

Unitarian Universalist Congregation of Columbia

2002-2003 Annual Report

Distributed at the Annual Meeting
April 27, 2003

Unitarian Universalist Congregation of Columbia
Owen Brown Interfaith Center
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UUC Board of Officers and Trustees

Martha Fulda, President	2002-2003
Rich Dean, Vice-President/President-Elect	2002-2003
Sylvia Hazzard, Secretary	2002-2003
Howard Ruskie, Treasurer	1999-2003
Mark McCormick, Religious Education	2002-2003
Cyndy Sims Parr, Worship	2002-2004
Sherry Peruzzi, Long-Range Planning	2001-2003
Mark Reese, Operations	2002-2004
Kathy Smith, Program and Communication	2001-2003

UUC Staff

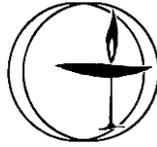
Rev. Richard A. Nugent, Interim Minister
Cathy Muller, Director of Religious Education
Dr. Tom Benjamin, Music Director
Pat Fort, Administrator
Dr. Michael Adcock, Associate Music Director
Bobbi Koons, Administrative Assistant
Stephanie Cherry, Bookkeeper
Judah Adashi, Youth Choir Director
Heidi Schurter, Childcare Coordinator

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UNITARIAN UNIVERSALIST CONGREGATION OF COLUMBIA

Gathered in 1964

Richard Nugent, Interim Minister
Margaret Odell, Minister Emerita
Cathy Muller, Director, Religious Education
Tom Benjamin, Music Director
Pat Fort, Administrator

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Annual Meeting, April 27, 2003

AGENDA

- 5:30 p.m. Potluck Supper, sign-in of all members
- 6:00 p.m. Deadline for submission of proxies
- 6:30 p.m. Opening words Rev. Richard Nugent
Verify quorum Sylvia Hazzard
Year summary, Annual Report distribution Martha Fulda
- 6:45 p.m. Status of General Canvass for 2003-2004 Phil Webster
Presentation of the Budget for 2003-2004 Kathy Rose and Jim Wu
- VOTE 1: Approval of Budget for 2003-2004**
- 7:15 p.m. Presentation of Proposed Bylaws Revision Sherry Peruzzi
- VOTE 2: Approval of Bylaws Revision**
- 7:45 p.m. Presentation of Authorization of Increased Cap on Rich Dean
Construction Spending
- VOTE 3: Approval of Authorization of Increased Cap
on Construction Spending**
- RESOLVED: that the Renovation Construction budget limitation of \$1.465 million dollars (\$1,465,000) be increased by \$75 thousand (\$75,000) to \$1.54 million dollars (\$1,540,000) and the long-term mortgage limitation be increased from \$600 thousand (\$600,000) to \$660 thousand (\$660,000). The Board is authorized to negotiate with the contractor and execute such options as it deems appropriate within these constraints.*
- 8:10 p.m. Nominating Committee Report Gene Berg
Nominations from the Floor
- VOTE 4: Election of Officers and Trustees
for 2003-2004**
- 8:20 p.m. Recognition and introduction of outgoing and Martha Fulda
incoming Boards
- 8:30 p.m. Closing Words Rev. Richard Nugent

OFFICER REPORTS

PRESIDENT, Martha Fulda

This year I learned to stay on a bucking bronco. That's what being president of UUCC has felt like at times. It's been a wild ride, which reached fever pitch during April. Richard has been my coach and wise comforter through the whole process, a source of information and encouragement, particularly about open communication with the congregation, which has been a priority to me, too. The energy and confidence we are experiencing as a congregation right now are a direct result of **Rev. Richard Nugent's** well-honed tutelage. We cannot thank him enough.

Policy Governance

Fourteen months ago at a Board retreat, the Long-range Planning Committee presented a plan for this more effective form of government for UUCC. The Board was sold instantly, and made plans then for the intense work it would take for implementation. This year, we have done the tedious work of developing written policies for the running of our church, and created an Administrative Team to run our daily business. In February, we selected our first Stewardship Chair, the lay member of the Administrative Team. The A-Team has now been meeting several times a month, taking over more and more of the supervisory functions of the church that the Board had been responsible for. Increasingly, the Board can become a visionary and planning board, as its trustees release their managerial roles to the chairs of the councils. Easing us through this whole process were **Sherry Peruzzi**, Trustee for Long-Range Planning, and her committee, who planned the explanatory Sunday service in January and organized the Dessert Party in March. They made Policy Governance accessible to everyone.

The Building Expansion

Beginning exactly a year ago, when the congregation granted its approval to go ahead with construction and a mortgage, we have taken care of the thousand details required by the county, the bank, and UUA. Notable in these roles were **Gene Berg, Rich Dean, Steve Jamar, and Lindsay Thompson**. Gathering documents; getting things notarized, organized, copied, and delivered was the specialty of **Pat Fort**. Coordinating our plans through OBIC, with Lornwood downstairs, and working hard to bring them along hand-in-hand was **Rosie Lijinsky**. From the time of the formal ground-breaking in October, organized by **Eileen Henderson**, through the appearance of the new playground planned by **Terry Paul's** committee, to the arrival of the first construction machinery, we have grown ever more enthusiastic about our new home. Come fall, we'll be moving in.

The Search for a Settled Minister

Fourteen months ago we elected, for our first time, with great fanfare, our Search Committee. The Board worked hard to establish a sufficient salary package for the incoming minister, to enhance the Search process. The committee, with frequent updates, kept us posted about their progress in surveying our needs, developing the congregational packet to introduce UUCC to the world, questioning interested candidates, and finally winnowing down the list to their final selected candidate, **Paige Getty**. The Search Committee then organized Candidating Week, providing many different opportunities for us to meet and get to know Paige. Now we look forward to our new minister, a new building, new governance, and who knows what else? It's been an extraordinary year!

OFFICER REPORTS
SECRETARY, Sylvia Hazzard

I was appointed to be the Secretary for the UUCC Board of Trustees in December 2002, after the former secretary resigned. As secretary I have completed the following duties:

- Met with **Sherry Peruzzi**, my mentor for this position, to receive instructions on my duties as secretary.
- Attended regular and special Board of Trustees and congregational meetings.
- Recorded minutes of all regular and special board meetings as well as the special congregational meeting to elect the Rev. Paige Getty as our minister. Distributed these minutes by email to the board and the congregation at large.
- Prepared documents and forms required for securing the loan for UUCC's building renovation, and gathered necessary signatures for these forms.
- Served as an active committee member for the Long-Range Planning Committee.
- Helped to plan and execute a dessert buffet to inform congregational members about Policy Governance. The Long-Range Planning Committee, together with the Board, gave this event.
- Worked with board committees to write policies needed to implement Policy Governance for the Board and the congregation.
- Met with **Pat Fort** to plan the use of proxies and absentee ballots, registration, and vote counting for the Special Congregational Meeting to elect the Rev. Paige Getty as our minister. Recruited and trained volunteers to help with this effort.
- Met with **Sherry Peruzzi** and **Pat Fort** to plan use of proxies, registration, and vote counting for the Annual Meeting. Recruited and trained volunteers to help with this effort.
- Coordinated the Board's thank-you dinner to be given for the Ministerial Search Committee members, their spouses, and their live-in relatives.

