

2015-16 UUCS Annual Meeting Team Reports

See Minister's Annual report published in the May 2016 UUCS Newsletter.

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(1) UUCS Board

Chair - LJ Frederickson [ljffrederic@gmail.com](mailto:lffrederic@gmail.com)

I thank you for the honor of serving as your Chair and President. It has been a journey that has been blessed with rewards, and fraught with challenges. I have had unwavering support from a strong Board, an inspiring minister, and a compassionate congregation. May it always be so!

As we look to the coming years, I am reminded that we at UUCS are an awesome, resilient, evolving religious community. The Board has full faith in the ability of UUCS to continue to thrive, to nourish, and to sustain us all throughout our lives. I am proud to be associated with this beloved church. Thank you for the opportunity to serve.

BOARD GOALS, PLANS, AND ACHIEVEMENTS

During this first year of continuous, pro-active and broad pursuit to evolve into a true Programmatic congregation, the Board has evaluated opportunities and realities facing our congregation, and identified a number of areas for action:

A. Culture Evolution Phase

As a Board Chair who participates in a Board team effort, we have committed to help make our collective dreams real. Such governance relies on congregational trust, honest accountability, and having the whole guide the Board.

Many congregations have struggled to make the leap in staff, membership, and culture. With joy and gratitude we thank our members and friends for their support. We know from other churches that re-designing governance into a Programmatic model is a multi-year project, one in which patience and prudence go hand in hand dealing with organizational factors. The Board seeks to model respect and welcoming for each and every member, friend, and visitor.

For example, we are supporting our Religious Exploration and Membership program as well as the Worship team, Music team, and Publicity team to continue growing a multigenerational congregation - to delve into ways that worship and other congregational activities can be designed to welcome all generations and bring them together. The Board sees this as an area for innovation, and a way to welcome all into our congregation, while letting our UU beacon shine.

Furthermore, the Board has requested the development of a clear and succinct, internal and external UU message for all communications. The Communication Team is currently working on a tag line that will be used for letterhead, advertising, etc. This tagline will provide a needed understanding of our UU faith and congregation externally and internally. This tagline should be implemented by end of summer this year.

Diversity, multigenerational worship, and a clear mission and purpose are all associated with growing congregations. More directly, we want to make sure that those who are looking for a liberal religious community are able to see all that our congregation has to offer.

B. Board Development and Involvement

During the 2015 /16 year while serving the needs of our congregation, Board members and Chair have:

- Promoted, advocated and upheld the Covenant of Good Relations which endorses transparency and honesty in all communications, written and verbal;
- Referred to the Seven principles of our faith in all of our governing activities;
- Diligently worked to become better leaders who are kind, honest, grounded, compassionate, courageous, curious, principled, respectful, joyful, and present;
- Learned to be ‘awake’, to see what UUCS life is about, dream for more, and learn to give our best;
- Interfaced with leaders and committees throughout the year in order to understand their needs and perspectives, and to better develop an annual strategic work plan for the Board.

We have board members appointed as liaisons with the Visitors Tables (Membership), Communications, Finance, Nominating, RE, Worship, Social Justice and Facilities team. Also, the Board Chair meets with the Minister twice a month, as well as participates on the Administrative Management Team, and is a member of the Membership, Finance, and Worship teams.

The Board is aware there has been an insufficient system of transferring current Board members’ learning to the newly elected Board members. We’re looking at ways to make it a smoother transition. Also, Board members need to improve their job descriptions, including qualifications for each board officer as well as board member at-large.

Current Board members have participated in training from National Associations including UUA and the Central Eastern Regional Group Education Center. All training has been paid by the Board member, and not by the Church. Training topics included: Healthy Congregations: What are they? Effective Communications, Conflict Management, Triangulation Avoidance, How to work with Difficult People, What does an Effective Board do? Fiscal Responsibility for Board Members, Attendance at the General Assembly in Portland...to name just a few.

Learning has been shared with other Board Members, the Team Council, and recently with the Committee on Ministry. We believe in on-going self-development and transparency, and the more we all know, the more successful we will all be. It is a good thing.

C. Governance structure for a Programmatic organization

We continue to research and analyze the process of transformation from a pastoral church (where the minister is central for all decisions) to a shared ministry/shared responsibility congregation.

For example, our focus has been on further development of employment practices through annual reviews of (1) fair compensation and clear job descriptions (2) clear lines of authority and accountability (3) positive work environment (4) resources and tools sufficient to the successful completion of required tasks.

Many thanks to the Committee on Human Resources Chair, Jo Nathan, their committee members and the Staff Supervisor which is Rev Rick. These reviews have been written and shared with staff. The Board is also in the process of reviewing and updating the Minister’s contract following UUA and UUMA guidelines. His contract hasn’t been updated in writing since 1993.

In 2013, our congregation updated our By-laws, but we did not address some aspects of the congregation’s governance related to implementation of a Programmatic form of governance. Also, there are By-laws in place where the intent of what is written is not clear or can be interpreted in too many ways. It will be the Board’s responsibility to clean those up. We will be presenting a few proposed By-laws changes at a later Special Congregational meeting.

D. Fiscal guardianship

Each Board member was voted in to represent you. We take this to heart and do our best to ensure that the Congregation comes first. We know that we are where the ‘buck stops’ when it comes to ensuring we are fiscally sound. We get that. Some actions have already been taken to ensure optimal priorities.

The Board carefully reviewed the Finance team budget plan for 2016-17. You'll notice there are a few extra dollars for Membership, Communications and RE, and we were able to provide a 2% salary increase to staff...because of your pledge. We thank you for that.

