

# **ANNUAL REPORT**

## **2016-2017**



**May 21, 2017**

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

## **Board of Trustees 2016-17**

Gary Metzler, *President*  
Susan Siemers, *Vice President*  
Melanie Smith-Guillaume, *Secretary*  
Chuck Leone, *Treasurer*

Janet Bogar, *Trustee*  
Tama Crisovan, *Trustee*  
Florence Klecka, *Trustee*  
Eli Williams, *Trustee*

## **Church Staff**

Minister: Rev. Chip Roush  
Director of Youth Religious Education: Dan Holm

Office Manager: Carla Schulz  
Bookkeeper: Finda Kamanda  
Pianist: Ketevan Kartvelishvili  
Nursery Care Provider: Libby Wuszke

## **Committee Chairs**

Adult Religious Education	Gail deSomer
Aesthetics	Melanie Smith-Guillaume
Building & Grounds	Kathy Vetter
Care	Mary Hagen & Lois Holm
Children's Religious Education	Vacant
Committee on Ministry	Rich Wallace
Endowment	Barbara Williams
Finance	Chuck Leone
Marketing	Becky Lindstrom
Membership	Gail DeSomer
Peace & Justice	Greg Young
Social	Kathy Platt
Stewardship	Susan Siemers
Worship Arts	Florence Klečka

**First Unitarian Church  
Annual Congregational Meeting  
May 21, 2017**

**Agenda**

1. Call to Order
2. Determination of a Quorum
3. Opening
4. Approval of Congregational Meeting Minutes
  - a) May 22, 2016 (Report, p. 1)
  - b) October 30, 2016 (Report, p. 5)
5. Reports
  - a) Minister (Report, p. 6)
  - b) President (Report, p. 7)
6. 2017-2018 Operating Budget (Report, p. 8)
7. Endowment Disbursement (Report, p. 18)
8. Elections (Report, p. 12)
  - a) Officers and Trustees for 2017-2018
  - b) Endowment Committee Member
  - c) 2018 Nominating Committee
9. Strategic Planning Task Force Report (Report, p. 15)
10. Committee Reports (Report, p. 16)
11. Peace & Justice Focuses for 2018 (Report, p.23)
12. Volunteer of the Year Award
13. Lifetime Achievement Award
14. Recognition of 2016-2017 Board
15. Other Business
16. Adjournment



# Trivia Night



**Annual Report  
2016-2017  
First Unitarian Church**

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## Draft Congregational Meeting Minutes

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\* \* DRAFT \* \*

### Annual Congregational Meeting Minutes May 22, 2016

1. A quorum was established and the meeting called to order by Joseph Gress, President.
2. Minutes from the May 17, 2015, December 13, 2015 and April 10 2016 Congregational meetings were approved.
3. Minister's report: Chip stated to please read the written annual report, we have had an interesting year with challenges. The congregation has met the challenges and we are stronger for it, keep it up.
4. President's report: Joseph Gress also referred to the report written in the annual report. He also reported that in December, 2015, we had to let our office manager go. She told us she had used the church credit card inappropriately, logging \$10,000 in expenses. \$5000 of this is covered by our insurance company and a police report has been filed. We will discuss the Sanctuary Issue with the bylaw change.
5. Vice President report: Gary Metzler stated the stewardship drive was successful, thank you for your generosity. Stewardship is an ongoing year-round committee, please consider membership on the stewardship committee.
6. Treasurer's report: Chuck Leone reports we are now using a different format for our financial reports. This fiscal year is not yet complete. Our projected June 30 income and expenditures compare with last year. Non-operating fund report: we are 1/2 way through our HVAC contract. We anticipated a \$18,000 gap in funding. We have exceeded this gap so there is no need to change our mortgage payment. As Joseph mentioned, we will receive \$5000 from our insurance company, church mutual. Question from Barbara Williams - are we going to small claims court? Chuck - if the prosecutor files criminal charges, there will be a restitution order.
7. Operating budget- Chuck said to look at page 14-15 in your annual report. Tom Platt moved to approve and Alice Bentley seconded the motion. Question from David Wistreich on the membership line item, there is a reimbursement not shown. Chuck answered that several people(Carlton, Ellen our CPA, Charlotte) over the course of this fiscal year have made entries into the accounting system. Chuck is confident that the sorting is fairly accurate and the total are not off. Call for the vote - Dan Holm. Voting was by hand, it was a clear majority approving the budget, no opposition, no abstentions.
8. Approval for Endowment Disbursement - motion by Dan Holm that \$10,000 regular disbursement be used for HVAC. Second - Dale Gibson. See endowment committee report p. 27. Question by Peggy Stevens - Is there a plan to repay? Barbara Williams - no because it is a regular disbursement. The purpose is within the mission of the church. The Endowment Committee felt that new HVAC system meets this criteria and is not included in the operating budget. Question from Alan Hamlet - does the money go back to the Endowment if there are no budget overruns? - Answer, no, the money will be spent. Motion was approved on verbal vote, no opposition, no abstentions.
9. Proposed By-Law changes - see page 17 and 18 of Annual Report. Under Article VI, the addition "d. No action committing the church to civil disobedience may be authorized without approval of the members at a regular meeting or special meeting of members" is

in reference to the offer of temporary sanctuary for Ibrahim Parlak. In December, ten members signed a petition to have a congregational meeting to discuss sanctuary to Ibrahim. At that point, imminent deportation was a possibility and it would have taken 10 days to convene a congregational meeting. The Board after much discussion approved temporary sanctuary until the congregation could meet. This would have been an act of civil disobedience. Ibrahim received a stay and no action was needed. The Board felt an action of this magnitude should require a congregational vote. Anne Mannix moved and Dan Holm seconded “d” above. Question from Tama Crisovan - What did we offer? Joseph- Ibrahim would have lived here. Anne - could he be arrested? Joseph - yes, but authorities recognize sanctuary and often do not arrest. Susan Siemers - we needed ten days notice for call a congregational meeting and there were not 10 days. This means we could not have offered sanctuary. Joseph- at the point the Board became aware it was a few days before his protected status ran out. Dale Gibson - the current bylaws commit the church to having 10 days notice to call a congregational meeting. To commit ourselves to this kind of waiting period is not good, we put trust in our Board. Anne Mannix - did Ibrahim want this? Dale - He might be interested in it. I am proud of the Board at this meeting. Then Ibrahim decided no, after discussion with his lawyer. It seems like the waiting period of 10 days is too long. Could we reduce the wait time to call a congregational meeting to three days? Florence - the motion on the floor does not address how many days needed to call a congregational meeting. Joseph - if we approve this motion and people want to reduce the waiting period, it would be a by-law change and we cannot do that today. Janet Bogar - how do other churches handle this? Joseph - congregations that offer sanctuary make a decision after meetings and consideration. Once they make the decision to be a sanctuary church they empower the Board to decide when and who they offer sanctuary to. Dan - can a friendly amendment be added? Dave- It cannot be voted on today because it is a by-law change. Joseph - ten day notice is need for a by-law change. Anne Mannix - I would like our church to take on social activism for our community. Lois Holm - the Peace and Justice Committee offered cottage conversations on this topic and there was very little interest. Bill Stevens - we are looking at this narrowly in terms of Ibrahim. Joseph - the Peace and Justice Committee spoke with the UU Rise lawyer who deals with issues of sanctuary. In the cottage conversations, the conclusion was that we do not have proper privacy or shower facilities and because Ibrahim’s immediate need has disappeared, the Peace and Justice Committee did not recommend bringing it forward. Anne Mannix - it is a big decision and not everyone reads email. We can’t expect everyone to agree in a day. I do not think 10 days is unreasonable. Jim Curlee - I would like some perspective, what is our status now? Absent this amendment the Board interpreted they could offer temporary sanctuary. Lynn McDonald - action taken against a church is rare. Taking someone in your home is not as respected. Eli Williams - can we do anything online? Are there ways that a quick meeting could be called? Darlene - ten days seems like a long time, three days is more reasonable. Alice Bentley - should we shorten the ten days in the case of civil disobedience? Educate the congregation so that if and when this comes up we are more informed? Alan Hamlet - I do not like the “no action be taken without  $\frac{2}{3}$  vote from the congregation or unanimous vote of the Board”. Kathy Vetter - this came from the Board. David Wistreich - for those of you who want fast action, consider - I was on the other side of the world. I still have doubts about whether or not Ibrahim did it. I would need time. Eli Williams - Donald Trump could be our president. Why have a ten day waiting period. Roger Birdsell- if we are making a decision that may endanger every member, we need to not rely on the Board itself. Danielle - we now have digital ability - why not have a digital policy of quick action? Joseph Gress - a proposal for a shorter waiting period would require a separate bylaw