Respectfully submitted,

Sylvia Hazzard

Sylvia Hazzard, Secretary

OFFICER REPORTS
TREASURER, Howard Ruskie

1 July 2002-31 March 2003

This report shows:

- Current state of our Operations Budget for the current fiscal year (summary. Fig 1.)
- Estimate of income and expenses for the rest of the year.
- Review of final FY2001-2002 budget.

1. Current status of Budget for Fiscal Year 2002-2003

	Current Fiscal Yr	% of Goal
Pledge Revenues to date	\$178,396	71.36%
Pledge Budget to date	\$187,500	75.00%
Shortage	\$ 12,461	-4.98%
Pledge Budgeted for year (Goal)	\$250,000	100.00%
Total Revenues to date	\$ 228,395	75.97%
Total expenses year to date	\$ 221,049	73.52%
Budgeted income for year	\$ 300,650	100.00%
Budgeted expense for year	\$ 300,652	100.00%

2. Expected expenses for rest of fiscal year

Expected expenses:

Payroll	\$46,569
OBIC	<u>\$15,569</u>
Total:	\$62,138

Outstanding pledge: \$74,961

As of 6 April 2003, total income for the Fiscal Year to date is 79% of budget, and expenses are, at 77%, close to that figure. Since 75% of the fiscal year has passed, we are close to even.

Stephanie will be sending out the quarterly pledge statements soon. Please check them to make sure you are not falling behind.

3. Fiscal Year 2001-2002

Income exceeded expenses, once we separated out the off-budget items (minister severance \$ 44,674 and building expenses \$22,354) and the final figures were total Operations income of \$260,698 and expenses of \$254,910.

STAFF REPORTS

MINISTER (INTERIM), Rev. Richard A. Nugent

*Inch by inch, row by row
Gonna make this garden grow
All you need is a rake and a hoe
And a piece of fertile ground
~ Dave Mallet*

Overview: Our work together is almost over. Much has been accomplished during this period of interim ministry. In addition to maintaining your quality religious education program for children and your outstanding music program, here are some of the highlights of the past 20 months:

- Welcoming 50 new members;
- A rejuvenated Social Action Council;
- An expanded program of adult enrichment classes;
- Increased advertising in the Columbia Flier, Baltimore's City Paper, and Baltimore's Gay Paper;
- Increased staff hours and compensation;
- Implementation of a new form of congregational governance;
- Acceptance of a more activist role in congregational governance for the minister;
- Formation of a Worship Associates program;
- Initiation of a small groups ministry program (Intimacy and Ultimacy groups);
- Promotion of **Michael Adcock** from pianist to Associate Music Director;
- A comprehensive rewrite of the congregation's bylaws;
- A rewrite of the bylaws governing the Owen Brown Interfaith Center;
- A successful capital fund drive that raised \$840,000 (and counting);
- A new playground area for our children;
- Commencement of the new building construction;
- Increase of the operating pledge base by 44 percent plus (from \$209,000 to over \$300,000);
- Formation of a Finance Council including an Endowment Committee;
- Tackling of various identified "sacred cows" of the congregation

So many individuals are responsible for the above accomplishments. Please accept my heartfelt thanks for all your efforts.

Major Unfinished Work: As you welcome the **Rev. Paige Getty** as your settled minister, a major unfinished task from this period of interim ministry is revisioning your mission. Your current vision statement announces that UUC is "a beacon and a safe haven for all who quest for the spiritual journey, commit to social justice and willingly assume their responsibility in an active, ethical religious community." Your mission statement reads:

We, the Unitarian Universalist Congregation of Columbia, a community that values and supports the search for spiritual growth and celebrates diversity within our congregation and the world, covenants to...

- live our Unitarian Universalist principles in our daily lives,

- show respect for one another during times of agreement and disagreement,
- respect and value every woman, man, and child within our congregation,
- actively minister to one another, celebrating together our joys and supporting one another in times of sorrow, and
- share our gifts and accomplishments with our congregation and the world.

It is time for you, together with your new minister, to review your vision and mission statements. I believe that UUCC is clear about being a “safe haven” for religious liberals in your community, but I don’t believe there is a clear consensus regarding your role as a “beacon” to the community and your “commitment to social justice.” What is the mission of UUCC? Is it primarily inward-looking (welcoming and supportive community, quality worship, music, and religious education) or do you want to play a major role in Howard County? If the latter, what is the nature of that role? Should UUCC advocate for increased social services and the taxes to pay for such services? If so, how do you ensure that differing voices are heard when positions are being adopted? Or should UUCC refrain from government advocacy altogether? Finally, too many members remain unconnected to their Unitarian Universalist heritage and to the resources available through the denomination. As Channing Memorial Church calls its next settled minister, I hope that your two congregations can develop a closer working relationship. Doing so will serve to strengthen Unitarian Universalism in Howard County.

Background on Interim Ministry: At the heart of interim ministry is ministry itself. I have sought to strengthen the understanding that the Unitarian Universalist Congregation of Columbia is a community of faith. Attending to the normal responsibilities of congregational ministry (preaching, pastoral care, committee meetings, etc.) are important aspects of my work, but intentional interim ministry also involves five developmental tasks. These five tasks are:

- Assisting the congregation in claiming and honoring its past, and in healing its griefs and conflicts
- Illuminating the congregation’s unique identity, its strengths, its needs, and its challenges
- Clarifying the multiple dimensions of leadership, both ordained and lay, and aiding the congregation in navigating the shifts in leadership that accompany times of transition
- Renewing connections with available resources within and beyond the UUA
- Enabling the congregation to renew its vision, strengthen its financial stewardship, prepare for new professional leadership, and engage its future with anticipation and zest

Identified Priorities: At an all-day retreat on September 29, 2001 that involved committee chairs, the Board identified six priorities for this period of interim ministry:

- Greater attention to membership growth and retention
- A successful capital fund drive
- Better understanding of ourselves including addressing the “sacred cows” of the congregation
- Reviewing the mission, vision, and covenant of the congregation
- Clarifying the role of the minister, and
- Strengthening the governance of the congregation

Greater attention to membership growth and retention: UUCC Membership peaked during the period of 1990-1993 (386 certified members), dropped following the break-off of Channing Memorial, and remained remarkably steady (278-297 members) since 1994. It would appear that UUCC has finally broken

through its plateau as membership begins to approach 350. To date, UUCC has welcomed 53 new members during this period of interim ministry (33 this year and 20 last year). Sunday attendance (160-170) remains substantially up compared to recent years (115-130). Attendance at the 11:00 a.m. service has strengthened greatly this year. UUCC does a particularly good job of welcoming newcomers into congregational life, but I continue to believe that many within the UUCC community are ambivalent about growth. The small group ministry program (Intimacy and Ultimacy Groups) should help retain the “smaller church” feeling as more individuals enter into your religious community.

Capital fund drive: Much time and attention was necessarily focused on the capital fund drive. The initial goal of \$600,000 was far exceeded by the \$840,000 pledged last year. Additional pledges are still being received and, hopefully, will continue to be received as UUCC faces increasing mortgage payments during the next few years. The growth in the operating pledge base has been substantial, yet there is still a long way to go before EVERYONE involved at UUCC understands their responsibility to be financial stewards. It takes about five years to change the underlying culture of a congregation. UUCC has taken great strides to do so during the past two years. The next few years will require a continued focus on financial stewardship in order to meet your mortgage payments and programmatic priorities. It is also time to aggressively educate members and friends about gifts to the UUCC endowment.

