



**FISCAL YEAR 2018 REPORTS
FOR THE 67TH ANNUAL MEETING
THE UNITARIAN CHURCH IN WESTPORT**

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67th ANNUAL MEETING AGENDA

SUNDAY, JUNE 10, 2018

- **Call to Order (L Bluestein, President)**
- **Chalice Lighting (Rev J Morehouse)**
- **Quorum Report (MJ Cross, Secretary)**
- **Approval of Member Meeting Minutes (L Bluestein)**
 - **2017 Annual Member Meeting**
- **The Very Fine Lifetime Volunteer Service Award (K Vogel)**
- **Board of Trustees Report (L Bluestein)**
- **Financial Reports**
 - **2017-2018 Pledge Report (M Money)**
 - **Endowment (B Lasher)**
 - **Financial Results & Proposed Budget (C Onyemelukwe, Treasurer)**
- **Ratification of 2018-2019 Budget (C Onyemelukwe)**
- **Case for a Capital Campaign (Rev J Morehouse)**
- **Elections: (K Roberts, co-Chair, NC)**
 - **Board of Trustees**
 - **Endowment Committee**
 - **Committee on Ministries**
 - **Nominating Committee**
- **Installation of New Board & Elected Committee Members (L Bluestein / K Vogel)**
- **Adoption of #MeToo Resolution (S Sankar)**
- **Report from Committee on Ministries (T Hearne)**
- **New Business**
- **Adjournment**

**MINUTES OF THE 66th ANNUAL MEETING OF THE
UNITARIAN CHURCH IN WESTPORT JUNE 11, 2017**

Board President, Lynda Shannon, called the meeting to order at 11:40 am.

Rev. John Morehouse lit the chalice and offered a reflection.

MJ Cross, Clerk, reported over 71 voting members were checked in and the President declared a quorum present.

M Garvey moved, C Seiple seconded, approval of the meeting minutes for the 2016 Annual Meeting. Motion carried unanimously.

C Onyemelukwe moved, J Turmelle seconded approval of the minutes of the May 7, 2017 Congregation Meeting. Motion carried unanimously

L Shannon presented the 15th annual Very Fine Lifetime Volunteer Service Award to Charles and Jenny Klein. They are a large part of the glue that keeps this Congregation a family. Although they were unable to be present, they received a standing ovation.

Sam Somashekar, Year Round Stewardship Committee co-chair, reported that although we did not meet the budget drive goals of \$640,00 and 300 pledges, those who pledged raised their overall commitment. This brought the dollar amount close to the goal with fewer pledges. President L Shannon thanked the committee, the Visiting Stewards, and the staff for their commitment and work.

Endowment Committee Chair Brian Lasher reported on the Endowment Committee's purpose and funds balances, and plans for next year. A copy of his presentation is in the 2017 Annual Report.

Treasurer Catherine Onyemelukwe reviewed the 2016-17 YTD Balance Sheet and P&L statement and the proposed 2017-18 Budget. Details are in the Annual Report.

A question was raised on the number of staff. Rev. Morehouse answered; there are 11 current professional staff. They are listed in the 2017 Annual Report.

T Hearne moved, R Burnham seconded, approval of the 2016-17 budget.

A question was raised on the trajectory of the budget to lessen the amount we take from reserves. Rev. Morehouse explained he bases long-term financial projections on a projection of adult and child congregants over the next three years. The Congregation count estimate is 400-450 adults, 100-125 children at the end of the next three years. Rev. Morehouse hopes to reduce the amount taken from reserves to under \$50,000 next year.

The 2016-17 budget was passed unanimously after discussion.

L Shannon, President, reported that the entire board would stay together next year as we progress toward full policy-based governance implementation. Board work next year will focus on increased collaboration and linkage to the CEO and Congregation, and on creating a long-term sustainable budget to support programs and grounds.

L Garvey, Chair of the Covenant of Right Relations Task Force, reviewed the history of the Covenant. The Covenant describes how Congregants will treat each other, especially when we are in disagreement. Members of the Task Force read the Covenant. R Burnham moved, T Hearne seconded to approve the Covenant of Right Relations. Motion passed unanimously.

D Garskof and B Stuck, Nominating and Leadership Development Committee (NLDC) Co-Chairs, moved the election of the slate of candidates for Board of Trustees, Endowment Committee, Committee on Ministries, and NLDC. The President declared the uncontested slate elected. The elected slate is as follows:

Board of Trustees (3 year terms):

Full 3-year term – Mary-Jane Cross (2nd), Ken Vogel (1st), Carrie McEvoy (1st)

Endowment Committee (5 year term):

Full 5-year term – Anne Marie Beurle

Committee on Ministries (5 year term):

Full 5-year term – Charles Harrington

Nominating & Leadership Development Committee (2 year term):

Full 2-year term – Chuck Colletti, Monica Garrison

1-year term – L Hudson

There is one open 2-year term, which will be filled by the Board of Trustees per the Constitution.

Ratification of Proposed 2017 Constitution Changes: L Shannon moved, R Burnham seconded ratification of the Constitution as approved May 7, 2017. Motion passed unanimously without discussion.

Installation of New Board & Elected Committee Members: President L Shannon welcomed the newly elected leaders to the Elected Committees, charging them to serve the Congregation to the best of their abilities, and charging their fellow Committee members and the Congregation to support them in the work they are taking on.

Rev. Morehouse thanked the staff and volunteers for all they do. He specifically thanked Jan Braunle who has resigned from her position as Office Manager. She has served the Congregation for 18 years. Rev. Morehouse invited everyone to stop in the office to meet Diane Donahue, our new office manager.