change. How would you define “emergency”? Rich Wallace - Civil disobedience for a just cause is warranted. A ten day wait could mean life or death. David Wistreich - would it be a simple majority or a  $\frac{2}{3}$  vote? Joseph Gress - we discussed we should have a simple majority as currently written. Chuck Leone - civil disobedience as an individual is very different than when a church does it. It would put the church at risk for example, forfeiture of assets. Anne Mannix - this is a significant decision. Do we put church assets at risk versus a collection of individuals? The BOT does not have the responsibility to put the church at risk. Lynn McDonald - I am not in favor of this. The UUA has a process to be trained to be a sanctuary congregation. Where are we, has there been a decision? Would favor to be able to act more quickly. Vote was by show of hands - yes 28, 1 proxy yes, no- 17, abstentions - 1 and 1 proxy, so 29 yes, 17, no, 2 abstentions. 29/48 votes = 60% and we needed a  $\frac{2}{3}$  vote so the motion did not pass.

10. Next Amendment change - see page 17 of Annual report: From Article XIII - “All voting members of the Church shall be given due notice by ~~mail~~ **electronic transmission or through US Postal Service** of the proposed amendment(s) at least 10 (10) . Joseph - previously we made changes for electronic transmissions so we need to update Article XIII to make the bylaws consistent. Susan Siemers moved and Karen Dickson seconded. Question by Roger Birdsell - how do you determine if it is email or postal mail? Kathy Vetter - only 2 people currently do not have email and request postal mail. David Wistreich - this is a policy question, the BOT can determine the procedure. Vote - all yes, 0- no, 0- abstentions - over  $\frac{2}{3}$ , motion carried.
11. Endowment Policy change, see page 18 of Annual Report. Roger Birdsell moved and Dale Gibson seconded. Barbara Williams explained the 1st and 3rd change are due to how the UUA runs and the 2nd change- to no longer report the principle and interest, is because the financial reports do not show it. Voice vote- all yes, 0 - no, 0- abstentions, the motion carried.
12. Elections, see page 21 of Annual Report. Slate - No Vice President, Secretary-Melanie Smith-Guillaume, Trustees - Eli Williams and Florence Klecka, 2 year terms, Tama Crisovan- 1 year term (to complete Sharon Kniss term). Gary Metzler will move from Vice President to President and Chuck Leone continues one more year as treasurer. Don Marti has one more year on the board as a trustee. Rich Wallace moved to accept this slate, Dan French seconded. Joseph Gress - encouraged those present to consider being Vice President, adding it has been an honor and privilege to serve you and has been one of the most rewarding experiences of my life. Dale Gibson - I have never seen a slate without a vice president before, can we take a break? After break Chip apologized that he had forgotten to report back to the nominating committee that Susan Siemers had agreed to be Vice President. Vote by hand - all yes, 0- no, 0- abstentions
13. Peggy Stevens moved, Barbara Boyd seconded for Endowment committee - Dan French, 3 year term. Vote by hand - all yes, 0-no, 0-abstentions
14. Dan French moved, Lynn McDonald seconded for Nominating Committee - Joseph Gress, chair; Dan Holm current member with one more year; Susan Van Fleit - new member to the committee, 2 year term, Rich Wallace, alternate. Vote by hand - all yes, 0-no, 0- abstentions
15. Volunteer of the year award- the “power couple” David Mayfield and Florence Klecka. Florence serves as the chair of the Worship Arts committee, was on the Intern Committee, Stewardship committee, Marketing Committee and in the past was the chair of the Adult RE committee. David has been active in helping on Building and Grounds committee,



insulating the attic, fixing cracks in the driveway, helping with the new HVAC task force, helps with sound system and was President of the BOT during our renovation.

16. Recognition also given to Joseph Gress for his work as President on the BOT, Gary Metzler as VP, Fern Hamlin as served 4 years on the BOT and done an excellent job with minutes. Recognition to Chuck Leone as treasurer during and especially challenging year, Gail deSomer for 4 years on the BOT, Tama Crisovan, Don Marti and Sharon Kniss for providing wise and thoughtful consideration during meetings.
17. Committee Reports - Kathy Vetter reported from Building and Grounds that we will have no AC or heat for the next 3 weeks, but we are on schedule for June 13 completion date of installation for the new HVAC system. We do not need to take out a loan, thank you to all who gave to the HVAC fund.
18. Peggy Stevens - move to adjourn. Final comments- Elena Wake stated the decision did not sit well with her on congregation meetings, would like to see a shorter interval to call a meeting. It was suggested that she take this to the BOT to ask for the BOT to recommend a By-Law change or it takes 10 members to request a congregation meeting. Vote to adjourn at 1:55 p.m.

Minutes taken and submitted by Gail deSomer, Trustee

\* \* **DRAFT** \* \*

## **Special Congregational Meeting Minutes October 30, 2016**

### Roof and Venting Repair

The meeting was called to order by Vice-President Susan Siemers at 12:30 pm with 32 members present, exceeding the number needed for a quorum.

A motion was made by Bill Stevens and seconded by Alan Hamlet to "Authorize the Board of Trustees to sign a contract with Advanced Roofing for the re-roofing and re-venting of the south side of the building and to allow for contingency spending up to \$15,000."

Discussion --

Kathy Vetter, from the Building and Grounds Committee, presented the need for the project, which is to repair the leaks and install new shingles so as to prepare the roof for the installation of the solar panels. Advanced Roofing submitted the lowest bid of \$11,880, and was recommended by Kathy Platt who recommends this business for her real estate clients.

Barbara Williams voiced concern that if we only replace half of the roof, we may not be able to complete roofing the north side later with the same color or style of shingles. Kathy Vetter pointed out that we now have mismatched shingles, but no one has noticed and that the new shingles would be a standard color and style.

