

# Annual Report 2013-2014

## Final

Unitarian Universalist Fellowship of Corvallis  
Corvallis OR 97330

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# **BOARD OF TRUSTEES**

## **President's Report—Board of Trustees (BOT)**

The excitement and energy that was evident last year when Rev. Jill became our new settled minister had not diminished when she arrived in September, and she has sustained that excitement and energy throughout the year.

In mid-September the Board, with Rev. Jill, had a day-long retreat to set priorities for this year. The four priority areas identified were: Board Processes, Communication, Fiscal Stewardship, and Physical Stewardship. Board members divided into four ad hoc committees to review what was happening in each of these areas throughout the year. The information gathered was the basis for much of the Board's work this year, and some of the work will continue into next year.

The Board approved the following new policies: Undesignated Financial Gifts and Bequests, About UUFC, UUFC Emergency Aid Fund, and Policy Writing

### **A few accomplishments worth mentioning:**

- The Board gratefully accepted a bequest from the estate of Elsie Ross, a much beloved long time member.
- In this third year of transition the Board has taken a big step into Policy Governance. This means the Board's focus is on policy writing and review, and on the planning for the future of UUFC. We are working toward the Board governing by policy and providing committees with opportunities to draft procedures.
- The Board established two new committees: The Stewardship Committee and the Committee on Ministry, which are both important committees in a large-mid-sized congregation.
- The Board revised the budget process in an attempt to make it more transparent and more relevant to our actual needs. This year's two budget hearings were a big step in that direction. The resounding success of this year's canvass made the budgeting process easier!
- An important aspect of our Board meetings has been the opportunity for the Board members and Rev. Jill to get better acquainted and to establish productive working relationships.

Thank you to the members of the Board for all of your work. Please know that I appreciate your patience this year. And, thanks to the members of the Fellowship who brought soup and bread so the Board could share a meal before each meeting.

I especially want to thank the dedicated staff and all of the many volunteers that make UUFC the vital and loving community that it is.

This is my third and final year as president of the Board of Trustees. It has truly been an honor and a pleasure to serve in this position during such an amazing time of transition. I so look forward to what lies ahead for UUFC!

*Judy Malouf, President, UUFC Board of Trustees*

### **Board of Trustees 2013 - 2014**

Judy Malouf: President	Mina Carson: Trustee
Marcia Shaw: Vice President	Claudia Keith: Trustee
Kyle Jansson: Past President	Jamie Simmons: Trustee
Tim Emery: Treasurer	Linda Hardison: Trustee
Heather Emberson: Secretary	Beany Kunis: Trustee
Jean Townes: Trustee	

## Nominating Committee Report

The Nominating Committee for 2014 was comprised of Sheryl Stuart, Wendy Sutton, Jacob Tennesen, and Jed Irvine (chair).

The nominating committee met six times between January 26 and April 6th, 2014. We had the task of, and succeeded in, choosing nominees for the following positions:

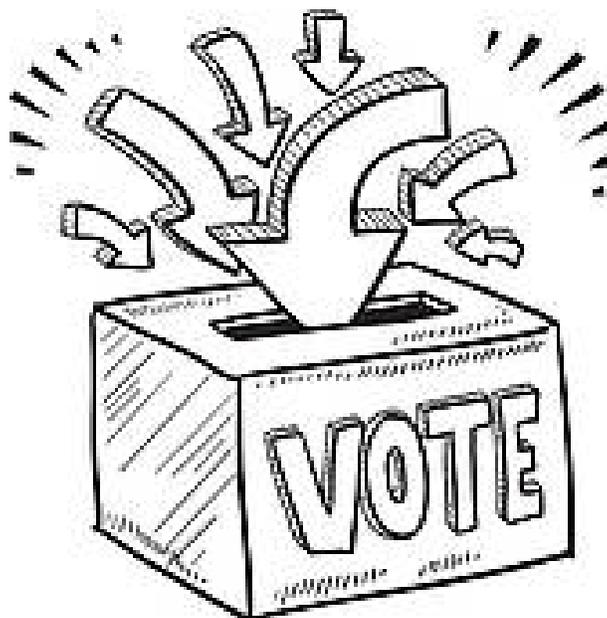
- Board positions: President, Vice President, Past President, Secretary, and two trustee positions
- Program Council Chair
- Investment committee (two new members)
- Nominating Committee (two new members)

### Slate of Nominees for 2014

Position	Nominee
President	Kyle Jansson
Vice President	Marcia Shaw
Treasurer	Tim Emery
Secretary	Monica Jacobson Tennesen
Past President	Judy Malouf
Trustee (position #3 – three year term)	Heather Emberson
Trustee (position #4 – three year term)	Kathy Kopczynski
Investment Committee	Sheryl Stuart
Investment Committee	Scott Bruslind
Program Council Chair	Nancy Kyle
Nominating Committee	Sheryl Stuart
Nominating Committee	Wendy Sutton
Nominating Committee	Nancy Kyle
Nominating Committee	Russ Anderson

*Submitted by the Nominating Committee for 2014 on April 7<sup>th</sup>, 2014:*

*Jed Irvine (chair), Sheryl Stuart, Wendy Sutton, Jacob Tennesen, and Board of Trustees representative, Marcia Shaw*



# STAFF PROGRAMS AND SUPPORT

## Minister

I've been here with you for only eight months, so I don't feel quite ready to make an *Annual Report*. I am happy, however, to share with you some of my observations on the beginning of our shared ministry.

My goals for this year were relatively simple: to provide ministry in all the ways I can, and to get to know as many people as I can. This has meant spending most of my time on worship, support for the Board, committees and staff, and spending time with many of you. I can't say these goals have been accomplished, because they will be my primary goals every year. Eventually, however, I'll feel like less of a newcomer.

It was a mystery to all of us what it would look like and feel like for me to return to this congregation. For my part, it has been both strange and wonderful. I can say that the Fellowship feels both familiar and completely new to me. In terms of the life of the Fellowship, it is truly new, and so it has felt mostly like a new start. After fifteen years in another congregation, a new start is both invigorating and frightening, which is probably as it should be.

There is so much here that I have appreciated since I arrived: the genuinely welcoming atmosphere, the several forms of worship, great music, great staff, a depth of experience and interest in religious growth and learning, incredibly dedicated leaders, and passionate commitment to living our values in many different ways.

There are also areas which need some attention. There are tensions: some old and some new. There are assumptions about power and privilege, also some old and some new. Our ability to see the wholeness of the Fellowship, or the underlying unity of all our efforts, needs to be strengthened. These are common issues in congregations of this size. I'm grateful to the Board of Trustees for their willingness to join me in reviewing many of the parts of the life of the Fellowship. This has been necessary simply to help me understand how things are, and I hope it has been helpful for the Board and other leaders as well.

Before the regular church year finishes in June (summer services begin June 22) we will have an impressive list of organizational accomplishments. But more than that, we will have made great progress in getting to know each other—which is the most important part of the work, for me. So thank-you, very much, for your welcome, for your help and support, and for your willingness to introduce yourselves this year. It is a great beginning, and still only a beginning. I look forward to many years of sharing this religious journey with you.

*Jill McAllister, Minister*



## Worship Committee

Members of the Committee: Reverend Jill McAllister, Music Director David Servias, Chair Wolfgang Dengler, Cliff Pereira, Susan Sanford, Suzanne Wright. Sheila Smith retired from the committee after many years of service.

### Primary goals of the Committee:

- Complete the transition of our new settled minister.
- Integration of the worship services between Religious Exploration and the Fellowship. This year's theme *Love*.
- Once the Mission Statement was established, to make sure that our services reflect the mission of the church and support UU values.

### Worship Committee supports three forms of Worship:



- Main Sunday Services, weekly
- Circle Services, monthly
- Wheel of the Year Gatherings (WOY), every six weeks
- Religious Exploration Children's Chapel, twice a month
- YRUU teens meet Sunday evenings



### Tasks include:

- Scheduling worship leaders, especially when Jill is out of town. We have two back-up services available and ready to implement in case of emergency.
- Scheduling for eleven to twelve summer services. Our Music Director and Pianist now provide music in the summer.
- The Order of Service has been changed to a tri-fold format and now includes quotes and readings.
- The Weekly Announcements have been changed to Weekly and Monthly notices and are sent out as a link via our AboutUUFCA email list. They are no longer inserted into the Order of Service. A few announcements are printed and available each week for those who do not have email. And they are posted in the Social Hall.
- The Worship Committee held two extended visioning sessions to explore topics and themes, consider new additional forms of worship, assess the effectiveness of the current forms of worship, and generally to have a forum to allow extended discussion that is difficult to do in our regular monthly meetings.
- The Worship Committee chair, Minister, and BOT President were faced with closing the building because of unsafe conditions from a heavy snow storm. Steps are being taken to formalize that process should it happen again in the future.
- The sound system is managed by Worship Committee. Jill's use of the headset microphone has been a smooth and easy transition, and supports her style of sermon delivery away from the podium. There is a recurring problem with the request of renters to use the sound system. There is an ongoing discussion how to manage this.
- Building evacuation issues and other safety concerns will be addressed by a Task Force.

