

**Unitarian Universalist
Community Church
Augusta, Maine**



**Annual Report
2015-2016**

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BOARD & COMMITTEE LISTS

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Youth Representative, VACANT

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Religious Exploration, Co-chairs

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Social Activities, Chair

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Social Justice, Chair

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Maine Unitarian Universalist Social Action Network (MUUSAN)

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Neighbor to Neighbor Partnership

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Website Work Group

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Worship, Chair

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REPORTS - OFFICERS AND STAFF

CLERK'S REPORT

Final minutes|

Accepted August 10, 2015

Unitarian Universalist Community Church of Augusta, Maine

Annual Meeting, June 7, 2015

President Gary Chapin called the meeting to order.

Quorum: First order of business was to ascertain a quorum was present. The clerk affirmed that 58 members were needed to constitute a quorum. Sixty five members were registered for this meeting.

Moderator: Nancee Campbell moved and Martha Naber seconded appointing *Nancy Fritz to serve as moderator of this meeting*. The motion carried unanimously.

Housekeeping issues were addressed by the moderator.

Nancee Campbell gave the annual report for the Sabbatical Committee stating the committee is comprised of members from the Board; Worship Committee; Personnel Committee and Finance Committee. She briefly went over the work the committee did in preparation for Rev. Carie's absence.

Committee reports. Hal Booth moved the *Committee Reports as well as the slate of nominations, contained within the annual report be accepted*. Harry Grimmnitz seconded. The moderator called for questions or comments. There being none, she called the vote. The motion passed unanimously.

2014-2015 budget. Current year budgets had been distributed. Mary Simpson, treasurer, went over the 2014-2015 budget as of June 30th. The moderator called for questions or comments. Hannah Falkner read a statement from Cheryl Clukey who made a request that the treasurer be paid a stipend out of this year's budget.

Ida Gammon made a motion that *the budget surplus from this year be used to pay the treasurer a salary*. Nancee Campbell seconded. Past president, Doug Rooks, stated he felt the motion was out of order as this year's budget is managed by the Board. This meeting cannot change this year's budget. The moderator ruled in favor of the objection statement and withdrew the motion from the floor.

Hal Booth then moved that *a sentiment be presented to the Board asking that they consider up to \$2000 from this year's budget surplus to be used as salary for the Treasurer*. Claire Curole seconded.

Discussion ensued:

- Clarifying information regarding the status of the treasurer as an employee. Would she need to suspend her membership at UUCS as do other employees?
- A suggestion that the money be used to expand the services of our bookkeeper and take some of the work off the hands of the treasurer.

- Defined the position of the treasurer as more than just financial. This job requires significant interaction with members on any number of different actions.
- There was a reminder of the lines of authority. The treasurer is a member of the board. Stipends can be tricky. The ones we have now are mostly non-church members. In deciding we must be mindful of *all* the volunteers in the membership and avoid starting a precedent we cannot sustain.
- Other committees and programs also contribute significantly, many also saving the church thousands of dollars each year.
- Wants the request to go to the board to work in consultation with Personnel Committee.

The question was called and the motion carried.

Mary Simpson asked that congregation members please consider making their pledge payments via auto-withdrawal from their bank. It makes budgeting smoother and allows for better planning of church expenses.

2015-2016 Budget –

Members had received a copy of the new budget in their meeting packets. Hal Booth made a *motion to adopt the budget*. Harry Grimmnitz seconded. The floor was opened up to questions and comments. Comments have been condensed.

Child Care:

- It was questioned why the budget for Nursery Care had been decreased. (It was decreased from 2 services to 1 service because there are less children attending; dramatically so at the second service, and pledges have decreased from previous years.)
- It is very important to have child care at both services so newcomers will feel welcome. It's an attraction to people who are church shopping.
- RE has had a difficult time finding teens to fill the nursery care spots. It will be even more difficult with less hours. The youth either need to have more hours (pay) or we need to find volunteers.
- It was suggested we use the stipend from the SGM coordinator to pay for child care.

Marilyn Dunn moved that we *fully fund child care for both services*. Terry Cairn seconded. Further discussion continued. The question was called and the motion was defeated.

Building and Grounds:

- B&G budget has not gone up in 10 years. \$5,000 is not enough. Snow removal was budgeted at \$12 to \$14 hour. No one will work for that anymore. Taking maintenance costs from Future Facilities is not sustainable.
- Future Facilities has changed in nature as it's no longer tied to a new building.

No action was taken.

Small Group Ministry Coordinator funding decrease:

Terry Cairn made a motion to *zero out SGM stipend of \$1200* (which was half of what was funded for previous year). Marilyn Dunn seconded.

- Members of the SGM committee advocated very strongly for many years to get funding for this position. This is a highly responsible position. The person who is SGM Coordinator often has private and confidential information about church members.
- It is of concern how the program will continue if this position is defunded.
- It was clarified that the budget doesn't remove the position. It just changes it to a volunteer status.
- It was explained by the Board that there had been extensive discussion about this position. It has been controversial for 6 years now. The Board didn't feel it was prudent to totally zero out the stipend.

The question was called and the motion was defeated.

The moderator asked if there were any further questions or comments regarding the original motion to accept the budget. Seeing none, she called the question. Motion to adopt the 2015-2016 budget carried.

NOMINATIONS – LEADERSHIP DEVELOPMENT REPORT

Nominations, Boards of Trustees and Committees Church Year 2016-17 (One-year terms except as noted)

Officers:

President: Martha Naber
Vice President: Jill Watson
Treasurer: Janine Bonk
Clerk: Abby Lourie

Board Members

Board member, three-year term: Karen Foust
Past President: Gary Chapin
Youth Representative: Vacant

Committees and Subcommittee Chairs:

Facilities: Don Naber
Building and Grounds Work Group: Bill Allen
Finance: Diane Smith
Fundraising: Catherine Palmer
Invested Funds: George Lapointe
Stewardship: Denis Thoet
Member at Large: _____
History: Helen Zidowecki
Leadership Development: Doug Rooks
Long Range Planning: Inactive
Membership: Co-Chairs: Cheryl Ring and Kathy Kellison
Music: Inactive
Pastoral Ministry: Carie Johnsen

Caring Cooperative: Cheryl Abruzzese
Personnel: Michaela Loisel
Religious Exploration: Co-Chairs: Nicole Benoit and Christine Little
Small Group Ministry: Beth Nasberg
Social Activities: Cheryl Clukey
Social Justice: Dale McCormick
Immigration Work Group: Inactive
MUUSAN: Dale McCormick
Neighbor to Neighbor Partnership: Jenny McKendry
Worship: Noah Gottlieb
Greeting Coordinator: Richard Fisher

Submitted by: Doug Rooks, Chair of Leadership Development

TREASURER'S REPORT

The FY16-17 proposed budget to be voted on at the June 5, 2016, Annual Meeting is included with this Annual Report. Hard copies of the proposed budget, as well as a FY15-16 budget update through May 31, 2016, will be provided at the Annual Meeting.

PRESIDENT'S REPORT

Annual Report from the President of the Board of Trustees

You will forgive me, I hope, if I go beyond the prescribed scope of one year. As my term comes to an end, I can't help but think of the past two years as one arc of events, coming to a natural rest point in June of 2016.

It seems to me that the years prior to this one were filled with preparations and planning. We engaged in the year of the Leap of Faith – a year of structured introspection within the church – and we experienced the year of Minister's Sabbatical.

In the Leap of Faith year, we, as a congregation, discussed and *captured* the concerns, values, and aspirations of the church. Because we were given a process through which to surface those and then distill them, we've been able to act on them consistently and effectively. In our Leadership Council, chaired by Martha Naber, the Leap of Faith goals are central. At the Leadership Retreat in September, we reaffirmed them and created two committees – one on communications, the other on right relations – to attend to them. Personally, those four goals have become a filter for me. Is the church living its mission? Are we?

As for the sabbatical, aside from the impacts it may have had on the Minister, I was startled to experience our church community growing, as we spent a year "filling in" for Rev. Carie in both worship, pastoral, and administrative functions. Rev. Carie became a stronger minister because of the sabbatical – I witness it every week from the pews – and we became a strong church. It was harrowing, but we became stronger.

In this most recent year, we are reaping the harvest of those sown seeds.

I love church. And I have loved it especially in the past few years. But the quality of church *this year* has been extraordinary. I attribute it to all of the above. We've all been THINKING about good church for so long, and now we are DOING it. I attribute it to the fact that we have the best paid staff that we've had in years. Listen to them talk to each other – Bridget, Brigid, Monique, and Lynn – they love what they are doing here, and are great at it, and it shows.

I attribute it to all of you, also, who seem to have discovered that there are different kinds of *showing up*. I find people have not only been attending church, but attending to church. We are more present then I remember. The colors seem more vibrant. The music more satisfying. The coffee more fulfilling.

My term as president comes to an end at the Annual Meeting. I want to thank all of you for supporting me. I want to thank the Board of Trustees – that amazing Board, who somehow made meetings, I kid you not, super fun – for whom I feel abundant gratitude. I want to thank the choir, for whom I have been a flake, but they accept me anyway. I want to thank Doug Rooks for the mentoring. I want to thank Rev. Carie, a partner in this venture. And I want to thank Brigid, Emma, and Sarah, co-conspirators in my church life.

In faith and genuine love, Gary Chapin

MINISTER'S ANNUAL REPORT

Rev. Carie Johnsen, Minister
Unitarian Universalist Community Church
2015/16 Annual Report

While it takes me a bit of time to find my way into thinking about and writing my annual report, I cherish the process of slowing down and reflecting back upon the year.

Let me begin with something that will come as no surprise to the observant member— this year has been exceptionally busy. While we may have begun slowly, by mid-October, we had found our stride and never slowed down.

I liken the part of the church year that stretches from In Gathering to Annual Meeting to being on a moving walkway. Whether it is the next worship service, board meeting, congregational event, or justice issue inspiring us to engage, there is always something on the horizon calling us forward into the next moment. Discerning when to answer the call and when to respectfully decline is not my best attribute. My passions are widespread and my extroverted self is ready to engage. Through it all, I have witnessed subtle and overt shifts in our shared ministry.

Our outreach has expanded exponentially with our community partners, interfaith relationships, and immigrant welcome. At the same time, our care for each other and our congregational life has brought new and renewed life into our community. Likewise, I have experienced a shift in my ministry. Sabbatical enlivened in me a call to engage my ministry in the congregation and in the community. Transformed by my sabbatical experiences in the rural villages of Llangadog and Gwynfe, Wales, I returned to Augusta with a

call to more deeply and intentionally engage ministry in local community. Recently I described myself as a Parish Minister with an active presence in community through relationships, interfaith relationships and justice building.

In ministry, we talk about growth in four areas: numerical (number of members) maturational (the experience of being transformed by membership, maturity of faith, a deepening spirituality), organic (the task of building community, structures, process and practices that result in dependable, stable community), and incarnational (going out into the community and living ones values).¹ Every year since my arrival in 2009, I have witnessed great maturational, organic and incarnational growth in this community. While numerical growth is great, I believe these other three indicators better measure our call to love generously, live from our Unitarian Universalist values, and act boldly.

As I reflect and consider where we have been in our seven years together, I observe three culture shifts transforming how we live out our faith together and share it beyond the corner of Winthrop and Summer. While there are many moments over the years that demonstrate the shifts, I will highlight a few. My apologies to the ones not named but deeply held in the hearts and minds of those contemplating with me.

Daring to be relevant in an ever-changing religious landscape and changing world. It all began three years ago with the Leap of Faith year, when we accepted the invitation to explore the technical and adaptive challenges holding us back from boldly walking into our future. This year, the pilot project Congregational Relevance called us onward in the continued pursuit for what it means to be relevant in the spiritual lives of individuals and families. While the *Bold Relevance Adventurers* explored the topic, we (staff and leaders) took a few leaps of our own. With a vision of living our faith out in the world, the Stewardship Committee invited the congregation to deepen their partnership with Family Violence Project. Partnering with FVP to stand up against violence through education and awareness brought over 80 people to the Upstander event (see the Stewardship report). With a vision of offering our children a program that makes it to the top of their priority list, we created a Sunday morning program that inspired our young people to bring their values into the community and take up leadership in the pulpit (see the RE Coordinator report).

We are daring to be relevant. We are daring to build a ‘children and youth’ religious exploration program that empowers our young people to be a part of the good news of Unitarian Universalism. We are daring to be relevant in our adult enrichment programming by speaking truth to power and creating circles of compassion and learning in which to gather and grow.

How are you engaged or resistant to this call to show up in the 21st century?

Shared ministry means we all hold responsibility. In Unitarian Universalism we covenant to be together around a set of principles. Inspired by shared values, empowered by our congregational polity, we commit to growing souls and spreading the grace of love in the world. Our success or failure is up to each of us, not any one of us—not the minister, not the staff, not the board, not the committees. It is up to all of us.

¹ Belonging: the Meaning of Membership by The Commission on Appraisal, Unitarian Universalist Association. 2001. P39-40.

This year I have watched people step up to the plate, time and time again, because they believe in what we have to offer and they seek to be part of the good in the world. While Sunday morning service remains the center of our community, we know it is just one of the many ways in which people express their commitment to Unitarian Universalist values. Small Group Ministry, Seasoned Souls, and Peaceful Heart Sangha provide community for the stories of our lives to be revealed, held and healed. The mission and vision of Maine Unitarian Universalist State Advocacy Network transforms the lives of members as they turn their faith values into platforms for action against injustice.

This year, as the Board of Trustees faced a gap between income and values, they turned back to the congregation, with no clear answers on how to go forward, and no requests for additional resources. They simply offered transparency in the process of setting a budget that aligned with our vision of who we want to be in the world. They returned to the people who have a vested interest and who share responsibility to the future.

Where are you most passionate in our shared ministry? What part of UUCC touches your heart, inspires radical love, enlivens your mind and calls you to live boldly?

Toward right relationship - a congregation leaning toward health. I answered the call to serve as Parish Minister seven years ago because I saw in this congregation healthy systems emerging through committed and responsible leadership. I saw in this congregation vitality and tenacity. I saw the spirit of this congregation thriving.

Each year we work together to strengthen structures, systems, process, policies and practices to increase the likelihood our congregation leans toward health. It has become our gold standard. It is what we do around here. Raising awareness about what healthy congregation looks and feels like is what we do around here. Pointing people back to right relationship, calling each other to our best selves, inviting each other into difficult conversations that matter is what we do around here. This year has been no different than the last several. Some days we do better than others but on most days we do pretty well.