Becky Lindstrom pointed out that the leaking was around the vents and that's one reason why we need to have the project done.

The Motion was passed unanimously with 32 yes votes and 10 proxies, no nay votes, and no abstentions.

A motion was made by Peggy Stevens and seconded by Lynn McDonald to "Fund the above roof project with \$8,000 from the Building Fund and \$7,000 from the Capital Campaign Fund allocation to the HVAC Fund which was underspent."

Discussion --

Kathy Vetter mentioned that donations for this project would be gratefully accepted and would reduce the amount we would have to take out of our funds on hand.

The Motion passed unanimously with 32 yes votes and 10 proxies, no nay votes, and no abstentions.

Dale Gibson and Dan Holm moved and seconded that the meeting be adjourned. Vice-President Susan Siemers declared the meeting adjourned at 12:25.

Submitted by Melanie Smith-Guillaume, Secretary

## Minister's Report, Rev. Chip Roush

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“of course I’m terrified. Of course I’m a shroud.  
And of course it’s not fair but rest assured,  
anxious America, you brought your fists to a glitter fight.  
This is a taco truck rally and all you have is cole slaw.  
You cannot deport our minds; we won’t  
hold funerals for our potential. We have always been  
what makes America great.”  
--Elisa Catrina Chavez

The Presidential election has energized our congregation! Many of us attended the Rally for an Inclusive Michiana, on the Saturday after Election Day. We also showed up at the People’s Inauguration: Voices for Justice & Inclusion event on Inauguration Day (a few even participated in the Inaugural Ball, at the Civil Rights Heritage Center). That same day, we hosted our own Day of Peace & Loving Kindness, with a variety of meditation styles and expressions of hope and solidarity. Lots of us participated in the South Bend Women’s March—one of the largest local gatherings in recent memory. We also supported the Science March.

We had a number of members and friends speak at the County Council, supporting the Human Rights Ordinance that extended protections to the entire county.

All that activity is not the only way we’ve been getting noticed, this year. With two concerts by the amazing Francis Luke Accord, many folks were introduced to our beautiful building and life-affirming values. When UU musician Kiya Heartwood returned, with her Gaia Psalms service, we had over 30 children (including eight infants!) attend—and most of them brought at least one parent.

We were also noticed by Sarah Johnson, a doctoral student at Notre Dame. Hoping to find rituals that might connect our increasingly-pluralistic nation, Ms. Johnson attended many of our worship services (last year and this year), adult RE sessions, and at least one memorial service. She presented her findings in a sermon in February, titled “Ambiguity and Solidarity.”

We were fortunate to have an excellent intern from St. Mary’s College, Crystal Niemeyer.

Finally, two personal notes. Becky and I were deeply affected by our trip to Oceti Sakowin, to support the Standing Rock Sioux in resisting the Dakota Access Pipeline (#NoDAPL). Thank you for allowing another local group to use our parking lot to gather supplies to take to the protestors in South Dakota. Also, this year was my final year on the General Assembly Planning Committee. As of June 26, I will no longer be on that fine committee. Thank you for supporting our Association by allowing me to serve on the GAPC.

So may we be,

Rev. Chip

## **President's Report, Gary Metzler**

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Compared to past years, this church year was fairly calm for our Board of Trustees. Crises and drama have spun around us in the world, but we have been blessed with relative stability. Well, except for Chip's April Fools joke, which was unnerving! Our financial picture is challenging, but not surprising. While we do not have hundreds of new members requiring multiple weekend services, our Sunday morning attendance and enthusiasm are certainly at a high level. Our staff is stable, efficient and friendly. Our building use is maturing, in the sense that we have become comfortable with scheduling our building for ourselves and for some uses by other groups. And that area is expected to grow, through the efforts of the new Events and Building Use Committees. The members of our Board of Trustees are all to be thanked for their hard work and positive attitude! And thanks to the entire church for your support throughout this year as we have attended to the business aspects of maintaining our facility and this wonderful institution known as The Unitarian Church of South Bend!

Gary Metzler,

Board of Trustees President

## Proposed 2017-18 Operating Budget

*As approved by the Board for submission to the Congregation*

Item	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual	2016-17 Budget	2016-17 to Apr 30	2017-18 Proposed	Notes	
<b>Income/Sources of Funds:</b>									
110 - Pledges	\$131,000	\$127,767	\$148,000	\$146,785	\$140,000	\$111,462	\$150,000	1	
115 - Pledges - Additional	\$4,000	\$19,808	\$4,000	\$3,865	\$3,000	\$2,110	\$3,000		
120 - Loose Offering	\$4,000	\$6,087	\$4,000	\$4,919	\$5,000	\$4,768	\$5,000		
130 - Building Use Fees	\$0	\$445	\$500	\$1,340	\$700	\$1,220	\$1,000		
<b>140 - Fundraisers</b>									
142 - Holiday Bazaar							\$1,500		
143 - Service Auction	\$10,375	\$15,696	\$11,000	\$11,556	\$11,000	\$13,861	\$12,000		
144 - Concerts							\$3,000		
145 - Other Fund Raisers	\$1,500	\$5,229	\$2,500	\$3,744	\$3,500	\$5,110	\$700		
150 - Other Contributions						\$100	\$500		
190 - Intern minister support			\$0	\$1,730			\$0		
199 - Miscellaneous	\$0	\$514	\$0	\$2,633	\$1,000	\$3,706	\$500		
<b>Total Income:</b>	<b>\$150,875</b>	<b>\$175,546</b>	<b>\$170,000</b>	<b>\$176,572</b>	<b>\$164,200</b>	<b>\$142,336</b>	<b>\$177,200</b>		
<b>Expenses/Uses of Funds:</b>									
<b>205 - Mortgage Payments</b>								\$27,000	2
210 - Church Insurance	\$10,000	\$7,334	\$10,000	\$5,628	\$7,500	\$5,836	\$6,500		
220 - Cleaning Services	\$7,000	\$85	\$5,000	\$0	\$1,000	\$0	\$1,000	3	
230 - Building Supplies	\$500	\$495	\$700	\$236	\$800	\$118	\$500		
240 - Building & Grounds	\$5,000	\$4,110	\$3,000	\$1,656	\$3,000	\$281	\$3,000		
242 - HVAC Preventive	\$0	\$0	\$5,400	\$6,097	\$400	\$0	\$400		
243 - HVAC Repairs	\$0	\$0	\$2,000	\$3,294	\$100	\$0	\$100		
<b>300 - Utilities</b>									
310 - Gas	\$3,000	\$4,561	\$4,000	\$2,703	\$3,500	\$1,941	\$2,500		
320 - Electric	\$10,000	\$7,862	\$8,000	\$6,497	\$4,000	\$2,418	\$2,500	4	
330 - Telephone	\$900	\$975	\$1,000	\$1,031	\$1,050	\$876	\$1,050		
340 - Water & Trash	\$3,000	\$2,705	\$1,000	\$1,150	\$1,200	\$890	\$1,050		
351 - Endowment repayment	\$0	\$0	\$1,000	\$1,000	\$100	\$0	\$1,000		
350 - Rent	\$2,500	\$1,294							
355 - Snow Removal	\$0	\$0	\$500	\$415	\$500	\$225	\$500		
360 - Security	\$400	\$384	\$400	\$384	\$500	\$384	\$500		
365 - Alarm Fees	\$0	\$300	\$200	\$0	\$100	\$0	\$100		
370 - Elevator & Sprinkler	\$0	\$0	\$1,300	\$1,958	\$1,300	\$515	\$1,200		
410 - Admin & Office Non-payroll	\$3,000	\$2,385	\$3,767	\$5,046	\$5,000	\$2,192	\$3,500		
415 - Copier	\$4,000	\$3,893	\$2,000	\$3,310	\$2,000	\$0	\$1,000		
420 - Postage	\$400	\$294	\$400	\$244	\$400	\$177	\$300		
430 - Payroll Taxes & Expenses	\$1,900	\$2,115	\$2,000	\$1,894	\$2,040	\$1,673	\$2,040		
435 - Payroll Processing					\$1,500	\$1,202	\$1,600		
<b>500 - Sunday Service</b>									
510 - Sunday Service Committee	\$500	\$500	\$600	\$400	\$600	\$500	\$600		