By the way, a big note of thanks to Board member John Prohodsky who applied and was eventually approved for a grant from the UU Chalice Lighters Fund program. John's proposal was outstanding. These monies will be used to design and implement a new and vibrant sound system for our sanctuary.

Regarding on-going stewardship, did you know that we need about \$40,000 more each year to fund an effective Facilities maintenance program, and to achieve our goal to move closer to meeting the UUA fair staff compensation program?

- At this time, we cannot provide any health, life or long term disability insurance to our staff;
- Our building is now at a stage where things need to be updated, fixed, and/or replaced.

Thankfully, we are able to fund at least the basic needed programs, but no more. The Finance team is working with the Board to develop a 5 year Financial Strategic plan. This plan, once written, will be shared with the congregation in new ways.

We will be instituting a Cottage Congregation Meeting three times a year for those who are interesting in learning more about what's happening in the congregation and what the Board is doing on your behalf. These Cottage Meetings will be open and without much structure. You will be able to ask questions and share concerns or new ideas. You will be heard. So, if you're interested in what we're doing, please attend these sessions. They should last about an hour or so.

The Finance team (which now includes Budget, Stewardship, Fundraising, and Investment Management) is now meeting monthly to frequently review and develop finance policies and procedures, develop year-round stewardship awareness, and seek out fundraising opportunities. John Prohodsky and Paul Manka will lead this group as of July 1. We identified some practices that got in the way, and others where we can be more effective.

E. Self-directed and collaborative Team leadership

Each Committee Team Chair has provided a synopsis which is posted in this document and on our website, as well to be made available at our Annual Meeting on Sunday, May 22nd. (Please mark your calendars.)

There has been much progress toward Engagement and Involvement of Members and newcomers, with the Membership team and Samantha Scales taking leading roles.

We aim to develop even more and well defined opportunities for members of our congregation for meaningful and flexible involvement that will support their own personal goals and interests, and also help our congregation to achieve our mission.

Board member Petra will be leading the charge to work with Team leaders and other congregational leaders as well as volunteers. Watch for more news of this exciting program -- just discussing it generates positive energy!

(2) Committee on the Ministry

Mission: enhance the quality of the ministry within the congregation by being a supportive and strategic resource for the minister(s) and the congregation.

Committee chair: Kristy Hollen

Committee members: Susan Farris-Gosser, Dina Triest, Joel Martin, Claudia Koch, Danna Parmley.

Objectives for the 2015-16 year were to:

- Add four additional members - Accomplished, but also lost a member
 - Be a sounding board for Reverend Rick and his 2015/16 goals - Accomplished.
- Learn more about Pastoral to Programmatic change in the congregation - Work in Progress

Working on Rick's goals are a primary objective in our monthly meetings. Rick is right on track. We have been working hard on helping Rick with his goal of increased Stewardship.

(3) Life Lines Lay Ministry

Facilitator: Karen Piter

Mission: The Life Lines Lay Ministry partners with the ordained minister(s) to offer confidential, compassionate caring and support to members and friends of the Unitarian Universalist Congregation of Salem during times of need, including those who are homebound.

Members during the 2015-16 church year are Don Beckman, Mary Bray, Lynn Cardiff, Kay Cogswell, Robin La Monte, Jean Logan, Mary Murphy, George Piter, Lorna Youngs.

While our mission (above) is our main focus, we also take our turn staffing the Welcome Table and providing the coffee service during the year. In 2015 Jean Logan partnered with Carol Manka to choose the color scheme used in repainting the memorial wall. Finally, in a minor role, we are involved with the new on-line ride share program being developed by Ben Cavaletto.

(4) Worship Team

Chair: Lennie Martin;

Members: Rev Rick, LJ Frederickson, David Jeffers, Joanne Mason, David Gortner, Arrhiannon Kirkpatrick, Ann Hanus, Randy Jones, Steve Rosen, Petra S. Berger, Gloria Holland, Benjahmin Boschee, Cherie Ulmer.

The Worship team works closely with Rev Rick, guest ministers, music staff, sound volunteers, and office staff. Team members take the roles of Celebrant and/or Anchor for every UUUCS Sunday service.

We help plan and participate in the Sunday services. We also review each service after it has been presented to ensure we learn from each experience. Slides of UU Principles between First and Second services are now run prior to each service.

Rev. Rick Davis is considering a summer focus on the arts, and has connected with an artist who does theatre. He'd like a poetry service and a music service in July. There will be several slots for members to speak.

Podcasts: Paul and John do podcasts when they are on sound; we need another person or two to help record the podcasts. Rick emphasized how important online sermons are to many people who can't come on Sundays

(5) Lifespan Religious Exploration Program

Mission: Provide a nurturing community which encourages lifelong growth in spirit and mind.

Program Staff: Christi Olsen (Director); Marnie Jeffers, Elsa McKinney, part-time; RE Team Chair: Joy Dunlap

The assistant position was filled this year with two people (each two hours a week) to insure consistent coverage for children and youth. We are still short of staff at times, and hope the budget will grow to allow us to recruit.

Team Members: Lynn Cardiff, Katrina Koenigs, Kaye Giorgi, Susan Farris-Gosser, Paula Booth, Arrhiannon Kirkpatrick, Jen Holland.