There being no further business, the meeting was adjourned at 1:05 pm

Respectfully submitted,

Mary-Jane Cross,

Secretary of the Board of Trustees

The Board Report

Tah-Dah! *

The TUCW Board of Trustees has worked for several years to sharpen and improve its decision-making structures and processes, informed by both John Carver's Policy Governance® model and Dan Hotchkiss's *Governance and Ministry: Rethinking Board Leadership*. In both of these models, a key challenge to the Board is to relinquish management of programs, resource allocations and actions to the Senior Minister and staff (which includes volunteer committees) and learn to play its own, quite distinct role: governance.

The promise of Policy Governance is that it will increase the capacity of the board to focus on the future. Carver's model distinguishes between Ends—the good a congregation exists to accomplish—and Means—the programs, classes, staffing and other actions it takes in order to accomplish the Ends.

At long last we completed writing the final set of policies to complete our transition to policy-based governance when we adopted our Board-Executive Relationship Policy. That was a real “Ta-Dah!” moment.

All of this talk of Means and Ends has one central goal: that the board will focus, undistracted, on visionary leadership and will seek answers to the questions: 1) What does our congregation care about, think about, ask about? 2) What's at stake now and in scenarios for the future? 3) What issues or realities do we need to prepare to address? 4) How are our core values expressed in our mission, our Ends and our policies? And, 5) what priority and portion of our resources should we allocate to each particular End in our vision for the future?

One of the greatest results of policy-based governance is the reduction of micromanagement. As another “Tah-Dah!” we took our job of supporting the Senior Minister and providing feedback very seriously and let ministry committees like stewardship chart their own course providing support through our involvement.

We had listening sessions with members of the congregation to find out what brought them to the church and what kept them coming back and, for the most part we kept our primary focus on the future and how we could make this a better place for the existing congregation and future members. When controversy occurred, we learned from it and adjusted our course going forward. Big Tah-Dah! We worked hard, enjoyed each other's company, oh yes, and we ate well.

* usually used to tell people “Hey, not bad, we did it!”

Board Goals 2017-2018

Complete Transition to Policy Based Governance

- Revise and adopt Board-Executive Relationship Policies
- Prioritize Ends for the coming year
- Adopt Calendar for monitoring Ends, Executive Limitations and Governance Process Policies

Expand and Implement Linkages with our Moral Owners

- Commit to holding a Board of Trustees Reunion with “Gallery Walk” event
- Plan and invite participants to six Hosted Coffee Hour Conversations.
- Ensure full Board participation in events within the life of the congregation.

Continue to write and revise governing policies

- Complete the Board-Executive Relationship policy defining the ways the Board will monitor
- Revise Ends, Limitations and Governance Process policies as needed

30 Years of Board Leadership Honored at Reunion

1987 - 1989	Charles Colletti
1989 - 1991	Ted Beers
1991 - 1993	Denny Davidoff
1993 - 1995	Walt Northup
1995 - 1997	Rosella Fanelli
1997 - 1999	Carolyn Lavender
1999 - 2001	Rob Zuckerman
2001 - 2003	Linda Hudson
2003 - 2005	Frances Sink
2005 -2007	Karen Reed
2007 - 2009	Allan Wieman
2009 - 2011	John Hooper
2011 - 2013	Chuck Colletti
2013 - 2014	Randy Burnham
2014 - 2016	Michelle Garvey
2016 - 2018	Lynda Shannon

On Saturday October 21st our Board hosted Board Chairs and Trustees from the past 30 years at a Gallery Walk in the Sanctuary to showcase our new governance policies. We received messages and reflections from former Board members who were unable to attend this event and also appreciated hearing the stories of those who were present. Almost every BOT member in attendance began with talking about their Board service as being in times of “transition” faced with “challenges” and “making tough decisions.” One former Board member summed it all up by saying, “I served during Frank's transition but soon realized our congregation is always in transition of one kind or another.” Yes, we are.

20 Years Ago at TUCW – From the 1998 Annual Report

- ✚ Senior Minister Frank Hall reported that 83 names had been added to our membership book and that he had participated in 24 weddings and six child dedications;
- ✚ The Combined 50th Anniversary Celebration and Capital Campaign was launched to improve restrooms and kitchen facilities in the main building and convert the Meeting House from a residence (at the time being rented) to much needed classrooms and meeting space to become the hub of our religious and adult education;
- ✚ Board Chair Carolyn Lavender reported that in the past year the Board had identified 31 action items and had addressed all of them – “Hey, not bad!”
- ✚ Marion Wertheim stepped down from the chair of the Memorial Garden Committee after long years of service and generous financial support. (Note: Marion has never stepped away from her involvement to ensure that TUCW’s Adelaide Baker Memorial Garden which became a reality in 1972 has proper oversight and maintenance.)
- ✚ The Camp Jewell Committee reported that the annual church retreat used to be held Labor Day Weekend but switched in the 70s to Mother’s Day Weekend. The chair quoted a long-term member who fondly recalled that year in the past when “that wonderful folk singer came and organized everyone in sing-alongs.” That “wonderful folk singer” was none other than Pete Seeger.

The Year Ahead for the Board:

Dreaming Together: The Board will be able to invest its time no longer in writing and revising policies but in reaping the rewards of having completed its transition to policy-based governance and spending time on discernment, visioning and imagining the future in full partnership with Rev. John and the staff and ministry committees. It has been 20 years since this congregation launched a capital campaign and it is time for another.

More Linkage With the Moral Owners of the Congregation: Two years ago, as the Board was laying down the foundations of its new governance structure, it identified the ‘moral owners’ of TUCW as including – 1) the mission of our congregation, 2) Unitarian Universalism – our faith, 3) the congregation – not just members but *all* who gather with us, 4) our partners in the wider community - like the Beardsley School, CIRI and the Interfaith Council, and, 5) future members - who we do not yet know but for whom we will work to ensure a TUCW presence when they arrive. Being in dialogue with moral owners is central to continuing the work of a policy board. Expect to hear more from the Board next year.