Item	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual	2016-17 Budget	2016-17 to Apr 30	2017-18 Proposed	Notes
511 - Sunday Service Supplies	\$200	\$200	\$150	\$0	\$50	\$0	\$50	
520 - Music	\$4,200	\$4,918	\$4,500	\$4,200	\$4,300	\$3,150	\$4,300	
620 - Service Charges	\$0	\$0	\$0	\$101	\$0	\$0	\$0	
<b>700 - Committee Expenses</b>								
710 - Membership Committee	\$200	\$303	\$500	\$244	\$400	\$147	\$400	
720 - Social Committee	\$100	\$65	\$100	\$101	\$200	\$50	\$200	
725 - Coffee & Tea	\$200	\$409	\$500	\$50	\$100	\$0	\$100	
730 - Events Committee					\$500	\$465	\$500	
735 - Aesthetics Committee					\$400	\$164	\$400	
740 - Care Committee	\$100	\$84	\$100	\$105	\$100	\$92	\$150	
745 - Peace and Justice Comm.	\$200	\$60	\$200	\$0	\$200	\$100	\$200	
746 - Marketing Committee	\$500	\$557	\$500	\$0	\$500	\$0	\$500	
747 - Finance Committee	\$500	\$84	\$100	\$100	\$100	\$219	\$250	
748 - Endowment Committee							\$200	
750 - Denom Dues	\$9,130	\$9,130	\$9,690	\$9,576	\$9,350	\$7,013	\$9,300	
<b>760 - Fundraising Expense</b>								
761 - Stewardship Campaign	\$400	\$399	\$400	\$201	\$400	\$156	\$500	
765 - Holiday Bazaar Expense							\$150	
766 - Service Auction Expense	\$675	\$495	\$500	\$446	\$500	\$377	\$500	
767 - Concert Expense						\$850	\$2,000	
769 - Other Fundraising Expense	\$250	\$792	\$250	\$1,354	\$500	\$0	\$300	
<b>800 - Religious Education</b>								
808 - DRE Professional Exp.	\$500	\$175	\$500	\$0	\$1,000	\$0	\$1,000	
809 - DRE Salary	\$7,210	\$7,210	\$7,355	\$7,210	\$7,502	\$6,084	\$7,646	5
810 - Religious Ed supplies	\$2,000	\$1,889	\$2,000	\$1,800	\$2,000	\$1,532	\$2,000	
812 - Background Checks	\$100	\$129	\$100	\$0	\$100	\$0	\$100	
814 - Adult RE	\$100	\$0			\$100	\$40	\$100	
815 - Child Care	\$1,000	\$583	\$800	\$1,159	\$1,000	\$733	\$1,000	
<b>900 - Ministerial Expenses</b>								
910 - Minister's Salary & Housing	\$53,000	\$53,000	\$54,060	\$54,060	\$55,141	\$45,951	\$56,200	5
911 - Intern Minister	\$0	\$4,055	\$0	\$2,724	\$0	\$0	\$0	
915 - in lieu of FICA	\$4,055	\$4,055	\$4,136	\$4,136	\$4,218	\$3,515	\$4,299	5
920 - Sabbatical Funding					\$100	\$0	\$100	
930 - Minister's Expense	\$5,300	\$4,741	\$5,406	\$5,253	\$5,718	\$2,294	\$5,828	5
940 - Minister's Pension	\$5,300	\$5,300	\$5,406	\$5,406	\$5,514	\$4,595	\$5,620	5
945 - Minister's Insurance	\$7,824	\$9,389	\$8,000	\$11,634	\$14,500	\$9,818	\$13,000	
<b>950 Office Personnel</b>								
960 - Office Salaries	\$15,141	\$19,158	\$12,480	\$13,473	\$15,600	\$15,788	\$15,600	
965 - Office Pensions	\$1,514	\$1,850	\$0	\$0	\$0	\$0	\$0	
998 - Employee-caused loss	\$0	\$0	\$0	\$6,497				
999 - Miscellaneous Expense	\$0	\$757	\$0	\$2,228	\$1,000	\$2,281	\$1,000	
<b>Total Expenses:</b>	<b>\$171,799</b>	<b>\$169,079</b>	<b>\$170,000</b>	<b>\$175,001</b>	<b>\$167,683</b>	<b>\$124,641</b>	<b>\$191,433</b>	
<b>Transfers/Other Sources of Funds:</b>								

Item	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual	2016-17 Budget	2016-17 to Apr 30	2017-18 Proposed	Notes
Surplus/Deficit:	-\$20,924	\$6,467	\$0	\$1,571	-\$3,483	\$17,695	-\$14,233	6

**Notes:**

1. This is an estimate of pledges expected. Actual pledges are \$148,876 as of May 10, 2017 with 18 pledging units not yet responding.
2. This amount represents ten months of mortgage payments at \$2,700 per month: \$15,369.10 Principal and \$11,630.90 Interest. The rate is 5.67%
3. This amount anticipates continuation of volunteer cleaning with funds set aside for major cleaning projects.
4. Electricity charges are expected to decrease with the installation of the solar panels.
5. Professional salaries are projected to increase by 1.92% over the current fiscal year salaries.
6. This deficit will be covered by the expected surplus of about \$15,000 in the current year's budget.