This task of inviting people to bring their best selves into the community is hard work. It encourages us to speak truth with love and speak directly to people when we find ourselves conflicted. It requires risk-taking and a bit of vulnerability. It calls us to be humble, open, and willing—all of which is a tall order on our most generous day!

This year the Board of Trustees charged a group of four to do a deep dive into right relationship and explore congregational covenant. Shifting cultures of silence by encouraging cultures of truth-speaking with love and compassion comes over time. It happens because a community of people keeps calling themselves back to what is right and good. It happens because a community of people believes their greatness is found in the muck but doesn't get mired down in the quicksand. It happens because communities of people believe in each other and are invested in their collective future.

How are you bringing your best self into the community? Where are you still growing?

Once again, in my deep reflection upon our shared ministry, I re-experience my call to serve this community of faith and the people who inspire me to bring the best of what I have to offer into the mix.

In compassion and care,
in love and kindness,
in the search for wholeness, wisdom and truth,
in faith of all that is and was and will be,
we gather, we share, we live, we are.
So may it be, may it be so. Amen.

Rev. Carie

ADMINISTRATOR'S REPORT

They say that time flies when you are having fun – if that is true – we must be having a BLAST! The last year has been a blur! I believe the time warp is due to the intensity with which we have all embraced this past year in expanding and exceeding our mission both within our walls and in the greater community. With this expansion and extension of our ministry comes more commitment from all of us (and some inevitable growing pains).

There have been extremely busy and some stressful times, but all-in-all, the outcome was worth the pain. I am proud of the work we all do, the unwavering dedication of our mission that I have witnessed week after week this past year. I am glad to be a small part of team UUCC of Augusta and will strive to remain a reliable and valuable resource to the team.

By: Lynn M. Smith

Developments over the past year:

Continued to streamline office systems by eliminating dual entries and extraneous systems. My challenge next year will be to generate the email list for the Weekly Bulletin and special announcements directly from our Database (to eliminate dual entries). I know that this can be done, I just have to verify the inconsistencies in the data.

I have expanded the use of our **Church Calendar (on Google)** to make the calendar more usable for our larger community by adding more details (especially with special events) to the calendar. I have not yet implemented changes to the calendar that will help us more easily schedule our “space resources” (i.e. Robbins Rm, Fellowship Hall, etc.).

I have expanded our media contacts list so that our special events can be advertised to the wider community by both printed media AND several online community calendars.

The **MemInfo Database** continues to serve us fairly well as our data has been cleaned up and our ability to produce reports has increased. We are consistently sending (via e-mail mostly) pledge statements on a quarterly basis and have figured out how to easily create a Yearly Tax Deductible report if needed. The database is now used to provide 1) regular reports to Membership to aid in establishing quick communication with visitors and/or guests and create mailing lists for invitations (i.e. new member dinner, etc.) and 2) regular tracking of pledge data to assist our Stewardship Team, and special lists or information as needed.

Website. Helen Zidowecki has expertly guided me as I have assumed responsibility over some of the regular maintenance of the Website. (i.e., posting the monthly newsletter, the Soul Matters packet, and the Sunday announcements.) Helen continues to make the more complicated edits as she is more adept at maintenance and is completely aware of the structure of the website. I imagine that I will continue to take more responsibility for the Website as we move into the next fiscal year.

Facebook (Social Media) Updating our Facebook page falls within the responsibilities of the Office Administrator pursuant to my job description. However, I have not taken over this responsibility as of this time. It is my understanding that Rev. Carie is presently posting matters of significance relevance.

Communications Work Group: This upcoming year, I will serve on the Communications Work Group along with Helen Zidowecki and Sheila Comerford. We have been charged by the Board to review Church Communications to ensure that they meet with the Goals from Leap of Faith, 2014 as shown below.

Congregational Goals, from Leap of Faith, 2014
(Communication) “We are a congregation that is *transparent* in its decisions and actions. We strive for communication that is abundant, clear, compassionate, and inclusive.”

Ad hoc Communication Work Group Charge, established May 2016 to:

- 1) review current communication practices and policies.
- 2) review implementation and education process of policies with leadership and membership.
- 3) explore ways to improve community interest, readership and engagement.

Work will be completed by June 2017

As part of my duties, I am to report on the following contracts and missions of the church.

Cleaning Contract

Central Maine Cleaners (“CMC”) has been our cleaning contractor since Oct. 2012 for \$915 per month. Since the initial 1-year contract has long ago expired, we continue on a month-to-month basis with CMC at the same contract price. The contract includes cleanings of all of our buildings at least once per week, cleaning supplies, roll towels and toilet paper, and a one-time per year carpet shampooing at the church and waxing of the Fellowship Hall floor. I will be scheduling this service to occur over the summer months.

Copier Contract

We are under contract with A-Copi for our copy needs until September 26, 2015. The contract costs the church \$661.50 for the contract year and allows for 80,000 b&w copies (b&w copies over 80,000 are billed at \$0.0128 per copy). Color copies are charged on a per copy basis at the rate of \$0.083 per copy. Overage on b&w copies and color copy amounts are due at the end of the contract. As of this time, we are on schedule to stay well within our contracted number of b&w copies and color copies will cost us \$90.64 due late September.

Sharing the Plate 2015-16

I am pleased to report on the congregation's commitment to our Social Justice program during FY 2015-16. Share the Plate donations are the collections generally taken on the 1st Sunday of each month.

Sep 2015	St. Mark's Public Suppers	\$ 137.10
Oct 2015	Kennebec Land Trust	\$ 221.00
Nov 2015	UUSC	\$ 223.03 (plus pledge card)
Dec 2015	Family Violence Project	\$ 759.00 (plus gift tree giving)
	Bread of Life Ministries (Christmas Eve)	\$ 380.15
Jan 2016	Augusta Food Bank	\$ 148.35
Feb 2016	St. Mark's Public Suppers	\$ 353.92
Mar 2016	St. Mark's Public Suppers	\$ 429.84
Apr 2016	MUUSAN	\$ 252.78
May 2016	Immigration Work by PeaceJam Youth	\$ 142.27

DIRECTOR OF RELIGIOUS EXPLORATION (VACANT – NO REPORT)

This staff position is vacant.

SMALL GROUP MINISTRY COORDINATOR (NO REPORT SUBMITTED)

No report was submitted.

MUSIC DIRECTOR ANNUAL REPORT

By Bridget Convey

As I come to a close of my first full season with the UUCC Choir and community musicians, I reflect on what wonderful music we have made together. We had several musical highlights already this season and I look forward to our Spring 2016 Community Concert, in collaboration with the UUCCOO, to take place on May 15th.

We have continued to learn and perform choral music of different styles and periods, as well as continuing our collaborations with instrumentalists within our UUCC community.

I continue to find great support and comradery amongst the musical community, which is a true joy. Our choir accompanist, Karen Foust, continues to be a patient and wonderful support to the choir. Her diligence and hard work are greatly appreciated. Karen also lined-up substitute accompanists, when needed. Many thanks for Stefanie Barley for stepping in, when Karen was not available.

Special mention of our guest instrumentalists is needed: Eliza Meyer (cello), Bill Moseley (flute), Dale McCormick (cello), Edith "Ish" Bicknell (EWI), Annie Nessen Voorhees (percussion), and Gary Chapin (accordion). When asked, these instrumentalists were more than willing to assist with the choir pieces and their talents and time are so appreciated.

The choir and the UCCCOO collaborated for the December Music Service, Easter and the Spring 2016 Community Concert (to happen on May 15th). When our musical forces join, great things happen! We are so fortunate to have such a large musical community under our roof. I am looking forward to collaborating more often during next season.

The UCC choir participated in a musical outreach project on April 16th, 2016. Our neighbor church, South Parish Congregational Church, asked us to participate in their 150th celebration concert of their church building and organ. We enthusiastically replied, “yes!”, and we had a fabulous time. The UCC choir and musicians, filled a large portion of the program with wonderful and diverse music. We also combined our two choirs and enjoyed singing with each other, for our two directors, and with our accompanists. Bill Moseley (flute) and Annie Nessen Voorhees (voice) performed solos to help balance the program. The UCC choir dedicated this performance to Don Stratton.

As I look forward to the approaching choir season (2016-2017), I have some wonderful musical plans and cannot wait to see the choir grow and thrive. The choir is a wonderful group of dedicated musicians. We are always welcoming new members, come join the fun!

The choir sang the following pieces during the 2015-2016 season:

September 13, 2015: “The Water is Wide” arranged by Craig Hella Johnson
Eliza Meyer, cello

September 20: “We Shall Not Give Up the Fight” arranged by Anders Nyberg

October 11: “Trust the Seeds” by Elizabeth Alexander

October 25: “Once There Were Flowers” by Leanne Daharja Veitch
Bill Moseley, flute

November 1: “The Seal Lullaby” by Eric Whitacre

November 22: “Ancient Mother” arranged by Harmony Gristman

December 6: “In the winter’s early darkness” by Thurlow Weed
“Yule” by Leanne Daharja Veitch
“Winter Solstice Song” by Elat Ophidia Alekner
“In dulci jubilo” Traditional German Carol
“O magnum mysterium” by Tomas Luis de Victoria (with the UCCCOO)

January 17, 2016: “Music, Lead the Way!” by Laura Farnell

January 24: “Lo Yisa Goy” arranged by Debbie Cavalier
Bill Moseley, flute and Annie Nessen Voorhees, percussion

February 7: for the month “Draw the Circle Wide” by Mark Miller
“Life Calls Us On” by Jason Shelton
Annie Nessen Voorhees, percussion

February 21: “Dirait-on” by Morten Lauridsen

March 13: "Blackbird" arranged by the King Singers

March 27: Easter

"The Ground" from the *Sunrise Mass* by Ola Gjielo (with the UUCCOO)

April 10: "The Lamb" by John Tavener

April 17: "Sweet Radiant Mystery" by Catherine Dalton

May 15: Spring 2016 Community Concert

May 22: "Friendship" arranged by Gary Chapin
Gary Chapin, accordion

June 12: Flower Communion

"Ashokan Farewell" arranged by Carole Stephens

Our choir roster for the 2015-2016 season:

SOPRANOS: Patty Dushuttle, Becky Harvey, Melanie Lanctot, Joelle Morris, Cheryl Ring

ALTOS: Cheryl Abruzzese, Charlene Cleven, Hannah Faulkner, Rita Moran, Susan J. Parks

TENORS: Terry Lee Cairn, Annie Nessen Voorhees, July Thiele, Marthy Thornton

BASSES: Hal Booth, Nancee Campbell, Mel Morrison, Doug Rooks

Accompanist: Karen Foust

SUNDAY MORNING RE COORDINATOR REPORT

Like the services in our main church, Religious Exploration has been split between two Sunday-morning sessions. At 9:15 we have offered RE, and at 11:00 we have had our Spirit Play classroom.

As the year began, we divided RE into three classrooms based on age group: Chalice Children were our youngest group, Navigators our middle class, and Seekers our senior youth. When I came into my role in the middle of September, RE Committee co-chairs Christine Little and Nicole Benoit had pulled together a set of lesson plans that focused on revisiting all seven of the UU principles in turn, so that by January all of our children had been refreshed on the values that we hold in our church. Between the three classrooms, we could expect approximately 12 children at any Sunday first-service.

In February, our dynamic changed with the beginning of OWL classrooms. As we chose to offer all three OWL classes at once (split up into age groups- these are typically offered on alternating years, but we do things our way!), with OWL being coordinated by our Youth Advisor, Monique McCauliffe, RE became a one-classroom plan for those children who were not attending OWL. During these nine weeks, I implemented the In Our Hands curriculum for 4-6 grade, as it was easily adaptable for the mixed age group that we could typically expect to see. Our RE classroom during the OWL weeks would usually have 2-5 children.

Though I had chosen the curriculum for this time, I found myself questioning whether I was "doing it right," because of my inexperience in the position and the fact that most of our experienced teachers were occupied by managing OWL. I decided to use the In Our Hands curriculum as a backup plan, then asked

the children on the first day what kind of activities they would like to do. Those in attendance expressed a sincere interest in social service projects, and so it was with this in mind that I organized visits to the Kennebec Valley Animal Shelter, and to the Augusta Food Bank, and a local clean-up project. Between activity weekends, we used the time to talk about social justice, creating peace, living our values, and caring for the Earth, utilizing games, stories, and activities from the In Our Hands curriculum to enrich our time together. During these few weeks, I learned quite a lot about facilitating active learning for kids, and I am incredibly grateful for what our young people taught me!

Holding this success in mind, Monique and I decided to hold a meeting with our young people upon the conclusion of OWL in March, bringing some Peace Jam youth together with as many RE children as could attend, to ask them what they would like the remaining two months of the church year to look like for them. Their interest leaned heavily towards projects (and festivals and sleepovers!) that would allow them to be part of the community outside of the classroom. Again letting their words be my guide, and with the help of Monique and Reverend Carie, I developed a one-classroom, project-based curriculum to round out our church year. These projects have largely focused on our 7th UU principle, and have included: a rail trail clean-up; the making of bath bombs with our friend Autumn; a lesson on compost led by the Peace Jam youth; an Earth Day celebration with personal nature journals; and a wonderful day of worms given to us by Don Naber! RE attendance during this time reached a yearly high of 15-20 young participants every weekend!

Our incredibly successful year was made possible by our compassionate and dedicated teachers: Nicole Benoit, Sue Caldwell, Emma Chapin, Liza Gottlieb, Liz Johnson, Christine Little, Debbie Mattson, Cathie Nielsen, Aimee O'Connor, Lucy Poland, David Rand, Diane Smith, and Annie Voorhees.

Nursery this year was provided by a wonderful youth caregiver, and one adult volunteer per service: Karen Nielsen, Charlie Caldwell, Phyllis Clark, Morgaine Kmen, Lucy Gottlieb, Emma Chapin, Jani Clark, Tracy McNaughton, Heidi Munroe, Martha Naber, and Sunshine Perlis.

I've been stuck soundly in the learning curve for more-or-less this entire church year, but I've been grateful and energized by the opportunity to serve my church and play a role in the community which has done so much for my family and me. In this relatively condensed time—one church year—I have felt myself moving through the challenging and revitalizing process of change as I have grown in my personal philosophy and my relationship with my faith. For this I must thank our children. They have welcomed me into their Sunday mornings with warmth and cheer, recognizing the holy in me as I have tried every day to recognize the holy in them.