As I type this report I am preparing complete my term at the Annual Meeting. 10 days later I will fly to Kansas City to attend my 21st UUA General Assembly and, with Rev. John, will be leading a networking session for other UU congregations’ ministers and lay leaders on “A Faithful Response to the #MeToo Movement” sharing the remarkable work we have done here at TUCW. We have done more on this issue than most UU congregations and the vast majority of congregations in other faith traditions.

For the past two years that I have served as President, the work the Board has been engaged in - learning about policy-based governance, writing and adopting policies, and committing the time and energy to transition our way of “doing board” - has been extraordinary. Thank you to Vice President Ken Vogel to whom I will happily pass the gavel, Mary-Jane Cross, secretary extraordinaire, Catherine Onyemelukwe, Treasurer plus Carrie McEvoy, Chris Seiple (who is also leaving the Board), K.C. Senie, Bob Trefry and John Turmelle. We have truly done fine work together. Thank you, thank you, thank you.

In Faith,

Lynda Shannon Bluestein,
President, Board of Trustees

**Board & Elected Committees Roster
As of June 1, 2018**

BOARD OF TRUSTEES

Robert Trefy	2018	- 1 st term
Lynda Shannon	2018	- 1 st term
John Turmelle	2018	- 1 st term
KC Senie	2019	- 1 st term
(vacancy)	2019	- (C Seiple resigned May 2018)
Catherine Onyemelukwe	2019	- 1 st term
Ken Vogel	2020	- 1 st term
Mary-Jane Cross	2020	- 2 nd term
Carrie McEvoy	2020	- 1 st term

COMMITTEE ON MINISTRIES

Thomas Hearne	2018
Anita Pfluger	2019
Marti Bishop	2020
Randy Burnham	2021
Charles Harrington	2022

NOMINATING COMMITTEE

Linda Hudson	2018
Kathy Roberts	2018
Chuck Colletti	2019
Monica Garrison	2019
Sari Bodi	2018 (appointed mid-year to fill open slot)

ENDOWMENT

Kevin Connolly	2018
Brian Lasher	2019
Kevin Leddy	2020
Sharon Poole Bittenbender	2021
Ann Marie Beurle	2022

PROFESSIONAL STAFF

Rev. Dr. John Morehouse, Senior Minister
Rev. Dr. Edward Thompson, Minister of Music
David Vita, Social Justice Director & Membership Director
Mary Borland, Children's Program Coordinator
Shahan Islam, Youth Program Coordinator
Diane Donahue, Office Administrator
Sue O'Meara, Accountant
Desmond Hughes, Lead Sexton

SENIOR MINISTER

It has been another incredible year for our congregation. Our mission to inspire, connect and act has been refined by your hard working Board of Trustees into three primary ends we strive for:

WITHIN: We deepen spiritually in ways that guides us in individual and communal responses to the sacred, enriched through expanded religious understanding, and moved, uplifted and sustained by living out our UU principles.

AMONG: We celebrate lives of generosity and responsibility by sharing our time, resources and talents to sustain our vibrant religious community.

BEYOND: We welcome and build authentic relationships with people across all differences.

These Ends Statements have been the driving focus for me as your Senior Minister and our talented and dedicated ministers and staff:

Within (Inspire): Our Worship Ministry continues to grow. With help from our fabulous Worship Associates, the ministers have been able to create worship that inspires, heals and moves us in new ways. After the #MeToo movement burst on to the scene last fall, a dedicated group of women stepped forward to take on this important work. We have had several moving services by and for women and new efforts are underway. An important resolution is coming to the congregation for a vote at this Annual Meeting. This past year we have established a men's "A Better Man" and women's group "TUCWomen".

Our Lifespan Faith Development program is evolving to meet the changing nature of religious education. Mary Collins, who leaves us this year to care for her aging parents, has been moving us philosophically to seeing religious education as a more inclusive development of faith, incorporating curricula and family based activities. Shahan Islam has been working hard to establish us as a leading congregation in youth programming in our new regional affiliation with New England. Our search for an Assistant Minister for Faith Formation will continue this work.

Among (Connect): Our finances are on solid ground. After years of deficit spending we have slowed that rate to a crawl and we are likely to see funds return to reserves this year for future initiatives. Our Board, Finance and Stewardship Committees are to be thanked for all their hard work. With the departure of our Executive Director in March, two Board members, Bob Trefry and Catherine Onyemelukwe have worked closely with me and our staff to ensure we are managing our business well. I want to compliment Diane Donahue who now serves as our Congregational Administrator and Sue O'Meara our Accountant for their excellent work.

Our pastoral care ministry has been growing in size and depth. Not only have our chaplains been hard at work but so too has been those dedicated to a new Addiction Recovery Ministry. We now have three on-going 12 Step groups meeting in our church. We have held our fourth grief group in three years which is now open to the community at large and plans are underway to reach out to our elders. There are so many to thank for this ministry but I want to mention Rev. Jim Francek for his tireless assistance in responding to so many needs. My colleagues Rev. Ed Thompson, Rev. Frank Hall and Julio Torres, our Intern Minister have also been indispensable.

Beyond (Act): While this has always been a strength for us, I see our social justice and outreach ministry as growing even more. We continue to focus on several big issues: Immigration Justice, Anti-Racism, Stemming Gun Violence and Inter-faith Understanding. David Vita continues to inspire and organize us to make a

difference. We have opened our doors to many important justice advocacy groups including ICT4 and CT against Gun Violence. In this last year, both of our U.S. Senators and our Congressman spoke at our church. My work has been to support these initiatives as well as to be your voice outside these walls, speaking at events across our region and attending marches and other direct actions. Julio Torres, our Intern Minister has also been deeply involved in this outward work, focusing his energies on involving our youth.