*Wolfgang Dengler*

## Religious Exploration (RE)—Co-Director of Religious Exploration (DRE), Youth—Michael Molk

The past year was a full one for me. In addition to supporting the regular RE programs and activities, I organized a winter youth retreat at Silver Falls for 68 people from five different churches. I attended the Liberal Religious Educations Association (LREDA) Fall Conference (CON), District Assembly, and monthly cluster meetings with colleagues. I continued with the professional credentialing process, and agreed to serve a three-year term on the national LREDA Integrity Team, addressing issues of identity and diversity, with the goal of furthering the creation of welcoming and inclusive UU churches, and RE programs in particular. I enjoyed an exciting year welcoming our new minister, Jill, and fondly say bon voyage to my faithful Co-DRE, Niya.

2013-2014 was another great year for youth programs at UUFC. The theme for youth this year was *Love Will Guide Us*. We have two groups of youth: 7<sup>th</sup>/8<sup>th</sup> grade and 9<sup>th</sup>-12<sup>th</sup> grades, also known as Young Religious Unitarian Universalists (YRUU). All of our activities for youth aim to incorporate six components of a balanced UU youth program: Community Building, Learning, Social Action, Worship, Leadership Development, and Youth-Adult Partnerships.

### 7<sup>th</sup>/8<sup>th</sup> Grades:

There were eighteen 7<sup>th</sup>/8<sup>th</sup> graders registered and attending regularly. The adult volunteer advisors for this group were Carol Hennessy, Mary Craven, Jacob Tennesen, Elona Meyer, and Jay Coffman. In the fall of 2013 the group attended a weekend retreat on the Oregon coast. The youth participated in the Benton County Holiday Food Drive. The 7<sup>th</sup>/8<sup>th</sup> graders participated in the RE worship service, the RE Art Show, and attended several other worship services throughout the year.

### Young Religious Unitarian Universalists (YRUU) – 9<sup>th</sup>/12<sup>th</sup> Grades:

There were 30 high school youth registered this year, with an average of 20 attending weekly. The adult advisors for YRUU were Mark Aron, Cyndi Oyster, Rich Brainerd, Tom Hussong-Christian, Rachel Houtman, and Michael Nevin. YRUU took a raft trip down the Willamette River during the summer, and went to South Beach State Park on the coast for their annual fall weekend retreat.



Many of the youth went to both the Fall and Spring District Youth Conferences. Our Corvallis contingent of youth continues to be the largest group of youth from any church going to these district CONS! Some youth also attended Goldmine Leadership School and Multicultural Leadership School. Scholarships were given to numbers of youth to attend these conferences. YRUU participated in the Thanksgiving Holiday Food Drive.

In January YRUU waited tables for the Partner Church Dinner, and went to Silver Falls for the Willamette Valley Winter Retreat, with youth from four other churches. YRUU participated in the RE Worship Service in March, the RE Art Show, and attended several other worship services throughout the year. In June YRUU presented the graduating high school senior's Bridging Service. Senior youth met to talk with Reverend Jill McAllister. Several youth worked with younger children, both as teen helpers in RE, and providing childcare for Fellowship events.

### Our Whole Lives (OWL) Sexuality Education:



In 2014 we conducted two OWL sexuality classes for teens (as well as OWL classes for younger children). Eighteen youth in grades 7/8 participated. This group was led by Carol Hennessy, Mary Craven, Jacob Tennesen, and Elona Meyer. Twenty two high school youth participated. This group was led by Cyndi Oyster and Michael Nevin.

Coming Up Next Year: Next year the youth groups will learn about the great religions of the world, have guest speakers, discussions, go on field trips, and do social service, amongst other activities. They will participate in Fellowship worship services, and each group will present their own worship services as well. They have coast retreats planned for the Fall. YRUU will attend both Fall and Spring district-wide youth conferences. We will offer Coming of Age (COA) again for middle-school-aged youth.

*Michael Molk*

## Religious Exploration— Co-Director of Religious Exploration, Children— Niya Standish

This has been a year focusing on **Transitions** and **Retirement**:

- My retirement: Preparing myself, the RE volunteers and the entire Fellowship for the transition to new staffing with my retirement. *Letting Go* has been my mantra.
- Letting go of this ministry I have loved and letting go of the material stuff that has collected in the RE Wing over the years. My gift to the Fellowship has been organizing or (in some cases) eliminating the enormous quantities of materials and resources that have collected in the RE Wing for many years. Spring cleaning and purging!
- New Minister: Working with our newly called minister on balancing the new ideas and ways of working she brings, with the how and why we have been doing RE these past ten years of my ministry.
- The Children's RE Committee has a Chairperson for the first time in ten years. Thank you Gerri Buckles. This will greatly assist with the transition process.



The primary role of my ministry has been the development and implementation of programs for children; to enhance their faith development within a supportive community that is physically and emotionally safe for children to learn, ask questions and share, all while having fun!

My work includes: selection and development of curriculum for children, birth through 6<sup>th</sup> grade; design of worship; teacher recruitment, training and support; family ministry, and the planning and implementation of service projects and social events. I continually advocate for children in the life of the Fellowship.

### Numbers:

We are a vibrant growing community.

- Registration: 107 Children (representing 70 families). An increase of nine children from last year.
- Our Whole Lives (OWL): twelve participated in K/1<sup>st</sup> Grade and ten in 5<sup>th</sup>/6<sup>th</sup> Grade.
- Staffing: Thirty volunteer teachers, a committee of seven, two youth caregivers and the newly hired childcare coordinator. I supervise, support and train this dedicated staff.

### Theme/Curriculum:

*Love Will Guide Us* using UUA Tapestry of Faith curriculum. New this year was a one Sunday per month with special art program led by artists from UUFC which culminated in an art show in the Sanctuary/Fellowship Hall.

### Service:

Children participated in many service projects.

- **Chintimini Wildlife Refuge:** Raised over \$300 from a special collection
- **UUFC Grounds:** Earth Day project caring for our beautiful grounds
- **Green Belt Trust:** Trail maintenance and art sale fundraiser which raised over \$300
- **Grace Day Center:** Designed a Valentines Celebration for the facility

### Suggestions for Next Year:

Continue to work on eliminating the **across the hall mentality** or the congregational split between the RE community and the rest of the Fellowship. **We are All One.** I would also recommend addressing how to sustain the many families that come through our doors. What is it that families are looking for in a faith community?

This marks the culmination of my ministry as a religious educator; ten years here at UUFC and eighteen years in total. Together let's celebrate this shared ministry and the work we've done!

*Thank you. In faith, Niya Standish*

## Children's Religious Exploration Committee

The Children's RE Committee works with the Co-Director of Religious Exploration for Children on the development of and support for programs for children and their families and assists with support, appreciation and recruitment of RE volunteers. The committee meets about once every six weeks

The committee organized service projects with the Food Bank, Chintimini Wildlife refuge and Green Belt Trust. It has also supported family and children activities through the year including the Sundaes Sunday, Easter activities, teacher appreciation tea party and end of the year party. *Gerri Buckles*

## Music Director—Dr. David Servias

In order to support the religious and spiritual needs of the Fellowship at the UUFC, the music program aims to provide high-quality music for the central functions of the church and to create opportunities for members of the Fellowship to participate in music. This year some of the musical highlights of Sunday services featured the talents of several professional guest musicians: percussionist-Justin Preece, violinist-Jessica Lambert, and cellist-Anne Riddlington. Some of the musical groups formed within the Fellowship for Sunday services included: the UUFC choir, an inter-generational choir, a small a cappella vocal group, a folk group with voices, guitar, and piano. The UUFC choir, a core music group at the UUFC, also appeared at Rev. Jill McAllister's installation service, sang at a community-wide interfaith service, and participated in a choir exchange with the choir at the Salem UU church. Other musical events at the Fellowship this year were a Holiday Sing-Along which was very well-attended by people of all ages, and a Music Sharing Night where members of the Fellowship shared their musical talents with each other.

*Dr. David Servias*

## Office Administrator

Wow, is it really May, already? This year has gone by so fast—some changes, some not, new tasks, and transformed responsibilities/expectations, class reunions, visits back home to my beloved Owens Valley, Christmas at my parents, enjoying getting to know my new sister-in-law and her son—a very full year indeed. Each new minister brings with them a different view of the canvass we are painting together: different colors, different perspective, and a new focus. Yet the painting remains. And we change every year too as a Fellowship. I so appreciate having a revitalized Building Committee and as usual the Grounds are just wonderful. The path from the parking lot is especially beautiful at this time of the year. Also I so enjoyed working with the Stewardship Committee—what a successful pledge drive—many thanks to all.