In peace and the spirit of learning,

Brigid Chapin
Sunday Morning RE Coordinator

YOUTH ADVISOR REPORT

Submitted by UUCCA Youth Advisor: Monique Bergère-McAuliffe

As the last summer days are ending, youth and parent schedules begin to get full **fast**. I sigh deeply and often to abate my anxious quivers; will they have room for Peace Jam? For OWL? For the enriching and fun youth gatherings at UUCCA? How will everyone divide their time and attentions? Will anyone read my emails?

Hence, the significance of the email **subject line**! SAVE THE DATE! MARK YOUR CALENDARS! WHO'S COMING? YOU'RE INVITED!

Now it is May and as I reflect back, this did help with the "email reading competition." However, our year together was so busy, successful, productive, inspiring and FUN! I am humbled by our youth and parents love and value of our programs! The youth came to the meetings, they came to the events, they volunteered in our community, they came to class, our youth were committed and dedicated to Peace Jam and OWL. **And** our parents/guardians were committed and dedicated to bring them here, to chaperone and to carpool. My own commitment and passion are enriched, I am inspired. We are a congregation committed to our 7 principles and the UUCC Youth Programs that enrich their meaning in our children's lives and in our lives; extending out through each of us to the greater community, to the world; ***The Power of One***

UUCCA Peace Jam Youth Program: *Unleashing the Human Potential for Good*

The mission of the Peace Jam foundation is to "create young leaders committed to positive change in themselves, their communities and the world through the inspiration of Nobel Peace Prize Laureates who pass on the spirit, skills and wisdom they embody." Peace Jam's *One Billion Acts of Peace* is made up of young people around the world, working together on community and global action projects. There are 10 *Global Calls to Action* recognized by the founding Nobel Peace Prize Laureates of Peace Jam that the youth learn about. Each year our youth create and implement their Global Call to Action project. This Peace Jam Year began on September 27th with a field trip to the **Holocaust Human Rights Center (HHRC)** of Maine at UMA. David Greenham hosted us with a presentation on:

The Message Matters

How do the messages we see affect us? Using historical images from Nazi Germany and modern advertising, this workshop reminds us that stereotypes are reinforced every day. This workshop encourages us all to consider and discuss our relationship with the stereotypes we see, and our decisions of whether we choose to believe them or make up our own minds.

We also toured their exhibit: *Transgender Maine*

This theme continued to be explored and discussed throughout our year together, reinforced by the Peace Jam Slam, guest speakers, our 2nd Sunday meeting topics and *The Power of One* UUCCA Stewardship Event in February that was partnered with the Family Violence Center. The year culminated in the spring with the Peace Jam Conference: *See Me As I Am; Overcoming bias, Prejudice, and Stereotypes*

In October we had 10 youth attend the *Compassion in Action* Peace Jam Slam at Unity College. This was a one day Peace Jam conference intended to jumpstart our Maine Peace Jam groups and support their year ahead. It was led by Unity College Peace Jam Scholars as Mentors. The day is full of team building, workshops, a keynote speaker and service learning projects that engage the students in the core principles of Peace Education.

Our youth continued on their global call to action project: Environment & Sustainability. This year they planned and implemented composting at our church. They hosted the Easter Brunch Fundraiser Event and raised enough funds to purchase a compost tumbler for our church. A second tumbler was donated by Sunshine Perlis – *Thank you Sunshine!*

On April 30th we attended the *See Me As I Am; Overcoming bias, Prejudice, and Stereotypes* Peace Jam Conference at the Holocaust Human Rights Center, with Unity College Peace Jam Scholar's Group, and Maine Peace Jammers from across the region! It was a well-attended, inspirational event that included a special Skype session with Betty Williams who won the Nobel Peace Prize in 1976 for her calls to end violence between extremist Protestants and Catholics in Northern Ireland.

Throughout the RE year our UU Peace Jam youth are also active volunteers for St. Marks Public Suppers. Every first Saturday, they volunteer and help with set up, food prep, serving and clean up. Each year the Peace Jam youth cook and share a *Peace Meal* with the residents at Spring Rock Park Affordable Housing in December and for an Elder Lunch in February. On May 8th our PJ youth hosted both worship services that included their sow the seeds of change project presentation. Thank you PJ Youth for your positive, inspirational and happy spirits; your *can do* energy and beliefs with conviction! ***Change Starts Here!***

The Mid-Maine YoUUth Group:

The Mid-Maine YoUUth Group was established by Rev. Deane Perkins (Belfast UU) and Rev. Sara Hayman (UU Ellsworth) to connect Mid-Maine youth in mission projects. This year they extended the invitation to our youth to join in their Safe Passage project in Guatemala, July 2017. I attended an informational meeting on Oct. 18 in Belfast to learn more about this service program and brought it back to our youth and parents/guardians at a meeting on Oct. 25th. There was overwhelming interest in our youth to participate in the Safe Passage project in Guatemala. We have 6 UUCA youth who are participating! They have group meetings once a month in Belfast as they plan fundraising, study the history and culture of Guatemala and bond together as a team. This is an exciting new adventure and connection for our UUCA youth that I hope to continue and foster.

Safe Passage is a non-profit organization that provides school enrollment and after-school support for poor children whose families scavenge the Guatemala City Garbage Dump in Guatemala City. Safe Passage was founded in 1999 by the late Hanley Denning. Mid-Maine YoUUth and Chaperone's will be volunteering at the school during their 10 day trip.

OWL: Our Whole Lives Youth Program

At UCC, we are committed to offering OWL classes (Our Whole Lives Sexuality Education) for children and youth. The goal of *Our Whole Lives* (OWL) is to provide accurate, developmentally appropriate information about relationships, gender identity, sexual orientation, sexual health, and cultural influences on sexuality; to increase self-esteem and develop interpersonal skills in communication, decision-making and

problem solving; to teach responsibility for personal health and safety; Combining Unitarian Universalist Principles and *Our Whole Lives Values*.

This year we offered an 8 week OWL Program for Grade K-2, Grade 4-6, and Grade 7-9 during our spring RE year. In November 2015, I trained and became certified to be an Elementary School OWL Instructor to prepare for this session. John Barnes, who has been a seasoned and dedicated elementary school OWL instructor trained and became certified for High School grades 8-9/11-12.

Our classes began on Sunday, 24 January and continued to March 20th. OWL grades K-2 and 4-6 began in the Sanctuary as usual, leaving for class after the *Wisdom Story*. OWL 8/9 began directly at 9:15. The OWL program was so popular this year that we had new families joining us for the first time just to participate in this enriching program!

Our enthusiastic and qualified OWL instructors this year were:
OWL Grades K-2 (9:15 to 10:30am); *Diane Smith Howard & Christine Little*
OWL Grades 4-6(9:15 to 11:15pm); *Cathie Nielsen & Monique McAuliffe*
Owl Grades 8/9(9:15 to 12:00pm); *Abbie Lourie & John Barnes*

Open communications builds trust in families. There is a partnership between the OWL educating program and the home. A fundamental goal of OWL is to forge a strong partnership with home, and a strong bond between parent/guardian and youth; encouraging and supporting an environment for parents/guardians to be an “Askable Parent/Guardian” for their youth.

We were pleased and excited to offer OWL to so many age groups this year!

Our OWL instructors are passionate and committed to parents/guardians and their youth. We all feel supported by our UUCC Community who is here to offer a safe place to stretch our minds, touch our hearts and nurture our spirits!

Thank you to all my fellow OWL instructors, I appreciate your passion, commitment and dedication to our OWL program and youth which made for a successful year!

Thank you to all our actively supportive OWL and Peace Jam parents!
The youth and I are grateful!

*The great end in religious instruction is not to
stamp our minds upon the young,
but to stir up their own.*

WILLIAM ELLERY CHANNING

Peace Jam, OWL and Coming of Age(next year) are youth programs that are self-empowering and strengthen individual confidence as they challenge youth to define their inner spirit, sexuality and convictions. Youth begin to “see” themselves as a *whole* person and as a positive, needed force in their world and ours. Our UUCCA Congregation values to inspire! Our Youth, Parents of our youth, and I are grateful to you all for your continued support and belief in these RE Youth Advisor programs!

The Power of One,
Monique

REPORTS - STANDING COMMITTEES

BUILDING AND GROUNDS COMMITTEE REPORT

Building Committee Report

Prepared by: Bill Allen and Don Naber

**Committee members: Bill Allen
Don Naber
Marilyn Dunn
Matt Foust
Becky Harvey
Tom Waddell**

Leap of Faith Goals:

- 1.** Sustainability: "We are a congregation where the sustainability of the congregations' time, talent and treasure are intentionally balanced within the spectrum of church activities, faith formation, worship, and governance."
- 2.** Inspiration and Engagement: "We are a People of faith who intentionally, courageously, and creatively engage our membership and our community. We seek to inspire and be inspired."
- 3.** Interconnectedness: We are an interconnected community committed to age diversity and family ministry."
- 4.** Communication: "We are a congregation that is transparent in its decisions and actions. We strive for communication that is abundant, clear, compassionate, and inclusive."

Work the committee did towards meeting these goals:

- We are trying not to overload any one person with building maintenance duties.
- We had a four person team to mow the lawn.
- We have recruited larger groups to maintain the grounds, when we rake, trim hedges, and maintain the gardens.
- Special thanks to Marilyn for organizing the lawn mowing crew, and sending out the communications for our work days.
- We had a good turnout for work days, and our special projects.

Work we want to do and/or plan to continue into the new church year:

- Jack up the front porch of the Drew House
- Jack up and renovate the side porch of the Drew House
- Groundskeeping
- Respond in a timely way to special requests or emergencies
- **How we worked with other committees/people this year:**

- Many requests come from the office, or a committee member, but they can come from anyone who sees a problem.
- Several people notified me of the outdoor lighting issues.

Other information you want the congregation to know about your work:

- We had an evening party to renovate the red chairs, and we cleaned the pew upholstery.
- Our buildings are more secure, after the break in last year. We have new locks and keys, and I installed new window locks on the first floor of the Judd House.
- The tree behind the Judd House has a huge branch which is hanging too close over the roof. I have contacted a tree surgeon, and I hope the work will be done before the annual meeting.
- Tom refinished the front door of the Judd House, Hal fixed a plumbing leak, and Matt Foust helped me fix the cellar door to the Judd House.
- Thanks to all who participated on work days, or helped us with special projects.
- The multi-faith banner is a great piece of art, and I enjoyed putting it up.

FINANCE COMMITTEE REPORT

Finance Committee Report

Prepared by: Diane Smith Howard

Committee members: Hannah Faulkner, Terry Cairn, Hilary Neckles, George Lapointe, Harry Grimmnitz, Denis Thoet, Catherine Palmer, Janine Bonk

Leap of Faith Goals:

1. Sustainability: "We are a congregation where the sustainability of the congregations' time, talent and treasure are intentionally balanced within the spectrum of church activities, faith formation, worship, and governance."
2. Inspiration and Engagement: "We are a People of faith who intentionally, courageously, and creatively engage our membership and our community. We seek to inspire and be inspired."
3. Interconnectedness: We are an interconnected community committed to age diversity and family ministry."
4. Communication: "We are a congregation that is transparent in its decisions and actions. We strive for communication that is abundant, clear, compassionate, and inclusive."

Work the committee did towards meeting these goals:

During the past year the Finance Committee has worked to implement the Leap of Faith Goals with particular focus on sustainability and creating a budget that meets congregational values. The committee has worked with the Treasurer to track income and expenses during the year and with the Board and the Stewardship Committee to develop the 2016-17 budget. The Committee has worked to engage the membership and our broader community in a conversation about the interconnectedness of all the activities that take place within the community and to work toward greater transparency and accountability. Finance 101 was a success in terms of opening a dialogue early with the congregation about financial goals.

How we worked with other committees/people this year:

The Finance Committee is a committee of committees. Its membership includes the chairs of Fundraising, Stewardship, Invested Funds and Planned Giving. As the year progressed it met regularly and engaged actively with the Board as the 2016-17 budget was being developed.

Other information you want the congregation to know about your work:

We addressed several significant issues: repair of the Steinway piano, salary increases to Living Wage, some unmet pledges, and a promised salary increase to the minister. All were successfully addressed in the 2016-17 draft budget, after thoughtful discussion and diligent fact finding.

FUNDRAISING SUB-COMMITTEE REPORT

Work the Fundraising Committee did towards reaching the Leap of Faith goals: The Fundraising Committee engages many different groups of people within the congregation in a wide variety of fundraising activities to ensure financial sustainability as well as personal sustainability, allowing people to make contributions where they are drawn to contribute and thus avoiding individual burnout. We communicate our activities and the results in a timely fashion. For ongoing fundraising activities such as the Hannaford gift card program and the CLYNK recycling, we give regular updates.

Work we want to do and/or plan to continue into the new church year: Our two ongoing fundraising programs, the Hannaford gift card program and the CLYNK recycling, are going strong and only continue to improve. Other fundraising activities have long been or have become annual events, including the Thanksgiving pie sale, the spring yard and book sale, the spring plant sale, the service auction, the UCCOO and choir concert.

How we worked with other committees/people this year: Various events include people of different ages and interests. The yard sale draws people from the surrounding neighborhoods and serves as an outreach ministry, as they interact with many friendly UU's. Work crews that are bid on at the auction draw together people who would not necessarily know each other well and give them a chance to work together in a friendly community atmosphere. This year the service auction had some innovative changes, including the free magician and a movie for the children.

Other information you want the congregation to know about your work: We are always open to new fundraising ideas. While we have our traditional fundraising activities, such as the pie sale, auction and yard sale, the concerts, Hannaford gift cards and CLYNK, many of our fundraisers are relatively new endeavors, such as Rev. Carrie's Welsh tea, the Spotlight movie, and the Penny Partridge Social Activity and Fundraiser. It is very exciting to have a new idea become a part of our fundraising tradition. Is anyone interested in designing a UCC tee shirt? How about an online yard sale? Would anyone like to revive the Gaslight Theatre outings, our delectable dessert theatre? What other ideas do you have that you would like to pour your passion into? We would love to help you make it a reality!

Addendum:

Below are the Fundraising Totals as of May 9, 2016. These figures do not include the ongoing Hannaford Gift Card Program, which is climbing to well over \$3,000 for the year under Catherine Palmer's guidance. However, they do include the ongoing CLYNK program.

