fiduciary<sup>2</sup> responsibility for the Church
- The Board shall work closely with the Ministry Executive Team (MET)
- The Board shall assess and represent the will of the Congregation
- The Board shall, as deemed necessary, create, appoint, and empower Action Teams<sup>3</sup>.
- The Board shall monitor and evaluate the Congregation's Leadership
- The Board shall operate as a unit
  - The Moderator and/or Minister have the authority to function as agents of the Church in special circumstances.
  - The Governance Executive Team has authority to respond quickly when immediate action is required.
    - Any emergency action taken by the Governance Executive Team is binding unless reversed by the Board as a whole.
  - Individual Board Members have no authority to make decisions or act unilaterally.
- The Board shall reserve the right to remove a Trustee by two-thirds vote of the Board for:
  - Failure to fulfill Board duties and obligations
  - Serious violation of the Board Covenant

#### **4. BOARD TRUSTEE RESPONSIBILITIES**

- **DUTIES OF THE MODERATOR**

The Moderator shall serve as Chief Governance Officer of the Congregation and shall bear overall responsibility with the Board for leading the governance of the Church.

The Moderator shall:

- Be elected by the Board from its current membership
- Call meetings, establish agendas, and preside at official meetings of the Congregation, Board, and Governance Executive Team
- Prepare and submit an annual report to the Congregation
- In consultation with the Minister, act as an official Church representative to the community
- As an agent of the Church, have the authority to obligate the Church contractually as approved by the Board or the Active Membership
- Ensure faithful compliance with the Bylaws in all operations of the Congregation and Board
- Participate in the regular review of the Minister

- **DUTIES OF THE ASSISTANT MODERATOR**

The Assistant Moderator shall:

- Be elected by the Board from its current membership
- Assist the Moderator in their duties
  - Act for the Moderator in case of absence or inability to preside

---

<sup>2</sup> Fiduciary –“the duty of care of financial, human, and material resources through delegation, oversight, and evaluation” (Hotchkiss)

<sup>3</sup> A temporary team charged with completing a specific task.



- In case of a Moderator vacancy, act until a new Moderator is elected by the Board

- **DUTIES OF THE BOARD SECRETARY**

The Board Secretary shall:

- Be elected by the Board from its current membership
- Take, disseminate, and maintain minutes for all official meetings of the Board and Congregation
- Provide notification of elections or appointments to Church leadership roles
- Handle Board correspondence

- **DUTIES OF THE GOVERNANCE EXECUTIVE TEAM TRUSTEE**

The Governance Executive Team Trustee shall:

- Be elected by the Board from its current membership
- Act as the temporary Assistant Moderator or Secretary in case of vacancy:
  - Until elected Assistant Moderator or Secretary resumes duties
  - Or until new Assistant Moderator or Secretary is elected

- **DUTIES OF THE AT-LARGE BOARD TRUSTEES**

The At-Large Board Trustees shall bear responsibility with the Governance Executive Team for leading the governance of the Church. At-Large Trustees shall:

- Accept tasks as delineated in the Bylaws
- Carry out tasks as delegated by the Moderator

## **ARTICLE IV. MINISTERS**

### **A. THE SETTLED MINISTER<sup>4</sup>**

#### **1. THE SETTLED MINISTER, HEREINAFTER REFERRED TO AS “THE MINISTER,” IS CALLED BY THE CONGREGATION.**

#### **2. CALL OF A NEW MINISTER**

- At an Annual or Special Meeting, the Congregation shall elect a Ministerial Search Team from the Active Members of the Church.
- At a Special Meeting, the Ministerial Search Committee, in accord with UUA guidelines, will present a Ministerial Candidate
  - Who is in Full Fellowship<sup>5</sup> with, or in the process of obtaining Fellowship with the UUA
- The Ministerial Candidate must be approved by a super-majority vote of at least eighty-five percent of the Active Members in attendance and those who have submitted Absentee Ballots.

#### **3. ROLE AND AUTHORITY OF THE MINISTER**

- Tenure and specific duties of the Minister shall be governed by agreement between the Minister and the Board on behalf of the Congregation.
- The Minister shall lead and direct the spiritual and programmatic work of the Church
  - Through shared ministry
  - Through Freedom of the Pulpit<sup>6</sup>

---

<sup>4</sup> A minister called to a permanent position by a congregation.

<sup>5</sup> Full Fellowship is granted to a minister who previously was in Preliminary Fellowship for at least three years and who received three satisfactory renewals and has been deemed by the UUA Fellowship Committee to be an appropriate candidate for Final Fellowship. Preliminary Fellowship is granted to a candidate who has completely fulfilled all requirements for Fellowship to the satisfaction of the UUA Ministerial Fellowship Committee.

<sup>6</sup> The Minister speaks the truth as he/she understands it.

- With fidelity to the Mission, Vision, and Covenant of the Church
- The Minister shall lead and direct the administrative and management processes of the Church including:
  - Serving as Chief Executive Officer
    - As an agent of the Church, has the authority to obligate the Church contractually as approved by the Board or Membership
  - Serving as the head of the Staff team
    - Ensuring that Staff efforts are directed towards fulfilling the Congregation's Mission and Vision
    - Overseeing Staff compliance with all Church policies
  - Serving as an ex-officio, non-voting member of:
    - The Board
    - All Ministry, Program, and Standing Committees and Action Teams with the exception of the Interim-Minister Search Committee and Ministerial Search Committee
  - Chairing the Ministry Executive Team (MET)

#### **B. AFFILIATED COMMUNITY MINISTER**

An Affiliated Community Minister serves a ministry in the community and has been educated and ordained by a suitably credentialed and recognized denomination or credentialed ordaining body. At the recommendation of the minister, the Board shall determine if a candidate for Affiliated Community Minister has been suitably educated and ordained and has the capacity to serve the community in ministry.

- At an Annual or Special Meeting, an Affiliated Community Minister Is approved by a super-majority eighty-five percent vote of the Active Members in attendance and by those who have submitted Absentee Ballots.
- The tenure and specific duties of the Affiliated Community Minister shall be governed by agreement between the Settled Minister and the Board on behalf of the Congregation.

#### **C. INTERIM, DEVELOPMENTAL, AND CONTRACT MINISTERS**

Transitional Ministers who serve a limited term (See UUA guidelines.)

- Hired by the Board

#### **D. INTERN MINISTER**

An Intern Minister is in aspirant<sup>7</sup> or candidate<sup>8</sup> status with the UUA Fellowship Committee

- Hired by the Board

#### **E. EMERITUS MINISTER**

A retired minister who is in good standing with the UUA

- Designated by eighty-five percent super-majority vote of the Active Members at a Special or Annual Meeting

#### **F. COMMISSIONED LAY LEADER(S)<sup>9</sup>**

- At an Annual or Special Meeting, a Commissioned Lay Leader (CLL) is approved by a simple majority of fifty-one percent of the Active Members in attendance and by those who have submitted Absentee Ballots.

---

<sup>7</sup> An individual who has completed the initial steps to pursue Ministerial Fellowship with the Unitarian Universalist Association Fellowship Committee.

<sup>8</sup> An individual who is in the process of pursuing Ministerial Fellowship with the Unitarian Universalist Association Fellowship Committee.

<sup>9</sup> A Commissioned Lay Leader is an Active Member who has successfully completed the certification process through the Unitarian Universalist Association.

- The tenure and specific duties of the Commissioned Lay Leader shall be governed by agreement between the Settled Minister and the Board on behalf of the Congregation.
- Dismissal of Commissioned Lay Leader(s)
  - In the event of performance concerns of Commissioned Lay Leader(s), they may be invited to engage in mediation. The Minister and Committee on Ministry must be informed of the intent to call a meeting for dismissal.
  - Dismissal requires a simple majority of fifty-one percent of the Active Membership in attendance at a Special or Annual Meeting and by those who submit Absentee Ballots.

#### **G. DISMISSAL OF A MINISTER(S)**

- Ministers hired by the Board can be dismissed by the Board.
- In the event of performance concerns, Ministers called by the Congregation may be invited to engage in mediation in consultation with the Unitarian Universalist Association and/or the Unitarian Universalist Ministers Association.
- The Minister and Committee on Ministry must be informed of the intent to call a meeting for dismissal.
- Refer to [meeting requirements for a Dismissal of a Minister](#).

### **ARTICLE V. MINISTRY – MISSION IMPLEMENTATION**

#### **A. MINISTRY EXECUTIVE TEAM – COMPOSITION, AUTHORITY, AND RESPONSIBILITIES**

The Ministry Executive Team (MET) shall devote the majority of its attention to the day-to-day management and administration of the Church's ministries.

##### **1. COMPOSITION OF THE MINISTRY EXECUTIVE TEAM (MET)**

- The MET shall be comprised of:
  - The Minister
  - The Board-appointed Treasurer
  - The Board-appointed Past-Moderator
  - The Congregational Administrator

##### **2. MINISTRY EXECUTIVE TEAM (MET) AUTHORITY AND RESPONSIBILITIES**

- The MET shall:
  - Support the Mission, Vision, and Covenant of the Church
  - Provide professional leadership to the Church
- The MET shall supervise the day-to-day business of the Church, including:
  - Monitor and evaluate program areas:
  - Monitor and evaluate all communication processes.
  - Work in collaboration with the Coordinators
  - In collaboration with the Personnel Coordinator, make staffing decisions including hiring and dismissal.
  - In collaboration with the Personnel Coordinator, make recommendations to the Board to grant Emeritus status for retired professional staff.
  - Review and respond to requests from Coordinators and/or a group of Active Members for the formation of Action Team(s)
- The MET's fiscal responsibilities include:
  - In collaboration with the Finance Committee, creating a draft budget based on the Board's vision-based fiscal year priorities
    - Presenting draft budget to the Board for endorsement
  - Approving necessary unbudgeted expenses not to exceed an annual total of one percent of the current fiscal year budget
  - Ensuring an annual Operating Budget Campaign occurs

## **B. COMMITTEES AND TEAMS ELECTED BY THE CONGREGATION**

All Committees elected by the Congregation shall:

- Be comprised of three to five Active Members, to serve a three-year term, not to exceed two terms
- Submit an annual report to the Congregation
- Support Mission, Vision, and Covenant

### **1. LEADERSHIP DEVELOPMENT COMMITTEE**

The Leadership Development Committee shall:

- Be elected at the Annual Meeting
  - Shall include an exiting Board Trustee for a one-year term
- Provide opportunities and/or information for Leadership Development to the-congregation
- Implement a process to identify, equip, and connect Active Members with congregational leadership roles.
- Provide a slate of Board-endorsed candidates for all Congregation-elected positions and committees
  - At the Annual Meeting
  - Including:
    - Board of Trustees
    - Leadership Development Committee
    - Endowment Committee
    - Financial Secretaries and Alternate(s)
    - Ministerial Search Team (as needed)
- Provide a slate of candidates to the Board for the following Board-appointed positions and committees:
  - Board-Appointed Coordinators
  - Past-Moderator to the Ministry Executive Team
  - Board-Appointed Committees
  - Treasurer

### **2. ENDOWMENT COMMITTEE**

The Endowment Committee is charged with overseeing and managing Endowment Funds(s) intended for the long-term benefit of the Church. The Endowment Committee shall:

- Be elected at the Annual Meeting
- Meet at least twice annually
- Solicit and receive gifts in accordance with the Gift Acceptance Policy

### **3. FINANCIAL SECRETARIES AND ALTERNATE(S)**

The Financial Secretaries and Alternate(s) shall:

- Be elected at the Annual Meeting
- Work in collaboration with the Treasurer and Bookkeeper
- Receive, process, and record all donations
- Make a weekly bank deposit

## **C. BOARD-APPOINTED LEADERSHIP POSITIONS WITH CORRESPONDING RESPONSIBILITIES**

### **1. TREASURER**

The Church Treasurer shall:

- Be appointed by the Board of Trustees to serve a three-year term
  - Limited to two consecutive terms (six years)

- Have oversight responsibilities for the Church's finances
- Serve on the Finance Committee
- Have oversight responsibility for elected volunteer financial positions
  - Financial Secretaries and Alternate(s)
- Serve as a liaison between the Board and financial committees
- Serve on the Ministry Executive Team
- Work in collaboration with the Bookkeeper
- Participate in the preparation of the annual budget
- Report monthly to the Board
- Report to the Congregation as needed including:
  - Preparing a fiscal year report for the Annual Meeting
  - Preparing pledge/donation statements

#### **D. BOARD-APPOINTED COMMITTEES AND CORRESPONDING RESPONSIBILITIES**

Board-Appointed Committees shall:

- Be comprised of three to five Active Members
  - Serve a three-year term, not to exceed two terms
- Submit an annual report to the Congregation

##### **1. COMMITTEE ON SHARED MINISTRY**

The Committee on Shared Ministry (CoSM) shall:

- provide a representative to participate in the regular review of the Minister
  - Annual review for a newly-settled Minister for the first three years or the duration of a Minister's status in Preliminary Fellowship, whichever is longer
  - Biennial review of an established Minister beginning in his/her fourth year or after receiving Fellowship
- Monitor and nurture the health of the Church's shared ministries
- Select an evaluation tool to be used by the Board to conduct an assessment of how the Congregation is living into its Mission
- Provide oversight to cultivate open and appropriate Church-wide communication
- Prepare and submit a slate of CoSM candidates to the Board to fill vacancies
- In the case of a newly-settled Minister, include a member of the Ministerial Search Team
  - Appointed by the Board to the CoSM

#### **ARTICLE VI. BYLAWS REVISIONS**

Bylaw revisions require approval at an Annual or Special Meeting.

#### **ARTICLE VII. ACQUISITION OR DISPOSAL OF REAL PROPERTY**

- A. Any acquisition or disposal of real property<sup>10</sup> requires, at an Annual or Special Meeting, an affirmative super-majority vote of seventy-five percent of those in attendance and who have submitted Absentee Ballots.

#### **ARTICLE VIII. DISSOLUTION OF THE CHURCH**

- A. Any action to dissolve the Church must be approved by a super-majority seventy-five percent vote of eligible Active Members present at a meeting specifically called for this action and by those who have submitted Absentee Ballots.
- B. Any dissolution of the Church will be in accordance with Ohio Non-profit Corporation law per Ohio Revised Code, Chapter 1702.

---

<sup>10</sup> A sublet of land that has been legally defined.

- C.** All debts and liabilities will be paid.
- D.** All net property, real or personal<sup>11</sup>, will be transferred to the Ohio-Meadville District or its successor for the benefit of any Unitarian Universalist Churches in Ohio.

---

<sup>11</sup> Any moveable property or belongings.



# SUMMARY OF PROPOSED BYLAW CHANGES

## **Article I: Identity and Purpose**

- Update OMD to CER

## **Article II: Membership and Meetings**

- Remove section **B Inactive membership**, Section **C Emeritus Membership**, Section **D Friends of the Church**, Section **E Review of the membership list**, and Section **G. Reinstatement of Membership**. This content is captured in Membership policy. Some rewording in the main sections for clarity (no changes of substance).
- Under **H Meetings of the Membership**, remove item **4. Town Meetings**. Town Meetings are not official voting meetings, rather they are informational. This content is captured in the Board Calendar (policy/procedures for the board of trustees). Remove item **6. Meeting Notifications**. This section is procedural and redundant, as the required specifications are already iterated in the earlier sections for each meeting type.