The *new* website that we've been talking about for the last few years is just a breath away from going live. Kudos to all of those on the Communications/Publicity Committee and to Jim Good's son, Jonathan for his work on creating the site. The newsletter has been re-formatted with the careful attention of Holley Lantz. I am enjoying working with the new layout. And it has been great to revisit the weekly and monthly announcements.

All the staff have new computers and we all seem to have been able to learn the quirks of the re-vamped programs without too much loss of time. Thank you to Jean Gilbert and Karen Salot for their guidance and assistance in getting our new systems up and running.

And what about that **snow**! My yard had over two feet at the last storm. Glad I've figured out how to be able to do some things from home. I do hope next year will not be as white. However my celery is still growing, amazing.

What will a new (if approved) mission statement mean for our Fellowship? It feels sort of like opening a present. What's inside?

Also, I'm having a wonderful time volunteering on the Women's Retreat Committee.

And lastly to my fellow staff members, it has been wonderful to be working with you this year. I will miss Niya's creativity and am looking forward to working with Ann Mbacke. Fare thee well, Niya and Welcome Ann!

*Many blessings, Yaney LA MacIver*

## HOW WE OPERATE

### Annual Report Committee

This year I asked our new Minister, Jill McAllister, for input on the annual report process. With input from the Program Council, she suggested we keep things brief. The suggestion was: three sentences for what the committee mission is, and three sentences for what was done during the past year.

Fifty-three Annual Reports came in concise and clear where possible. I suggest that some of the reports that we ask for are unnecessary and will be updating the committee list with my recommendations to reflect that.

*Dianne Roth*

### Committee on Ministry



The Committee on Ministry is a newly restructured committee, expanding the understanding of ministry beyond what the minister does. It is charged with working to nurture, maintain and strengthen the quality and effectiveness of all ministries of the Fellowship. Its primary goal is to foster the success of shared ministry within the UUFC, that ministry that happens whenever people help serve the mission and vision of the Fellowship.

We have supported Jill in her review of the Lay Ministry program and the Minister's Discretionary Fund. In consultation with representatives of the Board and Personnel Committee, we have developed a process for staff and minister annual reviews. We are starting to develop a structure for the process of reviewing shared ministry—that is, how we as a congregation (individuals, committees, other groups) are aligned with UUFC's mission and vision.

*Diana Vezmar-Bailey*

### Communications/Publicity Committee (CPC)

The Communications and Publicity Committee (CPC) fosters clear, open, and effective internal and external communication among staff, members, committees and councils, friends, and the world at large, using the written word, email, website, videos, social media, and advertising.

2013-14 Principal Activities: The CPC continued work on development of a **new website** for Fellowship, expected to be ready for public review and evaluation by the end of the church year. This will include our already established **Facebook** page and **Twitter** and **Tumblr** accounts. The CPC also updated the **UUFC Privacy Policy** with respect to photographs and videos of members and friends, developed a new protocol for **videos** of UUFC services and events, and proposed the development of a **publicity plan** targeted to underserved audiences who share our values. At the behest of the minister, a **Communications Channel Survey** was conducted, with the results showing that members and friends get UUFC news and information mostly from our newsletter, weekly announcements, and our email list, About UUFC.

*Jim Good*

### Membership

# The purpose of the Membership Committee is to make all people feel welcome, and especially to bring newcomers into the welcoming arms of the Fellowship where they can be nurtured and contribute. We greet people at the door; prepare and maintain the name tags for everyone; and recruit, schedule and train a corps of over 40 greeters to staff the Welcome Desk and hand out Orders of Service on Sunday morning. In addition, we hold a series of education classes entitled Pathways to Membership: a monthly First Steps class, and quarterly UUPath and Membership classes. Our committee keeps a database of newcomers and tracks and keeps in touch with them on a regular basis until they either drop away or become members, at which time we attempt to continue to help them to integrate into the Fellowship.

*Claudia Weintraub*

## Stewardship Committee

### Mission and Purpose:

The mission of this committee is to inspire generous, consistent, and sustainable giving.

The purpose of this committee is to financially support our thriving church community to enable us to effectively carry out our Fellowship's mission and purpose.

### Accomplishments 2013-14:

- Formed a new committee to develop a year-round plan for stewardship and engage in long-range strategic planning.
- Met monthly through summer 2013, and weekly beginning September, 2013.
- Drafted and obtained Board approval of the committee charter and addendum.
- Built relationships and sense of community among committee members, while exploring *best* practices and principles of UU stewardship.
- Collaborated with the minister, the Membership Committee, and the Finance Committee.
- Planned for and carried out most successful annual pledge drive in UUFC history, incorporating direct language about money and commitment, canvass conversations, frequent written follow-ups, and gratitude and appreciation.
- As of this writing (3.30.14): 251 pledges have been received, \$339,000 has been pledged, with 38 new pledges and 122 increased pledges.
- We have publicly acknowledged all pledgers, fair-share pledgers, and volunteers.
- We will be sending thank-yous to all pledgers and volunteers.
- We will be engaging in plans for congregational stewardship and fiscal education and planned giving, as well as planning for next year's pledge drive.

*Virginia Shapiro*

## Personnel/Human Resources (HR) Committee

Goal: Year of transition with **new** settled minister: as part of the transition to having the role of the Minister is that of Lead Administrator, the committee is recommending a new Statement of Purpose which was submitted to the Board of Trustees for their consideration on April 14, 2014. It states:

*"The purpose of the Personnel/Human Resources Committee is to serve in an advisory role to the Minister (Lead Administrator/Chief of Staff) and the UUFC Board of Trustees on matters pertaining to Personnel and Human Resources. The main goal is to make it feasible for the Minister as Lead Administrator to focus his/her efforts and those of staff primarily on the mission of the congregation rather than on the personnel matters."* (The duties are described in a separate list for the Board).

Goal: Rewrite the Employee Policy Manual and prepare procedures for the committee that better match our current practices and purpose:

The committee has rewritten the *Employee Policy Manual* and submitted it to the Board for their consideration on April 14, 2014. We are creating a *Personnel Procedures and Forms Manual* and a *Human Resources/Benefits Procedures and Forms Manual* for use by the committee and as a tool for future committee members. These have not existed before. The completion of these documents should be finalized by the end of the fiscal year and marks a year of substantial accomplishment for the committee. Much of our work has been inspired by the Alban Institute's *Stepping Up to Supervision* plan as recommended by Rev. Jill McAllister.

Since Karen Salot who has served on the committee and as payroll processor for several years is retiring from these duties, the committee has taken over responsibility for the HR/Benefits Administration, an additional transition. *(Our deep appreciation to Karen for her years of work on the committee and for being so helpful during this period of transition!)*

*Carolyn Madsen, Chair*

## House Managers

Members: Chris Daly (chair), Russ Anderson, Brenda Sallee, and Mina Carson

Mission: Our job is to do all the things necessary to ensure that worship services run smoothly

Activities: House managers are responsible for the following:

- Arranging the chairs (ensuring sufficient clearance for wheelchairs)
- Delivering Orders of Service to entry table
- Ensuring Sanctuary/Fellowship Hall temperature is comfortable, such as putting up and taking down the sun shades
- Distributing the hymnals
- Maintaining and operating the Sanctuary/Fellowship Hall and the Social Hall sound systems, including audio feeds to the Foyer and Kitchen, and setting up microphones before service
- Testing the hearing aid loop system to ensure proper operation
- Maintaining the podium area and providing candles and matches
- Providing a wireless microphone to those who wish to speak during *spoken response* sessions
- Taking the collection during the service
- Counting the collection, entering amounts into the journal, and preparing the money for the bookkeeper
- Counting and recording attendance at each service
- Putting back hymnals, closing down the sound system, cleaning up the Sanctuary/Fellowship Hall and podium areas, and blowing out and putting away candles
- Keeping rechargeable batteries charged for the wireless microphones
- Being responsive to the needs of those delivering the worship service, who may need special furniture configurations, microphone arrangements, etc.
- Troubleshooting and contacting experts for help as sound system issues arise
- Managing Jill's wireless microphone during services

Comments: The House Manager group has long enjoyed a stable membership of four: Russ Anderson, Brenda Sallee, Mina Carson, and Chris Daly. Four is the minimum size for smooth operation, giving each member a service about once a month. This group is dedicated to providing high quality support for worship services, and has done an excellent job in that capacity.

We work from a schedule that the chair makes up once each quarter, in consultation with the other members. The quarters are: January-March, April-June, July-September, and October-December. Chris emails copies of the quarterly schedule to the Worship Committee Chair and the Office Administrator who posts one on the wall of the UUFC office. Occasionally it is necessary for us to juggle our schedule to meet unexpected changes in plans, and this may cause occasional deviations from the posted schedule. However, we are pleased to report that it is extremely rare to have a Sunday without house manager coverage.

