

ANNUAL REPORT

May 18, 2014



FIRST UNITARIAN CHURCH
801 East Washington Street
South Bend, Indiana 46617

May 18, 2014
Annual congregational Meeting
Agenda

- I. Call to Order
- II. Determination of a Quorum
- III. Opening
- IV. Volunteer of the Year Award
- V. Approval of Congregational Meeting Minutes
 - A. Annual Meeting May 19, 2013 page 4
 - B. Special Meeting December 8, 2013 page 6
 - C. Special Meeting April 6, 2014 page 9
- VI. Minister's Report. page 10
- VII. President's Report. page 12
- VIII. Financial Report. page 13
- IX. Approval of 2014-2015 church budget. page 17
- X. Call Rev. Chip Roush as Settled Minister. page 19
- XI. Approval of Amendment to By-Laws. page 19
- XII. Elections. page 20
 - A. Officers and Trustees for 2014-2015
 - B. Endowment Committee Member
 - C. 2015 Nominating Committee
- XIII. Committee Reports. page 21
- XIV. Recognition of 2013-14 Board
- XV. Other Business
- XVI. Adjournment

**Annual Congregational Meeting
First Unitarian Church of South Bed
May 19, 2013**

Meeting was called to order at 12:10pm with President Bob Asplund presiding.

The Acting Secretary confirmed that a quorum had been reached with a total of 62 eligible votes for conducting business.

Members signing in included: Bette Asplund, Robert Asplund, Kay Azar, Alice Bentley, Mary Beth, Roger Birdsell, Glenda Bixby, Janet Bogar, Barbara Boyd, Barbara Carmichael, Darlene Catello, Ann Cope, Bob Cope, Brendan Crumlish, Jim Curlee, Allen deSomer, Gail deSomer, Cathy Duncan, Heather Eschbach, Dan French, Jayne Gall, Jim Gall, Dale Gibson, Glenda Gibson, James Gibson, Joseph Gress, Dan Groteke, Mary Hagen, Brook Hardy, John Hardy, Mary Alice Hardy, Florence Klecka, Chuck Leone, Donald Marti, David Mayfield, Lynn McDonald, Gary Metzler, Eric Morgan, Kathy Platt, Elizabeth Scarborough, John Sherck, Lauren Coil-Sherck, Bill Skidmore, Melanie Smith-Guillaume, Bill Stevens, Peggy Stevens, Lois Stiffler, Pat Taplick, Walt Tomasch, Ellen Triebold, Alexandra Trusov, Susan Van Fleit, Kathy Vetter, Richard Wallace, John Wegener, Julie Wells, Janice Wilen, Barbara Williams, and David Wistreich. Proxies were held for 3 members.

Rev. Sian Wilshire, interim minister, gave opening remarks and a reading.

Following comments from Pres Asplund on the various uncertainties faced now by the congregation (e.g. ministerial search, an unbalanced budget being proposed for 2013-14, purchase offer extended for 801 E. Washington property, concerns about how to meet expenses for a possible purchase), he noted that the member selected by the Board of Trustees to receive the Volunteer of the Year Award has played pivotal roles in each of these efforts. The announcement of Chuck Leone for the 2013 award brought enthusiastic applause from those present.

Approval of minutes of three congregational meetings were approved by unopposed voice votes.

- A. Roger Birdsell moved acceptance of the May 20, 2012 Annual Meeting minutes, seconded by David Wistreich, with correction that references to Dave Barry in item XI should be changed to Kevin Barry.
- B. Roger Birdsell moved acceptance of the March 17, 2013 Special Meeting minutes, seconded by Marilyn Shaul.
- C. Roger Birdsell moved acceptance of the April 13, 2013 Special Meeting minutes, seconded by Dan Groteke.

Reports from the minister, president, and treasurer were available in written form in the Annual Report document, distributed to attendees upon entering the meeting location. There was no discussion.

Treasurer Alice Bentley moved approval of the 2013-2014 budget as printed in the Annual Report, seconded by Kay Azar. After some discussion, Rev. Wilshire responded to questions regarding the substantial projected deficit (\$11,236), saying that considering the range of uncertainties at this time, the proposed budget is a "worst case scenario." The motion passed by voice vote with one dissent.

Dale Gibson moved, seconded by Marilyn Shaul, approval of the proposed amendment to the By-Laws having to do specifying the agenda for annual meetings, modification of method for announcing any church congregational meeting, and providing for voting by proxy--as printed in the 2013 Annual Report. Motion passed with unopposed voice vote.

For consideration of those to serve in elected positions for the 2013-2014 church year David Wistreich presented the recommendations from the Nominating Committee. There were no nominations from the floor. Elected were the following, by voice vote with no dissent:

Vice President. Bette Asplund
Treasurer (2-year term). . . . Karen Dickson
Trustee (2-year term). . . . John Hardy
Trustee (2-year term). . . . Dan Holm
Endowment Committee. . . . John Wegener
Nominating Committee. . . . Bob Asplund
Mark Kricheff
Wendy Lohman
Josh Wells, alternate

Dale Gibson reported for the Endowment Committee the recommendation that two distributions be made from the Endowment Fund this year.

Elizabeth Scarborough moved, seconded by John Wegener, that up to \$3500 be granted to supplement funds for the Youth Group to attend General Assembly in Louisville in June. Ellen Triebold responded to questions, explaining total projected costs for the trip and how additional funds were being raised. Motion passed by voice vote with no dissent.

Dale Gibson moved, seconded by Lynn McDonald, that \$3000 be granted to the Marketing Committee to support professional expertise for creating a new and interactive church website. Alexandra Trusov provided explanation and information. Motion passed by voice vote with no dissent.

President Asplund presented the Board of Trustees proposal to authorize that \$150,000 be withdrawn from the Endowment Fund for use in the purchase and renovation of the building located at 801 E. Washington Street. (Such use of endowment fund monies to meet an unanticipated emergency, being beyond the limits for normal annual distribution, would require a 2/3 affirmative vote of those members present)

Bette Asplund moved, seconded by Bob Cope, that the proposal be accepted. After considerable discussion, Barbara Williams moved, seconded by Glenda Bixby, an amendment that would permit the use \$150,000 of endowment funds as collateral if needed for purchase or renovation. Following more discussion, Mary Bethe, seconded by Bill Stevens, moved to table the original motion until more information be available. On a hand vote, there were 28 in favor, 23 opposed. Motion to table passed.

Committee reports, printed in the Annual Report, were received only from Nominating, Children's Religious Education, Marketing, and Peace and Justice.

Pres. Asplund commended and thanked the members of the 2012-2013 Board of Trustees for their hard work and dedication, recognizing especially Alice Bentley for three years of service as Treasurer along with Rich Wallace and Mary Alice Hardy, who have also served on the Board in previous years. He recognized the members of the Ministerial Search Committee for the phenomenal service they rendered throughout the year.

There being no other business, motion to adjourn was made by Roger Birdsell, seconded by John Wegener, and passed by voice vote.

Meeting adjourned at 1:50.

Respectfully submitted by Elizabeth Scarborough, Acting Secretary

Special Congregational Meeting 8 December 2013 (draft)

The meeting was called to order at 12.15pm by board president David Mayfield. A quorum was certified by board secretary Fern Hamlin. 63 members (including proxy vote holders) were signed in.