## **Article III: Governance - Mission Articulation**

Under **B Board of Trustees - Composition, Authority, and Responsibilities**, Item **2. Board Trustee Elections and Terms of Office**, remove bullet 2 which specifies how the June Board meeting will be run. This is policy/procedure and is captured in the Board Calendar.

### **Under Item 3. Board Authority and Responsibility:**

- Where it is stipulated that **the board shall elect a governance executive team**, remove the bullet that specifies at Part II of the June Board of Trustees' meeting. This is procedural and is captured in the Board Calendar.
- Where Leadership Development Committee chair is stipulated, modify to appoint a Leadership Development Committee *member*, not chair for a one-year term. Remove references to which board meeting this is done (captured in Board Calendar). The Leadership Development Committee has asked for this change in the bylaws, that they may elect their own chair annually.
- Remove section entitled **Ministries Coordinators**. This is MET policy.
- Update Committee on Ministry to Committee on Shared Ministry (CoSM). The renaming of this team better reflects our commitment to shared ministry.
- Remove Master Plan Committee, Safer Congregation Team, Interim-Minister Search Committee sections. The establishment of necessary committees is part of Board and MET policy and should not be codified in the bylaws, as this changes frequently. The Master Plan Committee has been inactive for the past several years. The Safer Congregation Team is appointed by the MET. The Interim-Minister Search Committee is established when needed, in accordance with current UUA policy and guidelines.
- Where it is stipulated that **the Board shall discern, articulate, and monitor compliance with the Church's Mission, Vision, and Covenant**, remove the sub-bullets that stipulate how the board does this. This is policy and has been moved to Board Governance Policy.
- Where it is stipulated that **the Board shall assume fiduciary responsibility for the Church**, remove the sub-bullets that stipulate how the board does this. This is policy and has been moved to Board Governance Policy.
- Where it is stipulated that **the Board shall work closely with the Ministry Executive Team (MET)**, remove the sub-bullets that stipulate how the board does this. This is policy and has been moved to Board Governance Policy.
- Where it is stipulated that **the Board shall assess and represent the will of the Congregation**, remove the sub-bullets that stipulate how the board does this. This is policy and has been moved to Board Governance Policy.

- Where it is stipulated that **the Board shall monitor and evaluate the Congregation's leadership**, remove the sub-bullets that stipulate how the board does this. This is policy and has been moved to Board Governance Policy.
- Where it is stipulated that **the Board shall reserve the right to remove a Trustee**, remove the sub-bullet of failure to attend 3 board meetings in one year. This is policy, and redundant as it is already covered under the bullet "Failure to fulfill board duties and obligations." The guidelines for Failure to fulfill board duties is covered in Board Governance Policy.

Under Item 4. **Board Trustee Responsibilities**, remove job description details, other than legal and organizational empowerment. Job descriptions are included in Board Governance Policy. Some verbiage in this section is redundant with section 3.

## Article IV. Ministers

Under **A. Settled Minister**, Item **2. Call of a New Minister**, remove bullet on how a ministerial search team is formed. This is captured in Board Governance Policy and is done in accordance with current UUA policy and guidelines.

Also under this item, correct *Final* Fellowship to *Full* Fellowship.

Under **B. Affiliated Community Minister**, correct typo to Affiliated Community Minister.

Also under this item, a proposed change:

- from: An Affiliated Community Minister serves a ministry in the community and is in good-standing with the UUA Fellowship Committee.
- to: An Affiliated Community Minister serves a ministry in the community and has been educated and ordained by a suitably credentialed and recognized denomination or credentialed ordaining body. At the recommendation of the minister, the Board shall determine if a candidate for Affiliated Community Minister has been suitably educated and ordained and has the capacity to serve the community in ministry.

This change would broaden the accreditation of Affiliated Community Ministers, strengthening our shared ministries vision. Note that Affiliated Community Ministers are still approved by the congregation at an annual or special meeting, this change only affects criteria on who can be nominated.

Under **G. Dismissal of a Minister(s)**, update reference to meeting requirements (in another section of the bylaws). Replaced specific reference with a bookmark (so that as section numbering changes, this remains up to date).

## Article V. Ministry - Mission Implementation

Under **A. Ministry Executive Team - Composition, Authority, and Responsibilities**, Item **1. Composition of the MET**, remove sub-bullets for criteria of Board-appointed Past-Moderator, as this is covered in the Board Responsibilities section of the bylaws (redundant).

Under Item 2. Ministry Executive Team (MET) Authority and Responsibilities, where it stipulates **the MET shall monitor and evaluate program areas**, remove sub-bullets, as program areas are policy. This is captured in MET policy. Also in this section:

- Remove sub-bullets of Coordinators as what coordinators are needed is captured in MET policy.
- Remove the bullet that stipulates **the MET shall operate within the policies approved by the Board**. Every team within the congregation operates within policies approved by the board, this is unnecessary to stipulate in the bylaws.
- Under the bullet that stipulates **the MET's fiscal responsibilities**, reword annual Stewardship Campaign to Operating Budget Campaign.

Under **B. Committees and Teams Elected by the Congregation**, remove first paragraph stipulating that committees are not empowered to speak or act on behalf of the church. This is redundant from other sections of the bylaws.

Under this same section, remove bullets to assume position on July 1 (policy) and bullet to Set Annual Goals. Annual Goals are set by the Board and enacted by committees (this is already reflected in the bullet - Support Mission, Vision, and Covenant).

Under this same section, item **1. Leadership Development Committee**, reword exiting board member to serve as chair. In addition remove sub-bullets that are policy (when and which coordinators are board appointed).

Under this same section, item **2. Endowment Committee**, remove bullet that stipulates the committee selects its own chair. This is policy and covered in the endowment committee policy.

Under this same section, remove item **4. Ministerial Search Team**. The establishment of this team is covered in Article IV, Section 2 Calling a New Minister, and the church shall follow UUA policy and guidelines, this section is redundant to UUA guidelines on calling a new minister.

Under **C. Board-appointed Leadership Positions with Corresponding Responsibilities**, remove first paragraph stipulating that committees are not empowered to speak or act on behalf of the church. This is redundant from other sections of the bylaws.

Under this same section, item **1. Treasurer**, remove sub-bullets about timing of election, training as this is policy. This is captured in the Leadership Development Committee policy and Board Calendar. Also, where it stipulates the treasurer serve as a liaison between the Board and financial committees, remove the sub-bullets that specify which committees, as this is policy and can change over time.

Remove **D. Board-appointed Ministry Coordinators with Corresponding Responsibilities**. This is moved to operational policy governed by the MET.

Under **E. Board-appointed Committees and Corresponding Responsibilities**, remove first paragraph stipulating that committees are not empowered to speak or act on behalf of the church. This is redundant from other sections of the bylaws. Remove sub-bullets about timing of election and frequency of reporting to the Board. This is policy that is established with each board-appointed committee.

Under this same section, remove item **1. Master Plan Committee**. This is no longer active, and has been replaced by Congregational Goals that are reviewed and updated annually by the board (which is documented in Board policy).

Under this same section, item **2. Committee on Ministry** shall be renamed Committee on Shared Ministry. Rewording in this section to indicate a representative from the committee shall participate in the regular review of the minister (doesn't need to be the chair).

Under this same section, item **3. Safer Congregation Team** shall be removed, as this is moved to operational policy governed by the MET.

Under this same section, item **4. Interim Ministerial Search Committee** shall be removed, as this is moved to Board Governance Policy, and is enacted per UUA policy and guidelines.

**F. Standing Committees and Teams** shall be removed as this is redundant to other sections of the bylaws. The list of standing committees is policy and procedure, not bylaws.

**Appendix A: Board Annual Calendar**

Remove this appendix, as this is Board policy (and currently out of date, as the board updates this frequently). This should not be in the bylaws.

**Appendix B: Congregational Assessment Tool**

Remove this appendix, as this is a tool, which is enacted by the CoSM, per the bylaws, but we should not specify which tool to use, and allow the CoSM latitude to select the best instrument via policy.

**Appendix C: List of Possible Standing Committees and Teams**

Remove this appendix, this is policy and should be maintained and up to date, not in bylaws.

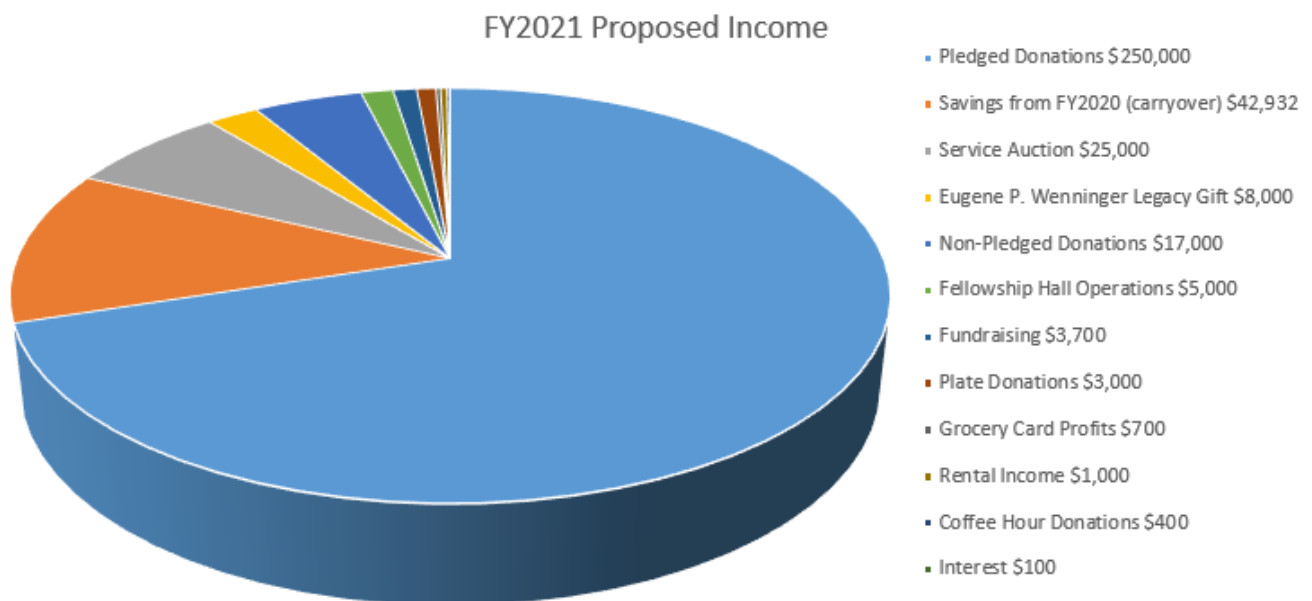
**Appendix D: Organizational Structure**

Remove this appendix, this is policy and should be maintained and up to date, not in the bylaws.

## Fiscal Year 2021 Program Budget Proposal

### FY2021 Proposed Revenues

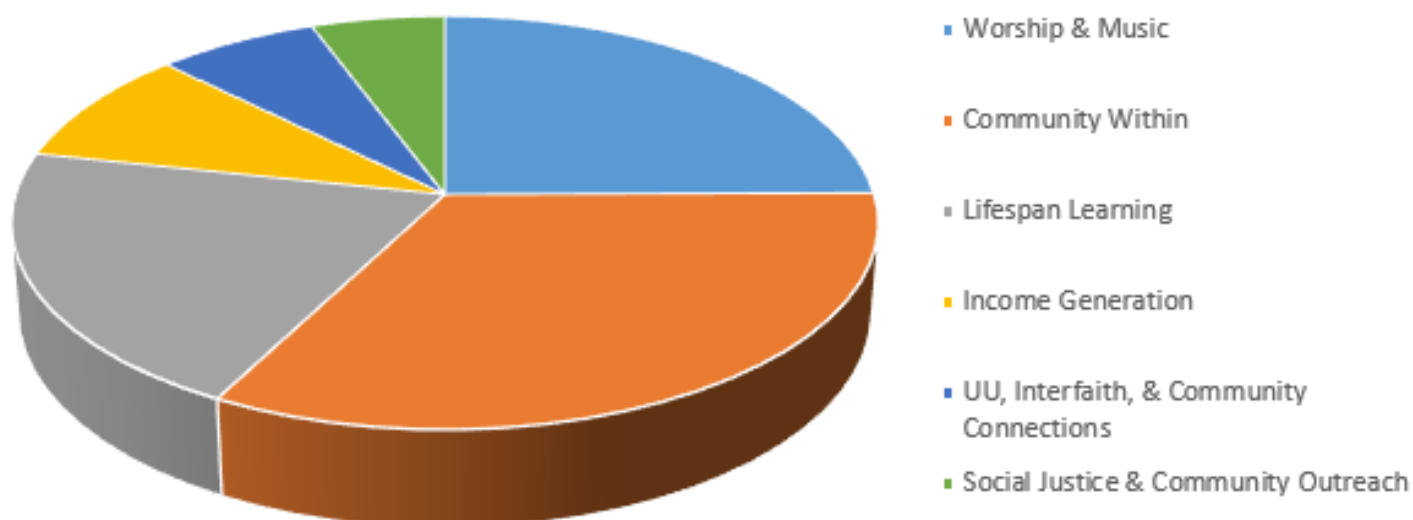
<b>Pledged Donations</b>	<b>\$250,000</b>
<b>Savings from FY2020 (carryover)</b>	<b>\$42,932</b>
<b>Service Auction</b>	<b>\$25,000</b>
<b>Eugene P. Wenninger Legacy Gift</b>	<b>\$8,000</b>
<b>Non-Pledged Donations</b>	<b>\$17,000</b>
<b>Fellowship Hall Operations</b>	<b>\$5,000</b>
<b>Fundraising</b>	<b>\$3,700</b>
<b>Plate Donations</b>	<b>\$3,000</b>
<b>Grocery Card Profits</b>	<b>\$700</b>
<b>Rental Income</b>	<b>\$1,000</b>
<b>Coffee Hour Donations</b>	<b>\$400</b>
<b>Interest</b>	<b>\$100</b>
<b>Total</b>	<b>\$356,832</b>



## **FY2021 Proposed Program Expenses**

<b>Worship &amp; Music</b>	<b>\$88,781</b>
<b>Community Within</b>	<b>\$117,163</b>
<b>Lifespan Learning</b>	<b>\$73,472</b>
<b>Income Generation</b>	<b>\$32,432</b>
<b>UU, Interfaith, &amp; Community Connections</b>	<b>\$24,696</b>
<b>Social Justice &amp; Community Outreach</b>	<b>\$20,288</b>
<b>FY2021 Proposed Program Expenses</b>	<b>\$356,832</b>

FY2021 Proposed Program Expenses



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

Note: Facility operations 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.