Better understanding of ourselves including addressing the “sacred cows” of the congregation: When we gathered for a “start-up” weekend back in September 2001, the Board and Committee chairs spent the next day identifying the strengths and weaknesses of the congregation, identifying “sacred cows” (such as notions about ministerial authority, use of theological language/rituals, insufficient staffing and funding, and stagnant growth), and adopted these six priorities for our interim work together. Many of the identified sacred cows were addressed during this period of interim ministry.

Reviewing the mission, vision, and covenant of the congregation: Why does UUCC exist? What is its purpose? The congregation’s strengths include its friendliness, music program, and children’s religious education program. Its weaknesses include confusion over its mission, theological shallowness, and disconnection from the larger UU community. The focus of UUCC is largely inward and not mission-focused. During the past year, the UUCC community has begun transitioning itself from a large “small” church to a mid-size “program” church – one that better meets the needs of its members and the broader community. As UUCC grows, much attention will need to be focused on maintaining the “feel” of intimacy within the congregation. Finally, the vision of a true interfaith center has not been realized. The various congregations using our building do just that – they use our building. There is minimal interfaith conversation or cooperation. There remains a need for meaningful interfaith cooperation.

Strengthening the governance of the congregation: The decision to implement a form of “policy governance” similar to the model developed by John Carver was a momentous one by the UUCC Board. This initiative, originally explored during the presidency of **Kathy Rose**, frees the Board from day-to-day management tasks so it can focus on policy development and program oversight. In its place, an Administrative Team (Church Administrator, Director of Religious Education, Minister, and Stewardship Trustee) is responsible for guiding the work of the congregation. This is a monumental step toward UUCC becoming a program (mid-size) church. Implementation has been extraordinarily smooth.

Clarifying the role of the minister: What model of ministry does UUCC want and/or need during the coming years? How involved should the minister be in the daily operations of the congregation? UUCC has seen different ministerial styles. I have attempted to model an involved, but not controlling style of ministry. Your approach to Policy Governance includes the minister as part of the Administrative

(management) Team. Rev. Getty will arrive to find a congregation receptive to active ministerial leadership. I still believe that the Minister should be the “team leader/chief of staff” since she will largely be held responsible for the success/failure of the congregation.

Concluding Remarks: I have thoroughly enjoyed my time here at the Unitarian Universalist Congregation of Columbia. It has been a pleasure serving as your interim minister. UUCG has extraordinarily talented and dedicated staff. Congregational leadership is outstanding. I have valued working with **Gene Berg, Martha Fulda, Rich Dean**, and all the other leaders of the congregation. You have also been most welcoming of my wife, Eileen, and our son, Asa. One of the hardest aspects of interim ministry is having to say “goodbye.” Saying goodbye to you will indeed be quite difficult.

As you approach your 40th Anniversary, I will be following your progress. Together, we have planted many seeds. May your harvest be an abundant one.

STAFF REPORTS

DIRECTOR OF RELIGIOUS EDUCATION, **Cathy Muller**

During 2002-2003 our registration increased slightly to around 130 students. We offered classes for Preschool through Eighth Grade at 9:00 on Sunday morning and one combined preschool-first grade class at 11:00. Sunday evening classes include OWL for 8th graders, Quest for 9th graders and YRUU for those in senior high. The 8th grade OWL class was a joint class with Channing Memorial Church with two teachers from each congregation. We expanded our program by offering OWL for 6th graders at 11:00. There were 44 teachers and youth advisors. Religious education teachers did a marvelous job. We welcomed 10 new families into the program this year. UUCC / CMC are planning a summer camp.

This was the last year of the LREDA grant enabling the DRE to work full-time. The result of this was greatly increased support for the teachers in preparing for classes as well as additional time and energy spent on Adult programs. UUCC and the Adult Programs Committee hosted a district-wide workshop called, "Working Smart in Religious Education", led by the district Lifespan Religious Education Consultant, Rev. Carol Taylor. **Tom Fulda's** leadership and vision helped to draw many more people for adult programs at UUCC.

There was quite a bit of transition in the nursery staff this year. After four years, Childcare Coordinator **Lisa Stearns** resigned to put her energy into supporting homeschoolers. Her primary assistant, **Nathan Vogel**, left to attend college. **Carolyn Fort** did an excellent job but, unfortunately, for only a brief period of time. **Heidi Schurter** has accepted the position and began just a few weeks ago.

The Religious Education Council worked well together to support the Religious Education Program. **Mark McCormick** was an able representative for R.E. on the Board. **Becky Reese**, as council chairperson, did an excellent job leading the way. **Dana Sohr** as Social Action Chairperson coordinated a number of exciting service opportunities for the youth. We are happy to welcome **Joan Orcutt**, Teacher Support and Appreciation and **Steph Silver** and **Amy Zukowski** as co-chairs for the Activities Committee. **Suzanne Henig** continues as Curriculum chair with a great deal more knowledge each year and brings creative energy and enthusiasm to the work. **Kathy Clay** represents intergenerational services on the Worship Council. This is a new position. **John Seibel** serves superbly as our secretary.

Judah Adashi has completed his third year as Youth Choir Director. Please see Tom Benjamin's report for further information.

Work as a member of the A-Team has begun even though it does not become official until after the Annual Meeting. This new structure is an exciting step in the life of this congregation. I am honored to be included as part of the A-Team. I expect that it will eventually change my relationship to the congregation in some ways. I look forward to continuing on this path together and with other members of the A-Team.

Professionally, I have resisted taking on any new positions either in the district or denominationally. With the transition to Policy Governance and my position on the A-Team, a new minister in the fall and getting settled in a new office, I felt the need to take a sabbatical from additional responsibilities.

Thanks to the many members of this congregation for its unfailing support of religious education. The teachers were so dedicated and caring this year and brought such enthusiasm to our program. All the parents were available to help in the classrooms or the nursery and the Board has been sensitive to including the concerns of religious education in their decision-making process. Thank you.

STAFF REPORTS

MUSIC DIRECTOR, Tom Benjamin

The UCC Music Program again enjoyed a very active and varied year, including the UCC Concert Series. As in years past, we produced three concerts, under the able direction of **Susan Hardie**, who in my absence did a superb job of dealing with the myriad tasks such a series entails. The fall concert featured Associate Music Director **Michael Adcock**; the February concert Peabody's Kegelstatt Trio with guest cellist **Dan Levitov**; and the March concert tenor **Byron Jones** with **Michael Adcock**. The artistic level was, as always high, and the audiences large and enthusiastic. A sizeable sum was raised for UCC's operating budget, and many non-UCC folks from the community discovered our congregation and its music. Thanks are due the many volunteers who help with the concerts, our Patrons who support the series (the UU Angels), and to all of you who attend and thus support both music and the other programs of the UCC.

The Music Service this year showcased a wide variety of African-inspired music, from Africa itself as well as Cuba, Jamaica, Costa Rica, South America, and the United States (spirituals, gospel and jazz). Several of our most talented singers were featured as soloists, and we were joined by master drummer **Jason Baker** who taught and led the UCC Drummers. Great, high-energy music!

Under the encouraging and effective direction of **Judah Adashi**, the Youth Choir completed its third season, consistently improving in its sound and musicianship. They performed a variety of music in several services through the year, and are developing a superb *esprit de corps* at the same time. In April, they did their first outreach gig--a performance at Charlestown Retirement Community in Catonsville. Judah, incidentally, finished his MM in composition at Peabody, and is continuing his studies at Yale, teaching in the Peabody Prep, and winning prizes and performances for his first-rate compositions.