One area in which we are not doing well is our denominational involvement. Several years ago we cut our annual giving to under a quarter of our fair share. This coming year we will have returned to half that fair share. I will continue to push for us to return to covenant with our larger movement. Normally, I am involved with at least one UUA group. I have not done that since coming here; largely focusing on the work we have to do. My hope in future years is to see us send our full complement of delegates to General Assembly and become a leading congregation in the UUA.

As the Senior Minister much of my time is spent managing the many facets of our ministry together in addition to preaching, teaching and pastoral care. I have been able to offer several courses over the year, most importantly our Leadership Academy which completed “Harvest the Power” a Twelve Week intensive course for new and upcoming leaders. That class has graduated and is prepared to take on new roles as we grow. I want to thank the Leadership Development Team, Sudha Sankar, Anne Khanna, Carol Seiple and Lorna Donnelly for all their hard work.

Since coming here three years ago, I knew that we would need to conduct a capital campaign in order to launch ourselves fully into the future. Soon after my arrival we held a “Next Steps Workshop” with a consultant from the UUA. We learned that we would need to recast our vision for a future, before we could launch a campaign. I wanted to first see our financial giving stabilize which it has now done. In addition, I asked the Committee on Ministries, to survey the state of our ministry together to see if we were ready to take the next step. They have done that and I am convinced we are ready. So your Board of Trustees will be launching a “Searching for Our Future” workshop next fall in preparation for a new vision and capital campaign.

These are exciting times to be part of our beloved congregation. I hope you will join us as we embark boldly into our future together.

Respectfully Submitted, Rev. Dr. John Morehouse

#MeToo Task Force

The #MeToo Task Force was called together by Rev. Morehouse in November of 2017 when the #MeToo Movement exploded on social media and all across the U.S. in order to address multiple needs for healing and sharing stories in safe spaces, education for all ages, public witness and other programming within our congregation. Plans came together quickly for a first Sunday service on this issue when Rev. John preached “Reflections on #MeToo” in December, and more than 100 women came forward to drop a silent grain of salt into a bowl of water symbolizing they too were #MeToo.

Clearly, the #MeToo Movement reverberated within the walls of The Unitarian Church in Westport. Women who had experienced sexual harassment and abuse were sitting in our pews, our meeting spaces, and in our church offices. Gender, age, marital status and even our economic and cultural privilege had not protected us. Our Unitarian and Universalist religious heritages compelled us to address the important, widespread, and complex social issues of sexual abuse and interpersonal violence that profoundly affect all people by diminishing human dignity and free choice.

The TUCWomen have let it be known that it is unfathomable to them that the secular world, e.g. Hollywood, corporations and Congress, have been taking stands on issues of sexual harassment, abuse and violence. Faith communities like ours should be among the first group to stand up and say, “We as a congregation, of all places, should be getting this right!”

In January 2018 a second service dedicated to #MeToo issues, “Our Own Voices: From Pain to Empowerment” involved even more men and women of the congregation who expressed the desire for more education, sharing circles, and advocacy by our congregation. A congregational survey, “A Faithful Response to #MeToo” was distributed during this service.

- 129 surveys were completed
- 54% expressed interest in participating in programs on this issue
- 57% wanted more educational programs for children and youth and 45% want education for adults on #MeToo issues
- 32% wanted to see sacred healing circles begun
- 20% expressed interest in journaling workshops
- 47% want to see our congregation’s policies reviewed to make sure they meet sexually safer congregations’ criteria.

In addition to the Sunday services on #MeToo, the Task Force has worked closely with the TUCWomen’s Group’s monthly Brown Bag Lunches to provide opportunities for more discussion of this whole issue. Task Force Member Janet Luongo initiated a series of Journaling for Healing sessions that ran February through May and will begin again in September, and more Sunday services on the topic are planned for Summer Services in 2018. TUCW’s Delegates and Senior Minister will be sponsoring a Networking Session at the UUA General Assembly in 2018 on “A Faithful Response to #MeToo” to identify other partnerships and alliances across the nation in our movement.

At the Annual Meeting in June of 2018, the #MeToo Task Force will be presenting a resolution for the entire congregation to endorse, “A Faithful Response to the #MeToo Movement” calling on the Board of Trustees of TUCW and its Senior Minister to, among other actions, institute a comprehensive review of all policies using the lens of #MeToo issues and make all such policies available and accessible in both printed and electronic (website) form, and to report annually on progress in implementing the Resolution until the Annual Meeting in 2023.

Members of the #MeToo Task Force:

Sudha Sankar – Chair, Lynda Shannon, Board President, research & outreach, Janet Luongo, Chaplain and Journaling for Healing, Cheryl Dixon, Worship Associate & Education co-lead, and John Morehouse, Senior Minister

Addiction Recovery Ministry (ARM)

In the fall of 2017, a handful of chaplains initiated an effort to develop support for those in recovery from addiction within our congregation. This effort was kicked off within a very powerful and inspiring service created by our senior minister in early December. A great deal of interest was sparked and developed within our congregation. As a result some fifteen or so congregants identified themselves as resources for a wide variety of addictions to alcohol, drugs, overeating, gambling, co-dependency and sex.

Our congregation has invited various self-help community groups to use our facilities. We now have in our meeting house:

- ◆ an Al Anon meeting on Thursdays from 10-11am, and
- ◆ an Overeaters Anonymous (OA) on Wednesdays from 11-12pm
- ◆ an Alcoholics Anonymous (AA) meeting on Thursdays from 7-8pm;

In addition we have held a number of educational sessions for our congregation on the following topics:

- ◆ January: “Addiction, its nature and costs”: Bob Beauacqua
- ◆ April: Presentation on addiction to our youth with a recovering teen.
- ◆ April: “Addiction a family disease!” with an Al Anon speaker Katie B. and therapist Myrna Hill

Future topics for next year:

- ◆ Addiction and its impact on the brain!
- ◆ The Spirituality of Imperfection (Recovery stories):Don Fertman
- ◆ “Resiliency... while living in these times!” Jim Francek

Our other outreach activities include maintaining a presence in in our lobby under the sign “YOU ARE NOT ALONE!” We also are responding to appropriate calls that may come in through our confidential pastoral care line.