# The Leadership Development Committee presents the following

## **Election Slate for Fiscal Year 2021**

### **Board of Trustees**

<u>Name</u>	<u>Term</u>
Donna Craver-Dean	3 years, through June 30, 2023
Donald Gregg	3 years, through June 30, 2023
Diane Kloss	3 years, through June 30, 2023

### **Financial Secretaries**

<u>Name</u>	<u>Term</u>
Marion Yeagler	2 years, through June 30, 2022
Eric van Baars	3 years, through June 30, 2023
Sandra Eaglen (Alternate)	1 year, through June 30, 2021

### **Endowment Committee**

<u>Name</u>	<u>Term</u>
Jennifer Gregg	3 years, through June 30, 2023

### **Leadership Development Committee**

<u>Name</u>	<u>Term</u>
Dani Beale	1 year, through June 30, 2021
Rhonda Richardson	3 years, through June 30, 2023

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

### **Board of Trustees**

Blaine Vesely	1 year, through June 30, 2021
David Smeltzer	1 year, through June 30, 2021
Diana Watt	1 year, through June 30, 2021
Liz Bright	2 years, through June 30, 2022
Vivien Sandlund	2 years, through June 30, 2022
Elaine Bowen	2 years, through June 30, 2022

### **Financial Secretaries**

Ann VerWiebe	1 year, through June 30, 2021
--------------	-------------------------------

### **Endowment Committee**

Elaine Bowen	1 year, through June 30, 2021
Shirley Kiernan	2 years, through June 30, 2022

### **Leadership Development Committee**

Trish McLoughlin	2 years, through June 30, 2022
------------------	--------------------------------

## FY2020 Reports from the Staff

### Report from the Minister

---

*From the power of our memory and history, with high hopes for the days that lie ahead, we gather to craft the destiny we share with one another. In our gathering, may we dream and design a bold future. May we bring our best selves to this service, and may we dream these dreams and do this work with love.*

-Heather K. Janules

As your minister, my priorities this year were to continue helping each of you discover and share your gifts, walking with you through life's joys and struggles, continuing to deepen my relationship with you, practicing good self care, working on our adult religious exploration programming, engaging in regular spiritual practices, and getting more settled in Kent. With the coronavirus crisis, my priorities shifted somewhat and I have focused on keeping us connected, cared for, and providing worship services that are pastoral and inspiring.

#### Worship

One of the primary tasks of a spiritual community is worship. We gathered in worship each week to celebrate and reflect on life's big questions and affirm our shared humanity. The Worship Arts Team and I met regularly to plan services, to learn from one another, and to reflect on worship related topics. Soul Matters provided a monthly theme around which we wove in holidays and other important occasions. To create more opportunities to be together as a community of all ages, we had an all ages service every month. Our Religious Education Director Colleen Thoele worked closely with me, the Worship Arts Team, and many volunteers to create playful and inspiring services. We celebrated Water Communion, Apple Communion, Thanksgiving, our annual Holiday service, created and led by Sandy Eaglen and Colleen Thoele, Solstice/Festival of Light, Martin Luther King Jr.'s birthday, and Hogwarts together as a community of all ages.

Other special services included Lamas (the pagan festival of the first harvest), commemorating 1619 (the year slaves first came to the colonies), complete with ringing our church bell for four minutes, the Day of Remembrance (honoring our beloved dead), a Service Auction themed service, New Year's, Inbolc (a pagan festival welcoming spring), a service on creating a Covenant of Right Relations, the annual Pledge Drive kick-off, and a service commemorating the fiftieth anniversary of the Kent State shooting with guest preacher Rev. Barbara Child. Thank you to our Worship Arts Team for collaborating with me: Hal Walker, Colleen Thoele, Christie Anderson, Camille Pavlicek-Fausser, Heidi Emhoff-Wood, Lori McGee, Kathy Kerns, and Elaine Bowen.

When we went to virtual services in mid-March in response to the need for physical distancing because of the coronavirus, every Sunday became worship for all ages. To create a sense of connection during virtual worship, we included breakout rooms during the welcome so that people in small groups could check in and greet each other. When we went to virtual services, I added a midweek Vespers service. In making the transition to using Zoom for worship, we were led by our Affiliated Community Minister, Rev. Renee Ruchtozke, who made it easy to adapt to live streaming. Renee also put together a proposal for the equipment and technology to continue live streaming even after we're able to be together for worship. With live-streaming, we increase our capacity to be inclusive and welcome people into our services who wouldn't



otherwise be able to attend. We also brought together an expanded tech team to help with live streaming. Thank you to our tech and audio teams for your collaboration and leadership in our worship.

Under the leadership of our Music Director, Hal Walker, all our very fine musicians enriched our worship services with beautiful and inspiring music. Thank you to the Peace Choir, the Tone Chimers, the Fallow Time Folk Orchestra, the Celtic Clan, the Tarnished Brass Ensemble, Vanessa, our very talented Accompanist, and everyone who offered your gifts of music to the congregation through the year.

### **Life Passages**

Part of our shared life together is marking the milestones and transitions of the lives of the people in our community.

Child Dedications  
Declan Penny

In Loving Memory:  
Cheryl Casper  
Alice McVetty Vars  
Ted Voneida  
Mary Alice Thompson

### **Governance, Mission and Vision**

The Board of Trustees worked very well together as a team this year, stepping up as needed for extra meetings, leading town halls to keep you informed, holding a listening post each month on the first Sunday, making decisions informed by our mission and vision, participating in our all member pledge drive canvass, and crafting thoughtful policies as we continue to move toward being a Program sized policy-based congregation. To continue our transition to policy-based governance, the Board appointed a team to begin revisions on our by-laws. The last revisions to the by-laws were done in 2016 and included policies so that they would remain in our institutional memory. The work of the by-laws task force was to review the by-laws, make changes as needed, and remove policies in preparation for a vote during our annual meeting.

During a retreat in the fall to deepen relationships and plan our year together, the Board and I worked together to create seven congregational goals to guide our ministry for the year. Rather than a strategic plan, the Board has adopted the approach of creating yearly goals in order to be more responsive to the congregation's ministry needs and priorities. The Board and I then hosted a town hall in October where the congregation was invited to respond to the goals and to brainstorm ideas. Out of this town hall came an excellent list of ways to live out our goals.

The Ministry Executive Team met each month to make decisions about our day to day operations and ministry, including monitoring our finances and creating a draft budget for fiscal year 2021, crafting policy and procedure recommendations for the Board, meeting with the Ministry Coordinators, and dealing with buildings and grounds issues. Thank you to our Board of Trustees and to our Ministry Executive Team for collaborating with me to keep our congregation running smoothly.

### **The Social Hall Project**

This was the year we were finally able to move ahead with the Social Hall project. The Board of Trustees and I convened a Social Hall Task Force, which did the following:

- Reviewed the construction plans, consulted with members of the congregation knowledgeable about various aspects of the building plans, furnishings and equipment needs, and consulted with the Building Expansion Team and Metis Construction in order to fully understand the scope of the project.

- Reviewed the projected costs of the building, prepared a furnishings and equipment allowance, confirmed the amount of cash on hand and loan amount available for the project in consultation with the Capital Campaign Team, the church Treasurer, and the Administrator, and prepared a forecast of the money still needed to complete the building.
- Using the previous capital campaign statement plus visioning work done by the congregation during the Town Hall April 7th, 2019, and the Board at its most recent retreat, prepared a strong case statement of the need, uses, and community outreach possibilities for the new social hall grounded in UUCK's mission, vision, and goals.
- Based on the projected building costs, information about the congregation's financial resources, annual budget, and capacity for debt, made a recommendation to the Board for the next steps.

Thanks to the very generous bequest from Olive Hobb's estate, we are able to move forward on the project and anticipate signing the contract and construction commencing this spring.

### **Our Shared Ministry**

*When you heard that voice and knew finally it called for you and what it was saying - where were you? Where were you when you heard that calling voice, and how, in that moment, did you mark it? Teach us all you can of saying Yes.* -Rev. Nancy Shaffer

Ministry, which is the main reason this spiritual community exists, is about serving the needs of others. Ours is a shared ministry in which each of us contributes our time, our talents, our gifts so that our mission and our vision are made real both within our walls and out in the world. To help emphasize our shared ministry, we commissioned the choir, the Board of Trustees and our Religious Education teachers during worship services in the fall, and we held our annual shared ministries fair Sunday in September, complete with a worship service about shared ministry.

Pastoral Care- One of a congregation's important tasks is to provide support and care for one another as we face life's challenges, losses, and struggles. While the Pastoral Care Team did not meet often this last year, we continued to offer pastoral care in a variety of ways, including sending greeting cards loss, offering meals, transportation, financial help, and support to those who needed it, and offering one on one care to people who were struggling or experiencing a loss. After serving the congregation well beyond the usual term of three years, including during the period the congregation did not have a minister, some pastoral care associates brought their service to a close this year. I offer my deep thanks to Lisa Thiel, Camille Pavlicek- Fauser, Christie Anderson, Susanna Smart, and Trish McLoughlin for your devoted service and care of the congregation. When we could no longer be together in person due to the coronavirus, our congregation really stepped up in our shared ministry to ensure that no one is isolated or alone. I formed a Pastoral Care Emergency Response Team which has been working with me to create Circles of Connection, small groups intended to provide another opportunity for people in our community to stay connected. Thank you to the Emergency Response Team: Dani Beale, Vivien Sandlund, Diana Watt, Susan Poole-Wilke, and Patty Miller for all your work to help us stay connected.

All of our ministries, committees and activities are supported and nurtured by the Committee on Shared Ministry (CoSM). This committee continues to ask the important questions of what shared ministry means as they monitor the life and work of the congregation. This committee was the Committee on Ministry, but I recommended that its name be changed in order to better reflect our congregational culture of shared ministry. I met with the CoSM regularly to report on the state of our ministries, share any concerns and issues needing their attention, and make recommendations for the committee's work. Recognizing the need for a deeper understanding of how we are in community together, the Board charged the CoSM to create and lead a process for the congregation to create a Covenant of Right Relations, which is a practical guide for congregational life and work. The planned workshop didn't happen due to low response to the invitation to participate, but a service on the topic gave people an opportunity to share their ideas. We will revisit the covenant on right relations in the future.

We have an excellent, talented, dedicated staff that leads our shared ministry. It has been a pleasure to work with MaryBeth, Hal, Colleen, Brian and Michelle, and I am grateful for the dedication and creative spirit each of them brings to our shared work. I held weekly staff meetings during which planning is done, information shared, issues or concerns are raised, and each staff person checks in professionally, sharing what they've been doing, including professional development opportunities. In addition, all of the staff participated in a retreat where we deepened our relationship with each other, reflected on our mission, and did some long range vision work. In addition to our excellent staff, we are blessed by our Affiliated Community Minister, Rev. Renee Ruchotzke, our Commissioned Lay Leaders, Rev. Christie Anderson and Lori McGee, and Commissioned Lay Leader Candidate, Kathy Kerns, all of whom so generously share their gifts and time with us, as well as our many talented and generous lay leaders who help us thrive.

### **My Ministry**

I wrote a series of goals for this second year to guide my ministry. My priorities this year were focused on areas of congregational life I identified as needing attention. These include:

- Teach two Adult RE classes, including one spirituality class and hold a monthly sermon discussion group on the Soul Matters theme of the month. In collaboration with the Race4Justice Team, I began a six week film series on African American history but we had to suspend that after the first two weeks due to the need for physical distancing.
- Continue to practice good self care. To help me with this goal, I got a dog and we walk every day.
- Collaborating with the Generosity Team and exploring the concept of generosity as a year round practice, not just a pledge drive in the spring. We welcomed Kay Eckman as the chair of the Generosity Team this year and she brought new energy and new ideas to the team. Part of our work together was to educate the congregation about the UUA's Fair Compensation guidelines for staff and the UUA Annual Program Fund, which each congregation pays into to fund the UUA and its programs and staff.
- Work on the congregation's financial stability and creating a culture of more awareness and generosity as a spiritual practice. This will include educating the congregation about our finances, including long range giving. Part of this goal will be at least one presentation by the Endowment Committee about the Endowment Funds and planned giving.

Highlights of my second year included working with the Generosity Team on the annual pledge drive, working with the Membership Team to revise our New to UU and New Member classes and procedures, working with the Race4Justice Team to begin using the Intercultural Development Inventory as a means for understanding where the congregation is in our journey to be anti-racist, anti-oppressive, and multi-cultural, attending committee meetings, one-on-one conversations for pastoral care, special events including the Service Auction, participating in vigils outside the church building, New Member Covenant ceremonies, and many social events.

To continue my professional growth, I attended Ministry Days and General Assembly in Spokane, Washington, the annual Minister's Chapter retreat, meetings of the Kent Interfaith Alliance (KIFA), events hosted by KIFA and took a persona retreat. I also served as a chaplain at Summer Institute and took a course on the Intercultural Development Inventory. Recognizing that I'd hit a plateau in my growth as a minister and needing some guidance, I began monthly coaching with a UU ministerial colleague, bringing questions and concerns for conversation and reflection. Thank you for the time and very generous professional development funds that allow me to serve the larger community and continue my professional growth.

### **With Gratitude**

On July 31st I will finish my second year as your settled Minister. I feel so very blessed and fortunate to serve this faith community! It has been an energetic and good year, thanks to your commitment, the gifts of your time, energy, talents and skills, and your financial support. Week after week, I am amazed and humbled by the generosity, kindness, enthusiasm, love and commitment of each of you, as you serve as Board and MET



members, lay leaders, ushers, hospitality team members, religious education teachers, pastoral care providers, tech team members, musicians, worship associates, committee members, social and racial justice leaders, and all the many ways you serve as you bless this community and the wider world with your time, passion, and energy. Thank you! May our dreams and hopes for this diverse spiritual community and Unitarian Universalism continue to guide and inspire us as we inspire love, seek justice and grow in community!

With deep joy and gratitude,  
Rev. Steven



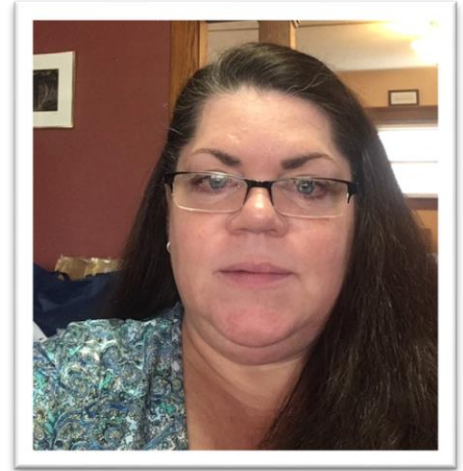


## **Reports from the Staff: MaryBeth Hannan, Congregational Administrator**

More than one and a half years after calling Rev. Steven to serve this community, all goes well! I am so pleased with how our staff team has gelled with Steven and we continue to flourish in our staff roles and shared ministry on behalf of this congregation.

As your Congregational Administrator, I feel blessed and privileged to support a variety of church committees, teams, and programs through my ministry. I'm always amazed at how dynamic this congregation is – mid-sized, yet mighty! You keep me busy.