Every Sunday Volunteers: Noah Seitz, Lynn Cardiff, Roberta Roberts, Ezekiel Menchaca, Allana McDonald, Danielle Olsen, Leneisha Olsen; Joy Dunlap, Petra Berger, Phil Carver, Jean Logan, Joel Martin (OWL classes since February);

Monthly Volunteers: Sheryl Combs, Katrina Koenigs, Kaye Giorgi, Paula Booth, Elizabeth Bauman, Eugenia Becker, Beth Myers-Shenai, Jp Batmale, Cheryl Ramirez, Sara Cavaletto, Robin Grupper, Peggy Ann Burton, Christine Deblock, Arrhiannon Kirkpatrick, Dora Guerrero, Danielle Doucette, Marilyn Halgrimson, Cecelia Craig, Ashley Acers, Ryan Nelson, Danielle Shearer, Sandy Kessler.

The number of RE children has increased significantly during the 2015 - 16 congregational year. Lots of new families with their children have registered and have stayed with us. Welcoming new families and getting to know the children and families has been wonderful.

Goals and Accomplishments

1. Offer Our Whole Lives (OWL) Lifespan Sexuality Education to children from our congregation and the public, in grades 3 - 6 and 7 - 9, using certified volunteer facilitators: MISSION ACCOMPLISHED!

The 7 - 9 grade level class is nearly completed, as is the second group session of the 3-6 grade class.

2. Facilitate more ways for youth to participate in the life of the congregation by encouraging and tracking youth participation in UUCS's various team projects. Start by inviting youth to serve on the RE Team.

IN PROGRESS; the Worship Team has worked with us to include children and youth in the service. The Social Justice Team has invited youth to be a part of the different events and activities they have planned.

3. Review and update documentation of the RE Program's and Team's internal processes and roles, using appropriate technology for secure, transparent, and efficient access to information and supplies. RE Team members will collaborate electronically via Google Drive and a Google Group. RE volunteer roles will be clarified and documented in such a way that they can quickly and easily be transferred to new volunteers when necessary.

ACCOMPLISHMENT; we got our paper-based attendance and registration data entered into a spreadsheet, then transferred to Servant Keeper. Attendance sheets used during Sunday RE are redesigned to be more effective and easy to use. We developed and implemented an effective volunteer sign-up system to manage volunteer scheduling. Thank you to all who were part of RE this year!

Volunteer job descriptions have been updated for sign-in books. We created DRE outline of what the DRE does each week and month. We updated nursery room procedures to keep posted in nursery. We now collaborate via Google Group for email. Google Drive now houses all of our agendas, minutes, and other important documents.

Other RE Program Happenings

Our 2015 summer program had people from our congregation share their personal spiritual practices. This spring we began a pen pal program with two UU congregations, one in Pennsylvania and the other in Virginia.

Each year we choose a local organization for the children/youth to connect with through the RE Offering project. This program year, we have been collecting peanut butter and jelly for Marion Polk Food Share. It has been very successful and it will culminate at Marion Polk Food Share, June 11th, with a delivery and official 'weighing of the pb&j', a tour, and sorting/packing food boxes.

In collaboration with Reverend Rick, we have added a time for fourth grade and older to attend the last Sunday-of-the-month's sermon, which, in most cases, was the Soul Matter Theme service used in the Covenant groups. This is an important part of learning to be in the sanctuary and helps to build lifelong UU's. Younger children on these days are engaged in an outside nature curriculum experience.

To continue to be successful for middle school and high school children, we are in critical need to find two volunteers - two advisor teams who will collaborate. We have two committed volunteers and we need a minimum of six people before fall. Without the volunteers we will not be able to offer the middle to high school programming. We need volunteers who are willing to work with our youth.

Ongoing education continues to be important. The RE Director has attended OWL facilitator training for grades K-5 and 7-12, Renaissance Module training on curriculum development, webinars from Eric Bliss the Youth Ministry Director for the Pacific Western Region (as well as spoken with him to research best practices in youth ministry). We continue to read literature in youth ministry and stay current in the RE trends. Have attended the Liberal Religious Education Association monthly meetings as well as host the meetings at UUCS every other month. We also collaborated and/or have had oversight on a variety of adult RE activities.

(6) Music Committee

Director of Music: Aimee Larsen-Amen; **Members:** Cheryl Randall, Lynn Albright, Susan Maginis, Joel Martin.

Goals

- 1.) Create a welcoming and inclusive environment for newcomers to join the choir, and provide a collaborative as well as spiritual experience for UUCS choral members;
- 2.) Maintain musical excellence within the UUCS Sunday services, while continuing to provide an inclusive environment for all who wish to contribute musically to the services;
- 3.) Create Music Concert Series that encourages new musical experiences for members and non-members of UUCS;
- 4.) Continue to grow professionally as a UU Music Director by increasing my knowledge base and understanding of choral conducting style(s) and techniques.

Accomplishments

Concert Series -

As part of the UUCS concert series “Concerts in the Sanctuary”, four concerts were performed this year to date, with another three concerts set in the months of April, May and June. Concerts performed earlier in the year included The Cascadia Concert Opera production of “Don Giovanni”, The WOU Early Music Consort in concert with the UUCS Choir, The Songs of Civil Disobedience, Roy Zimmerman, and The WOU Early Music Monteverdi Concert. Over \$1185 was added to the music fund from the proceeds of these concerts. There was also a donation of \$200 made to Congregations Helping People from the UUCS Music Fund as a result of the Songs of Civil Disobedience concert. Another \$300-600 is projected to be added to the music fund by the end of the church year (6/16).

The UUCS concert series, “Concerts in the Sanctuary”, has been extremely successful. In addition to providing new musical experiences for UUCS members the series has brought in many new people from the community to hear and participate in the concerts. The Membership Team has been welcoming people during these events who might have questions about UUCS and its principles. Our main goal in providing these concerts is to supply the community with on-going musical ministry outreach.