Fundraising income so far this year after expenses	\$6,113.56
Estimated income for May and June	<u>\$2,100.00</u>
Est. Total for the 2015-2016 Year	\$8,200.00

CLYNK Program (ongoing)	as of April 26, 2016	\$700.00
September 26, 2015	Penny Partridge Social Activity/Fundraiser	\$55.00
August 30, 2015	Welsh Tea (Rev. Carie)	\$87.00
November 16, 2015	Holiday Fair	\$619.36
\$527 + \$149.10 + \$12 + \$47.26 + \$13 = \$748.36 sales minus \$129 advertising expense		
November 21, 2015	Pie Sale	\$543.28
\$654 sales minus \$84 advertising and \$26.72 misc. expenses		
April 8, 2016	Auction	= \$3,936.92
\$4,276.33 incl. credit card intake plus \$136 after Auction = \$4,412.33 Gross		
minus \$126.06 CP supplies minus \$200 magician minus \$100 child care minus \$49.35 HF supplies		
April 18, 2016	from Bruce Bierce / sale of computer online to benefit the church	\$135.00
April 29, 2016	Spotlight Movie with Social Activities Committee	\$37.00

Fundraising for Remainder of Year (Estimates)

UUCS Spring Concert in May	Est. \$300
UUCS June 5 Plant Sale	Est. \$300
UUCS June 11 Yard Sale	Est. \$1400
Ongoing CLYNK Donations for June 2016 Est. \$100	

INVESTED FUNDS SUB-COMMITTEE REPORT

The Invested Funds Committee (George Lapointe) met with representatives of Raymond James to review the UUCS's investment portfolio. The Committee reaffirmed the position of long-term growth of the UUCS's investments and, consistent with long-term growth in capital, maintaining withdrawals from the funds below 4%.

The Invested Funds Committee met with the Finance Committee and other subcommittees to discuss long-term church funding and the annual budget which begins on 1 July.

STEWARDSHIP SUB-COMMITTEE REPORT

Prepared by: Denis Thoet

Committee members: Denis Thoet, Harry Grimmnitz, Stephanie Ralph

Leap of Faith Goals:

1. Sustainability: "We are a congregation where the sustainability of the congregations' time, talent and treasure are intentionally balanced within the spectrum of church activities, faith formation, worship, and governance."
2. Inspiration and Engagement: "We are a People of faith who intentionally, courageously, and creatively engage our membership and our community. We seek to inspire and be inspired."
3. Interconnectedness: We are an interconnected community committed to age diversity and family ministry."
4. Communication: "We are a congregation that is transparent in its decisions and actions. We strive for communication that is abundant, clear, compassionate, and inclusive."

Work the committee did towards meeting these goals:

1. Mailed Stewardship packets and letters to 192 members and Friends, January-February, 2016.
2. Hosted Feb.7 "Upstander" event at the Buker Center in Augusta. Approximately 75 attended workshops on family violence, bullying and elder abuse.
3. Made personal contact with more than 30 members asking them to consider making a pledge again this year for 2016/17.

Work we want to do and/or plan to continue into the new church year:

We will continue to work with the Finance Committee and the Board of Directors to complete a realistic budget for 2016/17.

How we worked with other committees/people this year:

- a. We enjoyed working with Rev. Carie and a broad committee of volunteers planning and carrying out the Stewardship event Feb. 7, 2016.
- b. We continue to work with the Finance Committee on pledge goals for 2016/17

Other information you want the congregation to know about your work:

The members of the Stewardship Committee are very happy with the positive and generous response of UUCG donors to the 2015 Annual Fund and to the 2016/17 Stewardship campaign. We are fortunate to have so many generous people throughout our faith community.

HISTORY COMMITTEE REPORT

Prepared by: Helen Zidowecki

Committee members: Heide Munro, Helen McKendry, Helen Zidowecki. Becky Harvey and Catherine Palmer, joined the Committee in December. Carolyn Ladd and Jim McKendry were involved in projects.

Work the committee did towards meeting the Leap of Faith Goals:

Sustainability: The History Committee collects, preserves, verifies and makes accessible the rich history of the Universalism and Unitarianism in Augusta, and how that history informs who we are as a congregation today. An example is the *Wayside Pulpit* on the corner of the lawn. We have a collection of about 70 posters. Becky and Catherine change the sayings on a regular basis as a way of letting the community know our values.

Inspiration and Engagement and Interconnections: The History Committee continues to archive pictures, articles, and information from all three congregations: Winthrop Street (Universalist), All Souls (Unitarian) and UUCC (since 1992). The History Committee maintains a **Members Notebook** of newsletter articles and other information about people involved with the congregation. There is also a **Memorial Book** of obituaries, articles, and memorial services of people connected with UUCC who have died.

Communications: The History section of the UUCC website, with timelines of the three congregations and historic notations throughout the UUCC website. The website is designed for information from congregational groups and committees, which then becomes part of our ongoing history.

Work we want to do and/or plan to continue into the new church year:

- We need a systematic way to capture our history in the electronic age. This will involve the administrator, minister, and congregational leadership.
- We have begun discussion with Youth, especially around the sayings of the Wayside Pulpit. Hopefully, this may lead to more discussion of the "history/present" connection.
- 2017 will be the **25th Anniversary of Consolidation** of the two UU congregations in Augusta. We look forward to celebrating that throughout the year.

Other information you want the congregation to know about your work:

We are working with Rev. Peter Richardson to include the history of the UU congregations in Augusta in his publication of UU congregations in Maine.

The first Annual Report of the History Committee was 2006. The Committee was started by Ron Le Blanc, with Barbara Thurlow and ongoing members, Heide Monroe and Helen Zidowecki.

The History Committee meets on the third Thursdays, Noon-2pm, in the Drew House.

LEADERSHIP DEVELOPMENT COMMITTEE REPORT

Nearly four years ago, the church bylaws were amended to create the Leadership Development Committee, replacing the Nominating Committee. The intent was to emphasize that leadership is a year-round, church-wide mission, not just a once-a-year task of filling vacant positions.

In the time since then, the committee has conducted many “leadership conversations” – you may have had one or two yourself – and the process has indeed broadened and deepened our appreciation of church governance, in all its forms.

Part of the change has involved seeing important leadership posts as opportunities for service without an indefinite time commitment. We have encouraged committee chairs to serve two or three years at a time, with the confidence that others will step forward to learn and assume leadership roles – and they have. Sometimes, co-chairs are appointed to aid in the transition, but there is no question that the ability to “change jobs” and serve in new capacities has strengthened our leadership capabilities overall, while bringing forth many new volunteers.

This year, the Leadership Development Committee – myself, ably assisted by Sheila Comerford and Lucy Poland – expects to propose a full slate at the annual meeting in June. That is one measure of success, but more important is how we help each other serve, providing support and a strong sense of community to enhance the future well-being of UUCC.

Doug Rooks, Chair

LONG-RANGE PLANNING COMMITTEE REPORT (INACTIVE COMMITTEE)

Committee was inactive.

MEMBERSHIP COMMITTEE REPORT

MEMBERSHIP COMMITTEE ANNUAL REPORT – 2015-2016

Cheryl Ring, Chair

Members: Nancee Campbell and Diane Moongrove

The purpose of the Membership Committee is to ensure effective, robust, and active practices for attracting and retaining members for UUCC.

The Membership Committee’s responsibilities and activities include:

- a. Oversee the maintenance by the Office Administrator of an accurate, easily accessible, and up-to-date list of active members of the Church and a list of others with an interest in UUCC.
- b. Provide nametags, literature, newcomer packets, and newsletters for Sunday service.
- c. Encourage new membership.
- d. Welcome, orient, integrate, and communicate with Newcomers

- e. Retain members and friends.

	Members	Friends	Visitors
November 2015	181	85	43
May 2016	184	96	49
Net add	3	11	6

Our report starts by giving heartfelt thanks to **Reverend Carie** for her support, encouragement, and leadership to the Membership Committee this year. Our work was informed by her vision and encouragement based on Unitarian Universalist values, and we thank her sincerely for her work on our behalf.

Photo Directory: Our major project in 2015-2016 was the organization and execution of creating a Photo Directory for the UUC - the first photo directory we've had in 5 years. The tasks of organizing the photo directory included:

1. Publicity
2. Scheduling appointments
3. Recruiting Hosts - Thanks to all the hosts who made "reminder phone calls" to people prior to the event, and then staffed the welcome table to register people as they arrived: **Luke Curtis and Richard Fisher; Rebecca Davis; Marilyn Dunn; Becky Harvey and Catherine Palmer; Stefanie Ralph; Jean & Cal Sizelove; Emmy Swanton; Kathy Ummah**
4. Preparing and setting up the photography "studio" in the Fellowship Hall and Sanctuary, and
5. Designing the UUC Directory using *StoryBuilder* software. Many thanks to **Lynn Smith**, who conferred with the company representatives several times, in order to prepare the directory names and addresses in accordance with the company's specifications.

As a result of our preparation and organization, we had 68 photographs taken over the two day period of March 18 and 19, 2016.

Retaining Members: In order to identify people who the Membership Committee should reach out to, if needed, we worked with Carie to review our lists for Membership, Visitor, Friends, SGM, pledging, and RE.

New Members:

- the Membership Committee, with Rev. Carie, sponsored a "new "UU class" in Fall of 2015, and we hosted a dinner and reception for the Spring and Fall "New UU" classes, in April 2016.
- reached out to Visitors throughout the year by sending a Welcome Letter, and by following up by phone or personal contact. The Membership Committee thanks **Lynn Smith** for maintaining a list of Visitors each week, and forwarding it to the Membership Committee.

Membership Business:

- clarified the definitions of "Visitor", "Friend", and "Member"
 - A. Visitor: person who signs the visitor book and receives a newsletter for several times
 - B. Friend:

1. someone who either was a member and continues to participate regularly;
 2. someone who participates regularly in the Life of the church, regardless of whether that person was once a Member; or
 3. someone who has taken a new UU class
- C. Member: pursuant to Article 5, section 1 in the by-laws: has “sympathy with the purpose of this church, participates in congregational life, including congregational meetings, and makes an annual pledge”.

Membership Committee is responsible for notifying Carie and the Administrative Assistant about changes in people’s status in regard to these three categories

- installed a new Plexiglas rack for UU brochures and pamphlets, and selected and purchased brochures and pamphlets about our denomination of interest to Visitors
- maintained the pew clipboards, to include blank name tags for Visitors, and information about our church for Visitors
- Nametags: The Membership Committee thanks **Catherine Palmer** for taking over the job of managing and providing nametags – either replacement or new

MUSIC COMMITTEE REPORT

What a vibrant, musical year we have had!

Thank you to all who are keeping our music programming lively and deep: from old friends to visiting musicians.

This year, as sole member of the music committee, I continued to facilitate communication between the choir, the minister, the orchestra, the worship committee, and the congregation. We are enjoying our new casters, and the community of music makers and listeners are ecstatic to have made plans to attend to the health of our Steinway piano. Gratitude to the board for their approval of the work. Below, see notes from Music Director Bridget Convey on the piano, as well as the beginnings of a vigorous concert schedule for next season.

*piano rehab:

total cost: \$4,500.00

work to be done by Gordon Large, registered piano technician.

piano action will be out on June 13th and will return by July 1st.

board approved.

*concert series:

concerts #1, 2 and 4 are 50/50 fundraiser for the church (50% to the church, 50% to the performers).

concert #3 is a full 100% fundraiser for the church

1. August 28, 2016 at 3:00pm: Krysia Tripp, flute and Bridget Convey, piano

Fabulous Flute Repertoire of the 20th Century: featuring the music of Barber, Gieseking, Glanville-Hicks and Hue

Krysia has concertized throughout the U.S. and Europe; and has collaborated with musicians such as Pavarotti, Peter, Paul and Mary, the Brubeck Brothers and Andrea Bocelli. While maintaining an active performing career, Krysia also serves on the faculties of USM, Bates and Bowdoin Colleges, the Portland Conservatory, and the InterHarmony International Music Festival in Germany.

2. November 5th, 2016 at 4:00pm: Ensemble Resinosa: Joelle Morris, mezzo-soprano; Eliza Meyer, cello; Bridget Convey, piano

Music by Women Composers, Through the Ages

Ensemble Resinosa will perform a varied program of music written by women composers, such as: Hildegard of Bingen, Barbara Strozzi, Gabriella Ortiz, Libby Larsen, Marty Epstein and Amy Beach.

Joelle Morris has sung as a recitalist, jazz singer, and in the French cabaret style, throughout the U.S., France and Switzerland. She serves on the faculties of Colby College, UMF, Snow Pond Community School and L'Ecole Francaise du Maine.

Eliza Meyer performs regularly with the Portland and Bangor Symphonies, as well as other music ensembles throughout New England. She serves on the faculties of the Pineland Suzuki School, Snow Pond Community School and also maintains a private studio.

Bridget Convey has performed throughout U.S. as a soloist, chamber musician and orchestral musician. She serves on the faculty of Bates College and maintains a private studio.

3. January 22, 2017 at 2:30pm: Bill Goldberg and Don Stratton Memorial Concert

The event will be a fundraiser for the UUC. In addition to honoring the memory of two remarkable and beloved musicians, we will celebrate our newly repaired Steinway piano. The idea for the concert began with Karen's realization that the 100th anniversary of Bill's birth was approaching (he was born on January 24, 1917) and quickly expanded to embrace Don as well and to celebrate the piano, which is itself just over 100 years old, having a manufacture date of July 14, 1913. The concert will, of course, showcase the works of Bill and Don, but also include other music written within the "lifetime" of the piano, i.e. 1913 or later. We anticipate about 80 minutes of music, with an intermission in the middle and refreshments afterward. Snow date: January 29th.

4. Late April/Early May 2017 (TBD): Mary Sullivan, soprano and Bridget Convey, piano

Favorites from the Opera and Musical Theater Stage: music of Puccini, Gershwin, Floyd, Bernstein, and others.

Mary has performed as a soloist and ensemble musician throughout New England. She is Artist in Residence with the Oratorio Chorale, and resident soloist at St. Peter's Episcopal Church in Portland. "...crystal clear and perfectly pitched interpretation...simply ravishing" (Portland Press Herald, March 2014).

Special thanks to our music staff for making our year great, including our pianists and Dale McCormick for her great work with the continued organization of our beautiful UUCOO.

I am proud of the work we have all accomplished together.

PASTORAL MINISTRY TEAM REPORT

Lay Pastoral Ministers: Nancee Campbell, Annie Nessen Voorhees, Tracy McNaughton, Cheryl Abruzzese (Caring Cooperative)

Pastoral Ministry at UUCC

The Unitarian Universalist Community Church (UUCC) is committed to providing a caring, helpful response to the needs of our members, friends, families and community. While the Minister is available to meet with members and friends for pastoral care the ongoing needs of the growing community requires a more expansive caring community.

The lay Pastoral Ministry Team (PMT) was started in 2011 to respond to the pastoral needs of UUCC. Members of the Pastoral Ministry Team are members and friends of UUCC who have a desire to be present to the community during times of stress, grief and change.