David noted that the current amount pledged to the Capital Campaign is about \$300,000; of that, about \$50,000 has already been paid. Thanks were offered to the Capital Campaign Task Force.

David provided a brief background of how we came to the point of today's meeting. The board's motion was read by Fern.

David reviewed the two new handouts, which provide estimated financial breakdowns of the construction loan/mortgage and endowment fund repayment, and the estimated operating expenses for 801 E Washington. Handout #1 is based on the board's recommendations. Handout #2 is based on a just-received bank recommendation to make quarterly payments to the principal of \$17,500 for the first three years.

Discussion followed.

Barbara Williams raised the questions of UUA funding and the use of the already-existing Building Fund for the renovation. She suggested amending the motion to specify that the Building Fund, like the Capital Campaign, would also be used to remodel the new building.

Bill Stevens seconded Barb's amendment. He thought there was a lack of clarity in the financial distinctions in the board's presentation, a lack of clarity regarding what money will be used for what.

David responded by explaining that we would first use the bank line of credit, and then money from the Endowment Fund. The Capital Campaign money would go into the Building Fund and, for the first two years, would be used to pay the debt; after that, it would also be used to repay the Endowment Fund.

Bob Asplund opposed the motion. He thought it was unduly complicated and that it gave priority to the Endowment Fund "as if those dollars were sacred." He felt that this indicated that our vision was regressive, and that we would not grow with a regressive vision.

Elizabeth Scarborough noted her role on the Capital Campaign Task Force, which was to record Capital Campaign pledges and the timetable on which they would be paid. This is a complicated process, and she remains unclear as to exactly when much of the money will come in. She provided an explanation of the purpose of the Endowment Fund, which was not that of a super-savings account.

David suggested that, for Barb's amendment, the words "The Building Fund and" be placed at the beginning of the sentence now reading "Capital campaign donations collected prior to mid-January." This amendment was carried by a show of hands.

Heather Eschbach appreciated Elizabeth's explanation of the purpose of an Endowment Fund. She asked if anyone knew what Bev Tudor's intentions were when leaving her estate to the church. Bob Asplund answered that there were no specified intentions indicated by Bev.

Lynn McDonald asked the reason for the phrase "collected prior to mid-January." David explained that the time specification was to allow for changes in the remodeling plan (like the addition of a moveable partition) while changes could still be made. She also asked what the figures in the Building Fund

column on Handout #1 meant. David explained that these show the addition of Capital Campaign pledge money and the payment of the debt to the bank.

John Wegener had questions on the difference between the loan payments on Handout #1 and Handout #2.

Jan Wilen noted that there were strong feelings on the use and purpose of the Endowment Fund and thought this question should be resolved.

Lois Stiffler questioned the potential for interest of the Building Fund/Capital Campaign monies.

Lois Holm moved the amendment that the money from the Endowment Fund would not be paid back. Dave Wistreich seconded.

Karen Dickson, treasurer, spoke regarding her concern for the long-range financial viability of our congregation and the need to have emergency funds.

Kathy Vetter spoke of the value of the Endowment Fund for use with our visions for the future.

Roger Birdsell felt we should defeat the amendment so that we could return to the main motion.

Heather Eschbach thought we should pass the amendment so that we could proceed with the renovation.

Barb Carmichael noted that the Endowment Fund could continue to grow.

Melanie Smith-Guillaume reminded the congregation that the Endowment Fund can currently distribute about \$10,000 annually, which could be used towards paying the debt.

Kevin Barry commented that the original motion appears to take into account both sides of the Endowment Fund issue.

Lynn McDonald wondered if the Endowment Fund earns more than the mortgage costs.

Susan VanFleit called the question. 30 opposed the motion, 22 supported it, and 4 abstained. The amendment failed.

Dave Wistreich called the main question. Paper ballots were distributed. Mary Alice Hardy and Dan Holm served as tellers. The motion carried with a vote of 52 in favor, 6 opposed, and 3 abstaining.

John Wegener moved to adjourn, Dave Wistreich seconded.

David Mayfield adjourned the meeting at 2.20pm.

Fern Hamlin
Board secretary

(Original Motion and comments follow)

Subject of the December 8, 2013 Congregational Meeting

The endowment distribution in the following motion requires a 2/3 vote.

The following motion was approved by the BOT on 11/20/2013.

The congregation authorizes the remodeling of 801 East Washington per the budget and design entitled B1.1 (attached) as presented by Arkos on November 17, 2013. The goal is to have the building ready for use by the end of our current lease (May 31, 2014).

The congregation also approves the following funding plan.

- The three sources of funds to pay for the project come from:
 - 1) A line of credit of no more than \$400K
 - 2) Capital campaign donations collected prior to mid-January
 - 3) A loan from the endowment of no more than \$100K
- The line of credit will be converted into a mortgage upon completion.
- Any capital campaign donations on hand by mid-January will be made available to fund this project. If these early contributions exceed both the anticipated \$60K needed for the estimated project budget and the \$21K for the moveable partition option, the Board of Trustees will review the latest capital campaign donation pledge records and determine if this additional money is appropriate for expansion of this project plan. If so, a congregational meeting will be held to determine what expansion the congregation wishes to approve, if any.
- The endowment loan will be for an estimated period of 2 years from January 1, 2014. No interest will be charged. These funds will be made available upon approval of this motion and used as needed at the sole discretion of the Board of Trustees, as advised by the Capital Campaign and Funding Task Force and Building Design Task Force.
- The Board of Trustees is authorized to take all action necessary to implement this resolution of the congregation.

The distribution of any capital campaign money after project completion is expected to be as follows: All capital campaign income will be placed in the Building Fund. In addition to building maintenance, the next priority of this Fund will be to make payments to the credit line/mortgage, to relieve the operating budget from this added burden, over a five year period. This relief for years one, two and three will cover the mortgage payments in full; in the fourth year it will be reduced to \$20K; in the fifth year, \$10K.

The Construction Task Force will:

- a) Act as liaison to the architect/contractor
- b) Help the Building Design Task Force to find and recommend an architect/contractor to the Board of Trustees
- c) Deal with all technical questions and change orders that do not affect the budget
- d) Seek the advice of the Building Design Task Force for questions of aesthetics
- e) Refer to the Board of Trustees for all questions that affect the budget
- f) Report to the Board of Trustees every two week in writing
- g) Create a construction schedule to be posted on our website, updating it as needed

Special Congregational Meeting

6 April 2014 (draft) see Revised Renovation Project Funding Proposal addendum

The meeting was called to order by David Mayfield at 12.05pm. A quorum was determined; 49 members were signed in, including two proxies.

David presented background from the December 2013 congregational meeting and subsequent information and costs from Panzica. The board motion was read by David, seconded by Dave Wistreich:

We need to raise the money required for “The Gap.” Whatever we can’t raise will come from the endowment fund, to be paid back as an extension of the loan approved by the congregation in December 2013.

Discussion ensued.

Elizabeth Scarborough. We need money now, and she is concerned that people won’t be inclined to donate for the essentials, preferring to wait and donate for the “Pizzazz.” Does the method of the essential work allow for Pizzazz items to be done later? David answered, basically, yes. What is the plan for paying back the endowment loan? David answered that it was the same plan as originally planned, which would begin after three years, though if we take more money from the endowment fund, there may not be enough capital campaign money to repay the loan.