Michael Adcock, now Associate Music Director, took over the Adult Choir during my sabbatical in the fall, doing superb work with them, refining their choral sound and musicianship. Michael completed his doctorate at Peabody last spring, and moved to DC, where he teaches piano at the Washington Conservatory and private lessons in DC and Columbia. He continues to concertize locally and regionally and remains on the performing faculties of the prestigious Sarasota Music Festival and the Musicorda Festival in Massachusetts.

During my fall sabbatical, I traveled with Carol to the U.K. and worked on a series of commissioned works, as well as new editions of three of my books. I attended the UUMN conference in Vancouver, mentoring UU composers and conducting, as always, and brought back some great new anthems in the gospel style from the repertoire sessions. I wrote more introits, responses and benedictions for UCC and other churches, as well as commissioned anthems for various UU churches, and larger works for the Peoria Area Civic Chorale, a superb large chorus which I conducted in premiere performances, and the Greater Miami Youth Symphony Orchestra. Three large choral/orchestral works were performed in February, where my work was showcased in the annual American Masters concert near Cincinnati.

The Music Committee, chaired by **Marjorie Seidman**, intends to become more actively involved with planning and helping run the Music Program. They hope to find a couple of new members for the committee from outside the Choir.

The Music Program could not exist without the active participation of large numbers of generous and talented people:

- The UUCU Adult Choir, now at 37 members, is, as far as we know, the largest in any mid-sized or larger UU church, in terms of its ratio to the size of the congregation; it continues to grow steadily in enthusiasm and musicality;
- The highly talented vocalists and instrumentalists who contribute substantially to our services and other events: **Bob Harris, Karen Hamming, John Shea, Carol Benjamin, Rosie Lijinsky, Chris Buppert, Vickie and Scott Beck, Kathy Smith** (who will be greatly missed next year), **Lance and Kristan Lewman, Tom Monroe, Jason Baker, Eileen Soskin** and many more;
- And of course **Michael Adcock**, who is indispensable to our musical life (and turns out to have a wonderful way with a pop tune, and with gospel style piano!).

STAFF REPORTS

ADMINISTRATOR, Pat Fort

When I assumed the position of Administrator in June 2002, my predecessor **Megan Drake** had been out of the office for a week and **Lisa Gibson** was keeping things afloat. Lisa helped me to get oriented, introduced me to the calendar and database packages and basic office routine. **Bobbi Koons** was holding the office together on Sundays (as she continues to do!) and was a tremendous source of information and support, further helping me transition into the job.

I spent the summer learning my way around, establishing priorities as to what I needed to learn and do to make the office work more efficiently for me and for you. Interim Minister **Richard Nugent** and DRE **Cathy Muller** were both patient mentors guiding me in the inner workings of the congregation's business, making themselves available at all times for all kinds of questions.

Bobbi and I have established a means of weekly communication, even though we rarely see each other. Every Friday I add a note to our journal describing anything unusual that might be coming her way on Sunday, and each Sunday she writes me a note of any unfinished business or other information she thinks I might find helpful.

It quickly became apparent that volunteer help would be needed during the week if this job were to be done satisfactorily. I "advertised" in the *LINK* for help and eventually built a roster of more than a dozen people who have offered to make themselves available on an as-needed basis to help with mailings, answer the phones, photocopy, etc. **Edie Williams** and **Inge Hyder** have been particularly helpful, filling in answering the phones when I must be out of the office.

But first to come forward was **Alex Kramer**, who has been coming in every Friday morning since August to reproduce the Order of Service. Additionally, she takes care of a myriad of small tasks that can be accomplished while the presses roll. Her taking on these tasks has saved me hours and hours over the months.

The fall brought new challenges, as two services resumed and congregation members returned from summer "hibernation". Preparations for celebrations of **Margaret Odell's** 90th birthday and the groundbreaking for the OBIC renovation were labors of love, but did add to the workload.

I began attending meetings of other UU Administrators in the Greater Washington Area. Each meeting takes 3-4 hours (including travel time), but I learn so much as we share problems and resolutions, tips on how to handle the myriad of tasks we Administrators are called upon to do, and generally support each other. The group meets monthly, September through May.

Also in the fall, the Finance Council began examining the way we handle incoming checks, and determined that changes were necessary. The changes we agreed upon added another hour or two to my workload each week, and so I "advertised" once again for regular help in the office. **John and Segar Guy** came forward and helped me modify the procedures for processing incoming checks. **Cynthia MacDonald** joined the team, and the three of them have taken turns, with Cynthia as the lead. John and Segar fill in when she's not available and they've been doing this since November. The changes are working well, resulting in increased accuracy in how bookkeeper **Stephanie Cherry** records payments and better record-keeping for all of us.

In December, the Administrative Team formed under Policy Governance began meeting on a regular basis. Serving on the A-Team is an honor and a pleasure, but does take a great deal of time. Meetings alone take 2-3 hours each week, as we develop processes for implementing policies enacted by the Board. Once processes have been established, we all hope that we can begin meeting bi-weekly instead of weekly. Then we can resume staff meetings, which have been few and far between this year.

The computer continued to be a major stumbling block, most of the time working adequately, but it was often unreliable, and never fast. After weeks of arm-wrestling alternately with the printer and with the internet dial-up communication (neither of which the existing PC handled well – sometimes I had to reboot 2-3 times a day), in February we finally purchased a new PC, one which is fast enough to enable me to respond much more quickly to your requests for information and powerful enough to enable us to network. Networking will, of course, wait until the fall, after we have moved into our new office spaces. **Mark Calvin** was a great help in getting anti-virus protection transferred to the new PC.

We were able to keep the original PC alive so that two people can now work in the office at once. Basic Microsoft Office applications are still on it, as well as the bookkeeping functions. This means that when bookkeeper **Stephanie Cherry** comes into the office, I can continue to work, since we no longer have to juggle time on the computer. Being in the office at the same time has greatly aided communication between us, and means that we are now able to resolve questions and problems much more quickly. Stephanie has taught me much about the financial side of our database.

We upgraded our church database in December. This new version of Automated Church Systems (ACS) gives us the capability of sending mass emails to large groups selected through queries in the database. The first use of this was in mid-April with the email reminder about the Annual Meeting. It was sent to all in the database whose status is “member” and who had valid email addresses. It will also allow us to differentiate between people who want their newsletter delivered via email and those who want it delivered via US Mail. Within a couple of months, I plan to begin sending out the *LINK* in this way, thereby eliminating the need for a separate “mini-database” to manage newsletter mailings. (This is not something I would have dared to attempt with the old PC.)

In February, we welcomed 21 new members to the congregation, bringing membership up to 328. Processing this large influx of members all at once was a very welcome but time-consuming task, one that went much more quickly with the faster PC. The same holds true with the recent purge of lapsed members. And next time, with the consolidation of the databases, it will be even faster and easier.

Another recent development has been the implementation of an online calendar. I learned of this through my conversations with other Administrators and spent a couple of months making sure that it would meet our needs. *LINK* editor **Lorien Haavik**, was a great help in working out the fine points of how to get it into the newsletter. The only thing that remained, then, was to find time to do the actual conversion. This was given to me the day that **Anne Postich** walked into the office to say she was available for as much as I could use her over the next few weeks. Thanks to her, and to webmaster **Jay Shepard**, you can now link to this calendar off the UUCC website and see the congregation calendar for as far ahead as we have things scheduled.