The lead team for this effort includes Lynn O’Donnell, Chuck Harrington, Rob Zuckerman, Jill Sell-DiSala, Stapley Emberling and myself.

Respectively Submitted,
Rev. Jim Francek ACSW – Coach

Intern Minister’s Report

As I type this inaugural Intern Minister’s Report, I want to express my gratitude to The Unitarian Church in Westport for this engaging and educational year. My internship placement was timely due to ministerial requirements, and my upcoming move to England. First, I would extend a special thanks to Rev. Dr. John Morehouse, Kristen Leddy, Jerusha Vogel, Wendy Levy, Stephen Axthelm and Bob Welsh. I am grateful for their understanding, as well as to their mentorship throughout the year. This UU congregation has thoroughly gone above and beyond as a teaching congregation. I imagine that the next Intern will feel the same blessings as I have.

My role as an intern minister required that I work to gain experiential experience in seven core competencies: 1) Worship and Rites of Passage, 2) Pastoral Care and Presence, 3) Spiritual Development for Self and Others, 4) Social Justice in the Public Square, 5) Administration, 6) Serving the Larger UU Faith, 7) Bringing the Faith into the Future. While it is a life-long process, I have gained much from this congregation in assisting me through these capacities. My Focused Initiative was on helping the youth group (10-12th graders). Of all the competencies, this area (under spiritual care for development and others) was by far my weakest area coming into this TUCW.

I would leave two growing edges with the congregation as I hope you go forth in the Spirit of the New Poor People’s Campaign. This National Call for Moral Revival has been endorsed by the UUA, UUMA, and me. Please continue your work on your privilege, anti-racism and gun violence. Be more engaged, using all your collective power to work towards a liberation model of transformation within Bridgeport and Norwalk. You have the ability to challenge the system of voter fraud in Bridgeport, and, as an ally with local communities, to challenge the powers and principalities which feed systems of poverty, racism, militarism, patriarchy and all forms of oppression hindering the lives all residents. Those two are the poorest cities in the State of Connecticut impacted as they are by racism, police militarism, horrendous public education, and housing crisis.

Respectfully Submitted, Julio Luhar-Torres, M.Div.

Pastoral Care

Services of Pastoral Care: During the course of this church year our Pastoral Care Chaplains have directly attended to the needs for over fifty people. These activities include individual assignments for over thirty-eight congregants and another twelve participants in the two grief groups. We receive on an average three calls per month on our pastoral care line of which perhaps 40% become active recipients of pastoral care. The range of their service has included responding to death situations, providing emotional and spiritual support during hospice or long term care situations, support to those facing major health issues, surgery or accidental injury. Support for families facing dementia, or major changes in relationships.

Our largest expansion of pastoral care this year has focused on developing our **Addiction Recovery Ministry (ARM)** which will be described in a separate summary.

Future developments in Pastoral Care: We expect in the coming church year to expand our work as pastoral care chaplains through the following efforts:

- ◆ Elder care initiative:
- ◆ Developing a system of ride scheduling for seniors (Steven Palmer)
- ◆ Support of the additional minister assigned to pastoral care

Development of Pastoral Care Chaplains: Our chaplains meet every second Saturday to continue their ongoing education on a number of topics. We participate in group-supervision/coaching around their real situations and in support of each other. We continue to apply the principles of Appreciative Inquiry in their work as chaplains & practice active listening. We also completed the Myers-Briggs assessment of the remaining chaplains.

We currently have fifteen active chaplains. Since our inception we have had eight chaplains who have stepped down for variety of reasons from needing to cut back on responsibilities, to moving out of the area, to time to refresh their personal lives. We expect to invite this fall another six congregants to be trained and to join our core of chaplains.

Currently the lead team for this effort includes: Ann Sikes, Tom Hearne, Marie-Claire Bue and myself.

Jim Francek, ACSW – TUCW PCC Coach

Small Group Ministry

The Small Group Ministry program has 113 participants in 12 groups. Each group meets once a month for two hours under the guidance of a facilitator.

The facilitators meet once a month for one and one-half hours under the oversight of the senior minister, John Morehouse. The program from the previous month is discussed and evaluated, and members of the Inspiration Committee introduce the new program. The facilitators also discuss issues arising in their groups, and how the programs are received.

The Inspiration Committee meets regularly to develop the programs based on the same Soul Matters curriculum used by Rev. Morehouse for his sermons.

The Renewal Committee keeps records of group membership, participates in recruitment efforts, and contacts prospective members for placement in a group.

The Steering Committee, consisting of a representative from each of the above groups, David Vita and Rev. Morehouse, meets regularly to oversee the SGM program. This year the focus has been on recruitment of new members, and increasing SGM's visibility. The SGM program has had a presence in the foyer after each service on the first Sunday of each month that is announced in the Order of Service, Soundings and Facebook.

Marie-Claire Bue and Steven Rosenberg
Members, Steering Committee

Worship Associates

The goal of worship associates is to make all who come to worship feel welcomed by our Unitarian Universalist congregation. We work diligently to assist and support our Senior Minister, Rev. John Morehouse, and Music Minister, Rev. Ed Thompson, as well as any guests or other ministers, such as, Julio Torres, our the Intern Minister for 2017-2018. We aim for a friendly, relaxed presence to set a spiritual tone for worship, and for a smooth delivery of the opening elements of the service, from announcements, chalice readings and affirmation, to candle-lighting.