Anne Mannix. Concern that we may be overextending ourselves financially. Thinks we should cut the essentials by \$50,000 and moves that the board be directed to reduce the essential elements of the rehabilitation plan to a total of \$575,000. Seconded by John Wegener.

David noted that this would remove/eliminate things that the board considered essential, like floor coverings and air conditioning in the sanctuary. He explained the unforeseen structural and code issues.

Kathy Vetter. Concern that the motion doesn’t have a stated dollar limit. David answered that we won’t spend for more than the essentials but that we can’t foresee the unknown and that we don’t want to have to stop work on the building for the time it would take to have another congregational meeting to approve an additional expense.

Chip noted that there was clearly concern about limiting the amount to be taken from the endowment fund and suggested the use of a maximum figure.

Jan Wilen noted that members need to be contacted so they have information if they want to include the endowment fund in their wills.

Jim Curlee spoke to oppose the amendment and recommended paying for what we need, which would include air conditioning and floor coverings.

A motion was made to call the question. 45 agreed, 4 opposed. The question was called and the amendment failed, 3 in favor, 46 opposed.

A motion was made to call the original question. The motion carried. The original motion carried with 46 agreed, 3 opposed.

The meeting adjourned at 1pm.

Fern Hamlin
Board secretary

**First Unitarian Church of South Bend
Minister's Annual Report 2013-2014
Rev. Chip Roush**

The First Unitarian Church of South Bend took significant steps forward in 2013-14. We bought a building and began making plans to convert it from an abandoned doctor's office to a vibrant congregational home. We moved the church office from Good Shepherd Montessori School (where we still meet on Sunday mornings) into the new building...then we moved it into the basement, so demolition and construction could occur on the main floor. People responded very generously when it came time to raise more money to buy the building over the summer, and again to start remodeling. The Ministerial Search Committee found a minister, and suggested a new process for getting to know that minister. The congregation approved that hire-to-call process; and the Board hired me as your Consulting Minister, beginning on September 1, 2013.

The rest of this report will use the clauses of the congregation's Mission Statement as its organizing principle. Each section will list our accomplishments and one significant challenge. The report will close with the goals from my contract, and my progress thereon.

Provide a variety of religious education opportunities for all ages.

We offered Sunday morning educational experiences for children and youth; and presented two weeknight courses for adults. The Membership committee showed a series of DVDs on Universalist, Unitarian and UU history; and we began an ongoing practice group for compassionate communication (NVC). The teen group continued to meet sporadically with the teens from UUFE (Elkhart). The religious education program has suffered in the last year or two, due to a lack of space—lacking even bulletin boards on which to advertise upcoming activities. There is hope that we will have a more robust program once we are in our own building. Education is the *first* line of our mission statement; we can do a much better job providing a *variety* of opportunities.

Gather regularly for reflection and celebration on Sundays and at other times.

We held services every Sunday morning (even during the bitterly-cold polar vortex). Due to the same space limitations mentioned above, very few other gatherings were held. There was a small Ostara celebration outside the new building in March. I will preach regularly through the summer, which means I am out of the pulpit more frequently during the months of September through June. This is a different rhythm than the one to which the congregation is accustomed; good lay presenters are helping to smooth the transition. The main challenge here is to manage the transition into the new building, creating spaces for us to gather, dream, mourn and celebrate.

Create and sustain a loving, caring community.

The Care and Social committees continued their exemplary work. Some Care committee members and some Trustees joined me in calling a significant portion of the congregation, just to maintain contact and to solicit their feedback (I had intended to contact *every* member, but fell short of that goal). Our challenge here is that with such caring, tight-knit connections, it can be intimidating or difficult for new folks to create initial friendships.

Affirm our Unitarian Universalist heritage and identity.

We emphasize our UU identity in many RE classes and sermons. The Membership history series obviously addresses this goal. There have been conversations about incorporating and demonstrating

our UU identity throughout the remodeling conversations. Unfortunately, no lay members attended any district, regional or national UU gatherings this year; we hope to change that, next year.

Provide avenues for working towards the good of the greater community.

We continued our participation in many good works (CROP hunger walk; food donations to the Northeast Neighborhood Food Pantry; book donations to prisons; monthly “Second Sunday” collections for local organizations). See the Peace & Justice committee report for more details. Throughout the planning process for the new building, making the building available to local groups has been emphasized. We are also talking about offering the OWL sexuality education to Michiana youth. We have had good participation—and bulletin boards in our own space will increase it even further. A challenge might be to pick one (or two) projects in which a *majority* of the congregation can participate.

Provide the physical, personnel, and fiscal resources to realize our Vision.

Purchasing a building and hiring a minister are big steps in this area. The very generous donations and pledges from the congregation are noteworthy as well (in general, above the UUA average). Many are committed to paying back the loans we have taken from the Endowment Fund (or may yet take, depending on ongoing fundraising efforts). Some even seem ready to donate toward some “pizzazz” items, to beautify our new building further.

This is our biggest challenge: with a new minister and an expensive new building, our operation budget is significantly in the red. Due to some careful planning, the debt service will not impact the operating budget for a few years, but it will eventually. We are creative and generous people; we can figure this out—if we dedicate ourselves sufficiently to that task.

Ministerial Goals

Hold a retreat for the Minister, Board and Committee on Ministry. Yes—November 8-9, 2013; facilitated by the Rev. Mr. Phil Lund, Congregational Life Consultant from the MidAmerica Region of our UUA.

Plan and present worship services. Yes, collaborating with the excellent Worship Arts committee.

Attend at least one meeting of each committee annually. Yes—virtually all. I attended most meetings of the Finance, Membership, and Worship Arts committees; and several Peace & Justice and RE meetings.

Work at least twelve units per week and keep regular Office Hours, thrice weekly. Yes. The “Office” Hours have been downtown, during the construction. From September through April, I have averaged 13.8 units per week (~59 hours/week). This is appropriate while learning the congregation and getting the building finished; I hope to get down closer to 12 units, as Becky transitions to Michiana.

Form a Committee on Ministry. Yes: Thank you, Kevin Barry (chair), Lynn McDonald and Susan Van Fleit.

Participate in an assessment of the ministry of the church—both the Minister and the entire congregation. This is planned, and will occur before the end of June.

First Unitarian Church
President's Annual Report
David Mayfield
May 18, 2014

This year has been one of accomplishments. We can be proud of many things. Our congregation has pulled together and managed most of the transition from renter to property owner. The great many tasks that have taken us to this point have been possible not because of the leadership, but because of the way our congregation steps up and gets things done. At every turn I am impressed with the number of willing people able to deal with the difficulties. This is one cool group of people, and I am glad to have been allowed to serve among you.

Thanking everyone is impossible, but the support from Chip, Carlton, Heather and the Trustees has made my job possible. I must give special thanks to the Task Force chairs and members. They have been the muscle behind the remodeling project and deserve a huge “thank you” for their diligent efforts.

I was hopeful at the start of my term that I might see the end of the remodeling before handing off the gavel to the next president. I know everything will be successfully completed. The next slate of officers is a good group. As we move into our new space and begin to look at how we can serve the community, our new building will be a great asset.