Issues/Vision: Last year we asked for a *house manager's corner*, where we could organize house manager supplies and store them in one place. Supplies would include blank attendance sheets, batteries and charger, empty journal books for counting money, empty envelopes, an extra key to the sound system, and other related items. This request has been partly addressed. The rechargeable batteries are now being kept in the Music Director's office, and I am happy to report that thefts of the batteries have ceased. Each House Manager has been provided with a key, so that we can unlock that office door as needed.

We recently had an incident where the key to the sound cabinet was missing when the House Manager needed to access the console. An extra key will be made and stored in a secure location.

Last year we also asked for bright ideas for creating an effective seating guide to aid in the placement of chairs in the Sanctuary/Fellowship Hall. We have a variety of services that use different seating arrangements, and it is difficult to quickly and easily arrange the chairs back in their correct

configuration for regular services. There have been fewer instances of haphazard seating since last year (**thank you**), but it would still be a good idea to determine how best to guide those arranging the seating so that a *standard* arrangement can be obtained relatively easily.

Rev. Jill has joined us in the past year! This has led to some changes in how the House Managers go about their duties. Jill likes to use a head-mounted microphone, so that she can move about freely while conducting the service and doing the wonderful things she does. An additional wireless receiver was installed to allow this microphone to feed into our sound system. Because Jill keeps it on during the entire service, we have to be on hand to mute the microphone during hymn singing so that her voice does not dominate the video recording, and Social Hall, Kitchen, and Foyer audio feeds. Therefore, I've added a new item to the list of house manager duties: Managing Jill's wireless microphone during services.

*Chris Daly*

## **BUILDING AND GROUNDS**

### **Building Maintenance Committee**

Purpose: The Building Maintenance Committee keeps the UUFC facilities in good working order to meet the needs of members, renters and staff; to comply with safety regulations; and to improve environmental performance.

Activities: The committee met monthly to review immediate repair requests and consider projects. The committee investigated the operation of air-flow and heating systems in the Sanctuary/Fellowship Hall and Social Hall. It was discovered that CO<sub>2</sub> levels rise to unacceptably high levels during Sunday services, so the committee sought bids from contractors to make improvements. The committee expects to make these changes by June 30. The committee also addressed routine maintenance needs and made minor repairs at the request of members and staff. Funding to address long-term capital needs (carpeting, roofing, Sanctuary/Fellowship Hall skylight, riding mower, fencing, water heaters, etc.) has been requested.

*Nick Houtman*

### **Grounds Committee**

Purpose: To keep the grounds safe, clean, neat, and attractive for the use and enjoyment of the Fellowship and as a public statement of our respect for our environment.

Accomplishments: The regular, weekly volunteers included a mowing crew of eight and a groundskeeping crew of about eight, supplemented at times (e.g., at spring Clean-up Day) by many others. Hearty thanks to all volunteers.

*Nancy Leman, Chair 2013*

*Andrea Dailey, Chair 2014*

### **The Memorial Plaque and Garden**

In 1990-91 members of the UUFC landscaped the area just north of the building for the Memorial Garden, and planned for a record to be kept for names of members who had died. Elliot (Bus) Marvell built the Memorial Plaque for the north wall of Fellowship Hall/Sanctuary. When a deceased member's family asks to have that person's name on the plaque, we inscribe a small plate with the member's name, birth and death years, and mount it on the plaque. Contributions are welcome to maintain the garden and pay for the inscriptions. Our yearly expenses are: Memorial Plaque about \$75.00 for plate engraving, and for Memorial Garden plantings about \$100.00.

*Nancy Leman*

## OUR COMMITMENTS

### Climate Justice Steering Committee (CJSC)

The Climate Justice Steering Committee (CJSC), which now has twelve members, originally came together more than a year ago, after an agreement among representatives of at least nine UUFC social justice interests that the climate crisis was the most immediate threat to our community and our world.

Guided especially by our Seventh Principle (respect for the interdependent web of all existence of which we are a part) CJSC members recognize that the people most affected, in addition to future generations of humans and other species, are those who have done the least to cause the crisis. Members of the committee are connecting with other UU climate groups and related organizations at local, regional, national, and international levels in efforts to reduce the causes of the climate crisis. In Corvallis, members of CJSC, along with many other UUFC members and friends, have recently participated in the Climate Summit, the Transformation without Apocalypse Symposium, and the Sustainability Coalition Annual Fair and Town Hall, as well as sponsoring (and participating in) other activities, such as the Columbia River Rally, showing of relevant films, and nonviolent direct action training.

For the UUFC, the committee is working on a fossil fuel investment reallocation resolution, planning an Active Hope workshop for next October, and organizing a ride share program to help our members reduce the use of fossil fuels.

*Susan Christie, Chair*

### Environmental Action Council (EAC)



Established in 2008, the EAC works to educate members of UUFC and the Corvallis community about environmental issues; to act to protect our facilities, our community and the Earth; to reduce our carbon footprint and water and pesticide usage; to promote local foods and environmental justice; and to work towards **sustainability** in all aspects of our lives.

In 2013 we presented and members at the general meeting in May passed a resolution in a near unanimous vote for UUFC to work to reduce our fossil fuel use. We supported the installation of solar panels on the UUFC rental house. In 2014, thanks to the devoted work of Roberta Hall, we concluded a successful program of sales of CFL bulbs that allowed us to donate more than 400 bulbs to the South Corvallis Food Bank. Our Environmental Reading Circle read and discussed: Footprint, by John Patterson, Salt, Sugar, Fat by Michael Moss, and Green Illusions by Ozzie Zehner. We sponsored films and talks entitled: Enough is Enough, a challenge to perpetual economic growth, presented by author, Rob Dietz; Passive Houses, a DVD on houses with little or no fossil fuel needs, with local engineer, Larry Thornton answering questions; and *The Carbon Tax Solution* a talk by Carla Wise, the head of the local Citizens Climate Lobby.

Jack Elder and Elizabeth Waldorf, co-chairs, and members: Jean Townes, Roberta Hall, Uta Hussong-Christian, Judy Geiser, Mark Files, Leonard Higgins, David Waldorf, Bob and Rachel Ozretich invite you to join and work with us.

*Elizabeth Waldorf*

### UUFC Adopt-A-Highway Group

The UUFC values environmental wholeness in general and the appearance of our community in specific. We value one another and enjoy opportunities to interact and learn about each other in informal settings. We value individual and community health. Given these values, we have chosen to be a part of the Oregon Department of Transportation's Adopt-A-Highway Program. Highway cleanups allow opportunities for fellowship and conversation; for fresh air and exercise; and for a very tangible way to improve our local environment. Groups of four to nine pick up trash quarterly from the two mile stretch of Philomath Blvd between 53rd street and Philomath.

*Bob Ozretich*

## Living the Welcoming Congregations (LWC)



The purpose of the Living the Welcoming Congregation committee is to enhance the health of our community by deepening our understanding of the human experience - a vision that we developed this year. We are committed to inclusion of all people and, in particular, those with marginalized sexual orientations and gender identities. We have worked towards our purpose by inviting speaker Eli Corbin for our annual LWC service to address, as a matter of UU principles, transgender acceptance at the interpersonal level of families and the systemic level of health systems. Other activities over the past year have included: developing our new vision; holding an LGBTQ and Allies social potluck to build community; representing the UUFC at Pride Corvallis; supporting in multiple ways the Oregon Freedom to Marry campaign; facilitating a brief workshop on inclusivity for UUFC greeters; working to build relationships with the budding Welcoming program at First Christian Church Disciples of Christ in Albany; and beginning a new partnership with Jackson Street Youth Shelter.

*Becky Evans*

## Peace Action Council (PAC)

The Peace Action Council is one of a few groups that have been formed by vote of the Fellowship. In the Spring of 2008 at a congregational meeting, the Peace Action Plan was adopted that created the Peace Action Council to act on behalf of the Fellowship in:

- **Petitioning Our Government** to use diplomatic and peaceful means in relationships with all nations
- Being **Witness** in public and within the UUFC to support UUA General Assembly resolutions to prohibit so-called *preemptive* war against other nations.
- **Organizing and Educating** ourselves, and especially our children, on how to apply our UU Principles in resisting all war.
- **Supporting Men and Women of Conscience** consistent with the UUA's resolutions as they would apply to those who seek to leave the military or refuse to register for selective service.

Given that going to war is a constant threat and that resisting all wars is among the charges of this Council, the Council remains vigilant with **suspended activities** until such time a new war is contemplated by the United States.

*Bob Ozretich*

## Partner Church Committee (PCC)

### Committee Purpose:

- To provide support for our Partner Church—the Unitarian Church in Körispatak, Transylvania, Romania.
- To increase awareness about the Partner Church Program, about Unitarian religious roots in Transylvania and about Unitarians and Universalists around the world.