Planning summer worship is a major responsibility of our committee. Rev John instituted his "Preaching Workshop" to prepared worship associates and congregants to preach on a variety of topics during summer, 2017:, Jim Francek on indigenous spirituality, Tom Hearne on Good News, Ann Lundberg on refugees, Janet Luongo on divine love, Mary-Megan Marshall on facing our monsters, Carrie McEvoy on agreeing to disagree, Shanonda Nelson on UU and Islam, Connie Rockman on the power of story. Janet Luongo invited guests: a Quaker on a silent meeting, a Shanti Mission musician on sound healing, and Amanda Kemp (with Arnella ten Meer) on eliminating racism. Linda Hudson organized logistics, as well as music with Paul Bluestein, who arranged for musicians and choir members to perform live.

Janet led team brainstorming for summer 2018 before spring. Again, Rev. John trained many worship associates and congregants, who will preach on a range of topics including Buddhism, Love, Resilience, Aging, Nature, Your Super Power and – perhaps for the first time - on addiction, trauma, and domestic violence. Our invited guests are UU minister Rev. Kimberley Debus; teacher and healer, Denise Lamoureux; and Donna Thompson-Bennett from the Aery Baptist church in Bridgeport. Jamie Forbes assisted in collecting descriptions.

Rev. John accepted the challenge of taking on a faithful response to the #MeToo movement with two services dedicated to the subject that involved worship associates Cheryl Dixon Paul and Janet Luongo and former chair, Sudha Sankar. He encourages us to create as much opportunity for worship as possible. With Ed's guidance, Janet Luongo organized with Carrie McEvoy and Mary-Megan a Winter Solstice with Connie Rockman's puppets. Cheryl Dixon Paul initiated a vigil for William McEvoy and Tom Hearne and Linda Hudson co-led a Maundy Thursday service.

We participated in the Safety Initiatives until Ushers took over those duties. We in turn assumed new responsibilities at Sunday worship for set-up and breakdown and Ed Thompson conducted hands-on training for all. Janet Luongo reorganized the Dropbox files.

John encourages the worship associates to be creative and lead where possible.

The team changed as our chair, Sudha Sankar moved on. We actively consider new people to invite to our team for a commitment of three years (no maximum).

Our roster of Worship Associates as of June 2018: Jason Black and Judy Eckert (joined in April, 2018) Doug Flam, Jamie Forbes, Mary-Megan Marshall, Carrie McEvoy, Shanonda Nelson, Joanne Orenstein, Cheryl Dixon Paul, Connie Rockman, David Smith, and Maria Mendoza Smith. Linda Hudson, and Janet Luongo shared leadership in the summer and fall, and Janet became chair in November, 2018.

MINISTER OF MUSIC

It has been another great year of growth and enrichment on the musical scene. The adult choirs are much in evidence: *Women's Choir*, *Men's Choir*, *The Special Projects Choir*, the *Once & Again Folksingers*, and the *Chamber Choir*. Early last summer the *Youth Choir* completed recording sessions for a CD entitled *Love Is the Spirit*. Last October the CD was released. It has received accolades from many quarters. The breath, depth, variety and inclusivity which are on the CD are things that we can be very proud of. Many different traditions are represented on the CD as well as many soloists are featured. There are very few UU Churches which have the talent, discipline, energy and determination to successfully complete such an undertaking. The second semester the *Youth Choir* focused on the new musical, *The Silver Fish*. Their performance on May 20th was certainly the highlight of their year. The *Teen Choir* sang for the Thanksgiving service, and the inter-generational service in March, the COA service in May and the Bridging service in June. This group has been strong and very musical. We will graduate 5 of them this year. The *Bell Choir* has improved both their reading skills and ringing skills. They have had an increased presence at services which has been well received. The amount of diversity which these ensembles provide offers depth, meaning and complexity to our services and to the life of our community. We have been blessed with talent, dedication and energy. Our spiritual lives have been enriched for it.

A couple of the highlights for the year have been the three musical services with the Special Projects Choir. The Christmas/Holiday concert in December was followed by an outstanding Spring concert in March which featured Baritone Edward Pleasant in a program called *Voices for Equality*. The annual summer solstice event featured music of Paul Halley, including a newly-commissioned piece by Mr. Halley written to honor the 40th anniversary of Minister of Music, Edward Thompson. The Special Projects Choir also sang (with additional singers) for the memorial service for Denny Davidoff.

Other artists who have helped to enrich the program have been Marcella Calabi (soprano); Beth Palmer (pianist); the Talmadge Hill Choir with Rob Silvan; Will Comer, Jim Clark, Jim Andrews, Eric Gribin, musicians for the jazz service in February; Andy Gundell; Paul Bluestein; Len Handler; Jenna Jacobs; Tom Hearne; Anna Jones; Duncan Vogel; Mike Costantino; Steve Axthelm. Other musical events included the annual Christmas Carol sing-along; the Christmas Eve services; the Pageant; the voice classes led by Marcella Calabi; and the sight-singing classes.

Our Music Committee has been active and supportive in the following ways: the Committee Fair; the reception for *Love is the Spirit*, the CD release party/pot-luck; the February Cabaret; selling CDs after services. Committee Members are: Debbie Handler, Diane Moller, Virginia Levin, Chris Place, Jenny Klein, Bart Stuck (chair), Nancy Lack, John Tormelle, and Peg Ulrich. After serving as Chair of this committee for many years, Debbie Handler turned the leadership over to Bart Stuck. Thanks go to Debbie for giving so many years of wonderful and dedicated service to the music program!!