In service,
David Mayfield

FIRST UNITARIAN CHURCH, SOUTH BEND INDIANA
FINANCIAL REPORT
as of April 30, 2014

Banking and Investment Account Balances

Cash Accounts	\$ 179,269
Money Market	174,571
Checking	4,698
Investment & Long-Term Savings Accounts	\$ 224,911
Endowment (UUCEF)	224,229
CD Sabbatical Fund ***312 (matures 8/12/2014)	682

Total Cash and Investments **\$ 404,180**

Operating Budget Totals		
	April	Y.T.D.
Income	\$ 9,394	\$ 118,354
Expenses	\$ 12,442	\$ 125,455
Net	\$ (3,048)	\$ (7,102)

There may appear to be minor arithmetic discrepancies in the above box due to rounding.

Operating Budget

Item	4/1/14 - 4/30/14			Year to Date			Annual
	Actual	Budget	Difference	Actual	Budget	Difference	Budget
Inflows							
110 - Pledges	5,918	10,333	-4,415	92,941	103,333	-10,392	124,000
115 - Pledges - Additional	2,685	0	2,685	5,860	0	5,860	0
120 - Loose Offering	397	333	64	3,665	3,333	332	4,000
130 - Building Use Fees	0	0	0	0	0	0	0
143 - Service Auction	0	0	0	10,133	10,000	133	10,000
145 - Other Fund Raisers	64	125	-61	1,492	1,250	242	1,500
160 - Retreat Inflow	0	0	0	765	0	765	0
170 - Newsletter	0	0	0	0	0	0	0
196 - Special Collections	298	0	298	3,343	0	3,343	0
199 - Miscellaneous	32	0	32	154	0	154	0
Total Inflows	9,394	10,792	-1,398	118,354	117,917	437	139,500
Outflows							
201 - Special Collections	298	0	298	3,258	0	3,258	0
210 - Insurance	0	0	0	7,710	1,600	6,110	1,500
220 - Cleaning Services	0	0	0	0	0	0	0
230 - Bldg Supplies	0	0	0	119	0	119	0
240 - Bldg Maint. Committee	0	0	0	202	0	202	0
241 - Pest Control	0	0	0	0	0	0	0
245 - Grounds Committee	0	0	0	0	0	0	0
310 - Gas	1,001	0	1,001	2,886	0	2,886	0
320 - Electric	851	0	851	6,525	0	6,525	0
330 - Telephone	43	75	-32	650	750	-100	900
340 - Water & Trash	239	0	239	1,776	0	1,776	0
350 - Rent	1,294	2,292	-998	14,648	22,917	-8,269	27,500
360 - Security	96	0	96	216	0	216	0
410 - Admin & Office	343	167	176	1,719	1,667	53	2,000
415 - Copier Lease	258	267	-8	2,781	2,667	114	3,200
420 - Postage	49	33	16	286	333	-47	400
430 - Payroll Taxes	128	158	-30	1,504	1,583	-79	1,900
510 - Sunday Service	0	42	-42	75	417	-342	500
511 - Sunday Service Supplies	0	13	-13	204	125	79	150
710 - Membership Committee	0	17	-17	0	167	-167	200
715 - Retreat Expense	0	0	0	701	0	701	0

Item	4/1/14 - 4/30/14			Year to Date			Annual
	Actual	Budget	Difference	Actual	Budget	Difference	Budget
720 - Social Committee	0	8	-8	13	83	-70	100
725 - Coffee & Tea	0	17	-17	142	167	-24	200
740 - Care Committee	0	8	-8	0	83	-83	100
745 - Peace & Justice	0	17	-17	0	167	-167	200
750 - Denom. Dues & URC	0	0	0	7,097	7,011	86	9,348
760 - Finance Committee	7	42	-35	422	417	5	500
761 - Stewardship Campaign	0	33	-33	88	333	-245	400
766 - Fundraiser - Svc Auction	0	0	0	631	300	331	300
769 - Fundraiser - Other	0	21	-21	0	208	-208	250
808 - DRE Professional Exp.	0	42	-42	75	417	-342	500
809 - DRE Salary	601	601	0	6,008	6,008	0	7,210
810 - RE	66	167	-101	1,410	1,667	-256	2,000
811 - Adult RE	0	8	-8	0	83	-83	100
812 - Background Checks	0	8	-8	130	83	46	100
815 - Child Care	0	83	-83	205	833	-629	1,000
910 - Minister's Salary/Housing	4,417	4,417	0	35,333	35,336	-3	44,170
915 - Minister's in lieu of	338	338	0	2,703	2,703	0	3,379
930 - Minister's Expense	222	442	-220	848	3,534	-2,686	4,417
940 - Minister's Pension	442	442	0	3,533	3,534	0	4,417
945 - Minister's Insurance	652	759	-107	4,944	6,072	-1,128	7,590
947 - Minister's Relocation	0	0	0	0	5,300	-5,300	5,300
960 - Administrator	997	1,262	-264	12,895	12,618	278	15,141
965 - Administrator's Pension	100	126	-26	1,290	1,262	28	1,514
976 - Marketing	0	42	-42	378	417	-39	500
980 - Music	0	313	-313	1,843	3,125	-1,282	3,750
999 - Miscellaneous	0	0	0	207	0	207	0
Total Outflows	12,442	12,257	185	125,455	123,985	1,470	150,736
Balance	-3,048			-7,102			

Notes

Line 145 – Amazon.com 39; Energizing Indiana 25

Line 196/201 – First U Green Space

Non-Operating Funds – KeyBank Money Market Account

Account	Month			Fiscal Year			End Bal 4/30/14
	Prev Bal 4/1/14	Inflow Month	Outflow Month	Bal Fwd 07/1/13	Inflow YTD	Outflow YTD	
Building Fund	14,763	36,548	348	131,067	325,684	441,988	50,963
Capital Campaign	76,528	6,715	0	0	112,004	28,761	83,243
Pre-paid Pledges	3,350	3,800	0	0	7,150	0	7,150
Endowment Set-aside	0	0	0	0	2,500	2,500	0
Endowment Disbursements	3,000	0	0	3,000	0	0	3,000
Memorials	0	0	0	0	0	0	0
Minister's Discretionary Fund	940	0	0	403	537	0	940
Children's RE Cap. Exp. Fund	1,508	0	0	1,795	0	287	1,508
Teen Service Project	2,576	0	0	5,856	233	3,517	2,576
Women's Group Fund	262	0	0	262	0	0	262
Total Special Funds	102,927	47,063	348	142,383	448,108	477,053	149,642
Unrestricted Savings	8,462	13	0	8,387	103	15	8,475
Invisible Church	16,811	0	357	18,096	0	1,285	16,454
Total Money Market Funds	128,200	47,076	705	168,866	448,211	478,353	174,571

Endowment

Net Value 3/1/14	Addition	Net Change	Disburse	Net Value 3/31/14
224,312	0	-83	0	224,229

=====

Notes:

Building Fund

In: Green Space (from line 201) \$298; NMN \$36,000; \$200 refund from overpayment of closing cost; general \$50
 Out: Snow plowing \$300 (Jan or Feb); MM bank fees \$48