Music Purchases -

We added 8 new pieces of music to the music library, including a set of UU Children’s Choir books, totaling \$684. In addition we purchased a piano lamp for our accompanist (\$128.00) and a Sony recording device for the choir (\$229.00). There was also a very generous donation made by Brenna Norval and her mother, Nancy Johnson of \$1978. This money was donated towards the purchase of a 3 ½ octave set of hand chimes.

Music Committee -

The music committee has played a vital role in our continuing efforts to maintain musical excellence within the UUCS Sunday services, while also continuing to provide an inclusive environment for all who wish to contribute musically. Current members are: Cheryl Randall, Lynn Albright, Susan Maginis, and Joel Martin. Aimee serves as the Committee chair and offers administrative support to the Committee, however, recognizes a need to elect a Committee chair other than herself. This Committee has struggled to find appropriate meeting times in the last 4 months, but maintains contact with one another through email and in the participation of choir.

Choir Kick Off, End of Year Celebration and Choir Concert -

The choir kicked off the new church year with a potluck in August 2015. It was a wonderful time to re-connect after the summer off and to warm up our voices with new as well as “seasoned” members. We added an additional 10 people to choir this year, bringing our total to 43 (when all are present). We will also have our first ever UUCS Choir Concert on June 9th. The choir will perform pieces they have learned during the year as well as new pieces. We are looking forward to providing the same musical excellence throughout the year.

Special Music for Sunday Services -

UUCS has many members who generously volunteer their musical gifts for a Sunday service. The focus has been on asking congregation members, rather than musicians outside the congregation. This is something we changed up a bit this year. While there is no money dedicated to the Music Program for paid outside musicians, an effort has been made to incorporate a few new musicians into the performance pool of people. Musicians will typically be paid \$50 for their services (this is for both services).

Director of Music Position Duties and Goals - The Music Director Position was hired at 1/2 time, 1040 hours per year and is currently a salaried position. Over the past year, the level of work performed was well over this amount. There was a request made for an increase in hours from ½ to ¾ time. This request was unable to be met due to budget constraints. Yearly goals were made at the beginning of the year, as well as in December of 2015. These goals were discussed with Rev. Rick in meetings as well as in the Music Director position review.

Program management duties of the Music director include e-mail and phone calls, writing newsletter pieces and letting the editors know of upcoming music, filing music, keeping spreadsheets of the hymns sung, choir pieces done, and special music, doing research, writing reports, preparing and monitoring a budget.

Musical tasks were split three ways between two Sunday Services, Concert Series development and implementation, and the UUCS choir:

- Sunday Service tasks include hymn selection, special music scheduling, developing the Power Point slides for the Sunday service music, and working the service (set up, leading hymns, etc.);
- Choir duties include selecting and procuring music, preparing for choir rehearsals, practicing directing skills, directing rehearsals, and arranging music; looking ahead Choir growth-size: the choir has grown in membership this fall, and we hope will continue to do so. The choir area can comfortably seat 28 members. We will need to discuss reconfiguring this space in the future if the choir is to continue to grow.

We would also like to incorporate some type of dress code for the choir to wear on performance Sundays, as well as during concerts. We would be interested in purchasing stoles, but this would need to be thought out well in advance as financing this endeavor will be quite expensive.

(7) Salem Covenant of Unitarian Universalist Pagans

Purpose: To provide and promote an open, accepting environment for the exploration of Paganism, in both its historical and contemporary context, upholding the UUUCS principles through all of our endeavors; Providing an environment conducive to spiritual growth, exploration and education in Pagan and Earth-centered spirituality. Enable networking among Pagan-identified Unitarian Universalists, and provide for the outreach of Unitarian Universalism to the broader Pagan community, as well as promotion of interfaith dialogue.

Committee Chair: Benjahmin Boschee

Committee members: Arrhiannon Kirkpatrick, Brian Kirkpatrick, Angela Gross, Deedra Waters, Christopher B, Danielle Shear.

Our three objectives are reflected in our purpose which is listed above:

- Celebrations around and reflecting the Wheel of the Year were held in August for Lughnassah, September for Fall Equinox, October for Samhain, December for Winter Solstice/Yule, January for Imbolc, March for Spring Equinox, May for Beltane, and June for Summer Solstice/Litha. These celebrations are open to the public and the general pagan community. Our Winter Solstice/Yule had 90 people attend.
- We held monthly Pagan Meet and Greet events on the third Friday of each month and which are designed to bring all pagans together for an evening of discussion around pagan-specific topics and to network with other pagans in the community at large as well as a safe place for seekers to get more information about pagan related events.
- We sponsor events with other pagan groups, specifically Lyceum of Trees for basic paganism classes and for full moon rituals. We plan to help Eugene CUUPS group with Eugene Pagan Pride Day in August.
- We planted and cultivated an Herb garden outside of Hanneman Hall. We are creating a sacred circle in Bateman Woods which will host its first ritual at Beltane.

Reaching out, we plan to help the Eugene CUUPS group with Pagan Pride Day in August.

(8) Finance Team

Chair: Phil Carver;

Members: L.J. Frederickson, Lorna Young, John Prohodsky, Paul and Carol Manka, and Susan Farris-Gosser.