Rev. Dr. Edward Thompson, Minister of Music

CHILDREN'S PROGRAM COORDINATOR: Mary Collins

Programming for PreK-5th grade this year included:

- **Memorial Day through Labor Day 2017 - Summer Programming:** for Pre-K through elementary-aged children was based on a "Joy in Nature" theme and the children had time to play and appreciate the beauty of the earth. It concluded with joining the adults off-site on Labor Day weekend for worship at Compo Beach.
- **September 2017 through June 2018: Adapted Soul Matters Sessions**
The 2017-2018 monthly themes were: Welcome, Courage, Abundance, Hope, Intention, Perseverance, Balance, Emergence, Creativity and Blessing. The sessions included:
 - stories and activities that touched upon all seven Unitarian Universalist Principles and six Sources over the course of the year.
 - addressed white supremacy issues that our whole congregation also worked on this year (i.e. children looked at our chapel library books for the number of white and male main characters a good exercise)
 - social action: 4-5th graders learned about micro-financing through Julie Kennedy and created Kiva Cards, 2-3rd made fruit salad and soup for the Gillespie Center, and our annual dog and cat food collection for the Westport Humane society (Easter "can" hunt) is a fun way to help animals that the children enjoy.
- **Monthly Chapels:** Each chapel began with an empty room. When the children arrived they were given "job descriptions" such as greeter, worship associate and "tech." Techies set up the screen, projector and queued the music videos and the Chapel Order of Service (so all could see it). The children grew in confidence and skill and enjoyed social time afterwards. Topics for the chapel were drawn from our UU Sources: the Jewish Holidays, Samhain (Earth based faith), The Fibonacci Number seen in Nature (Wonder and Mystery some call God and Use of Reason)
- **Secret Pals program:** 2-5th graders were paired with adults to write monthly letters (with writing prompts). Letters were exchanged monthly from October 2017 through March 2018. The delight I heard from both children and their pals means we met a goal in connecting and strengthening multi-generational relationships.
- **Family Ministry Nights:** Mary Collins organized monthly Family Ministry Nights as an alternative way to have both family time and worship for those who can't be there on Sunday mornings due to other engagements. The worship and activity times were open to all congregants, as well. A Sunday Morning Sampler showed that all ages enjoy an art and meditation activity. In general they were held on the first Tuesday nights of the month from 7-8pm from Jan through May (ending with a tabletop Maypole). Each month there was a theme centered altar, music videos and other activities related to the theme.
- **Staff training and transition:** Sandra Clements and Mary Collins attended Safety training in April. Sandra began writing up the session plans May 13th and will do so for the Summer Programming. Mary will be a "remote" employee through June 30, 2018 to help set up for next year.

Thank you to all the volunteers and staff who I had the pleasure to work with this year and in my six years here.

YOUTH PROGRAM COORDINATOR: Shahan Islam

The youth program (6th-12th grades) is split into three sections: 6th-7th, 8th-9th and 10th-12th. The 6th-7th graders learned from “Heeding the Call” curriculum, in which they were exposed to various inequities and injustices throughout the world and examined how people have actively worked to right the inequities and injustices. The 8th-9th graders alternated between a “Coming of Age” rite of passage program and the Our Whole Lives (OWL) sexuality and relationship program. The 10th-12th graders (Youth Group) did not use a formal curriculum for a large part of the year and used the “Soul Matters” curriculum/guide later in the year, combined with Youth Group members selecting different discussion topics during the meetings. One of the actions we can be most proud of is that the curriculums were supplemented with **regular** service projects. For instance, the 6th-7th graders, on a monthly basis, prepared and served lunches to the homeless and hungry at The Gillespie Center in Westport. The 8th-9th graders, on a bi-monthly basis, collected clothing and food for the homeless, delivering directly to them in the streets of New York City on “Midnight Runs.” The Youth Group (10th-12th graders) sold wreaths before Christmas to raise money for TUCW and have undertaken food drives at local Stop & Shops to help the hungry.

In addition to the curriculum, there were many activities throughout the year. On January 14th, the UU Danbury youth group invited us to a staged reading of an amazing Ariel Dorfman work, "Speak Truth to Power," in which he gives voices to many people around the world who are defending human rights. In February, the youth were guided through Emerson's landmark treatise “Nature,” using his exact language in various excerpts. Also in February, parents and youth attended separate sessions in a program brought to us by the Addiction Recovery Ministry in which a counselor provided a holistic approach to living one's life to the fullest (rather than the typical boilerplate warnings about the dangers of drugs and alcohol) in a program called Dialoguing with Teens about drugs and alcohol. A number of youth have attended “Friday Night at the Movies,” a church-wide activity, which originated from youth discussions and began after TUCW obtained a church "video license" through CVLI (Church Video License) which can serve as a teaching/fundraising resource. A number of first run movies for young and not so young have been shown, including Paddington 2, Three Billboards, Star Wars, Lady Bird, Get Out, Black Panther, Wait Until Dark, etc....

Many of the activities involved opportunities for youth to connect with each other as well as with youth in the New England region. In addition to an opening pool party, there was a “lock-in” (overnight get-together) on September 23-24, which included (1) introduction to past and available service work presented by various members and visitors and (2) an introduction to works underlying UU faith presented by Intern Minister Julio Torres. On November 11-12, TUCW and youth hosted a multi-congregational CON (youth conference). Full-disclosure: youth from only one other congregation (New London) attended. The New London youth and our youth met up in Boston as both groups happened to be there the same weekend. The New London youth would like to participate in a beach event with us this summer. After laying the groundwork by meeting directly with other Directors of Religious Education (DREs) in Connecticut, on February 24-25, a Youth Con was held, sponsored by 1) TUCW, 2) The Universalist Church in West Hartford and 3) The Unitarian Universalist Congregation in Hartford. At this Con, the service focus was helping victims of domestic violence.

There will be opportunities in the summer for youth to connect with UU youth not merely from other domestic congregations, but international ones as well.

COMMITTEE ON MINISTRIES (COM)

*“The Unitarian Church in Westport is a diverse and welcoming religious community, free of creed and dogma, and open to people of all backgrounds and beliefs. We **INSPIRE** and support individual spiritual growth; we **CONNECT** through worship, music, learning and caring ministries; and we **ACT** in the service of peace and justice.”*

The Committee on Ministries (COM) is responsible for assisting the various ministries within the congregation to reflect on how they are supporting and aligning with the mission of the church.