Endowment Disbursements – earmarked for web site development

Invisible Church – WVPE advertising

**First Unitarian Church of South Bend
Proposed Budget 2014-15**

Item	2012-13 Budget	2012-13 Actual	2013-14 Budget	2013-14 YTD 4/30	2014-15 Proposed	Comments
INFLOWS						
110 - Pledges	128,000	120,095	124,000	92,941	131,000	
115 - Pledges - Add'l/New			0	5,860	4,000	
120 - Loose Offering	4,000	5,782	4,000	3,665	4,000	
130 - Building Use Fees	0	0	0	0	0	
143 - Service Auction	9,000	11,148	10,000	10,133	10,375	
145 - Other Fund Raisers	2,000	1,015	1,500	1,492	1,500	
160 - Retreat Inflow	0	330	0	765	0	
170 - Newsletter	0	0	0	0	0	
196 - Special Collections	0	1,953	0	3,343	0	
199 - Miscellaneous	0	3,705	0	154	0	
TOTAL INFLOWS	143,000	144,028	139,500	118,354	150,875	
OUTFLOWS						
201 - Special Collections	0	1,952	0	3,258	0	
210 - Insurance	1,500	1,553	1,500	7,710	10,000	
220 - Cleaning Services	0	0	0	0	7,000	est cost + tile seal
230 - Bldg Supplies	0	0	0	119	500	400 in old bld
240 - Bldg & Grounds	0	0	0	202	5,000	boiler
241 - Pest Control	0	0	0	0	0	
310 - Gas	0	0	0	2,886	3,000	
320 - Electric	0	0	0	6,525	10,000	
330 - Telephone	900	715	900	650	900	
340 - Water & Trash	0	0	0	1,776	3,000	
350 - Rent	21,000	20,689	27,500	14,648	2,500	if needed
360 - Security				216	400	360 + false alarms
410 - Admin & Office	2,400	2,037	2,000	1,719	3,000	
415 - Copier Lease	4,000	3,018	3,200	2,781	4,000	lease ends 6/4/15
420 - Postage	800	434	400	286	400	
430 - Payroll Taxes	1,900	1,681	1,900	1,504	1,900	
510 - Sunday Service Prgms	500	250	500	75	500	
511 - Sunday Svc Supplies	200	113	150	204	200	
710 - Membership Ctte	300	87	200	0	200	
715 - Retreat	0	375	0	701	0	
720 - Social Committee	100	78	100	13	100	
725 - Coffee & Tea	200	180	200	142	200	

Item	2012-13 Budget	2012-13 Actual	2013-14 Budget	2013-14 YTD 4/30	2014-15 Proposed	Comments
740 - Care Committee	100	0	100	0	100	
745 - Peace & Justice	200	200	200	0	200	
750 - Denom. Dues & URC	9,559	9,559	9,348	7,097	9,130	
760 - Finance Committee	100	21	500	415	500	
761 - Stewardship Campaign	100	100	400	88	400	
766 - Fundraiser - Svc Auct'n	500	75	300	631	675	
769 - Fundraiser - Other	250	250	250	0	250	
808 - DRE Prof. Expense			500	75	500	
809 - DRE Salary	7,000	7,000	7,210	6,008	7,210	
810 - RE	1,700	1,077	2,000	1,410	2,000	
811 - Adult RE	100	0	100	0	100	
812 - Background Checks	100	30	100	130	100	
815 - Child Care	1,500	215	1,000	205	1,000	
910 - Minister's S & H	50,300	45,646	44,170	35,333	53,000	going to 12 mo
915 - in lieu of FICA	3,848	3,367	3,379	2,703	4,055	
930 - Minister's Expense	5,530	3,461	4,417	848	5,300	
940 - Minister's Pension	5,030	4,401	4,417	3,533	5,300	
945 - Minister's Insurance	6,000	4,657	7,590	4,944	7,824	
960 - Administrator	14,700	14,129	15,141	12,895	15,141	
965 - Admin's Pension	1,470	1,413	1,514	1,290	1,514	
976 - Marketing	500	567	500	378	500	
980 - Music	500	1,394	3,750	1,843	4,200	
999 - Miscellaneous	0	1,812	0	207	0	
TOTAL OUTFLOWS	142,887	132,536	145,436	125,455	171,799	
BALANCE	113	11,492	-5,936	-7,102	-20,924	

Item: Vote to Call Rev. Chip Roush as Settled Minister

Vote by paper ballot

Proposed Amendment to By-laws Article VII. 1

Amend Article VII.1 of the church by-laws to read:

“The Board of Trustees shall recommend a slate of three members – composed of the outgoing president of the Board of Trustees and two members whose terms are two years each, to be elected in alternate years – plus one alternate.”

Currently:

“The Nominating Committee of three (3) members shall be elected at the regular church meeting. The Board of Trustees shall recommend a slate of three (3) members plus one alternate for the Nominating Committee, which recommended slate shall be stated in the notice of such meeting. All members of the Nominating Committee shall be voting members of the church.”

Vote by paper ballot

First Unitarian Church
Proposed Slate of Officers for 2014-15

President (confirmation). Gail deSomer
Vice President. Joseph Gress
Secretary (2-year term). Fern Hamlin
Trustee (1-year term). Mary Alice Hardy
Trustee (2-year term). Tama Crisovan
Trustee (2-year term). Bill Skidmore*
Endowment Committee (3-year term). Barbara Williams
*Bill Skidmore intends to serve only the first year of this term

Nominating Committee:
David Mayfield
Mark Kricheff
Janet Bogar
Pat Taplick, alternate

Continuing
Treasurer. . . . Karen Dickson
Trustee. Dan Holm
Endowment. . . Elizabeth Scarborough (year 3 of 3)
Endowment. . . John Wegener (year 2 of 3)

Thanks to the 2013-14 Nominating Committee:
Bob Asplund
Mark Kricheff
Wendy Lohman

Committee Reports

First Unitarian Church Nominating Committee Annual Report May 18, 2013

Members: Bob Asplund, chair, Mark Kricheff, Wendy Lohman

Background:

This past year saw two resignations from the board which had to be filled by board appointment until the Annual Meeting.

John Hardy, Trustee - filled by Mary Alice Hardy

Bette Asplund, Vice President - filled by Gail deSomer, trustee

The remainder of Gail's two year position was then filled by Bill Skidmore.

The Nominating Committee is putting the following in front of the congregation to fill next year's Board of Trustees.

President - Gail deSomer

Vice President - Joseph Gress

Secretary - Fern Hamlin

One year trustee - Mary Alice Hardy

Two year trustee - Tama Crisovan

Two year trustee - Bill Skidmore (note: Because Bill has already served for part of one year, it is his intent to serve only the first year of this term.)

Additional note: This committee has earlier recommended to the Board that membership on the nominating committee be two years with alternating years by the two members to provide continuity. We have received no notice of any board action at the time of this report. If this is agreed upon, we are recommending that, in addition to the retiring president, David Mayfield, Mark Kricheff be nominated for a continuing one year term on this committee. At this time we have no nomination for a two year term (assuming positive action on our recommendation).

First Unitarian Church Building Design Task Force Report May 18, 2014

The Building Design Task Force—composed of Bette Asplund, Kevin Barry, Barb Carmichael, Lois Holm, Allyson Kricheff, Melanie Smith Guillaume and Terry Zeller—assumed its role in the renovation of 801 E. Washington St. in the summer of 2013. The first priority was internal communication via the facilitation of six cottage meetings to enable our congregation to share perceptions of the church and its future and generate ideas on how the new building could potentially support these perceptions. A total of 41 people, roughly half of the active membership of the church, participated in a group or provided input via a questionnaire. Committee members, our incoming minister, the Director of Religious Education and the church administrator were also asked what they felt they needed and desired in a new building.