### Working on Goals:

Our primary project was arranging and raising funds for the wonderful visit of our partner church minister, Rev. Katalin Szász-Cserey, her husband Boti Szász-Cserey, and their translator, Gabor Ugron, to the UUFC for ten days, September. 26 through October 6, 2013. Our committee worked with the PCC of Rev. Kati's home village Partner Church the First Unitarian Church of Omaha NE to enable the first visit to the U.S. of this group. In Corvallis, Rev. Kati was the visiting minister for our annual Partner Church Sunday. She spent a week meeting and visiting with RE co-directors, members of the Board, and many congregants at work in the church and in the community. She worked and played with our minister, she also presented a slide show at an all-Fellowship potluck and she attended the Women's Retreat.

Through our usual fund-raising activities, we were able to fulfill our regular obligations to Körispatak, including scholarships for three students.

*Beverly McFarland*



## Social Concerns Committee (SCC)

**Mission:** To involve the Fellowship in social action causes by raising funds and awareness for local and international charities. Activities include Action Lunches, Bake Sales, fund-raising dinners, and Blood Drives.

**Members:** Nancy Creel, Ann Evans, Mark Files, Louise Ferrell (accounting), Sandy Houtman, Janice Imel, Bibi Momsen, Christina Reimer, Joyce Spain, Wendy Sutton, Jean Townes, Katie Lantz-Phillips, Jane Ann Warkentin, and Sylvia Yamada (chair)

**Auxiliary:** Martha Clemons, Claudia Keith, Jan Lahr, Holley Lantz, Charles Miller, Jeannie Ramsey, Viki Shilaos, Tom Smith, Dorothy Sowell, Jim Spain, Elizabeth Waldorf, and Russ Yamada.

**Our plan for next year:** Critically evaluate our effectiveness for all the charities we support and to form guidelines for choosing charities.

### Fundraising Activities 2013-2014

2013-2014	Fund-Raising Activities for 12 months * denotes increase over previous year	Action Lunch and Bake Sales	Total including Donations
April	<b>Unitarian Universalist Service Committee</b> Bake Sales and Collections	\$273.00	\$1,096.00
May	<b>Planned Parenthood</b> Action Lunch, Bake Sales, and Collections	\$494.00	\$1,198.00
May	<b>Center against Rape and Domestic Violence (CARDV)</b> Bake Sales and Collections	\$189.00	\$579.00
June-July	<b>Vina Moses</b> Bake Sales and Sunday Collections for School Supplies	256.00*	2,136.00*
August-September	<b>McKinney Homeless Education</b> Bake Sales and Donations	\$436.00	1,713.00*
October	<b>Benton Habitat for Humanity</b> Action Lunch, Bake Sales, Collections, and Donations	\$754.00	1,503.00*
November	<b>South Corvallis Food Bank</b> Action Lunch, Bake Sales, Collections, and Donations	\$708.00	\$1,419.00
December	<b>Community Outreach</b> Collections	\$455.00	1,546.00*
January	<b>Homeless Shelter Coalition</b> Action Lunch, Bake Sales, and Donations	\$854.00	1,746.00*
February	<b>WE CARE</b> Action lunch, Bake Sale, and Collections	\$472.00	\$1,007.00
	Total:	4,891.00*	13,943.00*

### Other Activities

2013	Other Activities	Comments
July and December	<b>Red Cross Blood Drives:</b> Provides blood prior to busy holiday period	We collected 79 units of blood
November	<b>Linn Benton Food Share:</b> Thanksgiving basket deliveries	Fifty UUFC members and friends delivered baskets
December	<b>Boxing Day activity:</b> Assembled 70 hygiene kits for children entering the Community Outreach Homeless Shelter	Bibi Momsen spearheaded event with funds from the Minister's Discretionary Fund.

## Micro-Credit Committee

# Our goal is to make loans to women in developing countries. The loans help women establish small businesses or improve existing businesses. We have made over 180 loans in the past five years and year we have held several bake sales and plant/pottery sales as fundraisers to help meet our goal. Additionally we produce a concert annually. We bring musicians who come from or represent one or more of the countries we make loans to. The goals for the concerts are to help bring a new and diverse group into UUFC, inform them about micro-credit and the music and culture of the musicians who are performing. *Sandy Houtman*

## WE CARE

We Care, the agency the UUFC started thirty-one years ago is rocking along with an annual budget of about ninety thousand dollars!! All the money except some taxes and postage goes to our Benton County friends in grinding poverty. UUFC has supported it with a line-item budget of \$300. Sylvia Yamada and Jeanne Townes do the Action lunch once a year and the Sunday donations baskets go to WE CARE one month a year.

For the last ten years a UUFC member has been active on the WE CARE Board. Wendy Sutton and Bibi Momsen were involved as well. *Polly Kaye*



## Dining for Women



Dining for Women is a US based international non-profit organization. Our Fellowship hosts the Corvallis group. There are hundreds of other groups like ours all over the country. We have a monthly potluck dinner where we share camaraderie and learn about that month's featured programs through videos, educational documents, presentations, and open discussion. The programs we support educate girls, teach women skills, help develop markets for their products, and fight the prevalent gender inequality in the world. The idea is to take the money you would have spent eating out and donate it to the featured monthly program.

In April our Corvallis chapter will celebrate its third anniversary. In our three years we've had over 400 attend and we've raised over \$7,000.00 to 36 featured programs. An average monthly dinner has around twelve people attending with an average donation of \$20.00 per person. All are welcome at our dinners! *Roslyn Burmood*

## Social Justice Action Group (SJAG)

Mission: The Social Justice Action Group provides an umbrella to support social justice activities and educational events by members of UUFC and the wider community.

Members: SJAG has been quiescent for several years and has only two members at this time: Jean Townes and Claudia Keith.

Activities: This past year SJAG has continued to sponsor several community groups that regularly meet at UUFC. These include Move to Amend, Dining for Women, the local Veterans for Peace chapter, Act on Climate, and Mid-Valley Health Care Advocates. In addition SJAG has sponsored several events for other community groups such as the Women's International League for Peace and Freedom and our local Friends of Middle East Peace. *Jean Townes*

# FELLOWSHIP SERVICE

## Art Exhibit Committee

Mission: To provide the Fellowship's Sanctuary/Fellowship Hall with a variety of art displays and to provide a venue for local artists.

Members: Sue Noel: Chair, Jan Wilcox: Co-Chair, Joey Azul, Claudia Weintraub, Lucia Durand, Susan Meyer, Nancy Weber, Susan Smyth-Tucker, and Ruth Bentley

Activities: We curated eight shows this year which included finding and selecting artists, making appropriate arrangements, hanging their work, and advertising the exhibits to the Fellowship and the public. Hanging an exhibit is a perpetual compromise among various criteria: wall composition, topic relations, color coordination, and Fellowship needs. To do this work we encourage our committee members to volunteer for the long term (decades for some) and we work as a collaborative group, listening to each other's ideas, and iteratively, coming to the actual hanging of the show. We encourage artists to donate a portion of any sales directly to the Fellowship. Because there is a certain amount of liability in hanging an artist's work the committee is available (**and expects to be called**) to safely move art work when that becomes needed to support Fellowship activities.

### Exhibits for Calendar Year 2013:

Prints and Watercolor Paintings	by Debby Sundbaum-Sommers
Ceramic Wall Art	by Leslie Green
Acrylic Paintings	by Donna Beverly
Oil Bar Paintings	by Susan Johnson
Landscape Oil Paintings	by Jack Larson
<i>The Quilting Challenge</i>	by The Mary's River Quilt Guild
<i>Inner Landscapes</i>	by Caryl Uhler (Gouache, Tempera, Watercolor)
Watercolor Portraits	by Lynn Powers



Vision: To continue to support the goals of the Fellowship visually through art and at the same time to support our local artist community.

*Sue Noel*

## Caring Connection/Shawl Ministry

The Caring Connection is a small group of lay members of the Fellowship who offer one-to-one caring, support, and sharing knowledge of community resources. We have supported at least three dozen congregants with our support and caring over the last year. The Shawl Ministry is also under our auspices, providing shawls in times of stress, joys, and new births. This year we have distributed fifteen shawls to congregants, and are eager to keep in touch throughout the congregation so we can service those needing shawls.

*Nancy Lindsey*

## Casserole Coordinator

I have been coordinating the casseroles for sixteen years. My job involves myself along with fifteen volunteers that make and deliver food to those in need. When I receive a call for the person in need, I get the information i.e.: how many days they would like the service, dietary restrictions and delivery times. Then I make calls from my list of seventeen volunteers who prepare casseroles and deliver them.

In 2013 I arranged for four families to have meals for a total of 33 meals.

I put an announcement in the newsletter in January 2014 and had two persons contact me to add their names to my list. I also lost three persons.

I have no monetary needs.

*Debbie Hammerquist*

## Hospitality

### Purpose:

- Encourage and support fellowship in the Fellowship by preparing and serving coffee and other beverages for members and visitors to enjoy after Sunday services.
- Help newcomers become better acquainted within the Fellowship and more familiar with the kitchen, which is a hub of UUFC activity.

Accomplishments: Recruited about twenty newcomers during the year, mainly to serve once on the fourth-Sunday crew but also to fill vacancies on the longstanding crews for other Sundays. We ensured adequate staffing week to week via timely reminders and recruiting to fill last-minute gaps.