## Non-Operating Funds Statement, as of April 30, 2017

Change in Net Assets for Period: 07/01/2016 to 04/30/2017

Fund	Starting Balance	Receipts	Disbursements	Transfers	Liability Payments	Ending Balance	Notes
801 E Washington (U)	\$493.40	\$0.00	\$0.00	-\$493.40	\$0.00	\$0.00	2
Building Fund (R)	\$19,967.51	\$415.00	\$2,400.00	\$0.00	\$0.00	\$17,982.51	1
Capital Campaign (R)	\$68,938.16	\$15,114.77	\$7,576.95	\$0.00	\$53,272.51	\$23,203.47	9
Capital Improvement (R)	\$500.00	\$9,750.05	\$10,250.05	\$0.00	\$0.00	\$0.00	3
Endowment Disbursements (R)	\$12,920.00	\$0.00	\$11,110.00	\$0.00	\$0.00	\$1,810.00	4
Endowment Set-aside (U)	\$100.00	\$11,706.68	\$11,706.68	\$0.00	\$0.00	\$100.00	
General Fund (U)	\$1,096.78	\$142,335.89	\$124,641.22	\$4,823.22	\$0.00	\$17,694.67	
Invisible Church (R)	\$8,694.75	\$0.00	\$2,980.00	\$0.00	\$0.00	\$5,714.75	
Minister Discretionary Fund (R)	\$688.75	\$1,396.16	\$1,013.16	\$0.00	\$0.00	\$1,071.75	
Prepaid Pledges (U)	\$5,920.00	\$3,700.00	\$0.00	-\$5,920.00	\$0.00	\$3,700.00	5
RE Capital Expense Fund (R)	\$483.00	\$0.00	\$0.00	\$0.00	\$0.00	\$483.00	
Sabbatical Fund CD (R)	\$682.00	\$39.00	\$0.00	\$0.00	\$0.00	\$682.00	6
Teen Service Project (R)	\$2,695.00	\$0.00	\$707.95	\$0.00	\$0.00	\$1,987.05	
Unrestricted Savings (U)	\$3,641.61	\$30.42	\$0.00	\$1,590.18	\$0.00	\$5,262.21	
UUCEF Endowment (R)	\$239,089.21	\$34,628.70	\$0.00	\$0.00	\$0.00	\$273,717.91	7,8
Womens Group Fund (R)	\$262.00	\$0.00	\$0.00	\$0.00	\$0.00	\$262.00	
<b>Total</b>	<b>\$366,172.17</b>	<b>\$219,116.67</b>	<b>\$172,386.01</b>	<b>\$0.00</b>	<b>\$53,272.51</b>	<b>\$353,671.32</b>	
Total Receipts	\$219,116.67						
Total Disbursements	\$172,386.01						
Net Increase(Decrease)	<b>\$46,730.66</b>						

### Notes:

1. The Building Fund also contains Solar Panel donations.
2. These funds were transferred to the Unrestricted Savings fund.
3. This is a new fund for donations for the HVAC system replacement and roof donations.
4. This fund was used for withdrawal of endowment moneys to pay for HVAC replacement .
5. We have received \$2,500 in prepaid pledges for the 2017-18 fiscal year.
6. The Sabbatical Fund CD matures on August 12, 2017.
7. The UUCEF Endowment balance is at 3/31/17, adjusted for market gains and losses.
8. \$75,000 of this fund is permanently restricted to prohibit use of principal.
9. The Capital Campaign fund is obligated to pay mortgage payments through August 31, 2017 in the amount of \$27,946.64.



# Nominations

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## ***From the Nominating Committee:***

The nominating committee is happy to announce the following slate of nominations for the board of trustees and endowment committee:

### **Board of Trustees**

#### ***Officers***

Vice President: Chuck Leone

Treasurer: Elena Wake

#### ***Trustees***

Two-year Term: Jim Ward

Two-year Term: Wendy Lohman

### **Endowment Committee**

We need to nominate someone to complete the term of Jim Ward as we are nominating Jim to be a trustee. For this position, we nominate Suzanne Waller.

Three year term: Joseph Gress

Susan Van Fleit, Rich Wallace and Joseph Gress

## ***From the Board of Trustees:***

### **Nominating Committee**

Chair Person: Gary Metzler (outgoing Board President, one-year term)

Current Member: Susan VanFleit (2<sup>nd</sup> year of two-year term)

New Member: Becky Lindstrom (1st year of two-year term)

Alternate: Lois Holm

## Children's Religious Education Program Report

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This report will focus on the what has occurred since taking over the position of DRE from Heather Eschbach in January 2017.

One of my first missions as the new DRE was to have name buttons made for the RE age children. I felt that it was important for the children to feel as if they were a part of the First Unitarian Community. It has been great to see the children proudly wearing their name buttons.

In preparation for the Gaia service in February, the students worked on animal masks. These masks were worn by students with extra masks being offered to congregants to wear during the service. The students and the congregants seemed to enjoy wearing the masks during the service.

Sunday, February 12, the RE classes all met to work on Valentines. Susan Van Fleit, Christina Menis, and Heather Hulse all helped the children to create Valentines. The children made Valentines for family members as well as for children in the pediatric sections of St. Joseph and Memorial hospitals. Gail deSomer brought the Valentines to a meeting with coordinators from these two hospitals. The hospital coordinators were very excited to bring the Valentines to the pediatric wards. This was a great activity for our children to walk the talk as Unitarians as they helped the hospitalized children have a happier day.

There was an Easter Egg hunt for all of the children on April 16. Kathy Platt, Susan Van Fleit, Jessica Collett, and Marilyn Shaull filled the eggs the children searched to find. There were 27 children hunting for eggs. Special thanks to Carter Chambers, Forrest Wallace, Autumn Crisovan, and Alana Menis for hiding the eggs for the nursery children.

On Earth Day, the RE student met to discuss ways in which the Earth could be protected. The students drew pictures which they handed out to members of the congregation. They also attached two bird feeding poles in the side yard.

The K-3 class studied about the electoral system. They had some great discussions about what it would be like to be president. Hopefully, one day, one or more might be President. The class has also been focusing on stories, hands-on activities, and songs which highlight the seven UU principles. The 4-6 class has been doing an in-depth study of the historical Jesus. The student are learning about Jesus through stories, activities, and videos. The 7-9 grade class continues to use popcorn theology. This program has the students watching clips from popular movies, which promote an interesting discussion. The students eat popcorn while watching the video clip and then discussion the engaging topic.

During the month of May, all of the RE classes will be working on a play, written by Matt Benedict. This play, called the Ampersand House, will focus on the seven UU principles. The play will be performed during the June 4 RE service.

The total attendance of the students in the K-9 grade classes, range from 5-24 students. The daily average is 10. The nursery care has 2-7 students, with an average of 4.

There have been a large number of families with infants attending on a regular basis. To accommodate their baby changing needs, a changing table was installed in the bathroom next to the kitchen.

The work of the teachers is greatly appreciated. The teachers for the K-3 class are Wendy Lohman and Heather Hulse. The teachers for the 4-6 class are Mary Hagen and John Bentley. The 7-9 class is taught by Lois Holm. The paid nursery worker is Libby Wuszke. Libby is assisted by various volunteers as needed. Libby and the volunteers read stories, draw, and play games with the nursery children.

In addition to the RE teachers, I wish to thank the RE Committee members. The Committee members are: Karen Chambers, Susan VanFliet, Susan, Christina Menis, and Jean deWinter.

Looking to the future, the RE program will be offered during the summer. The format of the RE classes will be on focusing on K-9 students working on common projects. These projects will be organized by various members of the congregation.

On a personal note, I appreciate the support of the First Unitarian community as I have transitioned into the role of Director of Religious Education. I look forward to continuing this work with the students and congregation.

Respectably submitted,

Dan Holm, DRE



## Strategic Planning Task Force Report

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During its retreat in the fall of 2016, the Board established goals for the year, one of which was to start a strategic planning process. The Board asked Melanie Smith-Guillaume to form a task force and begin looking at the future of the church long-term. Members of the Strategic Planning Task Force are Melanie Smith-Guillaume, Chuck Leone, Willow Crisovan, Jim Curlee, Becky Lindstrom, Andrea Vollrath, Suzanne Waller, and Jack Woolridge.