All of this input was recorded and summarized. It was then incorporated into a Request for Proposals for Conceptual Architectural Design Services that was mailed to local architectural firms. The Task Force recommended Arkos Design after exhaustively reviewing the five proposals submitted, reaching consensus, and checking references. In the selection procedure, proposals were evaluated and ranked based on examples of relevant experience, adherence to the format of the proposal, suitability to our renovation project and budget scope compatibility. The Board of Trustees approved this recommendation on August 14.

To achieve a creative design and leverage strengths, the Task Force established three independent steps, or phases, toward the renovation of our new building—conceptual design, building plan development and bidding/construction. As this initial stage was a concept phase only, Arkos Design produced no buildable plans. They did, however, provide three concepts for both floors of the building, two of which were presented to the congregation at a meeting on October 13. From this interaction a single consensus concept, or master plan, was developed. The projected cost of this plan, however, significantly exceed our renovation budget. As a result, the Task Force worked with Arkos to create an alternative plan that met all of our major design requirements on one floor of the building, thus considerably reducing costs. The congregation approved this one-floor plan at the Nov. 17 congregational meeting. Another congregational meeting was held on Dec. 8 to further approve the plan and the approach to finance the renovation.

Following the completion of the conceptual design phase, the Building Design Task Force, in conjunction with the Construction Task Force, focused on the remaining phases in light of the increased urgency to end our rental agreement with Good Shepherd by the May or June 2014 time frame. Proposals were requested from Arkos Design and Panzica Building Corp. for building plan development and bidding/construction in an effort to compare an architectural firm with a design/build firm. Both task forces determined that Panzica Building Corp. appeared to offer potential time and cost savings, so a recommendation to secure their services was made to the Board and approved in mid-December.

Beginning in early 2014, the Task Force collaborated with the DRE and RE Committee, the Social Committee, as well as our minister and church administrator to fine-tune issues of kitchen, classroom, sanctuary, foyer and office layout and equipment during the building plan development phase. Members of the Task Force also met regularly with Marie-Noelle Neidemire, Interior Designer, and Tom Panzica to select the most aesthetic and practical finishes (i.e., paint colors, floor coverings, screens, etc.) within our budget. Visual displays and online panoramas showcasing

the interior design were presented to the congregation at the Panzica office on March 13 and at Good Shepherd on March 16 during the Canvass Luncheon.

Going forward, members of the Task Force will remain engaged in ongoing design issues until the building is complete, ensuring the integrity of the building interior consistent with original, approved plans.

— Submitted by Barb Carmichael, Chair

Capital Campaign Task Force Annual Report, May 18 2014

The Capital Campaign Task Force (CCTF) was established by the board in the spring of 2013. The CCTF members are: Elizabeth Scarborough, Janet Bogar, Laura Baker, Anne Mannix and Bill Skidmore. The CCTF was charged with raising funds & pledges to support the purchase and remodeling of the 801 E. Washington St. building—site of our new church home. Additionally, CCTF was charged with securing financial assistance to help with the immediate financing of the remodeling cost and subsequent mortgage. Following is a brief synopsis of the appeals, results and financing solutions conducted and secured by the CCTF.

Bridge the Gap Appeal (summer 2013): This appeal went out to the congregation to seek additional and immediate funds necessary to augment our available building fund for the outright purchase of the building located at 801 E. Washington St, South Bend, IN. This appeal raised over \$120,000. Combined with our current building funds on hand, it allowed the church to purchase the new building free & clear at a cost of \$395,000.

Capital Campaign (fall 2013): Through a series of CCTF meetings conducted during the summer of 2013, the TF set about managing and satisfying various objectives necessary to complete a successful capital campaign. Such objectives included:

- Develop financial models supporting design plans
- Create Theme, messaging, appeal letter, and pledge cards
- Secure “personal appeal” stewards to assist in pledge visits
- Conduct training and orientation of stewards
- Organize personal testimonies of members during services
- Secure pledge cards by yearend deadline
- Meet target goal of \$375,000 in pledges over 3 year term

The success of the capital campaign recognized \$334,000 in CC pledges. When combined with our Bridge the Gap appeal a few months earlier, the TF raised over \$454,000 in cash or future pledges from our generous members & friends.

Lender Financing: The CCTF secured a \$400,000 line of credit with First Source Bank. Upon completion of the remodeling, the amount drawn from this line of credit will be converted to a 15 year mortgage. Loan obligations in the first three years of our debt service will be satisfied from receipts pledged from the capital campaign.

New Money Now (NMN) appeal: Due to unexpected though essential infrastructure costs that exceeded the \$560,000 remodeling budget previously approved by the congregation, the congregation subsequently approved a budget of \$627,000 leaving a budget gap of \$67,000. In April 2014, a New Money Now appeal was launched. To date, almost two thirds of this gap has been raised in either cash or future commitments by generous donors to meet our new remodeling budget. Any shortfall to meet our NMN goal of \$67,000 will be levied against the endowment fund as an extension of the \$100,000 loan currently existing.

Our congregation should be very proud of the many members and friends who have generously stepped up to meet and exceed our financial goals. In total, over \$494,000 has been raised through pledges or donor commitments via the various appeals cited above. Thanks to the CCTF members and stewards for their hard work and dedication in this very successful and on-going effort.

Respectfully submitted by Bill Skidmore, Chair

**Religious Education Committee
Annual Report
May 18, 2014**

Committee Members: Heather Eschbach (Director of Religious Education), Julie Wells (Committee Chair), Allyson Kricheff, and Gail deSomer (Board Liaison)

Classes: September 2013-May 2014

Class	Curriculum	Teachers
Preschool-Kindergarten	<i>A Discovery Year</i>	Deb Carew & Alexandria Trusov
1 st -5 th grades	<i>Celebrating Rainforests Gather the Spirit</i>	Melaina Gant, Rich Wallace, & Heather Eschbach
6 th -12 th grades	<i>A Place of Wholeness, various</i>	Allyson Kricheff & Susan Van Fleit
Nursery	n/a	Anne Mayer & volunteers: Lois Holm, Jenny Black, Heather Hulse, Kanda Siler, Dan French, Luda French, Greg Young, Gail deSomer, Florence Klecka, Mary Hagen

Average Attendance for Sunday mornings: 12 children (range of 2-27)

How our kids experienced fellowship:

- Church Retreat at the RES
- Intergenerational services: Water Ceremony, Guest at Your Table/Bread Ceremony, Children’s Holiday Pageant, Christmas Eve, and Flower Ceremony
- RE Holiday Potluck
- Teens helped to hide Easter Eggs for younger children
- Monthly potluck lunches after service

How our kids experienced social justice:

- Giraffe Project to explore the ways ordinary people can do extraordinary things; Stick their neck out for the common good.
- Pumpkin Decorating Contest to raise money for UNICEF.
- Guest at Your Table and Bread Ceremony intergenerational service & collection.
- CASIE Center Stocking Project: collected donations, stuffed 50 stockings, & learned about helping children in need from Carolyn Hahn (hosted by Mary Beth Dickey).
- Standing on the Side of Love: Valentine’s Day Cards for congregation members and friends.
- Random Act of Kindness: Hugging Booth for Saint Margaret’s House.
- Easter/Earth Day Celebration: Learned about the why’s and how’s of Earth Day.

Committee challenges and concerns:

- Reorganized the RE classes several times at the beginning of the year to meet the needs of the children attending.
- Worked with no dedicated nursery or secured storage room.