Aside from my normal responsibilities and service to this community, I also sit on the Board of Directors for the Association of Unitarian Universalist Administrators, serving as the Treasurer, Membership Coordinator, and a Good Officer. Thank you for supporting my efforts to serve the greater UU world through my work with the AUUA. Serving with other administrators from across the country has helped me grow in my ministry with you.



Though our fiscal year is nearing the end, it is no less eventful. With the onset of COVID-19 and our need to close the church due to the requirement for social distancing and the State of Ohio's "Stay at Home" order we have found that though we love our "bricks and mortar" our community is not bound by a building. YOU are the CHURCH! I am so proud of how quickly our church family transitioned to the virtual world of ministry. Beginning with our first virtual church service on March 15 (we now have some of the highest attendance numbers for services) to now six weeks later -- Zoom is how we do all church. From worship, vespers, religious education classes, virtual choirs, social connections, board meetings, MET meetings, staff meetings, committee/team meetings, retiree gatherings, KentHogwarts, lunch group meet-up, circles of connections, and more! Wow...we know how to Zoom!.

The following is a snapshot of my job responsibilities and activities this past fiscal year

- Office facilitation and administration
- Support for all ministries and programs of the church
- Bookkeeping (accounts payables and receivables)
- Payroll administration
- Collaborating with our Church Treasurer
- Human resource and benefits support for UUCK Staff
- Church database management (QuickBooks and Breeze)
- Supervision of the Church Sexton
- Ministry Executive Team
- Finance Committee
- Administrative and bookkeeping support for the Capital Campaign
- Regular weekly staff meetings and bi-annual staff retreats
- Collaboration with the Generosity Team and support for the annual pledge drive along with maintaining the pledge database
- The Annual Report
- Board of Directors for the Association of Unitarian Universalist Administrators and an AUUA member, including
  - AUUA Treasurer
  - Membership Coordinator
  - monthly AUUA Board meetings via Zoom
  - AUUA Good Officer training and consulting

- Annual AUUA Board retreat
  - AUUA Professional Days and annual meeting (Spokane, WA)
- UUA General Assembly (Spokane, WA)
  - Participated in the programming for inclusion, equity and diversity.
- Professional Development
  - Boundaries for Leaders workshop
  - Ministerial Transitions workshop
  - Safety & Security of Buildings and People workshop
  - UUA Church Staff Finances presentations
  - Transgender Inclusion in Congregations training (4 month workshop)
  - Preventing Sexual Misconduct workshop
  - Intercultural Development Inventory (IDI)
  - COVID-19 and Federal Programs webinar (UUA)
  - CARES ACT and Payroll Protection Program webinar (Church Law & Tax)
  - UUA Religious Professionals meetings (self-care opportunity)

Thank you for the support you continue give the staff through your generosity each year. Your commitment to fair compensation allows for each of us to grow, which in turn grows our ability to serve our church community.

Many thanks go to several volunteers that I work with on a regular basis. "Thank you," simple words and don't truly express the depth of my appreciation for all that you do:

- Judy Brannan for her cover art ministry for the orders of service each week that enhances our Sunday experience.
- Bonnie Harper and Patty Miller for their office support each week.
- Our Financial Secretaries: Saunis Parsons, Ann VerWiebe, Marion Yeagler, and Bonnie Harper, along with their helpers Patty Miller and Nancy Docherty. Their ministry is quiet, often unheard of but one of our most important jobs of being good stewards to your generous donations.
- Becky Cline, for her new ministry of sending inspirational quotes, messages, and pictures during our time of social distancing.
- Lois Weir, our church Treasurer, for her outstanding oversight of our financial resources.
- Kay Eckman, Claudia Miller, and Marion Yeagler, the Generosity Team members, that provide us with inspirational reasons for generous giving.
- Georgia Quinn, our Building and Grounds Coordinator, for her love and care of all our spaces!
- The MET – Kathie Slater, Lois Weir, and Rev. Steven for your co-leadership of caring for the day-to-day operations of the church and ministries oversight.
- Our newest team – the Sunday PowerPoint slide team – Jill Forsman, Katie Grigg-Miller, and Kara Kramer. This team has taken over creating the slides for our virtual services on Sunday mornings. So grateful.....
- Jennifer May, our Board Moderator, for her leadership this last year and for working closely with me to procure funding through the Payroll Protection Program (Federal CARES Act) to support the commitment to the UUCK staff during the COVID-19 crisis.
- ....and those of you who my tired brain may have forgotten, you too are always appreciated!

Finally, I'd like to thank the staff team – Rev. Steven, Colleen, Hal, Brian and Michelle. I really enjoy working with you all. I appreciate the talent and gifts you bring in serving your individual ministries but even more I appreciate the opportunity to work collectively in support of the mission and vision of the church community we serve. I am honored to work with each of you.

In peace and appreciation,

MaryBeth

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

---

I guess this will be a year that we'll always remember. As the music director of the UU Church of Kent, this will be the year that I finally learned how to create one of those cool virtual choir videos that I've always admired but never knew how to make. This will be the year that I set up my living room to be a studio for broadcasting Sunday Morning worship. And this will be the year that I got to indulge the introvert in myself that honestly just loves staying home.

I miss our ensembles though. And I miss the acoustics of our church on Sunday and the light shining through those windows. And I miss the fellowship that has been happening behind the church on sunny, Spring days since I arrived at the UU Church of Kent in 1996.

One of my biggest challenges currently is learning about the realities of Copyright Law in regards to performing copyrighted music on Zoom. Fortunately, I have a great resource in the AUUMM (Association of UU Music Ministry) to help guide me in this area. Also, with email and social media, I'm able to reach out to the composers themselves to ask for permission to sing their works on Sunday morning. There's so much unknown and I get easily lost in the complicated details. I'm in search of any members that would have some interest in helping me with this challenge and I'm grateful to Max Grubb who has recently stepped up to help with this.



Before all this started, music at the church was going along fairly smoothly. We were just regaining a little momentum with a new group of young singers in the Golden Tones. I found that Sundays between services was a good time to round up the young singers to stand around the piano and sing together. Colleen and I are currently seeking ways to keep that momentum going under the current circumstances.

The choir has had a great year. I especially love the way that extra singers come out of the woodwork to join us on Christmas Eve. Again this year, we filled up the entire front of the church with singers. My challenge is always choosing the repertoire that best fits our choir and best fits the Sunday morning theme. Sometimes I hit it right on and sometimes I miss, but there's always the following Sunday to try something different. I'm especially grateful to the solid core of choir members who have shown up week after week for years to rehearse and to perform. With their significant commitment of time and energy, these singers are doing a great service for our church. I really appreciate the feeling of family that has developed in our choir over the years.

The Fallow Time Folk Orchestra had a bit of a hiatus this year. In order to make my job of arranging music for the orchestra easier I had high hopes of creating a book of orchestra "Standards" that we could turn to week after week... but alas, it didn't happen. As a musician with many interests, I notice that I go through phases of how I use my musical time. Arranging orchestra music has been on the back burner this year. We're blessed to have such a talented group of instrumentalists and I look forward to playing together again.



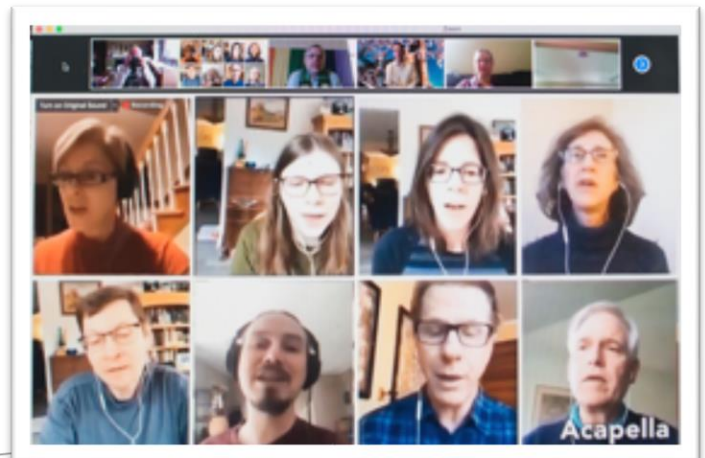
The Tone Chimers just keep getting better. However, we are currently looking for a couple new members! If you have some skill in reading musical rhythms this would be a great fit. I highly recommend it — we have a lot of fun.

I'm sorry to say that the Cuyahoga River Concerts struggled this year. We hosted several great artists, but the attendance was very low. It has made me question the continuation of the concert series. It's been disappointing. I think our sanctuary is such an ideal place for concerts, but I also understand how hard it is to get out of the house to come hear live music. Of course, now everything has changed for the near future. I look forward to the time when our church can once again be part of the live music scene in our town.

Once again, I've got to rave about our pianist, Vanessa Vesely. I hope that everyone realizes how fortunate we are to have someone with such great musical skill and commitment to our church on our team. Her contributions to the musical life of our church have been first class.

I have enjoyed being part of the staff team. We meet every Tuesday to share in the joys and challenges of church work. Finally, I am very grateful to this congregation for supporting me and my music for so many years. Thank you!

Hal Walker  
Music Director



## **Reports from the Staff: Colleen Thoele, Director of Religious Education**

### **Faith Development**

Summer 2019 started with the religious education program Fantastic Adventures! Each Sunday was led by a volunteer teacher. The children learned about backpacking, traveling through Europe and Africa and the National park system -to name just a few. Middle and High School youth were encouraged to assist in the lessons – and they did!

In August, we held our end of Summer celebration and our first ever children's meeting. During the children's meeting, the children and youth voted on a justice focus for the year. They overwhelmingly voted to help children and families who have been separated at the southern border. See below for details.



As kiddos headed back to school, Rev. Stephen and I performed a Blessing of the Backpacks ceremony. Each child and youth returning to school received a special braided charm to remind them that they are always connected to their church community.

Fall RE launched in September with classes during first service for children preschool age through 6<sup>th</sup> grade. Second service consisted of classes for middle and high school aged youth. Tender loving nursery care was offered at all services.

This year was a great experiment with a new Soul Matters RE curriculum! That meant that all classes would learn the same themes and discuss them at their age-appropriate level. This move created the exciting opportunity for the children and youth to share in the same topics of the entire church community! The teacher evaluation of the curriculum was overwhelmingly positive. Some notes were that the flexibility of the material and current topics were a welcome change in the classroom. All in all, our RE morning programming included the talents and dedication of 25 adult volunteer teachers serving 87 children and youth!

One of the many highlights of this RE year was O.W.L. (Our Whole Lives) program. Led by Kathy Walker, Kat Holtz, Saul Flanner and Chris Dumm (Grades 7-9) and Jennifer May and Susan Poole-Wilke (grades 4-5). OWL is a lifespan comprehensive sexuality education curriculum. Between the two age groups we had 19 student participants! Unfortunately, the program was cut short due to the pandemic. As OWL topics are sensitive in nature, virtual OWL is not recommended. We are currently considering the options for this group.

January, once again, brought our Justice Intersession. Regular RE programming is put on hold for January so that our children and youth can work exclusively on their justice mission for the year. This year the children chose to support families who are being separated at our Southern border. Their justice work included a letter writing campaign, research on the best way to help these families and participation in a worship service to ask the whole congregation to help them in their efforts. Their advocacy moved the congregation to raise \$1000 for R.A.I.C.E.S. ( The Refugee and Immigrant Center FOR Education AND Legal Services)!

While February was chilly, our Winter Hogwarts session was filled with warmth and faith! Using book 7 of the Harry Potter series, the volunteers and leaders of Hogwarts Kent did a masterful job of weaving a hope for a better world (with action!) and our UU principles throughout the session. Congratulations to Slytherin house for winning the house cup!

Springtime brought a new challenge as the world responded to the coronavirus pandemic. In March, religious education changed dramatically. With the stay at home order in place, RE became a virtual experience. Alongside the amazing Michelle Bores, we started Virtual RE on Saturday mornings and a UU kids meet-up on Sunday afternoons. Our middle and high school youth meet on Sundays at noon to be together and envision the future of the youth program that they will lead going forward.

In response to these stressful times, a parent and caregivers meeting is also offered weekly via Zoom.

A new program started this year is the Soulful Home family dinner. On the second Friday of each month, families are invited to gather for dinner and chapel together at church. Soulful Home provides families with ideas and activities to bring church home. This program has been a huge success and I truly believe it has met a need for families in our congregation! I look so forward to being able to re-start this much needed program when we can all gather safely again!

### **Worship**

During the months of Aug-Feb, I co-led one all-ages service per month. One of my favorite things is the Time for All Ages portion of the worship service! The connection with the children and grown-ups together is a special time! One highlight this year was the annual family holiday service where the children and youth crafted a BEAUTIFUL service that included song, story and dance! Many thanks to Sandy Eaglen for crafting and leading with me! Due to the pandemic, on March 15<sup>th</sup>, our worship services went virtual. This changed how we “do church” and I am honored to be a part of remote worship planning for each new Sunday. This virtual experience has been challenging but also beautiful! Seeing families attend church all together, in their PJs and even with their pets is a joy!



### **Professional Development**

Over the course of this year, I had the privilege of attending General Assembly in Spokane, WA and the LREDA fall conference in Baltimore, MD where I deepened my knowledge for religious education and Unitarian Universalist history. A highlight for my professional development this year was a 3 day immersive Renaissance Module (credentialing class) on multicultural religious education. This module sparked a fire in me to bring more voices to our programming and to take a serious look at the materials we use in RE. This module challenged me to examine how we can be more welcoming and radically inclusive. This module also inspired the first ever UUCK book drive to grow our children's library to include more voices, people and topics! Thanks to the generosity of this beloved community we added over 100 books for children that focus on diversity, gender expression/identity, refugees/immigrants, anxiety, inclusion and so many more important topics! I have also been active in meeting with my LREDA cluster colleagues. This group of Ohio-Meadville DREs has been a source of support and comfort for me - especially during these uncertain times.

### **Final Thoughts**

It has been a blessing to serve as your Director of Religious Education and I thank you for allowing me to be a part of the life work of this congregation. I am especially grateful that you have gifted me a relationship with the children and youth of this church. They are AMAZING! The support I have received from Rev Steven, MaryBeth, Hal and all of you, fills me with gratitude. Michelle Bores' tender loving care of all the children in our community is such a gift. I want to thank our 25 RE volunteers for the creativity and love they bring with them every single Sunday. The RE committee continues to support not only my work but the faith formation of our children and youth. This congregation, as a whole, has wrapped their arms around the children and youth of our church and created a village for them.

And finally, the children and youth of this beloved community continue to inspire me to find new and exciting paths on their journey through childhood that will honor their curiosity, loving hearts, strength and helping hands. Watching them form bonds through their faith is, above all, the most rewarding and soul growing experience. And in this new virtual world, they are staying connected to each other. It is a beautiful thing to witness.

This is a true blue calling for me. I am blessed to serve this congregation. Thank you.

With Gratitude,  
Colleen Thoele – Religious Education Director



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



This has been a tumultuous year. My role at the UUA intensified as I have been serving on the COVID-19 response team by creating resources for congregations to move much of church online.

This complimented my service in the congregation to help us move our worship online. I got the chance to experiment and work with our tech team and use what we learned to create resources for all UU congregations.