*Andrea Dailey and Freda Fredriksen*

## Flowers for the Fellowship

The Flower Committee is Ruth Bentley, Roberta Smith, and Chere Pereira. Chere is currently doing the scheduling and Ruth still does flowers on the majority of the Sundays but Chere and Roberta fill in.

*Chere Pereira*



## Photo Directory

The Photo Directory Committee's objective is to produce a photo directory every three to five years to supplement the directory the office prints. In conjunction with Lifetouch we set up photo sessions for those who wanted to be included in the photo portion of the directory. We created activity pages and formatted the overall presentation of the directory. Directories were available early in 2014. And you may purchase one for \$10.00—please see the Office Administrator, thanks.

*Wendy Sutton*

## FELLOWSHIP PROGRAMS

### Program Council

The mission of the Program Council is to support and help coordinate the work of the committees of the UUFC. This year we began by writing a covenant for our council to help frame our work and our intentions in how we come together to do it. We have been working on an information resource sheet for committee chairs, and we have supported and are supporting the chairs of the Holiday Bazaar and Services Auction. Throughout the year we have worked on recruiting new committee chairs for openings as they occur, and we helped restart the Library Committee. Our ongoing areas of work include a ride-share program and efforts to help make the Fellowship more accessible to people with various abilities and disabilities.

*Monica Jacobson Tennessen*

### Adult Programs

After our last meeting with Rev. Jill it seems likely that our committee is going to be phased out or absorbed by Lifespan RE.

*Joan Rose*

### Campus Ministry/Young Adults

Our mission is to provide opportunities for young adults, broadly defined as people in their twenties and thirties with overlap to either side, to connect with their peer group of Unitarian Universalists.

In the 2013-2014 church year, we held weekly Monday night gatherings at a coffee shop or at Westminster House on the OSU campus. Also we have held other events including a film series, hikes, potlucks, and other outings, and we maintain a Facebook page and an e-mail list which allows members to

connect with each other and plan activities. Attendance at our gatherings varies from three to ten young adults.

In 2014-2015 we hope to establish additional young adult activities, continue to reach out to current and new young adult members and friends of the UUFC, and foster a culture of greater intergenerational interaction. Our long-term goal is for the young adult component of the UUFC to be a stable, well-known part of congregational life.

*Jacob A Tennessen*

## Chalice Groups

In January Rev. Jill put out an invitation to people to join a Chalice group with this description:



*“Chalice Groups help people to connect beyond shallow conversation, into the truths of life within, in a small circle where we share honestly and respectfully. Participants are asked to commit to attend a four-session initial term (usually twice a month). It is an important and helpful way to make deeper connections and to feel more fully a part of our community.”*

Enough people responded to create four new groups and to join the four ongoing ones. We’re using a common format and Chalice Group Coordinators meet with me periodically. We will continue to encourage people to join a group, especially those people that are new to UUFC.

*Marcia Olsen*

## Exercise/Aerobics

Goal: Two-fold: to promote and maintain health through a regular, challenging and safe exercise program; and to interact and to form friendships with other Corvallis UUs in a congenial and supportive environment.

Accomplishments: Although the group is small (about seven participants) at this time, we have a been led by a capable and caring professional; the participants attend regularly, and take part in the decisions regarding the structure and content of the class; we have fun, and appreciate the opportunity to have this activity in the Fellowship.

*Nichele Deutsch*

## Men’s Community Planning Team

Members: Alan Kirk (chair), Jim Good, George Willingham, Beany Kunis, Mark Files, and David Sundquist.



The purpose of the Men’s Community Planning Team is to build social connections, trusting friendships, and a sense of community among UU men by initiating and promoting men’s activities at UUFC.

Over the past year the Planning Team has organized several major activities to further our purpose. In May 2013 about 30 men worked together and got to know each other better in the Spring Work Party, completing several projects to improve the building and grounds of the Fellowship. In September 29 men attended the 12<sup>th</sup> Annual Men’s Retreat, growing closer together and exploring the theme *Peak Experiences: Cultivating Joy in Everyday Life*. Men who attended the Fall Retreat presented an 11:00 AM worship service this past February, drawing on the theme of the retreat to share their experience with the Fellowship and reach out to more men.

Other men’s activities designed to bring UU men together over the past year include a monthly, facilitated drop-in men’s gathering, the men’s community handling the coffee service on Sunday every other month, and a weekly invitation for UU men to have lunch together at Old World Deli.

Our vision for the coming year is to strengthen our support for the men’s community by establishing a more formal committee structure and exploring new possibilities for activities that foster friendships among men, while continuing the men’s activities that have proven successful and valued in past years.

*Alan Kirk*

## Women's Retreat

### Goal:

- Provide a relaxing and inspirational weekend retreat for women of the Fellowship to connect with themselves and each other.
- Raise enough funds so that all those who need scholarships to attend can. Keep the cost low for everyone.

### Accomplishments:

- Created a successful weekend retreat with Suz Doyle that included hikes, music, crafts, many workshops and a candlelight dinner with surprise power outage.
- Provided scholarships for everyone who asked along with a full scholarship for Rev. Kati from Transylvania.



We had 60 full timers and fourteen Day Trippers attend the 2013 retreat.

*Joni Zander*

## FELLOWSHIP ACTIVITIES

### 7 at 7 Dinners

The goal of the 7 at 7 dinners is to provide an opportunity for individuals to have an arranged potluck together at a UU home and a chance to get to know each other better. This last year there were five potlucks.

*Nancy Haldeman*

### Fest Event-2013



FestEvent is a Thanksgiving Day gathering at the Fellowship for members, family, and friends of UUFC. It is the oldest tradition at the Fellowship, for well more than the 30 years I have attended. It is aimed at people who have nowhere else to go, or who have too small a family to make a large dinner at home, or who just like a huge spread with lots of choices. The Fellowship suggests a donation of \$5.00 per person (sliding scale) and provides four large turkeys, mashed potatoes, gravy, and beverages. We also provide a social hour starting an hour before dinner with all sorts of snacks. Each family unit is expected to provide a potluck dish and do some part of the work. As the coordinator I try to insure that

there is something good for every special diet including vegan and gluten-free. We try to be truly welcoming.

Usually there are some who can't afford any monetary contribution, and others who are very generous, but we have always ended in the black. This year our costs went up because all four of the turkeys were cage free and/or organic. We only received \$35.00 above costs, which was donated to the South Corvallis Food Bank.

I have been chairing this for at least a dozen years, and doing most of the work. **Next year I need help recruiting point people to head up the major areas:** advanced planning (advertising and sign-ups), set-up, social hour, kitchen, and clean-up. The attendance is always close to 100, but we could easily handle 150, because more people bring more potluck. We try to get people to sign up so we know how many tables to set up, but there are always many, who show up unannounced, and many no-shows and last minute cancellations. It always works out, as long as we set up ten more chairs than reservations.

*Rich Brainerd*

## Tuna Roast-2013

The Tuna Roast began in 1997 as a way to celebrate the birthdays of a dozen members of UUFC born in 1947. Although we still honor anyone turning 50 in the present year, the event has evolved into a church picnic kicking off the new church year. Including babies, the best estimate was 210 to 220 people this year.



It is always held on Labor Day, in Avery Park at the Lions Kitchen Shelter, from about 3:30 to 7:30 PM. We provide fresh tuna, which is marinated and barbecued; steamed corn; baked potatoes; lemonade; and a sheet cake; as well as some condiments. For vegetarians we provide garden burgers, buns, and marinated/barbecued zucchini and eggplant slices. For fussy kids of all ages we have hot dogs and buns. All attendees are expected to bring a potluck food contribution: salad, veggies, fruit, chips-and-dips, desserts, etc. The adults enjoy conversation, and the children of all ages like the proximity of swings, locomotive, and dinosaur bones.

This is not a fund raiser, but we always take in too much money over expenses. This year we were over by about \$282.00, suggesting \$7.00 a head but with parents-discretion for kids, sliding scale for the economically challenged. Our costs, including rental of the space, were \$682.00, and we took in \$964.00. \$132.00 was donated to the South Corvallis Food Bank, and \$150.00 to YRUU Scholarship Funds, since the youth did all the grilling.

The whole event takes very little effort. It can be broken down into many small manageable jobs. The shelter is reserved in the Spring. It is advertised several times, starting early August, in the newsletter and on the AboutUUFC email list. The filleted tuna is delivered Friday, which I cut into pieces and marinate Monday morning. During the event the early arrivers shucked the corn, Barb Holmes took charge of cooking the corn, Joe Martines baked the potatoes (at home), and someone made the lemonade. The YRUU did the grilling. Clean-up has always been hit-or-miss, as night falls.