The Finance Team, in consultation with the Treasurer, is responsible for monitoring and managing the financial status and processes of the Congregation. By reason of the office, the Treasurer is a non-voting member of the Finance Team. According to our current By-laws, the responsibilities of the Finance Team include:

- A. Propose the annual budget to the Board for review and/or modification, who forwards the proposed budget to the Congregation for approval at the annual meeting;
- B. Monitor expenditures and revenues to ensure conformance with the Congregation budget;
- C. Establishes, in cooperation with the Treasurer, accounting policies and procedures to provide prudent administration of financial processes that are subject to adoption by the Board. Policies and procedures of congregational financial processes, shall include but are not limited to: Budget development, Stewardship campaign, Expenditure monitoring, Investments, Endowments, Memorials, Congregational fundraising, and Independent review of accounts.

Phil decided to leave the Finance team this June. We appreciate all of his hard work, especially his efforts as chair of the successful Stewardship campaign. New co-chairs are Paul Manka and John Prohodsky.

The Finance Committee will be meeting monthly. The Board approved the Finance team's recommended budget for 2016-2017 based on a small increase in last minute pledges.

The Stewardship team included Ginny Merriman, John Prohodsky, Bob Muir, Denise Hughes and Chair Phil Carver with lots of help from Rev. Rick Davis. The canvassers and helpers with the Saturday Stewardship Dinner and Sunday Brunch are literally too numerous to mention.

For 2016-2017 there are pledges from 186 members and friends, averaging \$1,511. This is a net increase of 14 units pledging over the current fiscal year. While the 2016 increase in pledges is a positive development, it is not enough to cover all rising costs. As noted in the Stewardship Brochure, the Facilities Team has projected \$160,000 to \$200,000 in Facility repairs, replacements and possible improvements over the next five years. The net increase in pledges of almost \$14,000 will cover only some cost increases, including a minimal increase of two percent in compensation for staff and the minister.

The Investment team report was completed by George Struble - see his report below. We are looking for new volunteers with investment experience and knowledge.

Investment Management team

Members: George Struble, Phil Carver and Mark Kendall

Our account at Keudell Morrison Wealth Management has a total value of about \$200,000. Almost all of this is invested in eight stocks; the rest is cash. The stocks were selected for income, and some have a history of annual increases in their dividend rates, which therefore have a chance that the dividends maintain their purchasing power in recognition of inflation. The expected annual income is over \$7600, which is about a 3.8% yield. The yield is about 5% on our original purchase cost. We considered these stocks to be good long-term investments, and therefore have not been concerned about short-term price fluctuations. [Nevertheless, recognize that any or all could be sold on any business day, and the cash would be available three days later.] The portfolio is reasonably diversified, but over weighted toward pharmaceutical companies; those companies tend to be relatively stable, and have high dividend rates.

Stock prices go up and down. Our portfolio shows capital gains now of about \$50,000, which is nice, but not very important, since we invest for long-term income. Dividend rates change far less than stocks' market value.

Besides investing for income, we bear in mind principles of socially responsible investing, though please recognize that there is no clear definition of that term. We own no defense contractors, casinos, or tobacco companies -- and yes, we could have larger income and more capital gains if we did! Though we invest for the long term, we did sell two positions and buy one since July 1, 2015.

Some of our investment income is credited to the endowment fund; since the endowment fund is about \$62,000, its proportional share would be about \$2900. The Treasurer does that computation annually.

(9) Facilities and Landscape Team

Mission: Providing a welcoming, safe and sustainable home for UUCS spiritual and religious exploration.

Committee Chair: Paul Manka

Committee Members: Benjahmin Boschee, Ted Cory, Angela Gross, Mark Kendall, Brian Kirkpatrick "Water Wizard", Carol Manka, Joel Martin, John Prohodsky, Tom Lancefield.

Objectives for Fiscal Year 2015 – 2016:

1. Install flashing over windows and doors where it was lacking and prepare and paint the entire exterior of UUCS buildings. This would make UUCS's exterior weather-tight and guard against a repeat of the 2012 water damage that resulted in \$40,000 of repairs.
2. Make critically needed repairs to UUCS infrastructure and remove or mitigate hazards.
3. Prepare a Capital Projects Plan to help plan and budget for needed infrastructure repairs in the future.

Accomplishments

1. Hired Dream Home painting to install flashing, power wash and paint the entire exterior of UUCS buildings. with two coats of Miller Evolution paint (Miller's best paint designed to last 25 years). Work was professionally accomplished within two weeks, thus completing Objective 1.

2. The UUCS water heater was replaced July 31 because it was filled with sediment and no longer heating water effectively. Cut down dead 70-foot cottonwood tree that was dangerously leaning towards the North Parking. Replaced four toilets in Men's and Women's Rooms located off the RE/Office Hallway. These accomplishments met Objective 2.
3. The Facilities team spent last Fall working on and revising a Capital Projects Plan that identified critical infrastructure needs and estimated costs of repairs. In preparing this report, key users in the UUCS community were consulted. The final report was presented to the Board and Finance team in February

(10) Communications Team

Mission/Purpose: From the Program Manual - The Communications Team works with the other teams and committees and the congregation to support the church's outreach messages and activities, and to oversee and manage internal communication, all in a way that is consistent with the church's vision, mission and values.

Chair – Vicki Cunningham

Board Liaison- Paul Parmley

Newsletter – Petra S. Berger, Mike Berger, Sharon Pierson, Elsa Struble,

Publicity - Lynn Albright and Vicki Cunningham

Facebook –Chad Halsey, with access by Christi Olson, Aimee Amend, and Vicki Cunningham

Webteam – Mieke Visser, John Pilafian, Sharon Pierson, Joy Dunlap, Vicki Cunningham

Video – Craig Rowland

UUCS List Yahoo Group Editor, Gary Klein

Team Goals for 2015-2016

- 1) Using Servant Keeper, our church oriented software, and Constant Contact, a bulk email, distribution software, simplify, streamline and verify contact information for all members and friends with whom we are in contact. This includes Newsletter mailing lists, member lists, and friends' lists. (There are existing budget lines for these software programs.) Document the process of updating and editing the list so this can be carried out consistently in the future.
- 2) Create new means of communication, including social media, weekly email blasts, etc., for use in conjunction with other classic forms of media and communication to strengthen our connections to existing members and to the wider community.
- 3) Create video footage to be edited into multiple videos to show members and non-members about UUCS, our purposes, our people, our history and our vision. These videos will be used to strengthen existing relationships with members as well as to reach out to the larger community to help attract new members. For NPR and OPB Fans, we plan this as a visual equivalent of Story Corps for UUCS.