In faith and service,

Rev. Renee Ruchotzke  
Affiliated Community Minister  
Unitarian Universalist Association  
Central East Region

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

I have the privilege of serving as one of the two Commissioned Lay Ministers (CLM) supporting our church. Our duties are negotiated with the UUCK Board. CLMs work under the guidance of the UUCK minister and are accountable to the UUCK Committee on Shared Ministry as well as a CERG panel of ministers.

My present CLM duties include leading up to four worship services per year for our church and serving as a referral source for weddings and memorial services. 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.

My activities this year have included: helping to coordinate the memorial service for Cheryl Casper, serving as co-facilitator of the Race for Justice action team and member of the UUCK Social Justice Council, leading worship or serving as a Worship Associate at UUCK four times, continuing as a member of the Worship Arts Team, speaking at New UU classes, participating in the Capital Campaign video, serving as a facilitator for a Circle of Connection group, and leading worship at area UU churches.

In addition, as a representative of our church within the wider Kent community I have: continued as a co-facilitator of the Kent Interfaith Alliance for Racial Reconciliation and Justice, continued as an active member of the Portage County NAACP and served on the planning team and participated in the annual NAACP MLK breakfast, currently represent the religious community on the Portage County 2020 Census Committee, continued my participation with the Kent League of Women Voters subcommittee on Diversity and Inclusion and the Education subcommittee. I remain active in the social services realm of the community through my part-time employment at Kent Social Services.

I have enjoyed collaborating with Rev. Steven and UUCK committee members as we strive to embody the UUCK vision. I feel proud and blessed to be a part of this resilient and caring church community.

In faith and service,  
Rev. Christie Anderson



## **Reports from the Staff: Lori McGee, Commissioned Lay Minister**

---

The Commissioned Lay Ministry (CLM) program is a two- to three-year course of study offered by the Central Eastern Region of the UUA. To become a CLM, a candidate must complete a reading list (developed and maintained by the CLM Council), meet regularly with a minister mentor, and serve their congregation through individually tailored service (outlined by a Letter of Agreement with the Board and a covenant with their minister). Upon the successful completion of the program, the candidate is commissioned by their congregation and becomes a CLM for three years, at which time the CLM must apply for renewal through the CLM Council. The renewal process involves the CLM reflecting on their service and making sure all covenants with their minister and congregation are up-to-date.



This year marks four years as serving as one of our congregation's CLMs. I am in the recommissioning process currently. (My paperwork was delayed for various reasons.) My contract with our congregation states that I will:

- a. Serve on committees and teams dedicated to worship life and spiritual development in the church.
- b. Commit to working with the Minister to provide opportunities for theological reflection to the congregation as the need arises.
- c. Prepare and lead 2-3 lay-led services per year.
- d. Lead at least one Adult Religious Education class during the three-year period.
- e. Report regularly to the Minister and the Committee on Ministry.
- f. Provide back-up pastoral support to the congregation when needed.

Over the last year, I have served as a Worship Associate on the Worship Arts Team, and as a member of the Committee on Shared Ministries. I am currently a facilitator for the Circles of Connection program that was started once quarantine began. In addition, I have led several Sunday services, helping to cover Sundays that Rev. Steven is away from the pulpit. I offered "Living by Heart," an Adult Religious Education course focused on reading/memorizing poetry as a spiritual practice. Unfortunately, this course was cut short due to the quarantine, but I hope to pick it up again when circumstances allow. I also provided back-up pastoral care for the congregation when Rev. Steven was away.

Outside of our congregation, I also serve on the regional CLM Council. The council, made up of ministers and CLMs from around the region, is the body who maintains and updates the program, accepts new candidates, and approves (re)commissioning, among other tasks. The council meets monthly to review applications, interview aspirants, and conduct regular council business. This year we have seen the program grow by leaps and bounds. There are now CLMs or CLM candidates in at least six states! We were in the process of planning our annual CLM retreat when the pandemic required us to cancel those plans. We are currently working on an alternative type of retreat--a virtual one--so that we can still gather, but not compromise anyone's safety.

I am honored to continue my work as a CLM in our congregation. This program has brought a richness and depth to my service and spiritual life that is, quite honestly, hard to describe. The current circumstance is certainly uncharted territory. I am so proud of our church for continuing to serve our community in the ways it has. I will continue to offer my services to this beloved congregation in any way I can.

In service, faith, and love,  
Lori



## **Reports from the Staff: Kathy Kerns, Commissioned Lay Minister Candidate**

---

Dear Members and Friends of the Congregation:

I began the Commissioned Lay Ministry (CLM) program in November 2018. I have been doing assigned readings on a broad range of topics and talking about monthly with my program mentor, Rev. Marian Stewart from the First UU Church of Columbus.

My areas of concentration are worship and social justice. For worship, my agreement with the congregation is to provide 2-3 services a year. I gave one service on the topic of UU churches and how welcoming (or not) they can seem to working class people, and another on the topic of plastic pollution. I also organized a service on the topic of integrity, helped in planning the Martin Luther King Sunday intergenerational service, and I will be leading a service on Memorial Day weekend on the topic of remembering the forgotten ones. I also work with the worship team to help with service planning and as a worship associate. I am grateful that the congregation has given me these opportunities to participate in worship in deeper ways.

In the area of social justice, I have spent some time reading and learning about social justice efforts in our community. I have participated in our church's Race for Justice Committee and attend many of the events planned by the Kent Interfaith Alliance. I look forward to participating more once groups are allowed to meet together again. I have an interest in criminal justice reform, and I recently began working with someone from the Cleveland ACLU office who would like to support efforts for bail reform in Portage County. We are in the early stages of developing plans, which I will share with the congregation. Anyone is welcome to join in this work!

In addition to these activities, I worked with Rev. Steven to start new covenant groups in the congregation. We currently have 4 covenant groups (about 40 people total) who have been meeting monthly to discuss a topic. These groups are intended to provide both fellowship and opportunities for spiritual growth. As soon as we can start meeting again in small groups, there will be an invitation for people who want to opt in this program. Finally, during this time of social distancing, I have been offering social conversation times via zoom 2 days a week. These drop in sessions provide opportunities for informal conversation on different topics.

I had planned to attend General Assembly (GA; annual meeting of the Unitarian Universalist Association) this summer to participate in workshops and serve as a representative of our congregation. In person GA has been cancelled, but I plan to attend sessions via zoom.

In faith, Kathy Kerns



## FY2020 Annual Program Area Reports: Board of Trustees

### Report from the Board: Jennifer May, Moderator

---



As I sign off from virtual social hour on Zoom after a stunning virtual worship service of inspiring words and music streaming into my home, our new norm this spring, I am so, so grateful for this congregation. In times of prosperity and in times of hardship, this congregation comes together in community and love, and I am proud and grateful to be a part of it.

My focus as moderator this year has been to fortify the framework that the board and congregation operate within and create a culture of shared leadership. We made a decision some years back to move to policy-based governance, and we continue to grow into this model. I reflect on this last year in how we have used this model to live into our vision and mission and thrive as a congregation.

This was our second year using congregational goals, rather than a five-year master plan to define our organizational objectives. I'm very happy with this model, because it encourages our shared ministry. Teams are able to set committee goals easily and the board is able to navigate as things come up through the year, referencing clear, broad goals that were thoughtfully crafted at the start of the year. In addition, in a world that changes almost in a day, we can be nimble in response and adjust goals to meet the needs and wants of the congregation. The Board of Trustees set seven congregational goals this year:

#### **Goal 1: Grow as a Spiritual Community**

We continue to deepen our culture of welcoming and radical hospitality, and do the groundwork necessary to make space for diversity and inclusivity. With the launch of the online streaming services, which will continue even after it is safe to come together in our physical building, we can continue to grow and expand our community, and offer different opportunities for spiritual growth.

#### **Goal 2: Nurture our Religious Education program**

This year, the adult RE program was revitalized, and our children and youth RE continued to thrive under the loving attention of our Director of Religious Education, Colleen Thoele. Overall, our congregational leaders strive to look for ways to be multi-generational in all aspects of congregational life, and it is most evident in our vibrant RE program.

#### **Goal 3: Deepen our Capacity for Social Justice**

Social justice is at the core of Unitarian Universalism and the foundation of our first, second, and sixth principles. Our congregation has always had strong leaders to champion social justice causes over the years. We continue to build and fortify a structure that can sustain those efforts with policy and teamwork, rather than relying on individuals to "carry the torch". And we continue to strengthen external connections to reach out for greater community involvement. We championed several rallies in front of our church doors, inviting the community to join us in solidarity for human rights.

#### **Goal 4: Promote a Culture of Shared Leadership**

I'm so proud of the work done this year in growing a culture of shared leadership. The board hosted a monthly listening corner where we chatted with congregation members about their hopes and concerns for our beloved church. We held three informational town halls to get feedback on critical topics. Committees invited and integrated youth and young adults into leadership positions, to deepen our intergenerational inclusivity. We looked for new ways (like the Facebook group) to create a culture of open and frequent communication on the life and work of the church.

### **Goal 5: Revitalize our Infrastructure**

Our work this year to move forward with the social hall was thoughtful and measured. We revisited not only the costs and needs for the hall, but also why this is so important to us that it's in our vision and in our congregational goals. We are thrilled that a generous bequest from Olive Hobbs' estate allows us to breathe new life into our capital infrastructure, including moving forward with the social hall. In many small ways, I'm also grateful to the congregation's pursuit of this goal, in caring for the landscaping, in fixing the floor in Fessenden, purchasing a new fire stairwell for the back entrance, in the stealthy refinishing of the outdoor benches, and many other ways we pour our love of our community into our physical spaces.

### **Goal 6: Create more visibility in the wider community**

We have work to do in creating more visibility in the wider community. We have strengthened our interfaith connections and our ties in social justice initiatives, but I would love to see us have a more visible presence in community spaces, like the many festivals in downtown Kent, or the Akron Pride Festival in August. I'm encouraged by the vision shared by members of the congregation of how the new social hall can help us in this goal, by giving us the space to feed the hungry, and host external events.

### **Goal 7: Work toward greater financial stability**

Our congregation has a history of doing a lot on a very small budget. We continue to work to create a culture of generosity, rather than scarcity. I'm pleased that we were able to keep staff raises and benefits in the budget this year (although still below our goal), and that we have increased our endowment fund significantly in the last few years, thanks in large part to Gene Wenninger, Cheryl Casper and Olive Hobbs. We were also able to apply for and receive economic relief during the pandemic stay at home orders through the CARE Act's Payroll Protection Plan. We continue to work on revitalizing the policy and teams that support this goal and we have more work to do. I'm grateful for the generosity of this congregation to continue to support our financial goals even in times of uncertainty and hardship.

I have been most grateful to share leadership with the 2019-2020 Board of Trustees. This has been an enthusiastic, fun, committed team to work with, and I'm so proud of the work we've accomplished this year. We have worked hard and played hard. Vivien, thank you for stepping up to the challenge of Assistant Moderator, and for your thoughtful deliberation in all matters, especially in revamping the bylaws, and in other policy decisions made this past year. Dave Smeltzer, thank you especially for taking on the huge responsibility of Secretary, and for your sense of humor, and champagne toasts! Elaine and Liz, thank you not only for nurturing our souls in offering quiet words of wisdom and thoughtful reflection on topics, but also our bodies with food at the meetings! Diana, thank you for championing the board's efforts in shared leadership, in crafting wonderful words of gratitude to our congregational leaders each month, and in stepping up repeatedly when I asked for volunteers. Blaine, thank you also for stepping up repeatedly, especially your work on the Social Hall Task Force and in getting us fabulous entertainment for our Board Brunch. And to our exiting board members, David Brown, thank you for your years on the board, as Secretary and then as our Governance Executive Trustee, and for your thoughtful reflection and willingness to be a voice of dissent to further our conversations and make good decisions. And Colleen, thank you for representing the congregation and giving thoughtful feedback on topics, and fulfilling your commitment to the board even though I know it's been a tough year. And to Steven, for your strong strategic and administration skills, which made my job so much easier, for being a sounding board and a great collaborator.

We each are called to ministry within this congregation in different ways, and I am most grateful for the opportunity to serve this congregation for the past three years on the Board of Trustees. I want to thank the congregation for your faith in my leadership, for your candid but always kind feedback, and for sharing the ministry of this congregation with me.

I'll close with a quote from Angela Davis, professor at UCSC and social justice activist, speaking about her work in prison reform, "I think the importance of doing activist work is precisely because it allows you to give back and to consider yourself not as a single individual who may have achieved whatever but to be a part of an ongoing historical movement."

In gratitude, Jennifer May

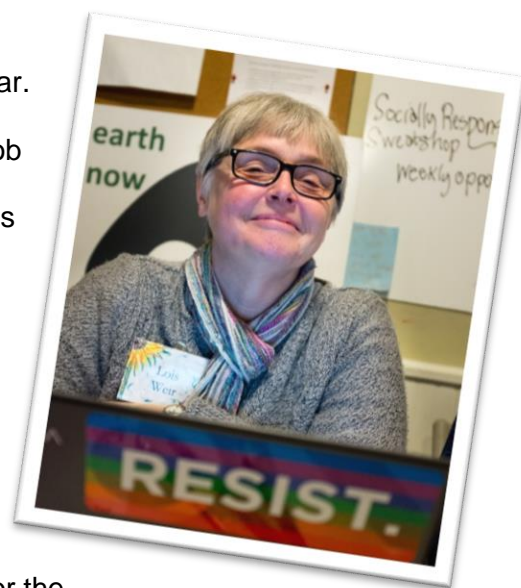




## FY2020 Annual Program Area Reports: Income Generation

### Report from the Treasurer: Lois Weir

It has been an honor and a pleasure to serve the congregation as treasurer of the Unitarian Universalist Church of Kent for a second year. I have continued to grow and learn because of my activities in service to our Church. I would like to thank several folks who help make my job a little easier all the time, including our Congregational Administrator, MaryBeth Hannan, who always has insights to offer about our finances in general, and about our accounting software in particular. She is always patient, kind, and helpful. I am also thankful for the rest of the Ministry Executive Team, Reverend Steven Protzman and Kathie Slater. Our work is sometimes difficult, but our meetings are always pleasurable, and I am grateful for the team's thoughtful leadership. Our Fiscal Year 2020 budget allowed us to cover the customary expenses of our operation, preserve our current level of staffing, meet our obligations to provide health care benefits for eligible staff members, and continue to pay our fair share contributions to the UUA and CER. We continue to be grateful to the memories of Gene Wenninger and Cheryl Casper, whose generous bequests provided for the establishment of the Eugene P. Wenninger Ministerial Endowment Fund. These monies were designated by the Board of Trustees, in compliance with Gene's wishes, to assist with ministerial compensation over the first few years of Reverend Steven's ministry with our Church. \$9,000 of this fund was designated for use in FY20.



Thus far in FY 2020, you, the congregation, have contributed to the fiscal health of the Church by fulfilling your pledges and financially supporting us according to plan. Despite global pandemic and economic hardship all around us, I anticipate that we will finish this fiscal year in June within our budget. Thank you all.