The Strategic Planning Task Force has met half a dozen times and has been wrestling with what strategic planning is and what our path is. We have looked at multiple strategic plans for UU churches of various sizes, we have read a number of articles from the UUA, and from two different UU regions. We have sought guidance from two UU consultants who deal with these issues. We started with an article entitled "The End of Strategic Planning" and continued on to "Holy Conversations: Strategic Planning as a Spiritual Practice for Congregations".

Three pieces of advice we like are:

1. There is no one right way to do planning. Ignore all outside wisdom if it doesn't work for us. The age of "best practices" is over, dead and done. We are in a time of authentic diversity of practice where really different things work in different places.
2. We need processes where the "weight" of the process can be with those who are going to be the future leaders, with the team thinking of themselves more as coordinators and conveners of important conversations than as the ones doing the planning.
3. As long as we are vision/mission-based and in covenant with each other, we will be okay.

Right now, we are in the middle of analyzing historical data on such things as membership, giving, and RE levels. We are getting baseline feedback from the congregation with the SWOT surveys. We are planning to use the summer to meet with individuals and groups within the church. And we have made a tentative timeline to meet our goal of submitting a plan for approval at the Congregational Annual Meeting in 2018.

## Committee Reports

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### ❖ **Adult Religious Education:** *Gail de Somer, Chair*

Throughout the winter, Marilyn Shaul facilitated the "Great Decisions" discussion course.

The "Non-Violent Communication (NVC) group as well as the GOSH (group of Open Source Happiness) started by Rev. Chip, continue to meet regularly.

Other offerings - discussion of the movie- "Defying the Nazis: The Sharps' War"

Viewing of the movie "13th" and discussion following it.

Rev. Chip also offered discussions of Black Lives Matter

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### ❖ **Aesthetics Committee:** *Melanie Smith-Guillaume, Chair*

During the last fiscal year, the Aesthetics Committee has:

1. Purchased and with the help of Jim Ward, mounted a clock in the Conference Room.
2. Updated photos of staff and committee chairs on the bulletin boards opposite the minister's office.
3. Kept up a bulletin board of current events pictures next to the above bulletin boards.
4. Bought a new table to match the one used to serve at coffee hour and bought plastic tablecloths that match the green walls.
5. Purchased and installed with the help of Jim Ward, two large bulletin boards across from the work room. The boards are for community, denominational, and church affairs.
6. We also bought and had installed a brochure rack between the bulletin boards.
7. Cleaned the storage area section of the basement.

Committee Members: Barbara Carmichael, Gail DeSomer, Susan Van Fleit, Melanie Smith-Guillaume.

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### ❖ **Building and Grounds Committee:** *Kathy Vetter, Chair*

Coming Soon.

❖ **Care Committee:** *Mary Hagen and Lois Holm, Co-chairs*

The Care Committee endeavors to support the members and friends of our community by providing connections between those who are going through life's transitions and those who can help.

Some of the ways we support one another is by offering soups (contributions by member is needed, because Purple Porch rarely has excess to donate.), meals, visits, phone calls, sending cards, providing transportation, and loaning medical durable goods and baby/toddler furniture for visiting family.

The Care Committee and its helpers supported about 14 people through illnesses this past year.

The "Undie Sunday" collection for Broadway Christian Parish was very well supported with underwear and clothing for the Parish's work with approximately 100 men or women daily, Monday through Thursday. There is an ongoing need. Anything you would like to donate with be delivered. See Mary Hagen when you have a bag to donate.

Our sponsored eight week program, "Facing Death with Life", which was held May through August 2016, was well attended. We have been asked to offer the program again in the coming year.

Two books dealing with funeral services written by Edward Searl were purchased and are available for reference, as needed.

We were privileged to help Rev. Chip with four memorial services, Lisa Brooks, Tina Kinski, Peggy Stevens and Virginia Morrow.

Antonette Needham, Jane Marz, Dan Groteke, Matt Benedict, and Ron Robinson have each lost a close family member this year. Remember that grieving is a long process.

Every October we encourage everyone to fill out the "Emergency Contact" form. We are also compiling a "Medical Procedure /Services Resource List" to help support your decision process.

There is a monthly Birthday Calendar in the south hallway. Please add your name when your month is visible. We are also celebrating those monthly birthdays with a cake on the second Sundays of each month.

Sunday morning at 9:30 we lead a 30 minute moving meditation through TaiChi/QiGong for any who is interested.

Our community appreciates all those members and friends who help one another. Please remember to notify Rev Chip or a member of the CC of a need for yourself or another. Love is the spirit of this church..... and to help one another.

CC members: Mary Hagen and Lois Holm (co-chairs), Dale Gibson, Barbara Boyd, Jim Curlee, Gail deSomer, Jim Ward, Wendy Lohman, Lynn Grate, and Phoenix Sones.

❖ **Endowment Committee:** *Barbara Williams, Chair*

The Endowment Committee met quarterly throughout the year. Goals were to improve the visibility of the Endowment and to educate the congregation about the role of the Endowment Fund.

A donation envelope was developed and printed. Research to provide the listing of donors and honorees for the Legacy Book continued during the year and the Book should be up to date by this summer.

Two Church members, Lisa Brooks and Peggy Stevens, and one former member, Tom Singer, died during the year. Contributions to honor their lives were made to the Fund. Because of those contributions, the Fund balance as of April, 1, 2017 is \$273,717.91. To date, no repayment of the \$130,000 loan from the congregation for remodeling of the Church building was made this year.

Five proposals for the 2017-18 Endowment disbursement were received. Inquiries were received from organizations that are not directly affiliated with the Church per se but share some of the Church's mission. Question is raised as to whether such proposals were funded in the past and how such proposals should be treated in the future.

Based on the formula of awarding 5% of the average of the balances for the past 4 quarters of the year, the 2017-18 disbursement should be \$12,770. The five proposals received by the Endowment Committee totaled \$14,850. Based on merit and mission of the Endowment, the Committee recommends to the Congregation the funding from the Endowment Fund for the 2017-18 disbursement, cycle all the proposals:

1. \$1500 to the Marketing Committee, proposed by Becky Lindstrom, for the Wireless Network Access in the Church building so that the network can be strong and useful throughout the building.
7. \$3500 to pay for archivist and supplies, proposed by Chuck Leone, to assist Dale Gibson and associates to complete the sorting /organizing of records and materials in the basement and other places that document the history of our Church. These records should then be available for access by interested parties in the future.
8. \$3900 (\$1300 per delegate) proposed by the Board of Directors, to subsidize sending our incoming Board President and up to 2 other delegates to the 2017 General Assembly in New Orleans in order that our Congregation can have input to the UUA as well as bring back ideas for our Congregation
9. \$4400 (\$400 per month), proposed by Rev Chip Roush, for an intern minister from Meadville Lombard Theological School in Chicago to serve our Congregation from September 2017 through July, 18.
10. \$1550, proposed by Diana Mendelsohn, for the development and building of a Mobile Ecology Education Center on Wheels, which will have a solar cooker, an on-site recycle center, compost bin, and materials for twelve activities. It will be signed as donated by First Unitarian Church of South Bend. It will be taken to several festivals , parks and activities in the area this summer.