Next on the horizon will be bidding a sad farewell to Richard, and then welcoming our new minister, **Paige Getty**. That and the move to new offices promise that 2003-2004 will be another eventful year!

STATISTICS 2002-2003

Prepared by Pat Fort, Administrator

MEMBERSHIP*	2000-2001	2001-2002	2002-2003
Membership at Annual Meeting	295	307	314
New Members	18	17	33
Friends	40-50	Not avail	110

*Membership roster had not been systematically purged in two years. Purge of lapsed members in progress Spring 2003.

ATTENDANCE*	2000-2001	2001-2002	2002-2003
Autumn (Sep-Nov)	123	158	148
Winter (Dec-Feb)	110	148	139
Spring (Mar-May)	110	136	Not avail
Summer (Jun-Aug) (single service)	61	72	Not avail

*Attendance figures do not include children, and Spring 2003, which included three very heavily attended services, has not yet been tabulated.

PLEDGING	2000-2001	2001-2002	2002-2003
Pledge Units	189	187	175
Budgeted Pledges	\$208,517	\$208,802	\$250,000
Actual Pledges at Fiscal Year End	\$211,544	\$215,312	\$260,717*
Average Pledge	\$1,119	\$1,151	\$1,490
Pledges Collected Fiscal Year End	\$200,376	\$189,568	Not avail
% Pledges Collected, at End 3 rd Quarter	75%	78%	68%

* Actual as of 4/25/2003.

RELIGIOUS EDUCATION	2000-2001	2001-2002	2002-2003
Enrollment	120	120	130
New Families	8	8	10
Teachers / Youth Advisors	43	34	44
Average Attendance	65%	70%	72%

COMMITTEE / COUNCIL REPORTS

**ARCHITECTURAL LIAISON COMMITTEE, Steven D. Von Hagen-Jamar and Lindsay Thompson,
Co-chairs**

The renovation/construction project is underway.

New construction is estimated to be completed in August or September 2003.

Remodeling of the offices and lobby upstairs and the rooms downstairs is estimated to be completed by or in November 2003.

COMMITTEE / COUNCIL REPORTS

FINANCE COUNCIL, Rich Dean, Acting Chair

Over the years our finances have become more complicated and a need was seen for the creation of a Finance Council to coordinate these activities. In August 2002, the UUCC Board approved the charter for a Finance Council. The charter identified these objectives:

- Develop strategic planning for finance
- Start up new finance activities such as an Endowment
- Harmonize the current finance operations
- Bring all of the components of finance together so that all the pieces can be understood
- Make informed and coordinated decisions
- Propose financial policies for Board approval
- Coordinate financial issues with OBIC and CUMC as necessary
- Manage the congregation's debt
- Coordinate grants, recognition of donors, and non-cash gifts.

The Finance Council is intended to be a long-standing activity with a permanent charter and a Council Chair and members appointed by the Board. This council is intended to meet at least quarterly. Members will consist of the Treasurer, a Chair, two at-large members, and the chairs of the following standing committees: Budget, Operational, Canvass, Building Canvass, Endowment Development, Fundraising, Minister, and Bookkeeper.

The Finance Council has been in place since October and has already seen some significant accomplishments.

- Recommended how money and transactions are processed at UUCC
- Planned a budgeting process for this year and reviewed the progress
- Worked to help startup the Endowment Committee
- Started a long-range financial forecasting effort
- Coordinated many of the pieces of ongoing committee work

Thanks to **Phil Webster, John Guy, Gail Thompson, Howard Ruskie, Janet Ramsey, Judy McDermott** and **Jim Wu** for their participation. **Richard Nugent** and **Pat Fort** have done wonders to get us on track.

COMMITTEE / COUNCIL REPORTS

LONG-RANGE PLANNING COMMITTEE, Sherry Perruzi, Trustee

I would like to express my appreciation for the hard work and dedication of the members of the Long-range Planning Committee: **Sue Crawford, Sylvia Hazzard** and **Dalroy Ward**. It is a privilege to work with such a capable, committed and enthusiastic group of people.

This has been an extremely busy year for the committee. To support the Board's transition to Policy Governance, the LRP committee was charged with developing a plan for the Board to educate the congregation about the new system. The committee recommended a series of Link articles and Board Informs, planned and organized a complete Sunday service for January in which the Board presented an overview of Policy Governance, and planned and organized a Dessert Party for February which included a humorous skit illustrating the old system of governance, a presentation of the specifics of the new system, and a panel of Board and A-Team members for an interactive question-and-answer session.

The LRP committee was also charged with crafting the bylaw changes needed to facilitate the operation of Policy Governance. Our study of the bylaws revealed a number of problems: outdated provisions, passages that conflicted with one another, provisions unnecessarily repeated in two or more places, wording that was confusing and difficult to understand, and the complete omission of an important section.

In the course of revising the bylaws, the committee studied old versions, referred to Robert's Rules of Order to clarify proper procedures, researched the intent of original passages and conferred with the current Board, in order to ensure that the revision submitted to the congregation for a vote at the Annual Meeting would be clear, internally consistent, conform to the original intentions and fulfill the needs of the congregation as we move into the future.

COMMITTEE / COUNCIL REPORTS
NOMINATING COMMITTEE, Gene Berg

The Nominating Committee is pleased to submit the following candidates for the UCC 2003-2004 Board. Nominations may also be submitted from the floor.

Vice-President / President-elect	- Kathy Tillman
Secretary	- Bill Wallace
Treasurer	- Phil Webster
Trustee	- Sylvia Hazzard

The new Board, as elected at the Annual Meeting, will be seated July 1, 2003.

The Nominating Committee is pleased to submit the following candidates to share the new position of Stewardship Trustee, to serve for 2003-2004:

Kathy Rose
Jim Wu

The Nominating Committee is pleased to submit the following candidates for the UCC Nominating Committee, to serve for 2003-2004.

Vickie Beck
Martha Fulda

COMMITTEE / COUNCIL REPORTS
OPERATIONS COUNCIL, Mark Reese, Trustee

The Operations Trustee monitors functioning of the physical facilities and the operation of the administrative functions of UUCC. The expansion of the Owen Brown Interfaith Center (OBIC) is underway to provide improved facilities for our use. The transition to Policy Governance is also underway to improve the daily administrative functioning of UUCC. This has been an exciting year for the operations of UUCC.

As Board liaison to the Architectural Liaison Committee, I rejoined the ALC and shared in their efforts to move the project along to the current stage of building construction. This included reviewing plans and taking care of administrative details to support the loan closing. The tireless dedication of the ALC in pursuing the vision of an expanded facility is greatly appreciated.

Similarly, I joined the OBIC Board to serve as a liaison between it and the UUCC Board during this time of tying up loose ends in preparation for construction. The OBIC Board is legally responsible for contracting for the expansion of OBIC. UUCC is providing the financing and design for the work. To provide ongoing lawn maintenance under contract to OBIC, UUCC purchased a new lawn mower for the UUCC volunteer mowing crew.

Pat Fort took over as UUCC's Administrator this year and brings a great deal of expertise and enthusiasm to the job, despite being restricted to part-time hours by budget constraints. As part of the transition to Policy Governance, Pat has become a member of the Administrative Team, which has taken responsibility for many of the duties that belonged to the Operations Trustee in the past.