The Pastoral Ministry Team is prepared to provide confidential, caring and compassionate presence to members and friends of UUCC during times of grief, loss, life changes and stress. The team is prepared to respond to the communal needs of the congregation, disheartening community events and social issues of our times. Pastoral responses to the community have included holiday grief service, holiday delivery of poinsettias to grieving families and individuals, honoring our elders.

The Lay Pastoral Minister

The lay Pastoral Minister is an extension of the Minister not a substitute. When serving in the role of lay Pastoral Minister, he or she represents the church as the Minister would. He or she is committed to providing an expansive pastoral response to the community.

One lay Pastoral Minister takes up the work of organizing the Caring Cooperative which includes arranging for rides to church services, congregational events and providing meals to families when they are sick and in times of grief.

PERSONNEL COMMITTEE REPORT (NO REPORT SUBMITTED)

No report submitted.

RELIGIOUS EXPLORATION COMMITTEE REPORT

The purpose of the RE Committee is to support the religious exploration mission through implementation of programming at the UUCC of Augusta.

Committee Response to Annual Report Goals:

1. Expand RE volunteer base and welcome new committee members.

The REC welcomed three new members and said goodbye to two members.

Current Committee Members: Nicole Benoit, Christine Litte - Co-Chairs; Cathie Nielsen, Daisy Dore, Aimee O'Connor; *(Diane Smith and Catherine Palmer stepped off of committee to serve in other UUCC roles).

The Committee sought new volunteers via monthly newsletter invitations, weekly Order of Service announcements, and one on one conversations. At least 4 new adults were recruited for Nursery care and 2 new adults were recruited for Sunday morning RE

UUCC Staff: Brigid Chapin, Monique McAuliffe

2. Ensure stability of quality youth programming

The Committee worked with great intention and care to prepare the RE community for an unexpected start to the RE year without a Sunday Morning Coordinator. This involved:

- Fall '15 Curriculum Planning, Organization, and Preparation
- Teacher Training
- Classroom preparations
- Scheduling of Fall volunteers

We then enthusiastically welcomed and worked to orient our new Sunday Morning Coordinator, Brigid Chapin! Given the multiple and recent turnover of staff in this position, we sought to intentionally support and mentor our new staff by:

- Clarifying the roles and responsibilities of staff and committee
- Co-leading the Youth Volunteer Training
- Exploring effective communication styles between staff and committee.

To this end, we invited Rev. Carie and Board member Liza Gottlieb to join several committee meetings in order to offer feedback and insight.

Brigid has brought a thoughtful and creative energy to our program! Her creative authorship and deliverance of Wisdom Stories, gentle nurturance of child - led exploration, and energetic commitment to quality programming have all served to support the path our children take in their search for truth and meaning. One beautiful result of her mentorship has been the enthusiastic request of our children to lead a summer worship service, for which she has engaged partnerships with the Worship, and Music Committees, to name a few. Stay tuned!!

3. Expand programming to cover traditional offerings: Sunday morning religious exploration, OWL, and PeaceJam, and yearly rituals such as the Holiday Pageant, Cookie Walk, Easter Egg Hunt, etc.

Sunday morning RE explored our 7 UU Principles in 3 age specific classrooms for the first ½ of the year, with 2 adult, or 1 adult and 1 youth volunteer in each class for Chalice Children (grades K-2), Navigators (grades 3-5), and Seekers (grades 6-8). Often, small class size or insufficient volunteer resources necessitated the need to combine classes during Fall offering.

Classes expanded on this learning during the 2nd ½ of year through the following Service Learning Projects:

- Volunteering at Augusta Food Bank
- Making and Delivering Homemade pet treats to Kennebec Valley Humane Society
- Trash pick - up of Kennebec River Rail Trail
- Creation of all natural “bath bombs”
- Cooperation with PeaceJam youth in efforts to bring composting to UUCC
- Creation of worm compost bin for UUCC

Attendance and enthusiasm was abundant in response to the Spring Service Learning offerings! The RE Committee provided 1-2 adult volunteers for each week, as well as drivers for off -site programming.

Nursery care was provided each week for both services through the volunteerism of 1 adult and 1 paid youth per service.

OWL for K-2, 4-6, 9-12

We had two new members receive training for 9-12 classroom, Monique McAuliffe and John Barnes! The RE Committee provided 2 OWL trained adult volunteers for each of the 3 classes for 8 consecutive weeks. We see the need for more member training, since several past volunteers are no longer interested in participating. We see a particular need for male volunteers.

Offering all three OWL age groups at once was something new for the program! Positive outcomes were a.) Getting program back “on track” in terms of bi-yearly scheduling, and b.) Ability of families with children in multiple classrooms to have programming for all.

We welcomed 7 new families into our church community through this program, demonstrating the relevance of this curriculum! All participants were enthusiastic, engaged, and committed to attendance.

We did experience the challenge of finding adequate adult volunteers for the non-OWL classroom, due to our currently small volunteer resources.

PeaceJam

Monique ensured the continuation of this vital and relevant Senior Youth offering by leading the program “solo” this year; the Committee continues to search for an engaging co-leader of this important program. RE parents volunteered to chaperone, provide snacks, and drive for an array of activities which included:

- St. Mark’s Public Suppers
- Holocaust & Human Rights Center exhibit, “Transgender Maine”
- Peace Meals for Spring Rock community in Leeds
- PeaceJam Slam at Unity College
- PeaceJam Conference with Nobel Peace Prize Laureate Betty Williams
- PeaceJam Worship Service in May

Safe Passage

With the RE Committee's full support, Monique offered a new program opportunity to our youth this year, "Safe Passage"! 6 UUCC youth have begun meeting, collaborating, and fundraising with other local UU communities to embark on a group trip to Guatemala in 2017 to work with impoverished children and youth. The participating youth have organized several fundraisers for the upcoming trip.

Spirit Play

The committee unanimously supported Brigid in exploring a new class format, by offering two classes in SP for younger/older age groups and providing 1-2 adult volunteers per week. Older participants played UU based cooperative games, and developed a Worship Service for the June schedule, in collaboration with the Worship Committee; younger participants continued exploring the Wisdom Story through free form, multi-media and multi-age offerings.

Annual UUCC Rituals

The RE Committee supported the implementation of our congregation's beloved rituals:

- Holiday Pageant
- Cookie Walk to raise funds for Kennebec Valley Humane Society
- Easter Egg Hunt
- Easter Brunch to raise funds for PeaceJam purchase of church composter
- RE Recognition Sunday

4. Examine expansion of creative program offerings to meet 21st century family needs.

A REC Retreat is planned for May to explore, vision, and plan future programming. The proposed agenda includes viewing of the webinar BOLD ADVENTURE re: Congregational Relevance offered through the UUA, as well as participation in a Listening Circle to hear feedback regarding the likes, dislikes, ideas, wishes, and visions of our children and youth. Next year's goals will arise out of this exploration.

We thank all of the many volunteers who create safe and engaging environments for our children and youth to explore their curiosity and respond to their inner call to action within the context of the UU faith. We most especially thank the children and youth for their adventurous participation!

Submitted by Nicole Benoit and Christine Little, RE Committee co-chairs

SMALL GROUP MINISTRY COMMITTEE REPORT

Prepared by Beth Nasberg, Committee Chair

Committee members: Luke Curtis, Linda Findley and Helen Zidowecki

Our committee is committed to growing the church community through Small Group Ministry, (SGM). To achieve that goal we recruit and support leaders for groups, maintain regular contact with SGM groups

through their links, and offer support and information. We work to ensure open access to and make information about SGM available to our church community through coffee hour and preparing articles that appear in the Flaming Chalice monthly newsletter. Our committee maintains information about Small Group Ministry in the literature rack and on the church website.

Again this year, we have eleven groups that meet monthly. These groups have met the needs of their members for intimacy and ministry among themselves and offered service projects to the congregation and our wider community. They have helped newcomers find a place of connection within our community. They have supported their members through losses, celebrated life's milestones together and created deep bonds of friendship with one another.

The Small Group Ministry Committee was not able to present a church service this year due to scheduling problems, however, we are looking forward to hosting a service next fall. In addition to our spring and fall celebrations for our SGM leadership, we have had several leader meetings throughout the church year to bolster the work done by our leadership team.

This year we welcomed our new Small Group Ministry Coordinator, Luke Curtis. Luke is paid a stipend, rather than being a staff person like his predecessor Kathy Kellison. His work includes many of the same responsibilities and tasks that Kathy had performed but with considerably fewer hours to get them done. The SGM Committee is supporting Luke in his work and through our teamwork, have been able to assure that the functions of the Small Group Ministry continue to be fulfilled.

I would like to thank Helen, Linda and Luke for their support. Their contributions during the last year have made my time as Committee Chairperson a pleasurable one. Thanks to Karen Allen, who is part of the Topics Group.

SOCIAL ACTIVITIES COMMITTEE

Once again, Social Activities at UUCS this year were, varied, informative and fun.

September: Rail Trail Walk

October: Vegan Pot Luck Supper in collaboration with Meditation Group. The movie "Cowspiracy" was shown.
Workshop with Don Naber: "Worms, Kitchen Scraps and Dirt"

November: Rep. Gay Grant, Author. Book Discussion, "Destination Unknown"
Workshop with Tom & Marilyn and Phyllis Von Herrlich: making inside storm windows from kits.
Harvest Supper accompanied by the Drumming Group

December: Kids' Craft

January: George Chappelle, Author, Book Discussion, "When Souls Walk Away".
Member of the Togos Writer's Group

March: Bingo, Game Night in Collaboration with RE and Newcomers Committee

Craft Night with Martha Naber and Cheryl Clukey: Iris Paper Folding
Columnist and Author JP Devine. Book Discussion, "Will Write for Food"

- April:** Craft Night with Carlyn Ladd: Whimsical Cards
Authors Kevin Mannix and Linda Rota. Book Discussion, "Weathering Shame"
Dinner and a Movie: "SPOTLIGHT" (Judy McCown and Cheryl Clukey)
- May:** Yoga with Janet Sawyer and Debbie Mattson. What a weekly group we have.
- June:** Author Doug Rooks, Book Discussion: Biography of George Mitchell.
"Statesman: George Mitchell and the Art of the Possible".

Report submitted by Cheryl Clukey, Chair, Social Activities

SOCIAL JUSTICE COMMITTEE REPORT

Report of the Social Justice Committee--2015

with extensive input from members Jenny McKendry,
Rev. Carie Johnsen, Melanie Lanctot, and Dale McCormick, Chair

The Social Justice Committee of the UUCC has had a very busy year putting our faith's principles to work in the world around us. Our political activities have been concentrated in three areas: welcoming new Mainers, healthcare, climate change. Our church was a founding member of the Maine Unitarian Universalist State Advocacy Network (MUUSAN) and continues to host the meetings and is its fiscal sponsor. The work of the Social Justice Committee of the UUCC and MUUSAN are entwined—each enhancing the other. In addition our congregation has participated in the effort to ensure that all in Augusta have enough to eat, we communicate with our legislative delegation, and a second member of the UUCC was elected to the Augusta City Council joining our chair, who was elected in 2013. All in all, at least 50% of our congregation was involved in social justice work last year. Here are some of the highlights of 2014-15.

Welcoming new Mainers

2014-15 Activities of the members of the UUCC in accordance with our mission;

To welcome, offer friendship to, and encourage inclusion of immigrants and migrant workers in Maine

- A Rally at Blaine House to welcome Syrian Refugees, November 25, 2016 (see photo below)



- Lighting Up Augusta with Hope and Love, December 16, 2015
- Ringing in the New Year with Muslim, Jewish and Christian Neighbors, December 31, 2015



- Packed health supplies for distribution to migrant farmworkers in conjunction with the Maine Migrant Health Program;
- Collected used clothing and transported these items to the migrant clearinghouse in Ellsworth last summer;

Healthcare



This year as in 2014 the health care priority for both the Social Justice Committee of the UCC and MUUSAN was to convince the Legislature to pass and then override the expected veto of Medicaid expansion, a vital component of the Affordable Care Act. The UCC is an energetic member of MUUSAN and MUUSAN was/is a jewel in the crown of the Cover Maine Now coalition of 100 organizations focused on extending

healthcare to all Mainers. UUs were one of 100 members of the coalition, which included huge membership organizations like AARP, because we actually followed through on the strategies disseminated at the weekly coalition phone calls. Members of the UUCC attended rallies, posted to social media, wrote letters to the editor in newspapers all over the state, and most importantly contacted our legislators and used our network to ask others in the far reaches of Maine to contact theirs. The bill was changed this year to include a private sector option wherein Medicaid would pay premiums of private insurance. The bill died on the appropriations table

Climate Change



Melanie Lanctot emerged as an energetic leader on the biggest environmental issue of the legislative session—The Solar Policy Stakeholder Bill. Melanie has represented both MUUSAN and the UUCC on the issue of climate change. She organized UUs and MUUSAN to attend the Natural Resources Council of Maine (NRCM) Solar Bill rallies and lobby days and spoke as a panelist at the Green Street Methodist Church on April 30th on the UU's concept of stewardship of the planet and MUUSAN's advocacy.

Here's the tally of Solar Bill actions by Melanie and UUCC members since September 2015:

- Participated in four rallies for the Solar Bill, and spoke to Sen. McCormick at two of them.
- Sent four Solar-related emails to Senators McCormick and Katz and several Representatives including Pouliot, and asked for Senator McCormick to vote against LD 1600 which would kill Maine's towns' ability to accept natural monument status.
- Attended five Meetings.
- Participated in 11 Conference calls
- Delivered testimony for Rev. Carie
- Sent 201 individual emails to update MUUSAN master member list and received 43 responses.
- Sent 19 E-mails to members in critical districts.
- Rallied folks at church on two Sundays
- Wrote an LTE to the KJ.



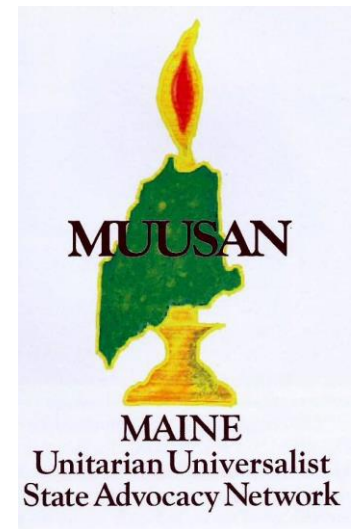
MUUSAN

The Maine Unitarian Universalist State Advocacy Network (MUUSAN) is a statewide advocacy and public policy network anchored in our Unitarian Universalist faith and animated by its principles.