During the year, two other objectives became clear, each requiring much work. Those were:

- 4) Transfer our website to a new host site using a platform which is viewable on mobile and tablet, as well as desktop computers. (Mandated by an increasing awareness of the lack of support from our current website host, and the shift to mobile devices by most internet users);
- 5) Create a "tagline" to use with our logo on all electronic and print media, which expresses more clearly who we are and what we do. (Board request)

Work toward those objectives in 2015-2016:

1) Streamline contact information

- Representatives from Communications contacted the office;
- Delayed response until new buttons were made and distributed in hopes by the office volunteers that the data gathered from the button distribution would update most of the list. Button distribution was also delayed;
- Another attempt to work with the information as is will be made this spring;

2) Create new means of communication, including social media, weekly email blasts, etc.

- Used website, Facebook, a Facebook ad, Statesman Journal Ad(s) and a Salem Weekly ad together to advertise Christmas Eve service as well as Easter Service;
- Used a Facebook ad to advertise a music concert;

- Used Constant Contact to advertise the congregational meeting on the Munsel Property, and several concerts. Began using Constant Contact to email the newsletter. Used Constant Contact and the Constant Contact formatting to replace the mid month update of the newsletter from a compendium of news from the Sunday announcements and the Hot Topics web page;
- Our Facebook guru Chad, has been posting UUCS Social Justice items on regional, statewide, and national UUA Social Justice Facebook pages;
- Though not yet ready to go, the new website may lend itself well to abstracting posts on certain topics and compiling them for a “Social Justice Update” or a “RE Update,” etc.
- A bonus was an ad on the concert programs paid for by members of the UUCS chorus who are also members of Festival Chorale Oregon . They advertised our future concerts to all of the Festival Chorale audience;
- We contracted with Salem Weekly for a series of ads for four concerts, one for our diverse offerings in the fall, and one for our diverse offerings at Christmas;
- The Chalice and The Flame UUCS newsletter has maintained high standards in spite of massive changes in the volunteer personnel, from six editors and trainees, down to one editor, one assistant editor, one formatter, and two proofreaders;
- We have continued to protect the UUCS name on Facebook sites;
- A color and style change to the bulletin board in the Fellowship Hall visually organized the board and made it more attractive and readable;
- The UUCS List through Yahoo is still operating from many years ago.

3) Video.

- Craig Rowland has successfully filmed the UUCS Women’s Alliance members and is working on editing it.
- Delays in his progress are due to difficulties in scheduling the editing lab at CCTV, as well as the demands of other volunteer work he is doing at UUCS, and some health concerns.
- We appreciate Craig's taking the classes required to use the CCTV lab, purchasing some of his own equipment and learning to use it, scanning UUCS historical photos, and putting in many hours, to get this far on the video.
- Craig is now looking at “filler” video to use with a voice over from the interview, and also some video of conversations to bring out points that were missed in the main interview.

4) Transfer our website to a new host site using a platform which is viewable on mobile and tablet as well as desktop computers.

- Our current website continues to be maintained on a timely basis.
- Purchased new domain name and contracted for new host for website.
- Due to the expertise of two new volunteers, Joy Dunlap and Sharon Pierson, and the leadership of Mieke Visser, most of the existing webpage has been transferred to the new format in a “sandbox” on the new host site.
- The new CMS allows the content to be arranged and even sorted in new ways, which results in many decisions needing to be made on each of these pages, and in the page order.
- The webteam has been meeting almost every week for several months to make these decisions and put them in effect in our “sandbox” site.
- New pictures are being gathered to refresh the look.
- Some re-editing of the 71 pages must be done before the site is ready for review by the UUCS board. Our current contract runs until October, so there will be time.

5) Create a “tagline” to use with our logo on all electronic and print media, which expresses more clearly who we are and what we do.

- Many suggestions have been gathered from an email discussion.
- Excellent cautions and discussions came from Samantha Scales in her role as Membership team member, from Joel and Caroline Woodman at the Welcome Table, and from John Prohodsky.
- Cards were distributed to the congregation inviting their input.
- A preliminary committee compiled those results.
- A committee representing our diversity in spiritual thought is being gathered to consider these suggestions together and to come up with one or several final suggestions that hopefully resonate with all committee members.

(11) Membership Team

Mission Statement - The Membership Team accepts the mission of providing opportunities for congregants to participate in projects that support the Boards' belief in the need for Engagement, Social Justice, and Spiritual Growth. We believe in the unique dignity of each individual and our inherent interdependency, a powerful paradox

Team leaders: Carolyn and Joel Woodman;

Committee Members: Lynn Cardiff, Rev. Rick Davis, LJ Frederickson, Arrhiannon Kirkpatrick, Brian Kirkpatrick, Samantha Scales, Lana Von Prussing

Goal #1: Increase opportunities for congregational **engagement** via Host program; Welcome Table, Visitor orientation program, and Membership Directory Update.