Jim Reiser, the previous Operations Trustee, agreed to serve as Chairman of the Personnel Committee.

The UUCC administrative office has been enhanced with the purchase of a new computer, which greatly improves the efficiency of office functions. Upon completion of the building expansion, all UUCC staff will be co-located in neighboring offices on the same floor. The new offices will make it easier for the staff to coordinate activities.

COMMITTEE / COUNCIL REPORTS

PROGRAM COUNCIL, Kathy Smith, Trustee

In 2002-2003, the Board agreed that each of the major committees within the previously-titled Program Council should become independent councils: Communications, Membership, Fellowship (outreach within our congregation) and Social Justice (outreach outside our congregation). This year, the Social Action Council has blossomed under **Edie Williams'** leadership (a full report is appended below). I believe the goal for the Administrative Team next year is to more fully flesh out the remaining councils, so as to spread the workload and optimize the potential of each of these four vital areas of congregational life.

Communications Council (Chair, Lauren Haywood; no monthly meetings at present)

Responsibilities: publications, electronic communications, publicity, public relations

LINK (contact: **Lorien Haavik**): Under the editorship of **Lorien Haavik**, the LINK is running smoothly. It is now being distributed via e-mail, with paper copies available by request. This improves our speed and ease of delivery, maximizes our volunteer hours, and reduces our impact on the paperstream.

Publicity (contact: **Sheri Spandau**): We continue our regular publicity in the yellow pages and local newspaper listings and will increase our advertising next year to include local newsletters, publications which reach the GLBT community, and children's/parenting publications.

E-mail (contact: **Keith Smith**): The regular Wednesday night e-mail blast continues. Once a week, **Keith Smith** notifies the congregation of upcoming events, for which we are greatly appreciative.

Website (contact: **Jay Shepard**): Webmaster **Jay Shepard** continues to maintain and improve the website.

Membership Council (Current Chair: None, next year's chair, **Karen Nance**)

Responsibilities: Responding to visitors (visitor/new member packets, caring cadets, letters, visitor's table); new members (recognition, integration into community life, education about life as a UU and a member of UUCC); membership retention and integration (caring, volunteer work and recognition, database management)

Fellowship Council (Current Chair: None)

Responsibilities: Those activities that form the social and spiritual network that create and maintain our church family community.

Although this Council does not currently have a chair (volunteers, anyone?), it has several active subcommittees, primarily the Potluck Committee (contact: **Karen Nance**) and the Adult Programs Committee (contact: **Tom Fulda**). It also includes several special interest groups: Bowling (contact: **Doug Spandau**), Book Club (contact: **Gene Somers**), Bridge (contact: **Leo McPherson**), Young Adults (contact: **Carolyn Cross**), Chrysalis (contact: **Dale Neiburg**), Buddhism Interest Group (contact: **Nancy Lewman**), Spiritual Support Group (contact: **Nancy Lewman**), One World Coffeehouse (contact: **Vickie Beck**), Family Activity Group (contact: **Cyndy Parr**), Camping Group (contact: **Frank Hazzard**), Fun Feasts (contact: **Virginia Baker**) and Intimacy and Ultimacy Groups (contact: **Richard Nugent**). Next year's goal is to activate a Council that will coordinate these efforts and knit them together into a cohesive whole.

Social Justice Council: (Chair: **Edie Williams**, monthly meetings)

Responsibilities: Those activities that reach out and connect with/support the wider community outside of UUCC, in our neighborhood, our denomination, our nation and our world.

Attached is the Social Action Council Report by Chair **Edie Williams**. Thanks to Edie and a dedicated group of social action volunteers, this Council has really taken off this year. Kudos to Edie!

I'd like to also thank those who have spearheaded our ongoing social service programs: Beans and Bread (contact: **Jeri Wiggins**) and Casseroles (contact: **Barbara Trimmer**), Christmas Dinner (contact: **Harvey Zorbaugh**), the Simplicity Group (contact: **Wolfger Schneider**), TREE-mendous (contact: **Bert Moore**), Legislative Watch (contact: **Keith Smith**), Churches Concerned for the Homeless (contact: **Scott Ramsey**), Special Collections (contact: **Jim Caldiero**) Outreach at Dasher Green – Second Step Violence Prevention (contact: **Kathy Rose**), and the UU Service Committee (contact: **Trish Steinhilber** and **Jim Caldiero**).

COMMITTEE / COUNCIL REPORTS
RELIGIOUS EDUCATION COUNCIL, Mark McCormick, Trustee

As Trustee for Religious Education, I had the pleasure of representing the Board to the Religious Education Council, and witnessing their fine work. In an earlier year, I would also have acted as chair for that Council. In making the transition to Policy Governance, the Board began by removing the trustees as council chairs, instead having them act as representatives and liaisons.

The RE Council began the year with **Becky Reese** as Chair, **Lincoln Pitts**, chairing the Committee for Teacher Support and Recognition, **Suzanne Henig** as Curriculum Chair, **John Seibel** as Secretary, **Dana Sohr** as Social Action Chair, **Marni McNeese** as Activities Chair, and, of course, **Cathy Muller**, the Director of Religious Education, and myself, as Trustee for RE. The Council had significant turnover, though, in losing both our Activities Chair and our Teacher Support Chair early on. These positions have only recently been filled by **Stephanie Silver** and **Amy Zukowski**. We also recently gained a long sought liaison to the Worship Council in **Kathy Clay**.

Our year began with a RE Council retreat in the home of **Becky Reese**. There we laid out our goals for the year and our goals for RE in general. We reviewed these goals at each of our monthly meetings and asked ourselves what we'd done to accomplish them. We are evaluating ourselves by widely distributing a survey to both teachers and parents.

- | |
|---|
| <ul style="list-style-type: none">A. Foster an intergenerational sense of community at UUCC by fully integrating the youth RE program with the congregation at large.B. Create a more meaningful and memorable worship and RE experience for UUCC's children and youth.C. Teacher Support and Appreciation<ul style="list-style-type: none">a. Foster an environment of mutual respectb. Define room parent roleD. Social Action Committee<ul style="list-style-type: none">a. Open children's eyes to the needs of othersb. Provide hands-on community outreach experiences at least twice/year |
|---|

The first two goals were accomplished by intergenerational services, other exceptional services (such as the Animal Service and the service following the destruction of the Space Shuttle *Columbia*), continuing Children's Greetings, the singing send-off to the children as they leave the sanctuary for class, and many holiday activities, such as the Halloween Party and the Christmas Pageant. We do not take credit for all of this, but nevertheless feel that these things made significant contributions to our goals. Additionally, we also reinstated RE during the 11 a.m. service, because we felt that having RE only at 9 a.m. tends to divide the congregation into the 9 a.m. crowd with children in RE, and the 11 a.m. crowd without. **Suzanne Henig** has done a great job selecting and reviewing our curriculum to ensure that it meets the goals in "B" above.

Our efforts toward Teacher Support and Recognition included initial Teacher Training. Other efforts have had setbacks. We had plans to include "Room Parents" in Sunday RE classes, but losing our Teacher Support Chair has delayed our implementation of this plan. We tried to organize a second teacher training session, but found that few were interested in attending. This is reasonable in that very much of their time is already consumed by the church. We are proceeding with fashioning Teacher Appreciation bookmarks including words of appreciation from the children themselves.