**For next year I need:** a person to start the charcoal at 3:45 PM; a person to bring four long tables for serving from the UUFC (so that the picnic benches can be used for eating) and then return them at the end; and a person to recruit and supervise a clean-up crew. We will continue asking for a donation of \$7.00/person, although we obtained less than \$5.00/attendee since there were many children, and several who were financially challenged.

*Rich Brainerd*



# THE BOTTOM LINE

## Budget Committee

*FY = Fiscal Year*

### **Income:**

Pledge Campaign at 20% increase (\$365k)

Pull from Endowment at previous FY \$23K

(Reduced by amount of Fossil Fuel holdings ~ approximately 6%)

Continue Fund Raisers at \$25K

\$11K Donation earmarked for Music did not carry over from previous FY (a one-time gift)

Non Pledge Contributions at Net (Contributions from non-pledgers less ~ 3% default rate)

No change to rental income—will be reviewing rental policy and rental rates

**Expense:** Program Committees—Total Increase \$7.1 K:

Large increases Stewardship: \$1.5 to \$3.5K

Music: 3.K to \$5.5K

Committee on Ministry and Membership increased \$.5K

Environmental Action Council: \$.7K for LEDs

**New:** Refurbish Library \$.6K

### **Building and Facility:**

\$4K increase, primarily in Building Maintenance

\$11K accrual (see in *Other* section)

**General Administration/Board:** Total increase \$7K

Three new budgets for:

Tech Budget \$2K

Database Software \$2K

Emergency Response \$2.1K

Professional Services Budget added \$7K (Audit and Other Consulting)

### **Staffing:**

1.5% Cola Adjustment

Healthcare increases \$11K to \$43K 10% increase in the 2H and no Tax Credit

(Tentative number could increase)

Stipend for Social Media at \$1.5K

Professional Development increase from \$4K to \$8K

Professional Compensation align with latest UUA recommendations

(Healthcare at 100% and Salaries at base)

### **Other:**

Next FY use of \$15K Unrestricted Reserves are expected to fund:

Building Accrual (\$11K)

Sabbatical (\$1K)

Minister's Move (\$10K)

Net of the Current Fiscal Year forecasted \$7K surplus

Total Reserves and other unrestricted funds 2/28/14 \$109K are forecasted to end.

Current FY at \$96K, net of a planned \$20K Sanctuary/Fellowship Hall Air Quality System.

Given these assumptions, June 30, 2015:

Total Restricted Reserves \$12K

Unrestricted \$75K, Total \$87K



## 2014/2015 UUFC Operating Budget—BOT Proposed—K\$

<i>K \$ = \$1,000</i>	Current FY Budget 2013/14 (K\$)	Proposed Budget 2014/15 (K\$)
<b>Income</b>		
Pledge	304	365
Other contributions	14	11
Fundraising	25	25
Draw from Endowment	24	24
Charity	19	19
Rent and Other	40	29
<b>Total</b>	<b>426</b>	<b>473</b>
<b>Expenses</b>		
Program Committees	10	17
RE Life Span Program	11	11
Building/Facility/Grounds	35	39
General/Administrative/Board	22	36
Charity/External/Denomination	47	49
House	<u>6</u>	<u>6</u>
Staffing	288	315
<b>Total</b>	<b>419</b>	<b>473</b>
<b>Net</b>	<b>7</b>	<b>0</b>
<b>General Fund and Unrestricted Reserves</b>	<b>Forecast 2013/14</b>	<b>Budget 2014/15</b>
<b>Beginning (2/28/14)</b>	<b>109</b>	<b>96</b>
Air Quality System for Sanctuary Estimate	-20	
Pre-Approved Minister's Move Estimate		-10
Sabbatical Accrual (Restricted)		-1
Building Accrual (Restricted)		-11
Current Estimate FY Ending General Fund	7	0
<b>Ending</b>	<b>96</b>	<b>74</b>

### Finance Committee Report

Mission: The Finance Committee is primarily responsible for monitoring and providing financial management/fiduciary oversight to the Board of Trustees for all church finances, including assisting the Investment Committee, communicating monthly with the Board of Trustees about the Fellowship's financial situation, and assisting the Board of Trustees' Fiscal Giving/Stewardship and Budget Committees. In 2014 we began using Anne White for Payroll services.

Members: Tim Emery: Treasurer, Claudia Keith: Chair

- Louise Ferrell: Assistant Treasurer (Accounts Receivable, Pledge Tracking, General Ledger Accounting)
- Karen Salot: Assistant Treasurer (Payroll, Employee Benefits, General Ledger Accounting, QuickBooks Administrator)
- Martha Clemons: (General Ledger Accounting, QuickBooks Data Manager, Bank Reconciliation)
- Roberta Smith: (Accountants Payable)
- Eileen Maxfield: (Rental House Liaison with Sterling Management Company)

## Endowment Funds

Year	Withdrawal to Operations	Donations to Endowment Fund	Charitable Outreach Fund	Source
1990		\$42,916.00		Mary Peffer Bequest
		\$20,000.00		Alan Berg Bequest
		\$2,745.00		Memory of Ashley Molk
1990-1995		\$1,517.50		Many Anonymous
		\$1,425.00		Memory of Oliver and Helyn Worthington
1995		\$305.00		Memory of Lora Kelts
		\$2,000.00		Charles and Elsie Ross to Alan Berg Fund
1997		\$2,724.15		Sarah Richards Donation
2000		\$25,000.00		Elsie Ross Donation
1990-2006	-\$85,231.00			
		\$102,281.64		Rita McDonald Bequest
2007	-\$7,858.00			
		\$200,000.00		David and Jane Loomis Bequest
		\$1,000.00		Memory of Lisa Bailey
		\$500.00		Rita McDonald Bequest
2008	-\$10,567.42			
		\$9,000.00		Connie Foulke Donation
2009	-\$14,937.00			
			\$7,500.00	David and Jane Loomis Bequest
2010	-\$18,582.00			
		\$6,321.47	\$1,053.58	Frank and Hope Scrogin Estate
		\$900.00	\$100.00	Memory of John Lahr
			\$2,000.00	David and Jane Loomis Bequest
2011	-\$21,773.00			
			\$100.00	0% of Jack Culver Bequest
2012	-\$22,267.00			
2013	-\$23,696.00			
			\$1,000.00	10 % of Tilles Bequest
		\$50,000.00	\$10,000.00	50% and 10% of Charles and Elsie Ross Bequest
		\$1,090.00		Memory of Molly Canan
		\$4,345.00		Memory of Rev. Arthur D. Wilmot
<b>Totals</b>	<u>-\$204,911.42</u>	<u>\$474,070.76</u>	<u>\$21,753.58</u>	

## Summary of Endowment Funds 1990 to 2013

Unrestricted Endowment	Alan Berg Restricted Endowment	Charitable Outreach Fund		
\$452,070.76	\$22,000.00	\$21,753.58	\$10,754.00	Total Bequest and other Donations
\$295,563.00	\$18,000.00	\$5,380.02	\$2,060.00	Income and change in market value
-\$204,911.42				Total withdrawals to operations
<u>\$542,723.31</u>	<u>\$40,000.00</u>	<u>\$27,133.60</u>	<u>\$12,813.85</u>	Remaining balance 12/31/13

## Investment Committee

Members: Scott Bruslind (Chair), Mina Carson (Board Representative), Alan Mix, John Bailey, and Claudia Keith.

The purpose of the investment committee is to manage the Fellowship's endowment and other invested resources, balancing the goals of:

- Maximizing growth of the endowment, using reasonable investing strategies,
- Providing support for Fellowship operations, and
- Accomplishing good social outcomes through its selection of investments.

Results:

Endowment Balances 12/31/12	\$499,421.00
Charles and Elsie Ross Bequest	\$60,000.00
Rev. Arthur Wilmot Memorial Fund	\$4,345.00
Return on Investments	\$68,696.00
Draw for operating	(\$23,696.00)
Endowment Balances 12/31/13	\$608,765.00

Per Board request, the Investment Committee transferred \$23,696.00 to the operational budget of the Fellowship. The UU Common Endowment Fund ([www.uucef.org](http://www.uucef.org)) remains the UUFC's largest single holding, after a reallocation in 2011 from Vanguard Wellington Fund (to remove our most visible position in the Caterpillar Company (CAT) at the request of the UUFC Peace Action Council).

Local investing was expanded beyond the underwriting of solar panels on the Fellowship building which now includes panels on the rental house. Repayment by PacifiCorp from the solar panel electricity production is on track and often exceeds projections.

The committee also received input from the Climate Justice Steering Committee regarding reallocation of investments away from fossil fuel companies. If a resolution, prepared by that committee, is approved by the Fellowship, the investment committee will implement the directive. *Scott Bruslind*

## Services Auction

The 31st annual Services Auction event was held on Saturday, May 18, 2013. Over one hundred items were donated and were sold live and silent at the event. Online sales for two weeks after were offered for those who missed the party. Gross sales were \$12,116.58. At least 50 wonderful UU volunteers contributed to this successful event.