- Reorganized teaching assignments several months into the program due to teacher resignation.
- Reorganized staffing for the nursery due to Anne Mayer's resignation.

Committee activities and accomplishments:

- Increased DRE's visible presence in larger church community with Sunday morning *RE Moments*.
- Streamlined the RE check-in & attendance procedures.
- Worked with parents of teens to increase teens' Sunday morning attendance.
- Provided teacher training and orientation.
- Advised the Building Committee on space and facility needs for the RE program.

Goals for the next year:

- Grow the RE program in our new building.
- Continue to find ways to build lasting faith development in students through developing intergenerational relationships.
- Increase our online presence via webpage and Facebook.
- Increase volunteerism; teachers, committee, and various other opportunities with the congregation-at-large.
- Continue to enhance DRE's skills by attending workshops/seminars relating to Religious Education.

Special thanks to:

- Our committed RE teachers: Deb Carew, Alexandria Trusov, Allyson Kricheff, Susan Van Fleit, Melaina Gant, Rich Wallace, and Heather Eschbach.
- Rev. Chip Roush for supporting the RE Committee by attending committee meetings, giving organizational advice, and creating a welcoming space for our children during the services!
- All of our volunteers who made RE successful!

Submitted by Julie Wells, Chair

**Care Committee
Annual Report
May 18, 2014**

The Care Committee is a link between the needs of members and friends who are going through transitions and those who are able to provide for those needs. We support one another by offering meals and visits, sending cards, phone calls, providing transportation, and having a listening ear. The following are some of the specific ways the Care Committee has promoted caring for one another during the past year.

1. With the goal of safety for those living alone, Information was offered and posted for a "buddy system". Information is available as needed.
2. The Care Connection on the church website is ready for business but has had only minimal use. This is a way for church members and friends to exchange goods or services at no cost or minimal cost.
3. Coordination of Thanksgiving Dinner was offered and a few people gathered in a home. GSM space was not available for use.
4. Approximately 15 poinsettias were distributed to members of the congregation during the Christmas season.
5. Several people have had the benefit of using Durable Medical Equipment from our "loan closet". The "loan closet" now has a permanent home in the SW corner of our new church basement.
6. The Care C. , Board of Trustees and Rev. Chip talked to approximately 80% of the members by phone or in person to learn of their concerns, hopes, and ways they can be engaged with First Unitarian.
7. Elizabeth Scarborough was honored with a birthday celebration in appreciation of all she has contributed to the life of the church.
8. We continue to record Joys and Concerns and share pertinent information through the "chirp" and the monthly newsletter. No information is sent to the congregation without approval of the individual involved. Notifying a member of the Care Committee of a need is always appropriate. Confidentiality is strictly observed.

Members of the Care Committee.
Mary Hagen and Lois Holm [co-chairs]
Barbara Boyd
Jim Curlee
Gail deSomer [liason to the board]
Dale Gibson
Wendy Lohman
Rev. Chip Roush

Submitted by Mary Hagen

**Endowment Committee
Annual Report
May 18, 2014**

The Committee, charged with being custodians of our Endowment Fund, met each quarter to review and to discuss use of our First Unitarian South Bend account held in the Unitarian Universalist Common Endowment Fund. The market value of our account was \$203,988 on Dec. 31, 2012 and \$221,081 on Dec. 31, 2013. In summer 2013 we took \$6000 in disbursements to fund the two proposals approved at last year's annual meeting: \$3000 to provide support for youth to attend the GA in Louisville and \$3000 to support redesign of Church website. We decided not to call for proposals for grants to individual projects in Spring 2014 because the Congregation voted in December to authorize the Board to take as much as \$100,000 for a loan to meet costs of remodeling the 801 W. Washington building. To date nothing has been withdrawn from our account for that purpose.

According to the resolution passed by the Congregation in 2007, the Endowment Committee consists of three members elected to serve 3-year staggered terms. Through 2012-2013 four members have served multiple years: Dale Gibson, Chuck Leone, Melanie Smith-Guillaume, and Elizabeth Scarborough. In July 2013 John Wegener joined the cadre of those willing and elected to serve on the Committee.

Beginning July 2014 Chuck Leone cycles off the Committee after serving a total of seven years. He is congratulated and thanked for his commitment and diligence in serving as the Committee's Recording Secretary for this extended period of time!

2013-2014 Committee Members:
Elizabeth Scarborough, Chair
Chuck Leone, Recording Secretary
John Wegener, Financial Secretary

Marketing Committee Annual Report May 18, 2014

In 2013-2014, as we had for several prior years, the Marketing Committee ran an arc of three ads in the the Notre Dame/Saint Mary's *Observer* and the IUSB *Preface* to showcase to both students and staff the availability of a community of religious seekers and extend our welcome to them through the ad (a print awareness campaign). The timing of the ads (Fall for the *Observer*, Spring for the *Preface*) allowed for strategic leveraging of maximum pass-along at each college. It is a blessing that former church member Tony Pawli designed these beautiful ads, and that we have been able to use them for several years.

Additionally, outside the standard marketing budget, the board graciously allowed the Marketing Committee monies from the Invisible Fund to support an awareness campaign on WVPE which has been on-going for several years. This marketing activity greatly supplements awareness of the church in a target market of free-thinkers and has been very successful internally in making church members and friends feel visible in the community.

Press releases continue to be free—except for board members' time—and of great value in getting our message out. Several, including one welcoming Chip, were picked up by the *South Bend Tribune*. Social media is also free but requires planning to leverage. The church has an advocate in Chip who is a proponent and user of social media (notably Facebook and Twitter).

2014-2015 is slated to be a year of changes and growth for the church with a marked need for a strong brand presence. The Marketing Committee is committed to providing support and increasing our brand presence with the means available to us. To that end, we have created a Press Form (available on the website and at the church office) so the Marketing Committee can be notified of any upcoming events with enough time to help maximize publicity. Additionally, Marketing Committee members are visiting other committees, specifically but not limited to 1Y@801 Committee and the Building Design Committees, to hear their needs and see how we can assist. We will also be focusing our social media efforts around a content management strategy, a best practice recognized by the UUA in their workshops.

Challenges the Marketing Committee sees on the horizon range from fiscal (changing the ads to include our new address, signage for the church, funding to continue the WVPE ads, etc.) to person-power (there is more to be done in social media and with the website; more hands are needed.) As always, we are confident the members and friends of the church will rise to the occasion and support the Marketing Committee's efforts in this pivotal year.

As a side note—the website update is pending. An off-shoot of the Marketing Committee will be heading this effort and we are actively seeking volunteers.

**Peace and Justice Committee
Annual Report
May 18, 2014**

Our P&J Committee began the year with Rev. Chip at our table as we planned out the recipients of our monthly “Second Sunday Share The Plate” donations for the year. From the LGBT Center, to Planned Parenthood and St. Margret’s House, we offered funding to the kind of Community Organizations that reflect our UU principles. The Congregation responded generously, as always, as we made our presence and our concern known to the greater Community outside the walls of our Church. This May we will contribute to Hannah’s House and then end the year in June with a donation to Habitat For Humanity in June. Thanks to the Board for also approving funds for our April donation to be directed to developing Green Space at our new building!