For Social Action, we had such activities as the distribution of UNICEF boxes for collecting donations, delivery of quilts to the Neo-Natal Intensive Care Unit at Howard County General Hospital, and Christmas Gift Drops for “Voices for Children”. YRUU and QUEST participated in a food drive coordinated through All Soul’s, Unitarian in Washington.

In addition to these activities in support of our goals, the Council provided input to the Ministerial Search Committee early in the search process. When the final candidate was presented, we met with her to discuss her and our views on RE. She also met separately with our youth and children.

The RE Council is also feeling its way around the changes mandated by Policy Governance. Traditionally, the Council has overseen the evaluation of the DRE. Now that the Council itself answers to the A-Team, of which the DRE is a member, there are questions as to the appropriateness of the Council continuing to do the evaluation. We expect that the A-Team will delegate this task to us, so that we will continue to evaluate the DRE as before.

COMMITTEE / COUNCIL REPORTS
SOCIAL ACTION COUNCIL, Edie Williams, Chairperson

The UUCC Social Action Council held its first meeting on October 1, 2002 and has been going strong ever since! Well over 20 marvelous people have committed themselves to giving their time and energy towards making the Council a positive and energetic facilitator of social service and action throughout UUCC.

Since October, the Social Action Council has continued to grow in membership, to identify and support social action projects currently taking place within the congregation, and to encourage increased social action during these eventful times. **Ann Seed** volunteered to act as the Council's Secretary.

The Social Action Council has met every month since October. It has continued to support the many social service and action activities that have been ongoing at UUCC, such as the Beans and Bread and Legislative Watch projects, and has started several new projects. These projects include organizing participation in peace marches held in Washington during October, January and February; and coordinating a candlelight Peace Vigil at OBIC on Sunday, March 16th (which we conducted with CUMC, Channing Memorial, and members of the community). We conducted our first town meeting on the Iraqi situation on March 2nd, which was an open forum for members and friends of UUCC to discuss their views in an open and tolerant atmosphere.

UUCC is in the process of adopting a stretch of a Howard County spinal pathway to keep clean and the Council has donated \$500 to Congregations Concerned for the Homeless, and one of our members is working as part of a team supporting one of the families in the program. We supported UUSC in its letter-writing campaign to urge Secretary of State Colin Powell to support UN peace efforts in the Congo, as well as its annual membership drive. Special collections were held for Habitat for Humanity and Iraqi relief, and Council members helped to present study-action issues at the March 9 service for vote by the congregation as to which issues should be considered at this year's UU General Assembly.

We have been charged by the A-Team to develop policies and procedures on how we, as a Council, will take stances on issues that we feel are important. To that end, we are currently working on SAC policies and procedures. The Council has also all but finalized our mission statement, which we hope will guide both the Council and the congregation in continuing and expanding our social action activities.

We are also currently gathering data to be included in a Social Action Brochure. As we end this year and move into the next we hope that everyone will get involved in one of the many exciting social action projects that the new year will bring!

COMMITTEE / COUNCIL REPORTS

WORSHIP COUNCIL, Cyndy Sims Parr, Trustee and Eletta Morse, Chair

This has been a transitional year for the Worship Council in more ways than one. First, we worked with **Richard Nugent**, our Interim Minister, knowing that significant change in worship would come next year with our new settled minister. Second, we changed from one form of governance to another. The year started with the old model where the council was headed by the elected Trustee for Worship. Because of the Board's decision to adopt Policy Governance, in which trustees function as policy-makers and reviewers rather than hands-on doers, I was fortunate to transfer leadership for the council to a separate chair, Eletta Morse, in July. In hindsight, I could have made the transition even more successful by giving Eletta more than one meeting to observe before she assumed the responsibility. Still, I consider the quick transition successful.

As Policy Governance matures in UUCC, the Administrative Team will directly supervise the Worship Council. For 2002-2003, however, it is my job to present to you the report of the year's work. I have included Eletta's report below, and she, not myself, deserves all the credit for guiding the fine work of the Council. Thank you, Eletta! I join Eletta in thanking all the committee members for their very hard work. Worship services have kept us nourished, informed, and connected through the many positive challenges our congregation navigated this year. – Cyndy Sims Parr, Trustee

PEOPLE

The members of the Worship Council from July 2002 to present were:

Chair –**Eletta Morse** (replaced Cyndy Parr in July)

Minister – **Richard Nugent**

Secretary – **Susan White**

RE Director –**Cathy Muller**

Music Director –**Tom Benjamin**

Music Committee Chair—**Marjorie Seidman**

Lay-led Services—**Eileen Clegg**

Intergenerational Services—**Kathy Smith**

Aesthetician—unfilled

Volunteer Coordinator – **Karen Nance**

Lay-led Music Coordinator – **Kathy Smith**

MISSION

The Worship Council continued this year to work with our Interim Minister **Richard Nugent** in our capacity as advisors on the elements of worship that constitute our Sunday services. One of the responsibilities of the Council is to provide congregational feedback on services: at several times throughout the year each of us polled a small number of members and discussed and shared this advice with the minister. Some of the concerns expressed included timing of announcements, “fragmented” service, too much time for candles of joy and concern, and length of service. All were discussed and the information shared with the pertinent parties. The Worship Council also maintained its responsibilities for lay-led services, planning intergen services, attending to worship service aesthetics and organizing volunteers participating in the worship service.

SERVICES: LAY-LED, INTERGENERATIONAL AND SPECIAL

Under the quiet, competent direction of **Eileen Clegg**, lay-led services were held throughout the summer and periodically throughout the year. Eileen made the job seem effortless and many compliments were heard regarding the quality of the summer services. Some of the issues/topics addressed included: Organ Donations, Healing, Suicide Prevention, Labor Day “Work Songs”. In the fall, Eileen arranged to have Colman McCarthy speak on “Peace in a Time of War”.

The intergenerational services, organized by **Kathy Smith**, included the annual Animal Blessing and the Christmas/Winter holiday service. The annual and seasonal holiday pageant was held on Dec. 22 and the Christmas Eve carol service on the 24th.

MISCELLANEOUS

The Council continues to communicate via the e-mail list serve, uucc_worship@yahoo.com . This has facilitated communication and sharing of minutes and meeting times.

In November, **Tom Benjamin** undertook a survey of churches to determine how many, if any, had different styles for each Sunday service, rather than the same service being repeated. This was in response to the interest of many members and some council members who thought options and variety in the services would broaden our appeal and be stimulating. The results of Tom’s survey indicated the except for very large churches (greater than 1000 members) most congregations did not offer this variety. The reasons given, from the congregations who attempted it, included manpower and time. Unless a church has a larger paid staff, the effort far outweighed the results.

MUSIC

Music director **Tom Benjamin** was on sabbatical for part of this year. While he was away, the music program was under the direction of **Michael Adcock** who maintained the high quality of music that we have all enjoyed and come to expect at UUCC. Lay-led music was ably provided by or coordinated by **Kathy Smith**. Sadly, we are losing Kathy in July. She will be replaced by **Judith Kierstead** who will coordinate pianists for non-Choir services. Thank you, Judith!!!

WORSHIP ASSOCIATES

A Worship Associates group was formed by Rev. Nugent this past spring. So far, there are six members of this group. They will begin to be more active participants in the worship service and assume some leadership of lay-led services. Members are: **Kathy Smith, Tom Fulda, Carol Barry, Dave Titman, Michael Phillips, Eletta Morse**. This group will also be providing some of the services in the summer.