*Jeannie Ramsey*

The 2014 Services Auction, as of the day of publication of this report, has exceeded its goals to raise \$10,000; the total as of right now is \$11,299.62. For the first time, the auction will be made available online to the Fellowship; targeted start date is May 18, 2014. The auction will be live for two weeks. Final results will be announced in a future newsletter and email to the Fellowship. The organizers would like to thank all who donated and volunteered, and all who attended.

*Angie de Morgan*

## Rummage Sale

The Rummage Sale involved many volunteers to set up, organize the donations, run the sale, and return the building to its normal set-up.

We raised significant funds for Fellowship operations, built community through volunteer collaboration, and recycled a mountain of goods.

*Kathy Clark and Marilyn B. Walker*

## Holiday Bazaar



The UUFC Holiday Bazaar is a major fundraising event for the UUFC that is held on the Saturday before Thanksgiving.

We seem to have hit our mark pretty well this year (2013). The Holiday Bazaar brought in **\$5,364 00**. Which is \$250.00 better than last year. We extended the hours into the next day (Sunday) to allow the Fellowship an extra chance to purchase items. This was successful.

*Diana Thompson*

## UUFC Statement of Operations–Profit and Loss

<b>UUFC Profit and Loss July 2013 through June 2014</b>	
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4000 · Income - Contributions	
4005 · Cash, Plate and Other	5,707.70
4006 · Pledges and donations	317,174.94
Total 4000 · Income - Contributions	322,882.64
4020 · Earmarked Contributions	10,594.82
4015 · Charity Collections	17,611.00
4058 · Income from Endowment	23,696.00
4500 · Fund Raising Operations	
4503 · Service Auction	11,684.22
4509 · Rummage Sale	8,153.55
4512 · Holiday Bazaar	5,304.01
Total 4500 · Fund Raising Operations	25,141.78
4700 · Building Use Income	
4710 · Rent - General	8,731.05
4720 · Daycare/School Rental	7,150.00
Total 4700 · Building Use Income	15,881.05
4730 · Interest Income	1,025.20
4750 · House Rent	13,140.00
4740 · Miscellaneous income (loss)	343.05
<b>Total Income</b>	<b>430,315.54</b>
<b>Expense</b>	
6710 · House Expenses	
6720 · House Management	1,314.00
6725 · House Maintenance	952.45
6735 · House Insurance and Tax	3,110.98
Total 6710 · House Expenses	5,377.43
6300 · Committees	

## UUFC Profit and Loss July 2013 through June 2014

Ordinary Income/Expense	
6420 · Campus Ministry	24.90
6325 · Caring Connection	14.61
6335 · Financial Stewardship	1,495.35
6375 · Living a Welcoming Congregation	100.00
6360 · Membership	1,115.27
6020 · Music Program	2,419.86
6025 · Music Program - Special	-132.00
6345 · Partner Church	150.00
6315 · Justice Council	50.00
6350 · Program Council	68.19
6340 · Publicity	954.00
6320 · Social Justice Action Group	50.00
6050 · Sunday/Worship	1,350.00
Total 6300 · Committees	7,660.18
6030 · RE Children and Youth	
6031 · RE General	1,828.96
6036 · RE Children	1,521.31
6037 · RE OWL/COA	1,435.45
6032 · RE Middle School	680.70
6033 · RE YRUU	4,879.40
6038 · RE Background Checks	58.60
6039 · RE Family and Summer RE	30.88
Total 6030 · RE Children and Youth	10,435.30
6100 · Building and Grounds	
6140 · Building Services and Supplies	2,468.71
6142 · Building Maintenance. and Repairs	2,979.45
6147 · Building Improvements	309.06
6150 · Building Custodial	9,750.00
6130 · Insurance	6,764.00
6165 · Disposal	1,917.65
6164 · Water, sewer, drainage	2,190.50
6178 · Water, irrigation	470.33
6162 · Gas	2,984.24
6161 · Electricity	4,252.69
6180 · Grounds Maintenance	2,911.92
Total 6100 · Building and Grounds	36,998.55
6200 · General / Administrative	
6240 · Internet/E-mail	836.45
6205 · Vanco Charges	239.75
6210 · Postage	1,446.48
6220 · Office Supplies	4,829.25
6250 · Office Equipment	2,089.83
6260 · Copier payments	5,325.80
6230 · Phone	1,879.83
6270 · Kitchen Expense	2,383.59
6815 · Board Discretionary	316.64

## UUFC Profit and Loss July 2013 through June 2014

<b>Ordinary Income/Expense</b>	
Total 6200 · General / Administrative	19,347.62
6400 · External Contributions	
6410 · We Care	300.00
6430 · Pastoral Counseling Center	2,000.00
6490 · Charity Disbursed	17,601.00
Total 6400 · External Contributions	19,901.00
6500 · Denomination Contributions	
6510 · UUA Contribution	18,960.00
6520 · PNWD Contribution	7,900.00
Total 6500 · Denomination Contributions	26,860.00
6600 · Staff and Employee	
Total 6600 · Staff and Employee	290,987.77
<b>Total Expense</b>	<b>417,567.91</b>
Net Ordinary Income	12,747.63
Other Expense	
8605 · Ministerial Search	1,978.32
7205 · Capital Projects, furnaces	7,067.61
Total Other Expense	9,045.93
<b>Net Income</b>	<b>3,701.70</b>

## UUFC Balance Sheet

<b>UUFC Combined Balance Sheet</b>	
<b>As of June 30, 2014</b>	
<b>ASSETS</b>	
Current Assets	
1005 · Operating Checking - Citizens	14,869.07
1010 · Payroll Checking - Citizens	1,113.79
1015 · Savings, Oregon State CU	51,665.57
1040 · Petty Cash	49.37
Total Checking/Savings	67,697.80
Other Current Assets	
1100 · Endowment Investments	
1116 · Vanguard emerging markets	6,617.43
1101 · Vanguard GNMA	28,392.67
1104 · Vanguard S/T Bond	18,211.82
1108 · Vanguard Mid-Cap	69,700.99
1114 · Vanguard Prime MM	348.86
1109 · UUA CEF	362,930.62
1110 · Dodge & Cox Income Fund	70,889.77
1111 · Dodge & Cox International Fund	63,225.32
1112 · Dodge & Cox Balanced Fund	46,810.56
1120 · Less Operating Fund Invested	-89,778.13
1128 · Solar on House	33,580.42
1130 · Solar loan	36,634.92

## UUFC Combined Balance Sheet

**As of June 30, 2014**

Total 1100 · Endowment Investments	647,565.25
1150 · Other Current Assets	
1135 · Operating Fund Invested	89,778.13
1170 · SUIDA Deposit	4,180.00
Total 1150 · Other Current Assets	93,958.13
Total Other Current Assets	741,523.38
Total Current Assets	809,221.18
Fixed Assets	
1200 · Building and Land	
1205 · Land	104,160.00
1210 · Buildings	544,366.84
1212 · Solar System	50,000.00
1213 · Accumulated Depreciation	-13,868.00
Total 1200 · Building and Land	684,658.84
1240 · House & Lot, January 2001	
1260 · Lot	64,000.00
1250 · House	91,959.50
1252 · Solar System on house	33,960.00
1253 · Accumulated Depreciation	-566.00
Total 1240 · House and Lot, January 2001	189,353.50
Total Fixed Assets	874,012.34
<b>TOTAL ASSETS</b>	<b>1,683,233.52</b>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Total 2000 · Payroll Liabilities	-3,508.72
2300 · Custodial funds	
2301 · Women's Network	500.00
2302 · Women's Retreat	11,637.10
2316 · Women's WINTER Retreat	419.06
2303 · Partner Church Fund	5,902.59
2305 · Men's Retreat	522.73
2310 · YRUU-Service Travel	1,877.32
2312 · Dances of Universal Peace	420.00
2314 · Memorial Garden	533.71
2325 · Minister's discretionary	3,416.38
2351 · Bangladesh school	2,220.92
2352 · Microfinance	647.04
Total 2300 · Custodial funds	28,096.85
2347 · Unallocated bequests	82,692.73
2399 · Prepaid Pledges	28,671.35
2570 · Short-term liabilities - other	206.64
Total Current Liabilities	136,158.85
<b>TOTAL LIABILITIES</b>	<b>136,158.85</b>
Equity	
2820 · Fixed Asset Fund	874,012.34

**UUFC Combined Balance Sheet****As of June 30, 2014**

2850 · Endowments	
2852 - Alan Berg Endowment Fund	40,000.00
2864 · Endowment Funds	579,333.18
2862 · Charitable Outreach fund	28,232.07
Total 2850 · Endowments	647,565.25
2895 · Unallocated Contingency Fund	19,501.58
3000 · General Fund Opening Balance July 1	2,293.80
<b>Net Income</b>	<b>3,701.70</b>
<b>Total Equity</b>	<b>1,547,074.67</b>
<b>TOTAL LIABILITIES and EQUITY</b>	<b>1,683,233.52</b>