Goal #2: Increase facilitation of **partnerships** between Teams, Boards, Committees, and Members at Large.

Goal #3: Integrate Reinforcement, Recognition, and Resources; the three "R's" of **retention**.

Accomplishments of above goals # 1 and #3:

HOST PROGRAM

- Host/Greeter Program was expanded to eight teams, with five members each, with a total of forty participant;
- New members have been invited into leadership roles, and many have accepted;
- There continues to be successful effort to engage new members in the Host program as an introduction to UUCS volunteer service;
- Efforts to identify and follow-up with visitors have been implemented effectively, primarily by Carolyn; engaging new members in the Host program as an introduction to UUCS volunteer service has been successful;
- Brian as member of the Facilities' team and his wife Arrhiannon Kirkpatrick have done miracles in organizing the Coffee Service during fellowship (a Membership Team responsibility); there is a functioning schedule that engages most UU groups to volunteer on a rotating schedule;
- Written coffee service procedural instructions were created by the leaders and are provided to those who volunteer;
- The kitchen has been organized with visual cues (pictures) to help locate kitchen supplies and equipment, which are huge improvements;
- Hosts have provided coffee service during fellowship three times;

WELCOME TABLE

- Implemented to provide a safe, welcoming place for visitors and members during fellowship time;
- Lifelines Lay Ministers and Members at Large have been included as Welcome Table facilitators;
- Representatives from other Teams and the Board have informally helped facilitate the Welcome Table.
- Information and process is continually being upgraded and redefined;
- An inventory of appropriate UUCS handouts is maintained;
- Information on the Path to Membership is provided;
- Three groups rotate in collaboration as facilitators: Lifelines, Hosts, and Members at Large.

MEMBERSHIP CURRICULUM AND ENGAGEMENT

- A clear five step Path to Membership has been developed and implemented in collaboration with Rev. Rick Davis and Samantha, our office administrator; the schedule of membership classes has been publicized in a variety of ways;
- Selected team members provide dinner for UU101 and dessert for UU102;
- Team members participate in the classes to provide support, and as sources of information. All congregants are welcome, and participate in a variety of ways;
- Improvements in content and format have been implemented;
- Handouts have been upgraded as needed;
- Other teams have been invited to make brief presentations at UU102.
- A "Shout Out" board was implemented with limited success. It was designed to give recognition to those who might not otherwise receive that kind of support. Currently it has been "retired."

Membership Directory Update

- Producing an updated Membership Directory has engaged approximately ten volunteers involved in photography, data intake, design, and data input to software;
- The current Membership Directory update project has worked well in engaging new congregants not otherwise involved. It also has been successful in getting support of members who bring a great deal of volunteer experience to the table;
- The update of the directory will be completed toward the summer;
- An email delivery system linked to the Directory Update software is being considered. It may prove to be an excellent way to implement the "Volunteer Discovery Survey" developed by David Jeffers and LJ Frederickson.

Accomplishments of goal #2, Partnerships

- We hold monthly business meetings to plan and connect with UUCS and events that are happening within the congregation;
- The members of the Membership Team are all involved in other teams, committees, and boards that give them a unique perspective that contributes to the concept of "partnerships";
- The UUCS newsletter (Communications Team) has been an excellent partner in providing a venue for recognition of those giving service;
- We participated in Coffee Service, SIHN hosting, and other UUCS events.

(12) Social Justice in Action Team (SJAT)

Mission is "to provide a respectful home for intellectual, spiritual, and creative exploration, and to build a community of fellowship, caring and service that lights the flame of social action."

Facilitator: Chad Halsey;

Members: Rev. Rick Davis, Caroline Bridges, Cecelia Craig, Sarah Rohrs, Dana Brown, Victor Reppeto, Jan Munsey, Lee Coyne, Roberta Westerberg, Chad Halsey, Lorraine Stewart, Craig Rowland, Jane Maute, Angela Gross.

Goals

1. Engage by conferring with members (especially key leaders and active members) to elicit their social justice concerns and learn of their current involvements in or support for social justice and social service endeavors. This may include one on one conversations that will enable the SJAT to strengthen relations with our members and learn of their current involvements and interests.
2. Educate by enhancing members' knowledge and awareness of pressing social justice issues. Confer with the minister to offer social justice themed worship services. Offer classes, facilitate social justice discussion groups and provide pertinent information to the congregation and others through the various means available – print, digital, video, etc. Special attention will be given to inform the congregation of the social justice initiatives of our larger movement – the Unitarian Universalist Association and social justice educational material provided by the UUA.
3. Empower: The SJAT will offer concrete proposals for social justice actions such as advocacy, public witnessing to our UU values and other effective means that are congruent with our covenantal values.

Accomplishments

- **Raise the Wage** - Partnered with Raise the Wage Oregon to advocate the state legislature and Governor to raise Oregon's minimum wage. The Governor ultimately proposed and the legislature approved a minimum wage increase;
- **Cordon Road Cleanup** - Twice a year, in October and April, the SJAT engages the congregation to clean a mile of Cordon Road that we have "adopted". In October 2015, we were caught off guard when the former coordinator left. Only four people showed up in October. In April, however, there were 24 volunteers to help with the clean-up - thanks to all;
- **Mississippi Flag** - The SJAT created a petition and participated in a rally to advocate the state legislature and Governor to remove the Mississippi flag from the "Walk of Flags" park located on Capitol grounds. The Mississippi flag is considered a symbol of racism and oppression by many. The flag was eventually removed from the park earlier in 2016;
- With the input of congregation members, the SJAT selected the 2016 **share-the-plate recipients**. Additionally, in an effort to educate the congregation about these organization, the SJAT has begun inviting representatives of the share-the-plate recipient organization to speak at the a service and set up an information table in the Fellowship Hall after services;