Our goals for the FY21 Annual Budget were to maintain current staff levels, and provide pay increases to the minister and staff consistent with the UUA's guidelines for fair compensation. We also planned to restore the allowance for professional development for the minister, administrator, DRE, and Music Director to 10% of salary (it was 8% in FY20). We wanted to maintain budgets for our ministries, and provide needed budget increases for a few of them. Finally, we had hoped to be able to put money back into the contingency fund in FY21. The proposed budget needed a 25% increase in pledged income over FY20 levels to achieve all of these goals.

The FY2021 Generosity Team, led by Kay Eckman, mounted the FY21 Pledge Drive amid growing fears of global pandemic and economic uncertainty. Despite this, many pledgers rallied to the Team's challenge to increase individual pledges; however the Campaign fell short of this year's goal. The good news is that some late pledges came in, including an anonymous increase that pushed the total pledged funds up to \$250,000, which is a little bit higher than last year's total pledges. I am grateful to the Generosity Team (and our anonymous donor) for this success.

Thanks to quick action by our Administrator and our Moderator, our Church was able to secure near-term payroll relief under the Payroll Protection Program, funded by Congress' recent Coronavirus Aid, Relief, and Economic Security (CARES) Act. This and some FY20 expenditures that are coming in below budget will allow us to carry over some funds into FY21. As a result, our final FY21 budget will allow us to provide modest minister and staff compensation increases, and to restore professional development support for the minister and staff to 10%. The process has not been completely painless, however. Budget increases for some ministries are lower than requested, and there will be no replenishment of the contingency fund this year. However, staff hours have been preserved (nursery care hours have been slightly increased to support the Soulful Home program), and we will continue to pay our congregation's fair share to the UUA for the services we receive from it. I am pleased to say that our congregation can continue to operate with a balanced budget that is in harmony with our shared values in the coming year.

Finally, I would like to make one last plea to those who have not yet pledged or have been considering increasing their pledge for FY21. It's never too late! Just contact our Congregational Administrator at [churchoffice@kentuu.org](mailto:churchoffice@kentuu.org) at your convenience.

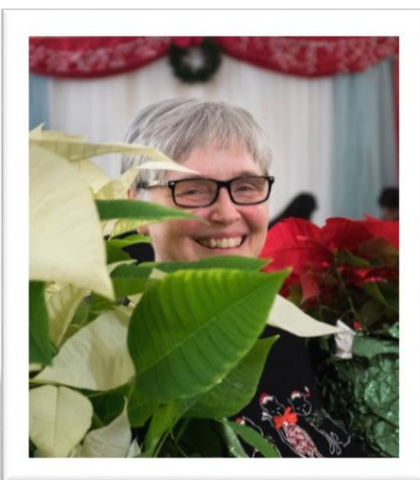
I would like to thank everyone who helped out with fundraising this year. It's often quiet, laborious work that sometimes goes unnoticed, but it is so important to the financial health of our church. Thank you to everyone who helped raise funds, large and small, by organizing or supporting activities that help our congregation financially, including:

- Pancake breakfasts
- Coffee hour
- Thanks4Giving Auction
- Holiday Share
- Poinsettia and spring flower sales
- Grocery card sales
- Equal Exchange coffee sales
- Celtic Clan concerts
- Crooked River concerts
- KentHogwarts
- Game nights
- Facebook birthday fundraisers
- [www.goodsearch.com](http://www.goodsearch.com)
- [smile.amazon.com](http://smile.amazon.com)
- 

I would like to recognize and thank a few folks who have been instrumental in our ability to effectively monitor and administer our fiscal needs. Our Financial Secretaries spend many Monday evenings with other volunteer helpers to count, document, and deposit our weekly contributions. The Finance Committee provides oversight of our financial affairs, including assisting with the preparation of our FY20 budget. The Endowment Committee has monitored our steadily growing contribution program, Simple Gifts, and also oversees the Wenninger Ministerial Endowment Fund and the portion of Olive Hobbs' bequest to the Church that was set aside to grow in support of our future.

Thanks to you all.

In Peace,  
Lois Weir





	Fiscal Year to Date 7/1/19-3/31/20	Annual Fiscal Budget 7/1/19-6/30/20	Percent of Annual Budget
<b><u>Revenues</u></b>			
<b>Income - Budgeted Income</b>			
<b>Offerings</b>			
FY2019 Pledged Income	\$ 218,124.07	\$ 249,428.00	
Non-Pledged Donations	\$ 5,064.72	\$ 15,000.00	
Plate Offerings	\$ 1,708.64	\$ 3,000.00	
<b>Total Offerings</b>	<b>\$ 224,897.43</b>	<b>\$ 267,428.00</b>	<b>84%</b>
<b>Other Income</b>			
Carryover from FY19	\$ 13,427.48	\$ 13,427.48	
Coffee Hour Donations	\$ 396.53	\$ 300.00	
Bank interest	\$ 156.28	\$ 35.00	
Fundraising	\$ 2,491.10	\$ 3,500.00	
Grocery Card Profits	\$ (5,331.45)	\$ 2,350.00	
Rentals	\$ 1,041.50	\$ 2,000.00	
Service Auction	\$ 24,712.38	\$ 29,000.00	
<b>Total Other Income</b>	<b>\$ 36,893.82</b>	<b>\$ 50,612.48</b>	<b>73%</b>
<b>Reserved Income for Operations</b>			
Reserved Gifts for Operations	\$ -	\$ 10,005.36	
Fellowship Hall Reserves	\$ -	\$ 5,000.00	
Eugene P Wenninger Legacy	\$ 9,000.00	\$ 9,000.00	
Transfers from Contingency Fund	\$ -	\$ 670.38	
<b>Total Reserved Income for Operations</b>	<b>\$ 9,000.00</b>	<b>\$ 24,675.74</b>	<b>36%</b>
<b>Total Budgeted Income</b>	<b>\$ 270,791.25</b>	<b>\$ 342,716.22</b>	<b>79%</b>

**Expenses****Program Budget Operating Expenses****Worship & Music**

Music Committee	\$ 2,201.56	\$ 1,600.00	
Accompanist	\$ 950.00	\$ 1,350.00	
Worship Arts Team	\$ 348.60	\$ 800.00	
Worship Supplies	\$ 637.52	\$ 900.00	
*Program Budget for Worship & Music	\$ 68,050.93	\$ 96,708.61	
<b>Total Worship &amp; Music</b>	<b>\$ 72,188.61</b>	<b>\$ 101,358.61</b>	<b>71%</b>

	Fiscal Year to Date 7/1/19-3/31/20	Annual Fiscal Budget 7/1/19-6/30/20	Percent of Annual Budget
<b>Community Within</b>			
CUUPs	\$ -	\$ 250.00	
Aesthetice Committee	\$ -	\$ 200.00	
Board of Trustees	\$ (55.00)	\$ 100.00	
Care Team	\$ 50.00	\$ 200.00	
Childcare for Meetings	\$ 311.37	\$ 300.00	
Committee on Ministry	\$ 91.57	\$ 250.00	
Fellowship and Coffee Hour	\$ 261.67	\$ 350.00	
Lay Leader Development	\$ 850.00	\$ 750.00	
Library Committee	\$ 30.23	\$ -	
Membership & Directory	\$ 320.77	\$ 1,800.00	
Personnel Expenses	\$ -	\$ 100.00	
*Program Budget for Community Within	\$ 72,175.23	\$ 102,569.74	
<b>Total Community Within</b>	<b>\$ 74,035.84</b>	<b>\$ 106,869.74</b>	<b>69%</b>
<b>Lifespan Learning</b>			
Adult RE	\$ 246.72	\$ 250.00	
Children's RE Program	\$ 1,629.87	\$ 2,100.00	
*Program Budget for Lifespan Learning	\$ 41,242.99	\$ 58,611.28	
<b>Total Lifespan Learning</b>	<b>\$ 43,119.58</b>	<b>\$ 60,961.28</b>	<b>71%</b>
<b>UU &amp; Interfaith Ministries</b>			
UUA Annual Program Fund	\$ 13,701.60	\$ 17,127.00	
Publicity	\$ 190.05	\$ 250.00	
*Program Budget for UU & Interfaith	\$ 8,248.60	\$ 11,722.26	
<b>Total UU &amp; Interfaith Ministries</b>	<b>\$ 22,140.25</b>	<b>\$ 29,099.26</b>	<b>76%</b>
<b>Income Generation</b>			
Fundraising Expenses	\$ 257.95	\$ 500.00	
PayPal Processing Fee	\$ 300.05	\$ 400.00	
Service Auction Expenses	\$ 3,163.75	\$ 2,600.00	
Stewardship Committee	\$ -	\$ 200.00	
*Program Budget for Income Generation	\$ 12,372.90	\$ 17,583.38	
<b>Total Income Generation</b>	<b>\$ 16,094.65</b>	<b>\$ 21,283.38</b>	<b>76%</b>
<b>Outreach Ministries</b>			
	\$ 354.68	\$ 1,000.00	
*Program Budget for Outreach	\$ 4,124.30	\$ 5,861.13	
<b>Total Outreach Ministries</b>	<b>\$ 4,478.98</b>	<b>\$ 6,861.13</b>	<b>65%</b>
<b>New Fellowship Hall Operations</b>			
	\$ -	\$ 9,000.00	
<b>Anticipated Uncollected Pledges</b>		<b>\$ 7,482.84</b>	
<b>Total Program Budget Operating Expenses</b>	<b>\$ 232,057.91</b>	<b>\$ 342,916.23</b>	<b>68%</b>

\*Note: Facility operations 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,



## Account Balances as of March 31, 2020

---

### Account Balances, Assets, and Liabilities as of March 31, 2020

---

#### GENERAL CHECKING

General Funds for Operations	\$ 45,553.80
Capital Campaign monies	\$ (20.00)
Coffee Hour monies	\$ 1,616.80
Contingency Fund	\$ 4,344.00
Designated Monies	
Hobbs bequest	\$ 19,089.11
B&G funds	\$ 90.00
Care Team	\$ 100.00
Guest at Your Table	\$ 250.38
Miller House	\$ 50.00
Operations - New Social Hall	\$ 5,000.00
Race 4 Justice Task Group	\$ 217.04
Sunday Flowers	\$ 110.83
Total Designated Monies	\$ 24,907.36
Green Sanctuary monies	\$ 16.00
Library monies	\$ 184.80
Memorial Fund monies	
Designated memorials	\$ 700.00
Memorials - undesignated	\$ 1,826.32
Total Memorial Fund monies	\$ 2,526.32
Music Fund	
Music - undesignated	\$ 389.50
Total Music Fund	\$ 389.50
Record Courier Ad fund	\$ 7.99
Religious Education	
Children's RE Program	\$ 850.00
Coming of Age monies	\$ 212.74
OWL monies	\$ 219.80
Youth Group monies	\$ 391.91
Total Religious Education	\$ 1,674.45
Social Justice	
Fair Trade Sales	\$ 676.61
Social Justice Fund	\$ 560.92
Special Collection monies	\$ (42.57)
Total Social Justice	\$ 1,194.96
GENERAL CHECKING - Other	\$ (307.77)
Total GENERAL CHECKING	\$ 82,088.21

**Account Balances, Assets, and Liabilities as of March 31, 2020**

**HOMETOWN BANK MM SAVINGS**

Community Give Back Fund	\$ 5,000.00
Aesthetics - savings	
Art in the Sanctuary	\$ 655.00
Chancel Decorations fund	\$ 522.69
Total Aesthetics - savings	\$ 1,177.69
Contingency Fund	\$ 1,346.40
Endowment Fund monies	
Hobbs Endowment	\$ 225,000.00
Heritage Program	\$ 3,000.00
Simple Gifts	\$ 5,386.88
Wenninger Ministerial Endowment	\$ 31,637.88
Total Endowment Fund monies	\$ 265,024.76
Grant Fund (UUCK)	\$ 10,000.00
Green Sanctuary savings	\$ 566.14
Library savings	\$ 174.56
Reserve Savings - GF Operations	
FY2020 Reserves for Gen Fund	\$ 10,005.36
Total Reserve Savings - GF Operations	\$ 10,005.36
HTB MM SAVINGS ACCT. - Other	\$ 649.54
<b>Total HTB MM SAVINGS</b>	<b>\$ 293,944.45</b>

**CAPITAL CAMPAIGN ACCOUNTS**

HTB Capital Campaign Account	\$ 626,199.05
Stifel Nicholas	\$ 56,390.68
Vanguard	\$ 609,089.54
<b>Total Capital Campaign Funds</b>	<b>\$ 1,291,679.27</b>

Grocery Card Checking Account \$ 3,133.92

Hogwarts Checking Account \$ 1,779.25

Minister's Discretionary Fund \$ 2,398.22

Real Estate Assets \$ 418,300.00

*Includes the Church, Eldredge Annex and adjacent properties*

**Major Liabilities**

Debt Service (mortgage) \$ 25,902.51

**Credit Available**

HTB Commercial Loan \$ 252,963.40

## **Report from the Generosity Team: Kay Eckman**

Our FY2021 Generosity Campaign started off well, but soon ran into serious headwinds. The Covid-19 pandemic rapidly unfolded during the month of March, resulting in a sudden, steep economic downturn. We collected pledges of \$250,000 towards a goal of \$299,325. We received 106 pledges, down from last year's 126.

We did not hit our goal, but in the midst of this pandemic crisis, I am just overwhelmed by the spirit of generosity that the members and friends of this congregation have shown. Over 50% of our pledgers were able to increase their giving this year. A huge thank you to each and every one of you for all of you for your pledges. Together we will take care of each other and weather this storm.



I also need to give a well-deserved shout out to our generosity team and all those who helped, especially Marion Yeagler, Claudia Miller, Kitty Endres and MaryBeth Hannan.

Submitted by  
Kay Eckman, Chair 2021 Generosity Campaign

## **Report from the Capital Campaign Treasurer: Kay Eckman**

Thank you all for your unwavering support of our construction project. It is going to be wonderful to watch the building come to fruition. Over 95% of the funds pledged in our original campaign have been received, and we continue to see funds come in every month.

### **Cash Position**

Starting Balance 1/1/2019	\$ 779,253.25
Donations, Interest Received	\$ 19,766.63
<u>Less 2019 Expenses</u>	<u>\$ 16,830.20</u>
Ending Balance 12/31/2019	\$ 782,189.68

Expense moneys went towards architecture fees and a survey fee

As always, the capital campaign team would like to thank MaryBeth Hannan for her untiring and accurate support.

A line item income and expense report can be obtained by contacting Kay Eckman at [eckmankay@gmail.com](mailto:eckmankay@gmail.com).

Respectfully submitted by  
Kay Eckman  
Capital Campaign Treasurer

## Report from the Grocery Card Fundraising Team

---

### Report on Grocery Card Operations FY2020:

In FY19, we averaged sales of \$835 per week for the whole fiscal year. Sales were declining at the end of the FY19. Surveys and discussions indicated that a factor was the new Meijer store in Stow-Kent that opened in May 2019. We estimated that if we took no action, annual grocery card revenue would decline significantly from the historical \$2300-2350. If we began selling Meijer gift cards early in FY2020, ACME and EAGLE cards sales would decline, but total grocery card revenues could ultimately go up to \$2700 or more, if the overall economic picture remained relatively unchanged.