In 2012, Maine became the 17th state to create a social advocacy network; by the next year that number had swelled to 22 states. SANs are the fastest-growing arm of Unitarian Universalism nationwide, and for good reason.

UU congregations and individuals are creating Advocacy Networks, including MUUSAN, because they realize that, vital as they are, worship services, good works, and study groups are not enough. In a denomination that is characterized by social activism, we are called to

bring our values to bear in the public arena: in the State Legislature, the news media, the development of policy, and the pursuit of justice.



Across the nation, UUs are finding that Advocacy Networks spur congregational growth. They add value to being a UU and deepen denominational identity through publicly seeking justice.

And they do influence legislation and public policy. Discovering power in collaboration that eludes individuals and congregations, networks meld UUs and kindred spirits statewide into a force to be reckoned with.

MUUSAN is co-chaired by Trudy Ferland and Dale McCormick. A photo of the Steering Committee is above. It is only three years old and this year has been focusing on three issue areas: expanding democracy, health care for all, and climate change and the environment. Internally, it is focused on growing, building a web page, which can be found at <http://www.muusan.org/>, and like the [MUUSAN Facebook Page](https://www.facebook.com/MaineUUSAN?ref=br_tf) (https://www.facebook.com/MaineUUSAN?ref=br_tf) The UUC is invaluable to MUUSAN. The UUC is its fiscal sponsor, hosts its meetings, two of our members serve on the steering committee, and several UUCers are active members.

Food Security

UUCC's Neighbor to Neighbor/ St. Mark's Public Supper is lead by Jenny McKendry. 209 Church volunteers, now jointly lead 12 suppers per year at the Outreach Center aka the St. Mark's parish hall on the first Saturday of each month.

Our St. Mark's Public supper leaders are Dan Stevens of 209 Church, Carlene Kaler of 209 Church and Jenny McKendry. Liz Johnson also served as a leader this past year. She worked very hard and helped us through a challenging transition, when three former leaders retired from their roles. Dan, Carlene and I went to a few meetings this winter, with the Augusta Angel Food Network (which has been recharged), to plan a new fifth Saturday supper led by members of Temple Beth El and the local Catholic churches. Our volunteers then trained the new team and helped them serve their first supper on April 30.

The Augusta Angel Food Network is made up of five Augusta churches that each serve a public supper once a month. Penney Memorial Baptist, Green St. Methodist (getting restarted), South Parish Congregational, UUCC and The 209 Church (St. Mark's Episcopal and Prince of Peace Lutheran).

Several new members of UUCC including Emmy Swanton, Becky Harvey, Catherine Palmer and Marty Peters have joined our volunteer team. We have a large group of long time dedicated volunteers from whom we draw for monthly service. Especially essential to our team are the experienced and skilled group of UUCC Peace Jammers and youth.

There are three additional new movers and shakers who are affiliated with other churches or no church; so the service we provide now is represented by a broader range of people, than when only St. Mark's, St. Barnabus and UUCC were the core of our volunteer effort.

More churches as well as volunteers who are not affiliated with a church are participating. St. Barnabus of Augusta, St. Matthews of Hallowell, the 209 Church--formerly the Prince of Peace Lutheran and St. Mark's Episcopal have joined.

Sarah Miller, the new director of the Augusta Food Bank and Pam Lombard, the UUCC representative on their board, make our public supper service much easier and lighter, by donating time, food and support to our effort.

We have begun discussions regarding creating teams and speaking with the board to explore changing the budget designation for the suppers.

Some might call what we do a kind of ministry, similar to the way that small group ministry works. We work as a form of ministry for ourselves and we spread goodwill to our neighbors. Also an interdenominational blessing is spoken before each meal. Thank you very much to all volunteers, who help on site, donate goods or bake at home, to create a pleasant healthy place for our neighbors to share a meal as part of a supportive community.

The UUC congregation donated food to the **Augusta Food Bank**, goods to **the Essentials Pantry** (i.e. shampoo, laundry soap, diapers) and clothing to **Addie's Attic**- a clothing bank- free clothing. Recipients do not have to "qualify" or prove need.

Reverend Carie Johnsen



We are lucky to have Rev. Carie, whose mind and heart are focused on justice and caring. She is a key player in MUUSAN, helped organize the Interfaith Justice Ministry, and is a part of the Abanaki Reach project. Already they have a wonderful banner created by the Rapid Response Artist Collective, and have organized three demonstrations.

- Turning Toward Truth: Forging a New Understanding of Thanksgiving, November 22, 2105
- Syrian Refugee Rally at Blaine House, November 25, 2016
- Lighting Up Augusta with Hope and Love, December 16, 2015
- Ringing in the New Year with Muslim, Jewish and Christian Neighbors, December 31, 2015
- MLK Speaker Breakfast, Immigration, January 18, 2016

UUC Justice Ministry

Rev. Carie represented our church and MUUSAN at Transgender Day of Awareness at State House, March 31, 2016

Uniting for Racial Justice

October Maine-Wabanaki REACH Ally Training Workshops

November Turning Toward Truth: Forging a New Understanding of Thanksgiving.

December Between the World and Me by Ta-Nehisi Coates

January Supporting our Muslim Neighbors, Shop at Mainely Groceries

Faces of Immigration, MLK Speaker Breakfast

February Black Lives Matter, Coffee and Conversations

March What is Whiteness Workshop,

What is Whiteness, by Diane Irving

April In Their Shoes: An interactive experience and multicultural training, April 22, 2016

WEBSITE WORK GROUP REPORT

Report: UUCU Website (www.augustaUU.org)

Prepared by: Helen Zidowecki, Chair, Website Work Group

Work Group Members: Lauren Mier (Webmaster), Lynn Smith (UUCU Administrator), Rev. Carie Johnsen

Work the committee did towards meeting the Leap of Faith goals:

The website especially relates to outcomes for the Communications Goal:

1. *The website is a dynamic tool for communication and information about UUCU and UUism.* There has been increasing awareness of getting information onto the website, such as the Sunday Announcements. So much more is possible.
2. *Leadership updates their respective pages regularly.* This has been mentioned at Leadership Council meetings, but few updates have been presented for posting.
3. *Staffing, committee structure, responsibilities and relationships will be clearly defined and accessible to all.* Staffing information has been updated throughout the year. There are a few parts of the church community that have not been added yet.
4. *Documents, including policies and practices, will be updated and available on the internet.* "How Our Church Works", Bylaws and the Annual Report are on the website.
5. *There will be computer access in all church buildings easy access.* Not available in Drew. No action taken this year.
6. *Calendar is user friendly and current and used.* This is undoubtedly the most used part of the website. Usage. Lynn does a great job of keeping the calendar current. Keep the information coming!

Work we want to do/plan to continue into the new church year:

We have not been using the capacity of the website. We would like to see usage increase.

We all need to get information that is current, informative, and timely to the Administrator for the calendar.

We need volunteer support to add pictures onto the website, monitor to make sure that we have the latest information on the website in this ever changing community, and being aware of how the website is and can be used to enhance the life and work of the UUC and Unitarian Universalism.

We would be interested in hearing how many of you use the website.

The technical Webmaster is a contracted position for less than an hour a month. Website management is through the Administrator for the ongoing calendar and the Workgroup Chair for other content.

Other information:

Key information, such as minister and office hours, when communication information is due, and urgent notes are on the Home Page, with links to more information.

For the scope of the content, see the Sitemap on the banner at the bottom of each page of the website.

WORSHIP COMMITTEE ANNUAL REPORT

Prepared by: Kathy Ann Shaw, Chair

Leap of Faith Goals:

1. Sustainability: "We are a congregation where the sustainability of the congregations' time, talent and treasure are intentionally balanced within the spectrum of church activities, faith formation, worship, and governance."
2. Inspiration and Engagement: "We are a People of faith who intentionally, courageously, and creatively engage our membership and our community. We seek to inspire and be inspired."
3. Interconnectedness: We are an interconnected community committed to age diversity and family ministry."
4. Communication: "We are a congregation that is transparent in its decisions and actions. We strive for communication that is abundant, clear, compassionate, and inclusive."

Work the committee did towards meeting these goals:

1. Sustainability. Our primary goal continues to be the sustainability of the worship elements of church life. We strive to serve the Minister, visiting clergy or lay leaders by providing assistance including, readings, the Embracing Medication and perhaps our most important role, the first face of the service as we welcome folks in to the church with "a hearty UUC welcome"..

We also work with the chair of the Music Committee who sits on our committee and increasing we design the front of the sanctuary to speak to the monthly worship themes.

2. Inspiration and Engagement. We are inspired and engaged continually by the members that join us from the congregation and the level of commitment and diversity they bring. We are blessed to range in gender and age: Karen is in high school and Peter just retired! Members include Kathy Ann Shaw, Noah Gottlieb, Annie Voorhees, Karen Neilson, Richard Fischer and Peter Mendall.

3. Interconnectedness: We are connected to the congregation and the greater UU community in the commitment of the team. Committee members commit to working in the pulpit one to two times a month with, other than summer months, service to two services. They also meet quarterly to maintain the work of worship.

4. Communications. Communications is what we are all about. As members of the worship team on Sunday we provide the congregation with current information about the week's activities and welcome and guide visitors to information about the UU faith. We are always available as worship ambassadors to members, visitors, the ministers and each other!

OTHER REPORTS

GODDESS/EARTH CIRCLES REPORT

Prepared by: Helen Zidowecki

Goddess/Earth Circles has met about monthly on Sunday after second service, usually in the Fellowship Hall. Gatherings are open to women and men, and all ages.

Work the group did towards meeting goals:

The activities of Goddess/Earth Circles come primarily under the Leap of Faith Goals of Inspiration and Engagement, and Interconnectedness. Our events this have been:

July and August gatherings are check-ins with a focus on the season.

In September 27 and October 25 "Women of Wisdom" with a celebration (crowning). *Beth Nasberg and Lois Whitcomb joined others in the congregation who have been honored previously: Nancee Campbell, Hannah Faulkner, Ida Gammon-Wilson, Alice Gifford, Marilyn Gordon, Mary Perkins, Mary Shifman, Linda Findlay, Priscilla Jenkins, Phyllis Cudmore, Lorna Doone, Nance Caldwell, Judy Gallant, Maggie Ricker, Helen Zidowecki*

Other programs this have included:

The November 29 "Resources about Goddess and Earth-centered Traditions"

December 20 "Symbols, Songs and Spirituality of Winter Solstice"

January 24 and February 21, 2016 Two-part series on "Directions, Elements, and Stages of Our Lives"

March 20 "Spring Equinox, Oestare and Easter"

April 17, 2016 "Mother Earth Day: Mythology, Traditions" with reflections on creation stories of Gaia and Terra, and Mother Nature as a symbol of the Universe in our lives.

May 15, 2016 cancelled because of Blessing of the Animals/congregational pot luck.

Jun 19, 2016, Summer Solstice Celebration, 11:30-1:00 Fellowship Hall/picnic area.

Goddess/Earth Circles provides another spiritual and perspective to religious traditions.

Work we want to do and/or plan to continue into the new church year:

We started placing collections of our materials for specific topics and the schedule for the year on the UUCS website. We will continue to expand this collection of resources for the congregation and beyond.

We will be looking for a dedicated location for books and resources that can be available to the congregation.

How we worked with other committees/people this year:

We work with the Worship Committee around offering or assisting with services.

We would like to engage more with Religious Exploration.

We want our offerings to be open and engaging for the congregation, at our gatherings and in resources that we can make available. Suggestions are welcome.

PEACEFUL HEART SANGHA REPORT (NO REPORT SUBMITTED)

No report submitted.

UUCC COMMITTEE DESCRIPTIONS & GROUP FUNCTIONS

Following are descriptions of Committees, or a reference to a Bylaws section. Additional information about these Committees and other groups within UUCC are on the website. (See www.augustauu.org) Contact information for the Committees chairs is shown above.

Board of Trustees

See Bylaws Article 10 Board of Trustees

Building and Grounds Committee

The Building and Grounds Committee (BAG) manages the care of and improvements to the property owned by UUCC. Join the workdays and special work crews. With a wide variety of things to be done, from cleaning and raking, to painting and repairing, from providing refreshments for work crews, be part of making our facilities reflect our enthusiasm for our community and our faith. The Responsibilities and Activities of the Buildings and Grounds Committee are:

1. Develop and implement a program of routine and preventive maintenance for Church property and grounds; currently at 69 and 71 Winthrop Street and 6 Summer Street in Augusta
2. Submit a report to the Board in September that outlines any major repairs or improvements recommended and includes a program for routine maintenance.
3. Solicit bids with contractors or businesses for work necessary to maintain Church property and equipment, as specified in the annual plan and the safety and building access policies. In the case of bids likely to be over \$1000, the Committee must receive Board approval before soliciting bids. The Board must approve any contract over \$1000.
4. Implement UUCC policies on safety, security and accessibility.
5. Designate one member to be contacted when an emergency situation on one of the Church properties requires immediate attention. This person will respond to the emergency, consulting as necessary, and contact appropriate services to stabilize or fix the immediate situation. This person will promptly report any and all actions taken to the chair of the BAG, who will also report to the board as soon as practicable. The BAG will maintain a list of preferred services / businesses to be called, and provide a copy for the church office.

6. Arrange for snow removal and grass cutting, and carry out other routine grounds work
7. Annually solicit bids or prices for heating oil for all church buildings and purchase oil as provided by the annual budget. If a pre-buy is recommended, consult with the Treasurer and Board Chair to provide the necessary cash flow.

Finance Committee

Oversees the financial health of the congregation so that we can live out our mission, including several subcommittees: The Stewardship, the Fundraising, and Invested Funds. The responsibilities and activities of the Finance Committee are found in the See Bylaws Article 13, Finance Committee

Responsibilities and activities:

1. Prepare an annual budget proposal for consideration by the Board of Trustees after soliciting input from the minister, church staff and the Board of Trustees. The first draft of the budget will be available for the board's April meeting, and the Finance Committee will make any revisions before the board's May meeting, in preparation for the June annual meeting for the fiscal year beginning July 1.
2. Lead the annual canvass of the membership, through the Stewardship Subcommittee with a designated chair, and reporting on the status of annual pledges to the Board at intervals prior to consideration of the budget.
3. Meet at least quarterly throughout the year, and, where necessary, make recommendations to the Board concerning adjustments to the budget.
4. Make recommendations to the Board of Trustees regarding whether to conduct an independent audit or financial review or compilation of church financial records.
5. Create a Gift Acceptance subcommittee.

The chair of the Finance Committee is selected through the Leadership Development Committee and serves on the Board of Trustees. The Treasurer serves ex officio on the Finance Committee.