P&J members made dinner for residents of Dismas House, and we offered our assistance for any tutoring needs there on an “as needed” basis to fill in for the Notre Dame students who tutor the residents. We then collected bags of personal hygiene items at Christmas and delivered several gift bags to the Dismas residents.

We gathered blankets for the YWCA Women’s Shelter, and delivered hundreds of books to the local County Jail for our “Books To Inmates” program. The Congregation has always responded positively to our requests for these much needed items, and the feedback has always been positive as Members seem to feel connected to the community by offering their help.

We have seen a steady flow of food donations to the Northeast Neighborhood Food Pantry – Chip announces the effort from the Pulpit, and this has increased donations for the Northeast Neighborhood Food Pantry.

The 2013 CROP Walk was a record affair, both in attendance by Members and in the amount we raised for a Donation. Chip led the public prayer before the Walk, and our T-Shirts and Youth Group Banner announced our presence as a Church to the Community. We were very pleased with this past years CROP Walk.

The Peace & Justice survey revealed that the Congregation places Ecology and Gun Safety as priority concerns. Earlier in the year we attended a few gun Safety gatherings in South bend, and several members showed up with signs to participate. We plan to develop these “themes” in the coming year, and have started it with our collection for “Green Space” at the new building as an Ecology Project. We also asked members to join other UUs at the NRA Convention in Indianapolis to show support for common sense gun laws, while there was little response to this trip down to Indy, we still plan to have other opportunities to make our concern known. As we move to our new building this fall, P&J will be moving these tow issues forward in our agenda: gun safety and the environment.

We recently showed up for annual AIDS Walk, and are talking with members of Elkhart UUs to incorporate our Social Justice people in common causes like these Walks and other community gatherings.

Members of P&J still keep in touch with the al-Falahi family from Iraq, and our “adoption” of those refugees still remains our proudest achievement!

Thanks to the Board for all of your support.

GREG YOUNG,
Chair of P&J Committee

**Social Committee
Annual Report
May 18, 2014**

The Social Committee coordinates most social events, like Round Robins (second Sat. potlucks in different homes) and the Women's Potlucks (third Fridays). We also provide food for other occasions, such as congregational meetings. However, a couple social gatherings run themselves – Feasters (4th Wednesdays) and the Men's Group.

The committee is responsible for organizing Coffee Hour each Sunday and the 1st Sunday Potlucks. We provided a Super Salad Luncheon to kick-off the Canvas this spring. The annual Auction is planned and organized by the committee. This year's theme was "Bali Ha'i" and was again brilliantly chaired by Ally Krischeff. We are already enthusiastically planning next November's in our new building!

Our annual All Church Retreat will again be at The Res in Mishawaka. Florence Kle ka is our fearless leader and last Aug. 24-25, we had over 50 attend. It's earlier this summer, Aug. 17-18, to avoid back-to-school activities. This is a wonderful time of fun and fellowship, a chance to bond as a church family. People may stay in the Lodge, or tent, or sleep at home and return the next morning.

The Social Committee does a lot of fun work, and is always open and looking for more people to help.

**Stewardship Committee
Annual Report
May 18, 2014**

The Stewardship Committee was chaired by Bette Asplund, Vice President of the Board of Trustees the first half of the year. Gail deSomer then took over the duties as Vice President of the Board of Trustees, chaired the Stewardship Committee and organized the annual pledge drive.

The pledge drive "Blue Print for the Future" began with a luncheon where a presentation of the interior designs of 801 East Washington was shown. Kathy Platt, Kathy Vetter, Alice Bentley, Marilyn Shaul and John Bentley assisted with food prep and cleanup.

Lynn McDonald and Janet Bogar assisted with pledge follow up. At this point \$129,630 has been pledged for the fiscal year 2014-2015.

Submitted by Gail deSomer

**Worship Arts Committee
Annual Report
May 18, 2014**

It was a very busy year for the Worship Arts Committee. Several new members joined up.

Since Rev. Chip Roush joined us a bit later than usual, we came up with several more lay-led services than last year. There were readings of plays, poems and stories, personal life stories, tributes to inspirational people and films, starting the new church year, the importance of working together, listening, and what we aspire to in the new building. We heard Wendy Halperin talk about her children's book about peace; she waived her speaking fee in lieu of mileage costs only, and many people were enchanted by her book. Rev. Chip switched pulpits with Rev. Amy DeBeck of Elkhart, and her service was well-received as well.

Rev. Roush streamlined the Welcome & Announcements speech, and we have heard good things about the content and style of his services.

As always, we are grateful for any feedback, ideas for services, and people willing to step up and provide voices on Sundays. This can include singing, playing instruments, reciting poems, readings, participating in storytelling, plays, or giving sermons. We want to hear from you!

Submitted by

The Worship Arts Committee
Kay Azar (part of the year)
Laura Baker
Barbara Boyd
Deb Carew
Barb Carmichael
Florence Kle ka
Peggy Stevens

~ End of Annual Report for 2014 ~

Addendum

Revised Renovation Project Funding Proposal

Background for April 6, 2014 Special Congregational Meeting

The congregation of First Unitarian Church approved a budget of \$560,000 for the renovation of 801 East Washington in December 2013. We hired Panzica Building Corporation to design and manage the renovation of this building under a Design/Build contract in January. Most of the cost for the project has now been established.

Essential Elements

The cost to complete the essential elements of the renovation will be about **\$627,000**. This cost includes the following elements:

• A new air conditioning unit for the sanctuary (\$8,000)	• Kitchen appliances (\$6,000)
• Renovation related changes and repair of heating, air conditioning and control system (\$48,000)	• Outside improvements
• A medium quality sound system (\$15,000)	• Piano tuning and repair
• Roof and window repairs (\$8,000)	• Furniture for RE Rooms

The board of trustees proposes to pay for these essential elements as follows:

• Loan from First Source Bank	\$ 400,000	Approved December 2013
• Borrowed from Endowment	\$ 100,000	Approved December 2013
• Funds from Capital Campaign	\$ 60,000	Approved December 2013
• The Gap	\$ 67,000	
	Total: \$ 627,000	

Motion: We need to raise the money required for the “The Gap”. Whatever we can’t raise will come from the endowment fund to be paid back as an extension of the loan approved by the congregation in December 2013.

We will give Panzica the approval to proceed with the Essential Elements as soon as the budget and funding are approved by the congregation.

Putting on the Pizzazz

The cost for the Essential Elements does not include several desirable but non-essential elements. The total cost of these items would be about **\$100,000**.

Once funding resources have been identified for the Essential Elements, the board of trustees proposes to have a “Putting on the Pizzazz” campaign to solicit gifts to cover the cost of the non-essential elements. At this point, donors may designate their donations to be used for specific elements. We will authorize Panzica to proceed with individual Putting on the Pizzazz elements when sufficient funds have been received to cover their cost.

Sanctuary	Lobby
• The reredos screen wall behind pulpit (\$12,000)	• A movable screen wall between lobby and kitchen (\$7,000)
• Panels for optimal acoustics (\$5,000)	• Cultured stone piers (\$7,000)
• Portable platforms (\$2,000)	• Movable coat racks (\$1,000)
• New chairs (\$24,000)	• Cleaning/retrofitting salvaged copper “Ziggurat” as wall art
• A higher quality sound system	• Mount our textile flaming chalice as artwork
• Video projector and screen	• Video camera and monitors
• A flaming chalice metal sculpture	• Lobby and conference room furniture