We started selling MEIJER grocery cards on Sept. 1, 2019 thanks to very quick action by the MET. By February, average weekly total card revenues had grown to \$942 per week, of which \$217 came from MEIJER cards, \$725 from the combination of ACME and EAFLE cards. This indicated it was a good decision to add MEIJER cards to our offerings; if we had not, our sales would have decreased significantly. Instead, they grew.

In March 2020, the economic environment of the world and our weekly income streams changed dramatically, since services went on line and people do not now see the grocery card table during coffee hour. Fortunately, MaryBeth, our already busy Congregational Administrator, found time to continue to sell grocery cards by appointment. This means thanks to her flexibility we will still have some more revenue in the remainder of this fiscal year, but at a much lower weekly rate than through February,

Since the initial MEIJER order of \$4000 was charged to the grocery card account, it was not expected that we would have enough revenues this year to fully pay for this initial investment. So far, \$588 of the \$4000 MEIJER investment has been repaid. We may be able to pay back another similar amount before the end of this fiscal year. Sometime in FY2022-23 the MEIJER initial order expense should be completely paid back.

I want to thank the Coordinators who get the cards from the safe each week, check over the numbers and put the cards back in the safe: Eric van Baars, Chris Dum and Carol Gould. Working with them at the table are our great Clerks: Anne Andrews, who just joined the team, Larry Cole, Kat Holtz, Mary Ann Kasper, Carolyn Schlemmer, and Blaine Vesely.

Bob Erdman  
Grocery Card Program Coordinator  
4/23/20





## Report from the Thanks-4-Giving Auction Team

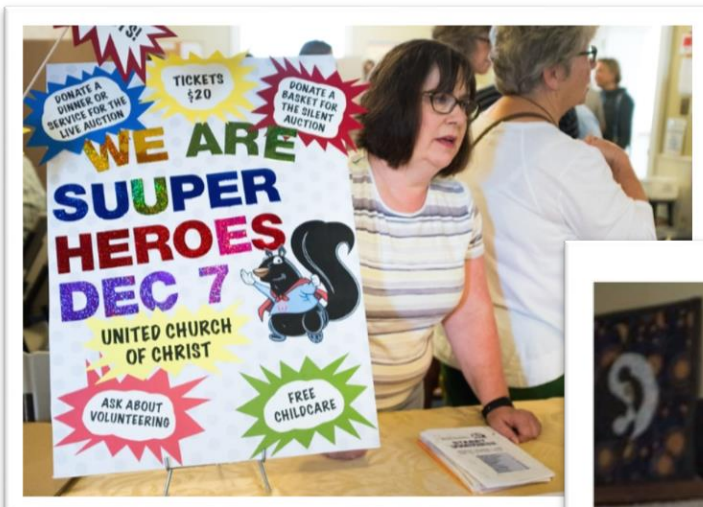
---

The Thanks4Giving Auction was held on December 7, 2019, at the United Church of Christ in Kent. This year's theme was "We Are SUUPERheroes". The event inspired a lively sUUPERhero-themed Sunday service, and SUU the Squirrel was introduced as its logo. One of the goals for this year's auction was to make the event more family-friendly. To that end, the team organized a chance auction for the children to participate in while their parents were placing their bids at the silent auction. The auction itself raised over \$24,000 (with additional proceeds generated in months after as unsold seats/items were purchased), against a general operating budget target of \$29,000. Online ticket purchasing was introduced this year, and online donating went more smoothly than ever. Our [www.togetherauction.com/kentuu](http://www.togetherauction.com/kentuu) auction platform provides a calendar of events, automated email event reminders to donors and buyers, self-service for statements, and the ability to reoffer items donated in the past with just a click.

Because of the current shelter-in-place situation, many auction events have been or will be postponed until a later time. The auction team was already discussing scheduling the event to a different time of year, since it presently occurs close to the winter holidays and conflicts with holiday events that are important to some. We may need a "catch-up" period for postponed spring/summer auction events, which may present an opportunity to consider a new date for our FY 2020/2021 Thanks4Giving Auction. The currently scheduled date for the next auction is December 5, 2020, but stay tuned!

As always, the team welcomes the energy and ideas of new members. If you would like to join the fun, our team is seeking volunteers to help plan this amazing event!

Trudy Diehl and Lois Weir  
2019 Auction Team Chairs



## FY2020 Annual Program Area Reports: Worship & Music

### Report from the Worship Arts Team

The Worship Arts Team is comprised of Rev. Steven, Christie Anderson (CLM), Lori McGee (CLM), Kathy Kerns (CLM candidate), Camille Pavlicek-Fauser, Heidi Emhoff-Wood, Elaine Bowen, and staff members Hal Walker and Colleen Thoele. This year, our second with Rev. Steven, the Worship Arts Team sought to delve deeper into the spiritual as a way of enriching our Sunday services. In addition to holding regular business meetings to plan each Sunday service, we held longer retreat-style meetings during which we were able to have deep check-ins, answer thought-provoking questions, discuss how to make services better, and engage in some type of spiritual practice together. These retreats were very beneficial, and we plan to continue them in the future.

We offered many different types of services over the last year. We try to plan services so that we regularly offer spiritual, pastoral, theological, social justice, environmental justice, and historical types of services. We used the Soul Matters themes as the basis of what we offered each month. At least one service a month was multi-generational so that we could all be together in the sanctuary. We had lay-led services from members of the congregation, including Nicole Penny, Mike Hovancsek, Kathy Walker, Saul Flanner, Renee Ruchotzke, to name just a few. The topics were wide-ranging and diverse, covering most of the major world holidays (at least in some small way) and lifting up important events happening in the world around us. While we know that every Sunday's service may not speak to everyone in the congregation each time, we strive to offer something each week in which the congregation can find meaning and hope.

To keep our beloved congregation safe, we decided to take our services virtual beginning in early March. With the help of some tech-savvy people in our congregation and beyond (THANK YOU!), we were able to make it all work so quickly that we never missed a service. We are still working out the glitches and finding ways to improve. To our delight, we have seen an increase in attendance, especially from former members and guests across the country. These online services have been so successful that we are planning to continue offering them even after it's safe to come back together. For now, we will continue to offer virtual services and other ways of being together safely.

In faith,

Lori McGee, CLM



## FY2020 Annual Program Area Reports: Community Within

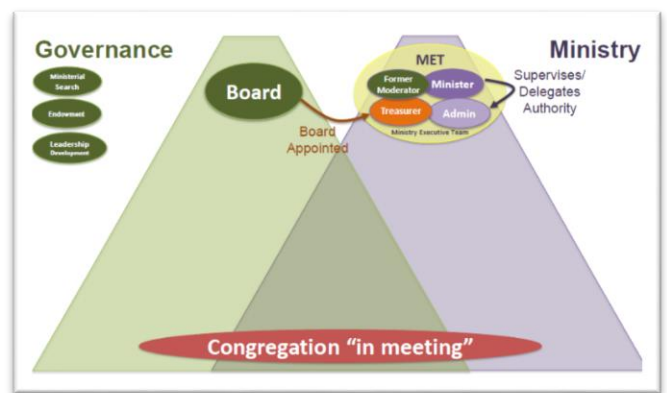
### Report from the Ministry Executive Team

The Ministry Executive Team (MET) continues to devote the majority of its attention to the day-to-day management and administration of the Church's ministries. We are charged with operating within the policies approved by the Board of Trustees and supervising the day-to-day business of the Church including:

- Collaborating with and provide support to the Church's Program Coordinators
- Overseeing the ministries of the congregation
- Working in collaboration with the Personnel Coordinator to make staffing decisions
- Fiscal responsibilities such as collaborating with the Finance Committee to draft the annual budget and review unbudgeted finances.
- Reports monthly to the Board of Trustees

Our 2019-2020 MET is comprised of:

Lois Weir, Treasurer  
Kathie Slater Past- Moderator  
MaryBeth Hannan, Congregational Administrator  
Rev. Steven Protzman, Minister



### Report from the Committee on Shared Ministry

The Committee on Shared Ministry (COSM) consists of:

Christopher Dum (through 2021)  
Bonnie Harper (through 2021)  
Lori McGee (through 2020)  
Mary Ann Stephens (through 2022)

Our charge is to be attentive to the entire ministry of the UUCK, and to cultivate open and appropriate communications with the congregation, the staff, and the Board of Trustees. We meet once a month in 2019-2020. Each meeting consisted of checking in with each other, attending to any concerns of Rev. Steven, and pursuing other items on our agenda. Here is a summary of our activity in 2019-2020 in the service of our charge.

In Fall of 2019, we read "Behavioral Covenants in Congregations" by Gilbert Rendle and discussed the need for a Covenant of Right Relations in the UUCK. We organized a workshop for February 2020 that was designed to involve members of the congregation in the creation of this covenant. However, due to low numbers of RSVPs, we decided to postpone the workshop. Based on the current success of Zoom Sunday

service and Wednesday night Vespers services, we are considering ways to use Zoom to host this workshop in the future.

We conducted a congregational assessment and submitted this report to the Board just this past month. This report indicates that we are excelling in many areas, but also have need for improvement. Of course, maintaining and improving during the COVID crisis will be a challenge, but it is clear that the UUCK is excelling at providing ministry during this time.

Once the COVID crisis began and we had to close the church doors to the public, we have instituted a check-in system for COSM members to check in routinely with all of the committees in the UUCK.

If you have any questions about the activities of COSM, you may contact me or any other member of the committee.

Best,

Christopher Dum  
COSM elected chair

## **Report from the Leadership Development Committee**

The Leadership Development Committee (LDC) is charged each year by the Board of Trustees to develop the leadership capacity in our congregation, as well as connect our members to potential leadership roles and present them to the board or the congregation. The committee consisted of Dani Beale, Rhonda Richardson, Trish McLoughlin, and Claudia Miller.

This year did not see as many requests from the board for candidates to appoint to roles outside of the annual meeting election as in prior years. The bulk of our work was finding leaders to present to the board and congregation for the elections at this annual meeting. We were overwhelmed with how very talented and capable our people are! We know the board has worked to revise our by-laws, and we are working now on the new LDC policy.

We also focused our efforts on brainstorming ways to uncover leadership skills in our community, connect our people with opportunities to grow and learn, and create a better system to track our people, their skills, and their service history. As our community grows, we no longer can just rely on our memories to match folks with the best roles for them! This work will continue into next year, as the majority of our team plan to continue on in our roles. We are hoping to develop a system to pass on to future LDC members, so they will not have to recreate this work. We are also looking to find new, engaging ways to develop our people and provide offerings for learning and growth in the coming year, even as many of those opportunities may be “virtual.”

Claudia Miller will be stepping off of our committee after many years of service, while the rest will remain on the team next year. We are so grateful for Claudia’s historical knowledge, wisdom, and guidance! She seems to have a magical ability to connect people to volunteer and leadership roles. We hope to find a little of that magic in each of us next year. We give thanks to her, and to all of you for offering your time and energy to our community.



## **Report from the Volunteer Ministries Coordinator:**

---

As I write, I am serving my fifth year as the Volunteer Coordinator for UUCK. During the course of this year, I have continued the work I described in detail in last years' Annual Report, taking advantage of opportunities to converse with people about their interests and willingness to serve, matching up folks with tasks large and small.

In this work, I am grateful for the support of so many in our Community that actively engage in these same efforts. I especially want to highlight the energy and commitment of the members of the Welcoming Team whose dedication to connecting people with people, activities, and events is inspiring. Thank you. Many newer helpers and families have joined the Welcoming Team as Greeters. Thank you. A shout out to the folks that engage and inspire our young people. Thank you! And, I commend our Congregation as a whole for adopting a spirit of radical hospitality. Thank you. In these days of "social distancing," protecting ourselves and our families from the COVID-19 coronavirus pandemic, we can all appreciate the value and meaning of the connections we hold dear through our Beloved Community and our love for one another.

I met with and spoke with Rev Steven to brainstorm ideas several times and talked informally with members of MET (Minister's Executive Team), but was not asked to meet, or submit an official report. I have met with representatives of groups throughout the year as needed including Pancake Breakfast Team, Library Committee, and Green Sanctuary Committee, interacted informally with others, as well as worked with the committees on which I serve (Membership, Generosity, Leadership Development).

I organized the Ministries Fair held on September 29<sup>th</sup>. The theme this year was "Each Life has Brilliance." With the invaluable support and collaboration from our Church Administrator, MaryBeth, I communicated with all teams and groups in advance, developed announcements for the e-nUUs and "Thread from the Web," hung posters, arranged tables (Thank you to Brian, our sexton), and encouraged and assisted teams as needed. Together, the teams created a "fair atmosphere" in Fessenden Hall, with plenty of information, refreshments, and fun.

Our Social Hour Teams, under the able management of Mary Leeson, have provided exceptional hospitality experiences, providing opportunities for connection. Thank you for all the coffee, cakes & cookies, veggies, fruit, and gluten free offerings. And, thanks to the many people who have provided refreshments and hospitality for memorial services and special events.

I am pleased to mention that 2020 has seen the return of the popular Pancake Breakfast, on the second Sunday of each month. I thank the pancake makers for their enthusiasm and dedication, and the supporters and pancake eaters for their gusto!

Thank you to all the team members, teachers, bakers, gardeners, cleaners, leaders, techies, contributors and partakers! You weave the fabric of our Community every day.

I look forward to my final year to serve as your Volunteer Coordinator. My goals for this year are to write Policy(ies) appropriate to the position and tasks in accordance with the revised By-Laws, and to prepare a Volunteer Coordinator Portfolio to pass on to the next Volunteer Coordinator.

If you are someone who wants to facilitate connection, and to cultivate and nourish work in the service Of our Beloved Community, I encourage you to make yourself known to the Leadership Development Committee. Service as the Volunteer Coordinator is a rewarding and joyful vocation and a pathway to personal and spiritual growth.

It bears repeating, saying "yes" to service can change your life. If you are looking for a way to share your special talents with our Beloved Community, please contact me.

Faithfully,  
Claudia Miller  
Volunteer Coordinator

## **Report from the Membership Team**

---

The Membership Team consists of the Membership Committee and the Welcoming Team. We prefer to use the name Welcoming Team when activities/programs/events are more in line with the welcoming function. Last Fall, Katie Kuras had to suspend her place on the team because of the time-consuming responsibilities of her busy family. We were sorry to lose her fresh and inquisitive voice. However, we welcomed Ginny Horvath onto our team in February, and her voice is one of wise know-how and thoughtful tending. Current Members are Mary Leeson, Diane Kloss, Barb Brovarone, Claudia Miller, and Ginny Horvath. Rev Steven attends most meetings.

In April, because of the “social distancing” directive prompted by the COVID-19 coronavirus pandemic, our committee agreed to abide by our church policy to use virtual gatherings instead of face-to-face meetings. We discussed how to adapt our mission and work to online communications.