- Held a **voter registration drive** to register people to vote or to update their information;
- Participated in a vigil with other groups to **support refugees and to counter anti-Muslim sentiment**;
- The SJAT, with the approval of the Board Chair signed a pledge to support Allies for Equality, a local coalition of community services dedicated to providing competent services to the **LGBTQ+ community**, which is similar to being a Welcoming Congregation, but on a local level;
- Rev. Rick incorporated Black Lives Matter into a service in observance of Martin Luther King, Jr. Day;
- Had a table at Capitol Pride celebrating the Supreme Court's decision that marriage equality is constitutional and making ourselves visible in the community as a welcoming congregation;
- Invited a member of Yes for Cherriots to speak to the congregation after Sunday services about a ballot initiative to improve **public transportation** in the Salem-Keizer area. Unfortunately, the initiative failed.
- Attended Healthy Climate rally in support of a bill before state legislature that would limit climate pollution and account for its cost in Oregon, accelerating the transition to **clean energy** thus creating a healthier future. The bill was not approved in the most recent legislative session, but money was approved for further study of the bill.
- Starting a new **informal discussion group**. Topics are decided by participants. This meeting is in addition to our regular monthly meeting, but is more focused on allowing people to talk about issues in a deeper way than we have time for in our 'business' meetings.
- Guest speakers at our meetings have included Lee Mercer, President of **Health Care for All** Oregon, Laurie Dougherty from **350 Salem**, Teressa Raiford from Don't Shoot Portland, Rose Walker who spoke about **homelessness**, and Cristina Marquez from **Raise the Wage** Oregon.
- Hosted events with Basic Rights Oregon educating attendees about gender issues, particularly as it pertains to transgender persons, and with **Health Care** for All to show the documentary 'Fix It: Healthcare at the Tipping Point'.
- The SJAT is collecting household items to **help refugees** who are settling in the Salem area. The incoming refugees are from multiple countries including Somalia, the Democratic Republic of Congo, Afghanistan, Iraq, Burma, and Syria.
- The social justice team has worked hard to be **more visible to the congregation**. This has included the regular social justice table after each Sunday service, regular article submissions to the newsletter, creating a Google calendar of social justice related events taking place in the Salem area, more frequently updating the social justice page on the UUCS website, and utilizing the Sunday announcements;
- The SJAT has made an effort to be more involved in the larger congregational community. This includes attendance at Team Council meetings, participating in the budgeting process, and attendance at UU 102 classes;
- SJAT members have **attended city council meetings/public meetings on homelessness, affordable housing, and refugees relocating** to Salem with the goal of identifying one issue in which we might engage more members of the congregation as a whole;
- We are trying to identify a very specific way UUCS can affect change rather than having an overly broad goal (ending homelessness, for example).

(13) Microfinance program

Members: Ann Hanus (Chair), Carol Doolittle, Elenie Smith, George Struble, Robin LaMonte, Leroy Kline, Lorna Youngs, Lynn Cardiff, Phil Cogswell, Rev. Rick Davis

The UUCS Microfinance Project is based on the Unitarian Universalist principles that “we covenant to affirm and promote, justice, equity and compassion in human relations” and having a “world community with peace, liberty, and justice for all.”

The basic idea: Make small loans to people living on the edge, so they can increase their earning power, escape poverty, and make a better living for their families. Often, poor people are not able to borrow money to buy small equipment items or materials necessary for their businesses. Banks are few in rural areas. The UUCS microfinance project is trying to help people that banks cannot or will not help. Through UUCS donations, we establish permanent revolving loan funds administered by credible non-for-profit organizations so our funds continue to benefit poor families for many years as loans are repaid and then loaned again.

Objectives for 2015-16

Our Salem UUCS Microfinance Project adheres to these goals relating to social justice:

- Empower the people we work with, not create dependency, and give them a boost out of poverty through an ongoing means to make a living;
- Promote activities to provide families with a sustainable living using sustainable resources; and

- Recognize that this project is fulfilling for each of us personally by allowing us to do something good. It enriches us by crossing international boundaries, forming a connection to other people and providing a way to improve lives.

For 2016-17-16 we plan to:

- Continue our fundraising for the Chijnaya Foundation in Peru to help impoverished farmers and artisans.
- Raise money for this microfinance project through donations, sales, and a dinner.
- Select new partners for our next microfinance projects.

Our Successes

The Microfinance Committee formed in 2008 in response to Rev Rick's call for our congregation to do something to address global poverty elsewhere in the world.

Each year we have raised about \$3,000 to \$5,000 for small loans to Lao silk and bamboo weavers, Peruvian farmers on the high altiplano in Peru, and rural Kenyan women. We have carefully chosen non-profit organizations with high credibility, on-the-ground local knowledge, and technical skills to administer our donations. They have used our donations to establish permanent revolving loan funds. We have worked with the Participatory Development Training Centre (PADETC) and SaoBan Crafts in Laos, the Chijnaya Foundation in Peru, and the IMANI Project in Kenya.

Since October 2015, we have raised \$2,816 from Share the Plate and direct donations. We sent \$400 to IMANI to initiate a pilot microfinance project to help Kenyan woman raise crops to feed their families and provide for healthcare and education. We also sent \$2,400 to the Chijnaya Foundation in Peru to support farmers and artisans living on the high altiplano. The amount raised to date does not include money raised during our fundraiser in April 2016. We thank everyone who has participated in our mission in one way or another.