In addition, the Committee recommends that:

1. Any money unused for a project by June 1, 2018 be returned to the Fund.
2. The Congregation continue to repay the loan for the Building Remodeling by funding the line item for repayment in future budgets.
3. The Congregation continue to support the Endowment Fund to memorialize special events in their lives.

Committee Members: Dan French, Jim Ward, Barbara Williams

❖ **Events:** *Kathy Platt*

The Event Committee has been busy this year. Most 'events' have different chairs and groups that work on them & can always use more help.

- Dining for Women started in September. It's a monthly Potluck with any donations contributed to different organizations that help women & children somewhere in the world.
- Our annual Halloween Party was lots of fun.
- The Havana Nights Auction in November raised over \$13,000. Thanks to chair Ally Kircheff.
- The Francis Luke Accord concert in December was 'sold out'.
- The Holiday Bazaar, under Cathy Duncan's leadership, set a record of \$1500 with the new Cookie Walk & Gift Baskets- ideas of Kathy Carr.
- Marilyn Shaul once again offered the Great Decisions 8 week sessions in January & February.
- Our church's 65th Anniversary celebration in February included history stories & another Kirtan Concert.
- Game & Soup night was in March.
- April 29 was our second annual Trivia Night, raising over \$1,000 thanks to Mark & Ally Kricheff.
- The Art Committee scheduled Openings every few months. So far we've had exhibits by Daniel Slattery, Glenda Bixby, Tina Kinski, Becky Lindstrom, Fern Hamlin, Linda Fritschner, Elena Wake, and Ralph Radecki.

Respectfully submitted,  
Kathy Platt





## ❖ **Finance Committee and Treasurer's Report:** *Chuck Leone*

The 2016-17 fiscal year was one in which the Church adjusted and settled in to living in its new space at 801 E. Washington and completed a number of building and finance-related tasks to make the new space work for the congregation and for the community. Although we have the obligation to pay the mortgage on the building beginning in our next fiscal year, and we have been emphasizing that responsibility in our Stewardship Campaign, we need to also remember how far we have come and what we have accomplished over the past three years to make our Church financially sound:

- The congregation's capital campaign and other special fundraising efforts over the past three years raised over \$490,000 which has been used for building completion, the initial three years of payment on the Church's mortgage, additional operating costs, as well as contributing to the replacement of the HVAC system.
- The HVAC system replacement was completed at a cost of \$94,000 about a year ago, with no additional borrowing needed, thanks to the generosity of congregation members and friends, as well as funds available from the Capital Campaign.
- The roof over the south side of the building was replaced earlier this year at a cost of \$11,550, again with no borrowing needed, through the additional generosity of members and friends, and available money in the Church's building fund.
- With the replacement of the HVAC system and the reconfiguration of the water supply to the Church building, our utility expenses are project to be about \$9,000 lower this fiscal year than they were two years ago. With the solar panels coming on line within the next month or so, the costs should decrease even further.
- The replacement of the old boilers and air handling systems in the Church building also saved over \$9,300 in maintenance and repair costs during the last fiscal year.
- The Church's mortgage, which started out at \$400,000, will have been paid down to \$253,012.75 at the time the mortgage payments become part of the annual operating budget in September, 2017.
- The Church has moved to a new cloud-based software program called ICON-CMO for bookkeeping and membership management functions. The new program is more accessible, easier to use and more secure.

We still have challenges going forward into our next fiscal year, but we should all be proud and energized by our collective generosity and commitment to the Church, its people and its mission.

Chuck Leone, Treasurer

Finance Committee members: Fern Hamlin, Janet Bogar, Karen Dickson.

Ex-officio members: Gary Metzler and Chip Roush

❖ **Marketing Committee:** *Becky Lindstrom, Chair*

The Marketing Committee is comprised of Becky Lindstrom, Jim Ward and Florence Klecka. Becky, a small business owner, serves as the chair of the committee, bringing her skills in brand development, design and social media to the position. Florence has been a member of both the church and the committee for many years, and is able to provide insights into the history and evolution of various policies and procedures. Jim Ward has a passion for increasing the visibility of the church in the broader Michiana community and has a great sense for how we can target our advertising to potential new members.

The committee has continued to transition away from more traditional, costly types of advertising forms (primarily print media) to projects that will increase the visibility of the church both on social media and with more targeted audiences. The short radio spots on WVPE have been phased out for the foreseeable future, as they cost a lot of money for only a very minimal amount of exposure.

Facebook continues to be a great free platform for sharing church news and events. It is used extensively in Michiana by individuals and groups. Posts to the church Facebook page have been made with greater frequency over the past year to advertise many different types of information from upcoming services and events, to congregation and local social justice news. As a result, the page now has 429 followers, up from 356 followers last year at this time (an average of 1-2 people/week).

The biggest accomplishment of the past year has been installation of the new exterior signs. Two tastefully designed signs with our new logo are now visible on Washington Street and St. Peter. Both display the church service start time and the sign on Washington Street provides the address of the church per fire department code requirements.

The committee has also confirmed that the two outdated church location signs were installed by church members, and not the City of South Bend. The committee has discussed the desire to remove both signs with the individuals who hung them up. Neither sign is likely reusable on Colfax or Jefferson, given direction of the arrows. New signs may need to be made and the old signs could then possibly be hung on St. Peter or another cross street.

Looking to the future, the committee would like to continue finding inexpensive ways to increase our visibility around Michiana. We are reviewing bumper stickers designs to pass on to the board this summer, with the hopes of having them available for purchase by the fall.

Marketing is also taking a look at the various opportunities for collaboration with outside organizations as a way to increase visibility and support worthy causes. Jim Ward is interested in using music concerts as a way to accomplish this goal. The Marketing Committee will be submitting more information to the board as it becomes available.

Committee Members: Florence Klecka, Becky Lindstrom, Jim Ward

❖ **Membership Committee:** *Gail deSomer, Chair*

Activities provided by the Membership Committee:

- Greeters for each Sunday were coordinated by Alice and John Bentley. Thank you to our greeters - Alice and John Bentley, Heather and Kyle Hulse, Dan and Lois Holm, Tom and Kathy Platt, Michael Coppedge, Karen and Ken Chambers, Joseph Gress and Ron Robinson, Ruth Regan, and Jessica Collett
- a person wearing the "mint green scarf" was available to speak with newcomers each Sunday, anyone signing the visitor book then received a "welcome" email.
- Outdoor picnic in July for new members
- Fall supper for the young adults of the church
- "Cookies with Rev. Chip" was offered throughout the church year, Sundays after church. This provided an opportunity for newcomers to meet in a small group to ask Rev. Chip questions.
- The "New UU Class" was offered in the fall and spring with an Ingathering following it. Thank you to Kathy Platt for providing the lunch.
- New Members - Fall 2016 : Kathy Blanchard-Smeets and Kathie Carr
- New Members - Spring 2017: Howard Berberick Jr., Phil Dhom, Maggie Dhom, Shannon Luczak, John Luczak, Darcy Orzech, Anna Speck, Byrd Tetzlaff, Jean DeWinter

Committee Members: Kathy Platt, Jim Ward, Wendy Lohman, Dale Gibson, Alice Bentley, John Bentley, Rev. Chip

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**Committee on Ministry:** *Rich Wallace, Chair*

The Committee on Ministry consisted of Richard Wallace, Susan Van Fleit, and Jessica Collett. We met regularly with Rev. Chip Roush to discuss the role of the committee, the church's vision statement, the congregation as a whole and how these items related to the minister and the congregation as a whole. We also are completing a review of Rev. Roush that we will present to the board for their June meeting.