### **Challenges for this year:**

- New to UU Classes: In August, we decided to replace New to UU Classes with 2 or 3 half-hour videos to be followed by a facilitated conversation, offered monthly. Our thought was people may be more inclined to attend if their commitment was in a shorter, more informal and interactive format. We met with Dave Smeltzer for guidance on the process. The first video will be a welcome and topics inspired by our Mission Statement: To inspire love, to seek justice, and to grow in community. Rev Steven will offer a welcome and address worship and theology. Vivien Sandlund and Andrew Rome will speak about our social justice focus, and Christie Anderson will discuss church life and the joys of community. Narratives are edited, “actors” have been recruited, but production of the video has been postponed until after the COVID-19 coronavirus pandemic has passed. A second video is planned, intention for deepening: RE, governance, our history, and wider UU.
- We contributed to the Congregational Assessment, addressed questions relevant to our purpose, and in November, met with Bonnie Harper to review (see Congregational Assessment).
- Responding to request from Jennifer May, Moderator, we assigned a task group to replace the Membership portions of the By-Laws that are being removed with relevant Policies and Procedures. We submitted recommended changes to the portions remaining in the By-Laws.
- We submitted a Budget Request for \$1491, unchanged from last year’s request. We determined the Relationship of Committee/Program Activities to Board Priorities thus: “The focus of the Membership Team is to welcome newcomers, facilitate integration into the Church Community, accept membership requests and assist those desiring to become Members of the Church to understand the requirements of membership and accomplish these. The goal to which the Membership Team most closely relates is to support the Mission.”
- We responded to a request from the Board: Do people take the brochures available in the Founder’s Lounge? Discussion revolved around whether printed material is how people access information. We will monitor over the next several months, and so advised the Board.
- We requested use of the term “Welcoming Team” for purposes of greeting visitors on Sunday mornings, but retain the Membership Committee for official functions.
- Diane drafted a letter to “Visitors” inviting “Friend” status and to “Friends” inviting membership consideration. We deferred sending these letters, replacing with a welcoming letter sensitive to the constraints imposed by the coronavirus pandemic directives.
- We took advantage of the opportunity to participate in the “Discover Downtown” event for KSU students in September, with a booth organized by Mary, assisted by Connor May, and set-up help from Randy. This experience brought to light a need for more flexible signage.

### **Established functions and activities:**

- Annual review of Membership in December verified 180 persons meeting the requirements of Active Membership. We reinforced our resolve to help Members understand the requirements of Membership.
- New Member Covenanting ceremony on October 20<sup>th</sup> welcomed Nora Vesely, Carol Weigand, Virginia Horvath, Brooke Horvath, Deborah Newberry, and Ben Newberry. New Members were celebrated with

a special Social Hour reception. New Members have been invited to participate on Social Hour Hospitality Teams.

- Ceremonial signing of the Membership Book at the Covenanting Ceremony was instituted in September. Becoming a Member may take place at any time in the presence of the Minister, a member of the Board of Trustees, or a member of the Membership Committee, by completing a membership form, with effective date of membership at the time of declaration.
- Jubilee members will be celebrated in Spring. Fourteen people are currently eligible.
- 2<sup>nd</sup> Sunday Meet & Greet continued monthly, providing opportunities for newcomers to gather with the Welcoming Team, and make themselves known to us. We collected contact information and addressed questions. We are working on feasibility for a virtual Meet & Greet during the pandemic shutdown.
- We continued our support of Social Hour Teams. We noted that the Social Justice Team can no longer donate coffee. So, we will encourage Social Hour attendees to contribute to expenses for Coffee.
- We supported the Pancake Breakfast Team in their effort to reorganize and resume.
- We held the New Member Picnic at Carolyn Schlemmer's lovely beach residence on August 4<sup>th</sup>. This and last year's new members and families were invited. Carolyn offered her home for future New Member Picnics. Thank you, Carolyn.
- The campaign to encourage Breeze Directory sign-up is ongoing, encouraged with blast e-mail and during Ministries Fair. More education is needed to achieve broader use of the online directory.
- Monthly "Did You Know?" blurbs in e-nUUs and "Thread" clarifying definitions and expectations, highlighting opportunities such as how to sign up to provide flowers on Sunday mornings, describe what is meant by "identifiable contribution," and other related items.
- First Time Visitor Bags – add green cards to bag; Visitor Contacts and follow-up continue.
- Ministries Fair: We fashioned and staffed a booth to recruit people to join our committee, sign up sheet and poster for Greeters, Poster and sign up for the Breeze Directory, "Considering Membership? Let's talk" signage.
- Very, very special thanks to Trish McLoughlin for her faithful management of the Sunday morning Greeters. Grateful thanks to all the Greeter volunteers.

We continue to grapple with:

- Path to Membership, with much time devoted to defining terms
- Writing Policies/Procedures and matching Policy/Procedure for church status to categories in Breeze Directory
- articulating and adapting established procedures
- updating Membership page on website.

With much gratitude to this dedicated team for undertaking this important work.

In faith,

Claudia Miller  
Facilitator, Membership Team



# FY2020 Annual Program Area Reports: Lifespan Learning

## **Report from the Religious Education Committee**

The current members of the REC are: Stefanie Workman, Amanda Rome, Dana Wakefield, and Wendy Mann. Cheryl Spoehr remains on leave.

Our committee collaborates with our Director of Religious Education, (DRE) Colleen Thoele to provide religious explorations for our children and youth.

Highlights of our year include:

- Assisting with the 2018 summer programming – “Fantastic Adventures”
- Cleaning and organizing classrooms and supplies
- Conducting an audit first aid supplies for classrooms
- Decorating classrooms, landing to upstairs, and basement bulletin board
- Coordinating the service project to make and deliver meals to Miller Community House
- Starting a new monthly family outreach program- “Soulful Home”
- Covering for Colleen on her Sundays off
- Organizing the church Halloween party and haunted house
- Collecting toys for Kent Social Services
- Delivering 45 gifts for 15 foster children in “Caring for Kids Inc.”
- Organizing game nights
- Assisting with the January Teacher’s Retreat
- Assisting with OWL parent meetings
- Assisting with Justice January curriculum
- Sending notes and Starbucks gift cards to 23 young adults
- Assisting DRE with Zoom meetings for children and parents during quarantine
- Coordinating the RE led Sunday Services on May 17
- Providing gifts to our High School Seniors
- Selecting yearly curricula

Over the course of this year, three members have left the committee and one has joined. We have plans to ask at least one person to join the committee.

We are currently working to reinvigorate and support the youth program.

We have implemented a new monthly family event, Soulful Home. Each month we hosted a dinner at the church for families followed by a chapel. Our attendance has been between 20 and 45 people at these dinners. We have had overwhelmingly positive response from families regarding these events.

During the closure due to Pandemic, members have worked to assist the DRE in hosting Zoom meetings and making sure we are meeting the needs of children and families.

Respectfully submitted  
Amanda Rome – Chair



## Report from the Kent Hogwarts Committee

**Leaders** – Luna Hart (Headmaster), Valerie Henry (Deputy Headmaster), Michelle Bores (Health & Safety), Sandy Bowers (Safety, Treasurer), Kat Holtz (Scheduling), Keara Gleason (Kitchen), Chris Gleason (Prefect Wrangler)

**What We Do** – We meet twice a month year round to plan Hogwarts, a day camp we host twice a year. We empower children and youth to be compassionate thinkers and doers by using the wizarding world of Harry Potter and Earth-centered spirituality to explore the seven Unitarian Universalist principles. We create a safe and magical space to practice valuable life skills that nurture curiosity, empathy, respect, and responsibility.

The program brings together elements of Religious Education, Community Outreach, Social Justice, and Leadership Development. We continue to have a loyal following with most of our participants returning year after year. During the 2019-2020 sessions, we were able to introduce 19 new children to Unitarian Universalism.

	Summer 2019- 79 Participants			Winter 2020 - 76 Participants		
Participants	UUCK	Other UU	Outreach	UUCK	Other UU	Outreach
Returning	25	5	30	26	6	39
New	4	1	14	0	0	5
Highlights	Unbreakable vow to be gentle with self, Dragon bones archeology dig, Hey Dude, Wizarding Essentials - Laundry! Group photo from the fire escape.			Helping (over-helping, asking for help, and accepting help), Intervention with kindness and grace, Lego challenge, Wildlife presentation with live owls!		

### Scholarships

14 students received scholarships in Summer 2019 \$ 405

Value (6 full and 8 partial)

10 students received scholarships in Winter 2020 \$ 410

Value (8 full and 2 partial)

<b>Treasury Report</b>	Balance as of 4/1/2019	\$2,082.51
	Registration Fees and Donations	5,491.87
	Pledge to UUCK for 2019-2020	500.00
	<u>Operating Expenses</u>	<u>5,795.13</u>
	Ending Balance as of 3/31/2020	\$1,279.25

**Wizardly World of Kent (July 2019)** - Main Street Kent hosted its 4th festival in July 2019. KentHogwarts partnered with the Sherman-Wells House to provide "The Room of Re-QUIET-ment", an air-conditioned space with privacy nooks for nursing/feeding babies. We also hosted free Wizard Bingo (with prizes) to give older children a chance to recover from the heat and chaos of the festival. Visitors were extremely grateful. We would do it again!

**House Cup** - Caring for others is an integral part of Unitarian Universalism. Each session, the holders of the House Cup choose a charity or service project to help based on creatures and things that fall under their umbrella.





### Summer 2019 - In honour of Hufflepuff (W19)

Umbrella

Animals - Domestic and captive animals

Human Rights - The right to food, shelter, and clothing

Earth - Waste disposal, recycling, geothermal energy

Charity - Happy Trails Animal Sanctuary

### Winter 2020 - In honour of Gryffindor (S19)

Umbrella

Animals - All wild mammals

Human Rights - The right to live in peace

Earth - Solar energy and conservation of fossil fuels

Charity - Operation Orphan Wildlife Rehabilitation

*So many wonderful people make KentHogwarts happen. We appreciate the continued support of our Minister, Steven Protzman, our DRE, Colleen Thoele, and our congregation. We are also deeply grateful to the program founder, Becky Haines. Her passion for the empowerment of young people has inspired us all to continue this magical program. We are also thankful for our cast of **30+ volunteers** - Amanda Barkhauer, Jeffrey Barkhauer, Mary Bouch-Koslow, Jeannine Croson, Sandy Eaglen, Kay Eckmann, Melody Ehnot, Sarah Ferguson, Bonny Graham, Jennifer Gregg, Megan Griffiths, Tam Hart-Snyder, Kayla Henry, David Homsher, Valerie Hura, Hope Joiner, Beth Kuemerle, Joe Kuemerle, Justin Kuemerle, Katie Kuras, Samantha Loeffler, Lydia Lumpkin, Gina Maida, Tim Matney, Colleen Norris, Susan Smith, Sarah Smith, Michelle Stead, Natasha Swango, Rebekkah Swango, Patricia Vinyard, and Dana Wakefield,. My sincerest apologies if your name is missing or misspelled. Our resident poltergeist, Peeves, loves to rearrange my letters after I have so carefully placed them.*



**KentHogwarts**  
A MINISTRY OF  
THE UNITARIAN UNIVERSALIST CHURCH OF KENT



## FY2020 Annual Program Area Reports: Social Justice & Community Outreach

### **Report from the Race for Justice (R4J) Action Team**

---

The Race for Justice (R4J) action team of UUCK was formed in 2017 to be a catalyst in dismantling racism through engaging in: education of ourselves and others, relationship building with racially diverse populations, public demonstrations of anti-racism support by standing witness and speaking out, advocacy for institutional change, and community action.

Over the summer of 2019, the team held three pilot programs led by members. The purpose was to explore potential programs for the wider congregation during the upcoming church year. One program entailed a curriculum titled, "White Supremacy and Me," which involves self-reflection and sharing among a small group that meets regularly. Positive feedback led to the implementation of this idea through formation of two Chalice Groups, one facilitated by Rev. Steven and one co-facilitated by Mary Ann Stephens and Rhonda Richardson. The 16 participants met monthly until mid-March when it was determined that due to the need to devote personal attention and energy to the pandemic, the groups should postpone meeting until the fall. Another one of the pilot programs, "Sharpen Your Elevator Speech on Race Topics" was offered to congregants by Rev. Christie Anderson in October. The third program involved interpreting Lamar Kendrick's heartfelt rap-style poetry which will be offered in the future.

The fall planning began with great momentum and the groundwork was laid for multiple activities. The team devoted a great deal of time to learning about the Inter-Cultural Development Inventory. This is a tool to help individuals understand their attitude toward people who are different from themselves in order to guide personal growth. R4J members took the IDI survey and met with IDI expert, Jennifer May, for personal information, and later for a group profile. Other groups in the church were identified for future participation in the IDI survey. Once completed, the combined results will help guide the R4J team in planning for future programs and activities.

March was the kick-off of a six week film series on the history of African-Americans, the PBS documentary, "The African-Americans: Many Rivers to Cross." Two well-attended sessions took place before the series ended prematurely due to the state-wide prohibition of group gatherings. The film/discussion series will start over in the fall.

A planned panel discussion scheduled for May was also postponed. The topic was to have focused on several events where the civil rights of black demonstrators were violated by government bodies and ignored by the press.

R4J members are continuing to meet via Zoom and will be considering ways to move forward to address its mission by adapting to changes necessitated by the pandemic.

Submitted by Co-facilitators  
Rev. Steven Protzman  
Rev. Christie Anderson  
Mary Ann Stephens





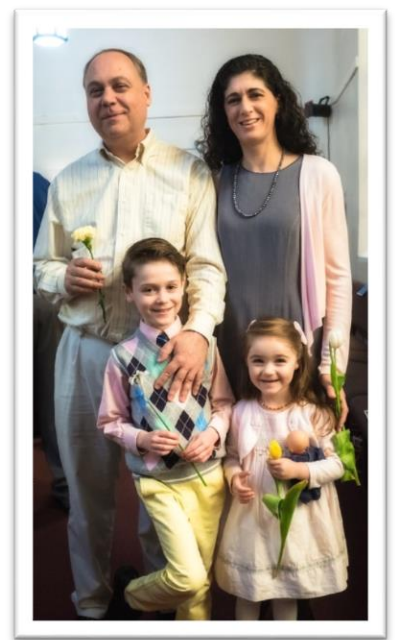
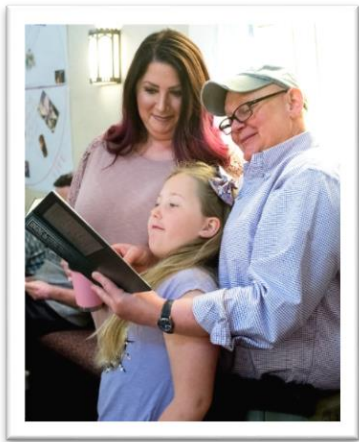














All photos by Brad Bolton  
... the man behind the bush!

---

Unitarian Universalist Church of Kent  
228 Gougler Avenue  
Kent, Ohio 44240

<https://kentuu.org>