Liaison to the Long Range Planning Committee will be maintained through a designated member of the LRPC. When necessary, the Finance Committee and the LRPC or their chairs may meet jointly during revisions of the UUCU five-year plan.

The STEWARDSHIP SUBCOMMITTEE conducts the annual canvass and is designed to function as part of the Finance Committee.

The FUNDRAISING SUBCOMMITTEE conducts events each year for the support of the UUCU annual budget. Events are also intended to build community among congregation members.

Responsibilities and activities:

1. Conduct both recurring and special fund-raising events.
2. Consult with the Finance Committee or Treasurer to propose a fund-raising goal for the following year.
3. Inform members about fundraising events through the newsletter, announcements, and bulletin boards.
4. Publicize events to the broader community.
5. Coordinate the calendar with the Social Activities Committee and others, as needed.
6. Recruit members to assist with events.

The INVESTED FUNDS SUBCOMMITTEE manages the financial investments of UUCC in a fiscally and socially responsible manner, as defined by the board of trustees.

Responsibilities and activities:

1. Develop and implement a written plan for managing investments, revised annually and submitted to the board for approval.
2. Provide information and consultation with the Treasurer at least quarterly.
3. Consult with the Finance Committee during its preparation of annual budget.
4. Advise the board of trustees in all matters relating to financial investments.

One member is chosen each year through the Leadership Development Committee. At least three members, each serving a three-year term.

History Committee

The History Committee collects, preserves, verifies and makes accessible the rich history of Universalism and Unitarianism in Augusta and how that history informs who we are as a congregation today. The entire congregation helps capture history as we make it.

The History Committee Responsibilities and Activities:

1. Acquire, catalog, archive, maintain, and preserve historic records, artifacts, and historic items belonging to the Unitarian Universalist Community Church. This includes collecting oral histories to record first-hand experiences and feeling of important events.
2. Promote the preservation of currently generated historic documents and artifacts. This includes collecting information about ongoing activities and congregants, and creating a Book of Remembrance containing short histories, pictures, and contributions of members who have died.
3. Advise as requested regarding donations and disposition of church artifacts.
4. Promote knowledge and appreciation of congregational history and heritage through periodic displays of historic documents and artifacts for the church community, articles in the Newsletter, and special History Events.
5. Establish working relationships with the Kennebec Historical Society and the State of Maine Library Archive department.
6. Prepare a chronological record of the UUCC and its antecedents

Leadership Development Committee

See Bylaws Article 8 Nominations for Elections

Long-Range Planning Committee

See Bylaws Article 12

Membership Committee

The Membership Committee welcomes visitors to UUCC, documents current membership, seeks and new members, and provides information about the Church's faith and congregation to interested persons. You are invited to assist with greeting and hospitality on Sunday mornings.

The Membership Committee responsibilities and activities:

1. Oversee the maintenance by the Office Administrator of an accurate, easily accessible, and up-to-date list of active members of the Church and a list of others with an interest in UUCC.
2. Coordinate the Hospitality and Greeting Subcommittees to plan and arrange for: greeting Sunday attendees and providing relevant information.
3. Provide nametags, literature, newcomer packets, and newsletters for Sunday service.

4. Arrange Sunday coffee hours between services, and after summer services.
5. Seek new members.
6. Welcome, communicate with, and plan activities for newcomers where information about the UU faith can be shared.
7. Promote an awareness of our Church within the larger community, and publicize the programs, events, and activities of the Church for members.

Ministry, Committee on

See Bylaws Article 15 Committee on Ministry

Music Committee

Plans, oversees and supports musical offerings and activities at Sunday services and on other occasions.

The Music Committee responsibilities and activities are:

1. Work with the minister and Worship Committee to support the life and ministry of the church through music, and advocate for the music program.
2. Make sure that the musicians have the physical resources they need (sheet music, instruments) and that these are in order and well-maintained.
3. Oversee the scheduling of pianists for worship services, and promote communication with the congregation.
4. Prepare a yearly budget request, and advise Board of Trustees on musicians' pay.
5. Maintain a connection with the larger community of UU musicians through UU Musicians Network (UUMN) membership and, when possible, attendance at the UUMN annual conference.
6. Sponsor and assist with musical events.
7. Musicians are supervised by the minister and the board president. Music for worship, other than hymns, is selected by the musicians in consultation with the minister or worship leader.

Pastoral Ministry Team

The Unitarian Universalist Community Church has a team of trained lay Pastoral Ministers who provide an extension to the Minister's pastoral presence. They offer a caring response to emergencies that affect individuals, families and the congregation as a whole, as well as issues within our community. The Team provides a connection to the church for members and friends when worship service attendance becomes impractical or impossible. Some members bring our church's values and concerns out into the wider Augusta community.

The CARING COOPERATIVE TEAM is led by a trained lay Pastoral Minister who is skilled in accessing needed resources within and beyond the congregation. This team facilitates the good works and assistance of the congregation when a member or friend is dealing with times of hardship, loss, illness or stress.

Personnel Committee

Purpose: The responsibilities of the Personnel Committee include: advising and consulting with the minister on staff related employment matters; developing and participating in selection processes for paid staff; reviewing and revising job descriptions and personnel policies and practices.

Membership: The Committee will consist of a chair appointed by the Board of Trustees and the Minister, as well as at least two other members of the Church. At least one member will have knowledge of and experience with personnel practices, laws and policies.

Meetings: The Committee will meet on an as needed basis as called by the Committee Chair or Minister.

Hiring and Selection Processes: The Committee will facilitate hiring processes for the paid staff to include: Office Administrator; Religious Exploration Coordinator; Youth Advisor; and Music Director. Interview panels will include membership from the Personnel Committee; Church member with subject matter expertise and other members to be determined.

The hiring panel will:

1. review job description of vacant position
2. discuss desired tasks and competencies
3. draft and circulate a recruitment bulletin
4. establish a selection plan to include interview questions and experiential demonstration/presentation as appropriate
5. conduct interviews
6. contact references; and
7. make hiring recommendations to the Board of Trustees.

Other Committee Responsibilities:

- Consult with and assist the Minister with personnel issues including job performance concerns, staff development, disciplinary matters;
- Assist Staff with personnel related concerns or complaints;
- Develop and update personnel policies and Employee Handbook;
- Conduct exit interviews with departing staff;
- Participate in annual retreat and staff development related initiatives.

Religious Exploration Committee

Supports the Religious Exploration staff in developing lifespan RE programming.

Responsibilities and activities:

1. Brainstorm with the [staff] on new ideas related to all aspects of the RE program;
2. Make consensus recommendations on the direction and implementation of lifespan RE programming;
3. Provide input to the [staff] and Board on financial decisions relevant to lifespan RE programming;
4. Ensure that RE activities run smoothly during scheduled and unscheduled absences of the [staff];
5. Coordinate certain functions during the year, such as the cookie walk, Easter activities and the spring RE volunteer appreciation.

Small Group Ministry Committee

Works to ensure the vitality of the UUCC Small Group Ministry program as it furthers the mission of the church.

Responsibilities and Activities:

1. Assisting the SGM Coordinator, particularly in maintaining contact and working out issues that may arise in groups or the program
2. Recruiting and supporting leaders for Small Group Ministry (links, facilitators, topic writers);
3. Maintaining regular contact with SGM groups through their links, and offering support and information
4. Updating, creating, and revising the sessions, handbooks, and other materials used by Small Group Ministry
5. Ensuring open access to and making information about SGM available to the broader church community
6. Offering new opportunities to explore SGM, including Sunday Open Group and events such as potlucks and workshops.

Social Justice Committee

The Social Justice Committee promotes social justice, equity and compassion through words and actions. The committee uses the time, resources, and leadership of members to forge connections with and provide service to our community and the wider world. The Social Justice Committee Responsibilities and Activities:

1. Provide forums, study groups, presentations, youth activities, etc. for UUC members to learn about social issues;
2. Maintain resources for UUC members seeking information;
3. Identify and provide leadership for projects and actions that further its purpose;
4. Work with other organizations with similar goals; and
5. Recommend appropriate public releases concerning social issues for Board of Trustees approval.

Immigration Work Group

The IMMIGRATION WORK GROUP plans programs to raise awareness around issues of immigration, refugees and migrant worker justice and partners in activities with non-profit organizations and others with similar interests. The Group encourages and provides opportunities for action and advocacy relating to immigration issues. UUC has: *welcomed migrant farm workers with a summer picnic * reached out to Muslim neighbors. *made an award to Green Thumbs Farm in Fryeburg for its excellent relations with migrant farm workers.

Maine Unitarian Universalist Social Advocacy Network (MUUSAN)

In a denomination that is characterized by social activism, we are called to bring our values to bear in the public arena – in the State Legislature, in the news media, in the development of policy, in the pursuit of justice. And they do influence legislation and public policy.

Realizing that we cannot take on every issue and solve every problem, we have chosen three areas of public policy on which to focus our initial interest:

**Democracy in Action*, including voting rights, electoral processes, such as Instant Runoff Voting, and Clean Election laws.

**Health Care*, including costs, insurance coverage, MaineCare, implementation of the Affordable Care Act, and Single Payer options.

**Climate Change*, in all its likely guises, including rising sea levels, radical changes in agricultural practices and yields, and effects of higher temperatures on land values and the tourist industry.

Neighbor to Neighbor Partnership

UUCC partners with St. Mark's Episcopal Church to help reduce hunger and poverty in the local neighborhood. UUCC members generously support the following St. Mark's programs: the Angel Food Network (UUCC Summer Suppers), the Augusta Food Bank, Essentials Pantry, specifically with a quarterly Diaper Drive.

Website Work Group

The UUCC Website has two primary functions:

- Inviting people who are searching for information about Unitarian Universalist and/or a connection to come and see what we have to offer.
- Providing a communication network and prominent resource for people who are already involved with UUCC.

The information on this website is written by those involved with the respective programs and committees, and/or taken from UUCC publications, including the *Program Book* and *How Our Church Works*.

Following privacy and Safe Congregation practices,

- Contact information may be used only when an individual's permission is obtained. The exception is for UUCC staff, where name, e-mail and phone number may be listed. Sending an article or announcement with personal information included will be considered consent.
- Personal information submitted by a second party will not be included unless the second party has provided written or emailed consent.
- Additional contact information may be available in the church Directory for members and active friends. Request for that information can also be made through info@augustauu.org and will be forwarded to the individual.
- Photos of activities involving people will not include identifying information, unless permission is specifically given by the person.

For a more complete policy regarding identification of individuals and use of pictures see the accompanying sections for administrative policy.

Worship Committee

The Worship Committee responsibilities and activities

1. Assist the Minister in planning, implementing, and evaluating the worship program.
2. Make arrangements for guest speakers and other persons participating in worship program.
3. Coordinate summer programs.

BYLAWS OF THE UNITARIAN UNIVERSALIST COMMUNITY CHURCH

Augusta, Maine

As amended, June 2013

Article 1. Name

The name of this religious society shall be the Unitarian Universalist Community Church of Augusta [UUCC hereafter]

Article 2. Purpose

The purpose of the UUCC shall be to worship and operate consistent with our mission and vision.

The **mission** of the UUCC is to worship, learn, and minister together embracing diversity and religious freedom.

The **vision** of the UUCC is to:

- enhance spiritual growth;
- provide a respectful religious home for all ages;
- join in celebration and friendship;
- be a common voice for justice;
 - share the light of our principles with the wider community

We also:

- affirm, defend, and promote the worth and dignity of every person;
- promote and provide religious exploration for all in our congregation;
- promote a deliberately diverse and inclusive congregation that welcomes and supports all forms of respectful, loving, age-appropriate relationships: gay, lesbian, bisexual, transgender or straight; and
- create an inclusive ministry in the community and work against oppression in all its forms.

Article 3. Non-Discrimination Policy

The Unitarian Universalist Community Church of Augusta, Maine declares and affirms its responsibility to promote the full participation of persons in all activities and in the full range of human endeavor, without regard to race, color, gender expression, disability, affectional or sexual orientation, age, or national origin and without requiring adherence to any particular interpretation of religion or to any particular religious belief or creed, in accordance with our safe congregation policy.

Article 4. Denominational Affiliation

This church shall be a member of the Unitarian Universalist Association of Congregations and of the Northern New England District of the Unitarian Universalist Association of Congregations.

Article 5. Membership

Section 1. Any person 13 years of age and over may become a member by signing the membership book and declaring him/herself in sympathy with the purpose of this church, participating in congregational life, including congregational meetings, making an annual pledge, and transmitting this information to any officer of the church. The person will be acknowledged as a voting member by the Board of Trustees at its next scheduled meeting.

Section 2. The Board of Trustees may remove members from the rolls if:

- the member has not attended or financially supported the church for over a year's time; and
- there is no positive response within 30 days to a written notice asking if the person wishes to remain an active member or be removed from the rolls.

Section 4. Any member may withdraw his/her membership at any time by so notifying the Clerk of the church.

Article 6. Authority

All authority rests in the membership and is exercised through the meetings of the membership except as herein delegated.

Article 7. Membership Meetings

Section 1. The business meetings of the congregation shall be referred to in these by-laws as "membership" meetings, and shall be open to all.

Section 2. An annual membership meeting shall be held on the first Sunday in June of each year. Copies of an Annual Report (containing reports from the Minister, Director of Religious Exploration, Clerk, Board of Trustees, Treasurer, Collector, Comprehensive Long Range Planning Committee, and other active committees, election information, and by-laws) shall be made available at the church 10 days before this meeting. Budget and end-of-year financial materials shall be available at this meeting.

The business shall be:

- to elect Officers of the church, Members-at-Large of the Board of Trustees, Chairs of all standing Committees, except the Committee on Ministry, and all other elected positions.
- to hear the Minister's annual report and other reports scheduled by the Board;
- to vote on the proposed annual budget of the church; and
- to transact any other necessary business for which notice has been given.

Section 3. Special membership meetings may be called by the Board of Trustees for any purpose deemed important for the maintenance and/or enhancement of the church.

Section 4. The Board of Trustees shall call a membership meeting if petitioned in writing by twenty percent (20%) of active members. The request must state the business to be considered, and actions at the meeting shall be limited to the stated purpose. The meeting must be held within 30 days of the request.

Section 5. Notices for all membership meetings shall be transmitted at least 10 days prior to the date of such meetings, and shall include a description of the subjects to be considered, date, time, and location.

Section 6. Thirty percent (30%) of the active membership shall constitute a quorum.