Rich Wallace

CoM Chair

❖ **Peace & Justice Committee:** *Greg Young, Chair*

Peace & Justice Committee Members continue to participate in community events outside the Church. We have connected with other people , and other local organizations in our Community through our monthly Share The Plate Donations. Whether we attend Community For Peace & Nonviolence events, or we sponsor a local cause with a donation, or show up for the CROP walk, our Committee Members, as well as other Members of First Unitarian Church, continue to make our presence , and our values, known to the Community.

We gathered for a Common Book Read this winter to examine the William Barber book " The Third Resurrection" and promoted a Bus Trip to Indianapolis to attend a speech by Rev Barber.

We have sought the suggestions of Members to expand the list of "Share The Plate" recipients and continue to seek your input for ideas for the new Church Year

Our best effort of the year was raising funds for our friend "Ambroise" to bring his family here from Africa. The amazing generosity of First Unitarian Members will soon result in his family being reunited again, escaping what can only be called religious persecution by their own Government.

Now we are asking Members to choose two Social Justice Causes that we can all focus on during the coming year . We are asking you to vote during the Annual Meeting so we can find agreement on which important causes to represent together as a Congregation.

**Recipients of our Second Sunday "Share the Plate" Donations, 2016-2017**

	<b>Month</b>	<b>Agency</b>	<b>Amount</b>
<b>2016</b>	June	LGBTQ Center of South Bend	\$435
	July	Flint Michigan Water Project	\$461
	August	Unity Garden Project	\$266
	September	Ambroise Family Fund	\$2032
	October	Community For Economic Justice	\$265
	November	Miller Homeless Vets Center	\$ 446
	December	Ambroise English Lessons <i>( a special fund was created for Ambroise that continues to accept donations)</i>	\$1597
	<b>2017</b>	January	LaCasa of South Bend
February		Planned Parenthood	\$1018
March		Lincoln Park Project	\$382
April		Inter-Action Group	\$318
May		Community for Economic Justice	\$446

❖ **Social Committee:** *Kathy Platt, Chair*

We coordinate most social events. Of note, the Women's Potlucks have become a part of an international organization that contributes to causes for women and children around the world, Dining for Women. One social gathering continues to run itself - Feasters (every 4th Wednesdays of the month).

Our big job is organizing Coffee Hour each Sunday and the 1st Sunday Potlucks. We are always looking for volunteers to help throughout the year to make Coffee one Sunday or to help set-up or clean-up for Potlucks. We also take care of the Christmas Eve Service Reception and provide food for other occasions, such as congregational meetings.

The annual Auction is planned and organized by the committee, although it is a separate task force and may come under the new Event Committee. This year's theme was 'Havana Nights' and was again expertly chaired by Ally Kricheff with Chuck Leone as auctioneer. We had a fabulous night of music, costumes, good food and fun.

The Social Committee does a lot of fun work, and is always looking for more people to help. Please contact me (Kathy Platt) if you are interested in being a part of this committee.

Also please note:

- The new Event Committee has incorporated some Social events like the Game & Soup Nights, as well as the Art Openings, new Trivia Night, concerts, and other future events. We are looking for more people to join this new committee.
- This June's first Sunday Potluck will be a Potluck Picnic outside with field games.
- Sunday July 23 we'll have an Ice Cream Social in honor of National Ice Cream Day July 24!



*Dining for Women*

❖ **Stewardship Committee:** *Susan Siemers, Chair*

As Vice President, the bulk of my time was spent supervising and participating in the tasks of the Stewardship Committee. This report serves as both the VP's report and the Stewardship Committee report.

Gary Metzler worked with us all year and brought his experience from last year to the committee. He encouraged laying out tasks that started right away and went on throughout the year rather than crowding everything into the month or two prior to the kickoff luncheon in the spring. To that end, we began in September by having two people per month tell us why First U is their home. We called on a diverse group, including friends not just members, long time members, new members, etc. Their stories were well received.

Our theme for the year was A Culture of Generosity. This was kept in mind for all of our actions throughout the year. We had a Culture of Generosity "thank you" evening for those members who stood out in one or more of three categories: 1) total dollar amount given to the church; 2) percentage increase in giving, 2015-6 church year to 2016-7 church year; 3) and last but certainly not least, those who gave extraordinary amounts of time and talent to the church operations. We had great conversations with them about why they gave, what they liked about the church and changes they would like to see in the future. We continue to work at incorporating their comments into our culture.

In January, Eli Williams conducted the Socioeconomically Diverse Focus Group. This was well attended, and those attending were glad to have their voices heard. We want to remember and appreciate all segments of our congregation. All are important, all are welcome. There is no reason for anyone within our walls to feel like they are second class or not top tier. It's good to know we are ALL at the top. Crowded up here, and great!

We carried on the Havana Nights theme from the Service Auction to our pledge drive kickoff luncheon in March and had Cuban sandwiches as well as the three winners of the Cuban Soup contest. And we got to recycle the Havana Nights decorations! We were entertained by the Purple Porch Players who did a great job of demonstrating the trials, tribulations and yes, especially the **comedy** of a pledge drive.

By February of 2018, we will have used up the portion of our Capital Fund that was set aside to make mortgage payments for the first three years. This led to a goal of increasing our giving by 20% this year to make sure our mortgage payments are comfortably covered moving forward. We are still waiting for the last of the donors to get in their pledge cards. With a little extrapolation, we believe we will be within \$9,000 of that goal, including pledges from our new members. Remember, it's not too late for some generous donors to increase their giving a bit to help us get to our goal. We are very thankful for the generosity of all, and for the willingness of people to step out with a pledge for the first time, not knowing whether they will be able to meet it or not. I have truly witnessed a Culture of Generosity in this congregation and extend a heartfelt thank you to all!

Susan Siemers  
Vice President  
Chairperson, Stewardship Committee

❖ **Worship Arts:** *Florence Klecka, Chair*

Guest musicians from near and far added beautiful music to our Sunday services. Deb Carew, Allen DeSomer, Alan Hamlet, and Bill Skidmore continued to provide special music, and several services featured the life and work of people who have inspired us: Stevie Wonder, Jane Addams, Aretha Franklin, Annie Dillard. Just as vital, Alan Hamlet, Garry Roberson, David Mayfield, and Kevin Barry took turns manning our sound system.

There were also many lay-led services, by guests and congregants, and a few “do-it-yourself” services. These were performed with the help of so many congregants that it would take too much space to name them. We are always on the lookout for other topics and speakers, both inside and outside the congregation, so feel free to suggest your ideas to us.

As always, we can’t stress enough that, with the exception of Rev. Chip and Ketevan, everyone else who contributes to the weekly services is a volunteer. The committee thanks you all for taking part, but remember that this is your church, this is our church, and we are all truly blessed to have each other.

In service,  
Florence Klecka, Barb Carmichael, Deb Carew, Jessica Collette, Kay Azar



*Love is the spirit of this church, and service is its law.  
To dwell together in peace, to seek the truth in love,  
and to help one another: this is our Covenant.*

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