SPECIAL THANKS

To **Eileen Clegg** for a wonderful job organizing lay-led services

To **Karen Nance** for doing service set up and coffee or finding volunteers to do so. Karen is moving on to chair the Membership Committee so we are looking for TWO replacements for her work. The Membership Committee will benefit from Karen’s quiet competence and reliability.

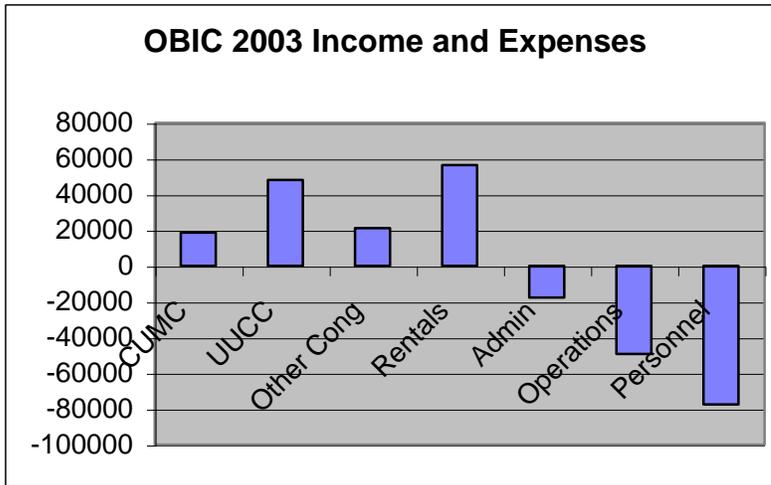
We thank **Margaret Hegmann** for taking on the job of worship service setup. We are still looking for a coordinator for the coffee service, one person to make the coffee at first service and one person to clean up after second service.

And, last but not least, to **Kathy Clay** for volunteering to chair the Intergenerational Services for the next year.

COMMITTEE / COUNCIL REPORTS
OWEN BROWN INTERFAITH CENTER, Rich Dean

The UUCC partnership with Christ United Methodist Church in the operation of OBIC continues to function effectively in serving the congregation and the larger community.

Our budget for CY2003 is approximately \$145,000. The summary below shows the income and expenses:



You can see that about 50% of the income to operate OBIC comes from rental, mostly from the Lornwood Daycare. The other 50% comes from assessments from CUMC and UUCC. These assessments are based on the percentage usage of the building reflected from the previous year. The formula has been about 70% for UUCC and 30% for CUMC.

The UUCC assessment of \$48,098 is based on a formula which calculates usage of the building. Ours is 72% of the non-rental usage. These costs compare favorably to the operation of a stand-alone facility when the costs of utilities and personnel are considered. This allows us to spend our resources on programs for the congregation.

OBIC had significant progress last year.

- Much work with UUCC, CUMC and OBIC leaders to prepare the way for the renovation
- The lease with the Lornwood Daycare was renewed and their operation was assured during the renovation.
- Restructuring of OBIC governance/Bylaws
- Communicating what OBIC is to our membership via *LINK* articles
- Needed capital improvements were set in the budget for long-term repair and replacement
- Improved operations
- OBIC Board approved support of dialogue among all the congregations at OBIC

Thanks to 2002 and 2003 OBIC Board members **Bob Harris, Ken Rock, John Whittle, Tim Estelle, Rosie Lijinsky, Steve Von Hagen-Jamar, and Margaret Hegmann.**

MINUTES OF UCC ANNUAL MEETING, APRIL 28, 2002

Gene Berg, President, UCC Board of Trustees, called the Annual Meeting to order at 7:15 p.m.

Lisa Gibson, Secretary, reported that at the current membership of 307, a 40% quorum was required. The membership present (132) met the required quorum. In addition, the absentee ballots would be tabulated for each vote.

Ed Thompson moved that the slate of candidates presented by the Nominating Committee and endorsed by the UCC Board of Trustees be accepted. Kay Baker seconded the motion. The proposed Board of Trustees: for Vice President / President-Elect – Rich Dean; for Trustee for Religious Education – Mark McCormick; for Trustee for Operations – Mark Reese; Trustee for Worship – Cindy Sims Parr. The proposed Nominating Committee: Gene Berg; Norm Hazzard; Jim Caldiero. An oral vote was taken to close the floor to new nominations. There were no “no”s.

Members voted by paper ballot for Vote 1, Approval of Proposed Budget for 2002-2003. Lisa Gibson reported the **results of the Vote 1**: 134 “Yes”s 0 “No”s and 5 abstentions.

An explanation of the change from Vote 3 to Vote 3A followed; the inclusion of a bridge, or short-term loan to carry us over until we are further into our three (3) year building campaign. Tom Wing, from the floor, brought up the issue of members financing short-term loans. Leo McPherson suggested a change in wording to allow this.

Steve Jamar and Lindsay Thompson, from the Architectural Liaison Committee, made a presentation. Renovations were described, accessibility of bathrooms was confirmed.

Tim Illig presented on equity and OBIC board issues. Equity may change to show how much more UCC has put into the building; OBIC board issues have not been resolved yet.

John Guy and Cheryl Rochford presented a slide show on the Building’s Finance Plan. The fundraising goal was exceeded by \$16,242. Bond (tax-exempt), UUA loan, bank loan (5-year, amortized for 25 years), grants, and pledge collection were discussed. The groundbreaking is scheduled for October 2002 or March 2003 depending on financing and weather. A question from the floor about using credit card to pay building campaign pledges was answered by Gene Berg, that Howard Ruskie, Treasurer, is working on this option. Also, the mortgage payments are made from capital funds, not the operating budget. Leo McPherson stated that \$15,000 from Script is overly optimistic. He is concerned that the use of credit cards for pledges may result in less actual money due to the fee that must be paid to bank.

It was suggested that any increases in OBIC rental due to building expansion be credited to UCC’s obligation to OBIC, this suggestion would have to be presented to the OBIC Board.

From the floor Dave Haykin asked for clarification of term “base amount” in motion 3A. Leo McPherson’s motion (on a change in wording of motion) was called out of order. Steve Jamar says the current wording already allows us to use alternative funding. It was also pointed out a change would make the absentee ballots invalid. The motion to change the wording was withdrawn.

Dave Haykin reasserted his question of 'base amount', that it would not include contingency funding. There was a motion to close the debate on the language of Vote 3A. 9 (nine) members voted 'no' 0 abstained; all others voted to close. The debate was closed.

Results of Vote 2: Accepting nominations of: Vice President-139; Trustee-R.E.-139; Trustee Ops-137; Trustee Worship-139; Gene Berg-139; Norm Hazzard-139; Jim Caldiero-139.

A motion from the floor to table Vote 4 was raised due to childcare ending at 8:30 p.m. and potential loss of quorum. Sherry Peruzzi furthered the intent of the motion by saying absentee ballots differ from those distributed tonight because of additions made, and the proposed changes to bylaws are housekeeping not crucial changes. The motion carried.

Phil Webster announced he would be available to accept amended pledges.
New Board members were introduced to attendees.

Results of Vote 3A: Yes-123; No-1; Abstain-2; Invalid-5. The vote passed.
The Annual Meeting was closed by consensus at 8:40 p.m.

Respectfully submitted,

Lisa Gibson

Lisa Gibson, Secretary

[insert ballot from 2002 here]

PROPOSED BUDGET FY2003-2004

[Budget here – 4 pages]