Section 7. Voting at membership meetings shall be afforded to members only. Voting shall be by ballot upon any issue, upon request by any member. Except where otherwise specified here, the outcome of votes will be determined by a simple majority of those present and voting.

Section 8. The Board of Trustees shall select a member of the church to act as a Moderator during membership meetings.

Section 9. The rules contained in Robert's Rules of Order, Revised shall govern in all issues as to which they are applicable, to the extent that they are consistent with these bylaws or special rules of order adopted by the active members in the course of the membership meeting to which said special rules of order are to apply.

Article 8. Nominations for Elections

Section 1. The Leadership Development Committee shall serve until the final election of the Board of Trustees. The President of the Board of Trustees shall convene the first meeting of the Leadership Development Committee to deliver the charge to the committee, and answer any questions.

Section 2. The Leadership Development Committee shall nominate the officers, members at large of the Board of Trustees, chairs of standing committees, members of the Comprehensive Long Range Planning Committee, and member-at-large of the Finance Committee.

Section 3. The Leadership Development Committee also shall nominate one active member of the congregation to the subcommittee on Invested Funds each year. The subcommittee on Invested Funds shall consist of three persons serving three-year staggered terms.

Section 4. The Leadership Development Committee shall publish the slate of qualified candidates 10 days prior to the General Elections annual membership meeting. The Committee shall, of possible, avoid nominating persons to a third consecutive term and shall nominate for the chairs of the committees persons who have served on those same committees for at least one year.

Section 5. Nominations for the Board of Trustees positions may be made by petition of ten (10) active members to the Clerk of the Board. This list will be published prior to the election and shall be made available at the church at least one week in advance of the General Elections annual membership meeting. Such nominations shall be included in the slate for the position to be filled.

Section 6. Nominations for any position may be made from the floor at the General Elections annual membership meeting.

Article 9. Officers

Section 1. The elected officers shall be:

- President
- Vice President
- Clerk
- Treasurer.

Section 2. All officers must have been members for a minimum of one year.

Section 3. The President shall:

- preside at meetings of the Board of Trustees;
- be the chief executive officer;
- delegate responsibilities to others as appropriate.

Section 4. The Vice President shall:

- chair the Council on Leadership
- discharge the duties of the President in his/her absence;
- aid and assist the President in his/her administrative duties; and
- succeed to the Presidency for the unexpired portion of the term upon the death, resignation, or removal of the President.

Section 5. The Clerk shall:

- provide for the written record of all proceedings of the Board and meetings of the church;
- issue notices of meetings;
- conduct the correspondence of the Board;
- verify the membership list prior to all membership meetings, and determine the proper quorum requirement, and determine the proper numerical vote required for all issues; and
- be an ex officio member of the Membership Committee.

Section 6. The Treasurer shall:

- be custodian of all monies and securities;
- present the current financial statement at each meeting of the Board and the membership meeting at which there is a vote on the proposed annual budget;
- keep a full and accurate account of all receipts and disbursements and present these records upon reasonable notice, except for identification of individual pledges;
- submit the books to be examined annually by a person(s) designated by the Board;
- be bonded at the expense of the church; and
- serve as an ex officio member of the Finance Committee in preparing budget recommendations for the next fiscal year.

Article 10. Board of Trustees

Section 1. The Board of Trustees shall consist of the officers, the immediate past president, members-at-large, youth member, and the Chair of the Finance Committee. Ex officio members shall include the Minister and the Director of Religious Exploration. The immediate past president shall serve for one year.

Section 2. Vacancies on the Board shall be filled by appointment of the President, subject to approval of the Board. Persons appointed to fill vacancies shall serve until the next membership meeting.

Section 3. The Officers of the Board of Trustees shall serve a one-year term. There shall be three members of the Board of Trustees elected at large by the membership for staggered three-year terms. One member shall be elected each year. There shall be one youth member of the Board of Trustees elected at large by the membership for a one-year term. Members at large will serve as liaisons to the standing committees. Board members and officers will not serve as chair of standing committees, except for the Finance Committee.

Section 4. The members of the Board of Trustees shall assume office immediately following the vote of the slate of officers at the General Elections annual membership meeting. The Board shall have its first organizational meeting at the next regularly scheduled Board meeting.

Section 5. The Board shall hire and dismiss all employees of the church not elected by its members, and shall determine conditions of employment.

Section 6. The outcome of votes of the Board shall be determined by a simple majority of those present and voting.

Section 7. Attendance at Board meetings is a necessary function of all members of the Board of Trustees. Resignation from the Board may be requested by the President with Board approval if an individual's absence interferes with the workings of the Board.

Section 8. The Board of Trustees shall:

- conduct and approve all business transactions of the church, consistent with these bylaws;
- implement the decisions and policies of the membership, guided by the Strategic Plan;
- ^a establish such policies and appoint such persons and committees as necessary to achieve these functions and fill vacancies among committee chairs until the next annual meeting;
- maintain a balanced budget with the provision that the Board may make changes to the annual budget not to exceed 10 percent of the total; and
- publish a written annual report.

Section 9. A quorum of the Board shall consist of two-thirds of the positions filled at the time of the vote, provided that at least one-half of the Board's positions as specified in these bylaws are filled.

Article 11. Council on Leadership

The Council on Leadership consists of the chairs of all standing committees, and is chair by the vice president of the board. It shall meet at least three times a year and will set goals and coordinate joint activities among the various committees, and carry out assignments as directed by the board.

Article 12. Long Range Planning Committee

Section 1. The task of the Long Range Planning Committee is to monitor and update biannually the Five-Year Strategic Plan to reflect accurately the anticipated future needs of the church. The Plan will be guided by our Purpose, Mission Statement, and Vision Statement.

Section 2. The Revised Five-Year Strategic Plan shall address the following items at a minimum: Staffing, Membership, Operating Budget, Programs, and Facilities. Items needing updating will be the primary focus of the biannual review. Prioritizing items for the biannual review shall be done with input from the Board of Trustees, church leadership, and congregation. This plan shall be used by the leadership of the church to maintain a steady and consistent course of action and direction that aligns with our Purpose, Mission Statement, and Vision Statement.

Section 3. The Committee shall consist of six (6) members elected by the membership for staggered three-year terms. Two (2) members shall be elected each year. A seventh member shall be a member from and appointed by the Board of Trustees for a one-year term. There shall be no term limit restriction placed on the members. The Long Range Planning Committee may use short term or ad hoc non-voting members to support work in special focus areas. Vacancies on the Committee shall be filled by appointment of the Board of Trustees, subject to approval of the Committee. Persons appointed to fill vacancies shall serve until the next membership meeting.

Section 4. The Committee shall provide a biannual planning process including the following elements:

- Review and, if necessary, update the current Five-Year Strategic Plan;
- Solicit input from the Board of Trustees, church leadership, and congregation to identify church needs, trends, and goal;
- Document a consistent overall long range direction of church needs and activities, including how major church operations are working together or if improvements need to be made in church operations;
- Present biannual revisions to the membership via the UUCU Annual Report, annual membership meeting, 5 year plan updates, and any requested reports by the Board of Trustees
- Report to the Board of Trustees on changes needed in Long Range Planning Committee duties or functions.

Section 5. The planning process shall provide for church members:

- to be kept informed of the work of the Committee; and
- to have input and be consulted in the updating of the strategic plan.

Article 13. Finance Committee

Section 1. The Finance Committee assists the board in overseeing the financial affairs of the church, including its annual budget, stewardship, endowment, gifts and bequests. It will submit recommendations for the annual budget, and conduct reviews at the request of the board.

Section 2. Membership. The committee chair and a member-at-large are elected by the membership to one-year terms. The chairs of the Long Range Planning Committee, Invested Funds subcommittee, Stewardship subcommittee, Fundraising subcommittee, and the Treasurer serve ex officio. The committee chair also serves on the Board of Trustees, for a one-year term. Vacancies will be filled by the board, with the consent of the committee.

Article 14. Standing Committees

Section 1. The Board of Trustees shall authorize other committees necessary to carry out the business of the church and will keep a list of committees and the charges of the respective committees. This list will be posted in the church and will be included in the annual report of the Board of Trustees. All authorized committees will submit a report for the church's annual membership meeting. No members of the congregation shall chair more than one standing committee.

Article 15. The Committee on Ministry

Section 1. The Committee on Ministry shall be comprised of four (4) members, serving staggered two-year terms. No members shall serve more than two consecutive terms. Two (2) members will be appointed to the Committee on Ministry each year. One member will be chosen by the Minister from a list of three (3) active church members submitted by the Board of Trustees. One (1) member will be chosen by the Board of Trustees from a list of three active church members submitted by the Minister.

Section 2. The Committee on Ministry shall have a chair nominated by the Committee members and approved by the Board of Trustees.

Section 3. Vacancies in the Committee on Ministry occurring in unexpired terms shall be filled by the Board of Trustees, in consultation with the Minister.

Section 4. The purpose of the Committee on Ministry is to strengthen the quality of ministry within the congregation. The Committee on Ministry focuses on all aspects of the congregation's shared and professional ministry.

- the Committee shall meet regularly in a non-crisis, goal-oriented manner with an agenda to explore the various concerns and challenges of the Minister/Congregation relationship and the Congregation's own role and agreed-responsibility in shared ministry.
- the Committee shall assist and support the Minister in his/her plans for professional development, continuing education, sabbaticals, etc. The Committee shall alert the Board to any emerging concerns between the Minister and Congregation.
- consult with the Minister and submit an annual compensation recommendation to the Board of Trustees; and
- the Committee shall promote and facilitate healthy relationships in all aspects of professional and shared ministry. The committee shall receive, investigate and respond to all matters affecting the shared ministry of the congregation and the professional ministries. The Committee shall alert the Board to any emerging concerns.

Article 16. Minister

Section 1. A candidate for the office of Minister of this church shall be nominated as outlined in the Article of these bylaws concerning the Ministerial Search Committee. The Minister shall be called by means of a vote at a membership meeting held for the purpose of decision on a candidate nominated by the Ministerial Search Committee. The Minister shall be considered to have indefinite tenure upon election by the membership.

Section 2. A contract detailing the terms of agreement between the Minister and the congregation shall be proposed by the Ministerial Search Committee, agreed to by the Board of Trustees, signed by the officers of the church, and shall be reviewed annually by the Board of Trustees.

Section 3. A Minister may be dismissed by a two-thirds vote of the members present at any meeting convened for that purpose. In the event of a potential dismissal, the advice of the Unitarian Universalist Association of Congregations and the Unitarian Universalist Ministers Association will be sought.

Section 4. The Minister shall continue his/her duties for 90 days after written notice of resignation is received by the President, or after membership decision for dismissal, unless it is mutually agreed otherwise.

Section 5. The Minister shall:

- be in the fellowship with the Unitarian Universalist Association of Congregations;
- have primary responsibility for worship and other religious ceremonies;
 - be an ex officio member of the Board of Trustees
 - be available for advice and guidance of members and committees when requested;
- in consultation with the President, supervise all employees and maintain written jobs descriptions for each position, and coordinate the administrative and communicative aspects of the church;
- report at the annual membership meeting any matter which seems pertinent to the general welfare of the church, and make such recommendations as in his/her judgment may be appropriate; and
- keep complete and accurate vital statistics (that is, marriages, dedications, and deaths) concerning the membership.

Article 17. Ministerial Search Committee

Section 1. In the event of a vacancy in the office of the Minister, the members of the church shall elect a Ministerial Search Committee.

Section 2. The Ministerial Search Committee shall consist of seven (7) members of the church. Two (2) members of the Committee will be selected by the Board of Trustees, and five (5) members will be elected from the membership at a special meeting following the rules for selection of the Leadership Development Committee.

Section 3. The membership shall instruct the Ministerial Search Committee regarding the general terms of agreement that it shall tentatively negotiate; a tentative salary shall be approved by the membership prior to any interviews.

Section 4. The Ministerial Search Committee shall:

- consult with appropriate members of the Unitarian Universalist Association of Congregations and the Unitarian Universalist Ministers Association;
- conduct a membership survey;
- interview potential candidates and select one;
- make necessary arrangements to ensure the candidate has reasonable knowledge of and acceptance of the church, its membership, finances, and Bylaws, and of the community at large;
 - agree tentatively in writing with the selected candidate regarding the terms of agreement;
- nominate such candidate, with the Board of Trustees' concurrence, at a membership meeting called for the purpose of decision on that candidate, and present the terms of agreement for action at that meeting;
- prepare a contract containing the detailed terms of agreement, in consultation with the candidate, and propose it to the Board of Trustees;
- assist the new Minister to become settled and acquainted in the community; and
- comply in all matters with the UUCC Non-Discrimination Policy.

Section 5. Any vacancies on the Ministerial Search Committee can be filled by nomination of the President with the Board of Trustees' approval.

Article 18. Calling a Minister: Quorum and Plurality of Call

The Ministerial Search Committee shall present a Ministerial Candidate to the membership. The minister shall be called by at least an eighty percent (80%) vote of the voting membership present at a special congregational meeting held for that purpose. The vote to call a minister shall be by written ballot. One half (1/2) of the members eligible to vote shall constitute a quorum at such special congregational meeting.

Article 19. Fiscal Year

The fiscal year shall be set at July 1 through June 30 of each year.

Article 20. Bylaws and Amendments

Section 1. Suggested changes for these bylaws shall be submitted to the Clerk, and if approved by the Board of Trustees, shall be presented to the membership.

Section 2. These bylaws may be amended by a two-thirds vote of the members present at any membership meeting, provided that written notice of any proposed change is included in the notice for that meeting, at least 10 days prior to the meeting.

Section 3: If for five years no amendments shall have been made to these Bylaws, the president shall appoint, with the concurrence of the Board, a bylaw committee to review this document.

Article 21. Dissolution

In the event of dissolution and liquidation of this corporation, either voluntarily or involuntarily, the Board of Trustees (in the event of voluntary dissolution) and the appropriate public official (in the event of involuntary dissolution) shall transfer any surplus in excess of the corporation's outstanding liabilities to the order of the Northern New England District, Unitarian Universalist Office for Maine, New Hampshire, and Vermont, 10 Ferry Street, Suite 318, Concord, NH 03301.

Revised 8/04 to include amendments passed at the June 6, 2004 Annual Meeting
Revised 6/05 to include amendments passed at the June 5, 2005 Annual Meeting
Revised 3/09 to include amendments passed at the March 9, 2009 Membership Meeting
Revised 6/10 to include amendments passed at the June 10, 2010 Annual Meeting
Revised 6/12 to include amendments passed at the June 3, 2012 Annual Meeting
Revised 6/13 to include amendments passed at the June 2, 2013 Annual Meeting