Your Committee on Ministries (COM) has been working hard this year, reflecting on how we, The Unitarian Church in Westport (TUCW), are fulfilling our mission. TUCW’s mission statement is our congregation’s reason for being, and everything we do as a beloved community to fulfill this mission is ministry, from professional religious leadership, music, social justice, and religious education, to pastoral care, membership, lay leadership mentoring and development, and all of the other programs and activities we offer for members and friends of all ages. It is our responsibility to assess the work of the congregation, create reports, and make recommendations. This is a time of great changes in the world around us and within our congregation: a relatively new senior minister, many new members, and an even more unsettled social and political environment. Consequently, this year we decided to focus on our vision for the future. Specifically, we created a workshop to give the congregation an opportunity to reflect on Vision 2028, the 25-year vision which was put in place in 2003. What aspects of that vision have been accomplished? What goals no longer seem relevant? What goals need to be added? Finally, what needed to change in order to move forward? These are big questions – our goal was not to answer them, but to ‘prime the pump’ for a new visioning process in the coming year.

This year’s workshop (see summary appended) is just one element of the information we have taken into consideration in our review of how effectively we are fulfilling our mission, as well as our recommendations. Each month the COM reviews issues that shed light on the overall health of our congregation. As a committee, we are charged with being aware of conflicts and concerns within the congregation that have a bearing on our mission. Each of our members is also active on other non-elected committees and groups: Small Group Ministry, HR, Music, Legacy, Voices Cafe, Stewardship, etc.

Based on these resources, we offer the following observations:

Congregation as a whole:

1. There is a positive momentum in congregational life, with new membership and fresh faces in leadership.
2. Staff members and clergy are held in high regard, but are working hours that are not sustainable.
3. The music program remains strong and a vital part of our community.
4. The Life Span Faith Development program is evolving and will be under new leadership. We see this as an opportunity to reinvigorate the program and grow the program toward more lifelong learning opportunities.
5. The most active volunteers (many already recognized as ‘Leading Lights’) are putting many hours into the community. Such devotion may not be sustainable without more broad-based support.
6. Everyone loves our building, which is a significant statement about our identity. At the same time there are increasing concerns about having enough space for our programs and living up to our aspirations as a green sanctuary.

Recommendations:

1. STAFF: With the increased responsibilities of the Senior Minister as CEO under policy governance, we need to find ways to add support. The recent announcement that we are seeking an Assistant Minister is an important step in the right direction.

2. **SPACE:** We must address our needs for adequate meeting space and staff accommodations. We recommend that a plan be developed that addresses our needs for adequate and efficient space and the comparative costs and benefits of alternatives.
3. **IDENTITY/OUTREACH:** We believe that our beloved community can and should be more accessible and visible to those who seek what we offer. Potentially changing the name of our community has been considered off and on for many years. We believe it is time to again consider this question, so as to lay the issue to rest. In addition, we recommend a review of our web presence and other areas of outreach.
4. **SUMMARY:** In light of the above recommendations, we believe that the congregation should undertake a full visioning process over the coming year, with the goal of laying a foundation for financial sustainability and supporting our future ministries.

Tom Hearne's term on the COM is over this year, so he will be stepping down as Chair. Marti Bishop is also stepping down for personal reasons. We welcome Jenna Jacobs and Sudha Sankar, as our newest (nominated) members. Anita Pfluger will act as our COM Chair for the coming year.

The COM is always available for conversation or discussion. Contact us individually or by email at COM@uwestport.org.

2017 – 18 COM Members: Tom Hearne, Chair
Anita Pfluger, Marti Bishop, Randy Burnham, and Chuck Harrington

Addendum to COM Annual Report 2018 Committee on Ministries Reflection Review of Vision 2028 – Priming the Pump for the Future

The Committee on Ministries (COM) is an elected committee under our constitution. The COM has the responsibility to support the congregation in reflecting on how effectively we are implementing our mission and what we can do better. We are tasked with giving a report to the congregation at our annual meeting in June.

Working closely with our Sr. Minister, Rev. Dr. John Morehouse, we decided that it was a good time to review the visioning project called Vision 2028 that was completed in 2003. 150 members participated in this comprehensive project and defined specific goals concerning where we would be in 2028. The Our Future Story project completed in 2012 was also included. Most of the goals defined in that program have been accomplished, e.g. the Pastoral Care Chaplain program.

All members of the congregation were invited to join the COM on Saturday, March 10 for a workshop to reflect on the 2028 goals and discuss our future. The COM workshop was designed to identify what we have accomplished since 2003, what is no longer relevant, and what, if anything, should be added. The COM is interested in what people are passionate about and what is important to them. We are grateful to all those who chose to commit half of their Saturday to address these questions.

Twenty-two members of the congregation joined the Committee on Ministries (COM) to review the goals of Vision 2028 and prime the pump for a future visioning project. About a third of the group joined the congregation after 2003 and knew nothing about Vision 2028.

The group was divided into thirds ensuring that each group contained long term and newer members and was facilitated by a COM member. Members shared what brought them to our community (TUCW) and what keeps them coming back. High on almost everyone's list was seeking community, the Music Program, spiritual support from Sunday services and sermons, and Small Group Ministry. Opportunities to help others in the community and

the congregation through various social justice and outreach activities were also very important. People wanted to be spiritually nourished as well as give to others.

One group also identified reasons that kept people from coming back or pushed them to leave the community. Some of these reasons include the perception that UUs must be politically liberal and take an active part in marches and demonstrations, and that political conservatives are not welcome. The term “white privilege” seemed to some to support the assumption that all members were affluent and had never experienced prejudice or the need to work hard in families of modest means to be successful. Also mentioned were prejudice faced by the Catholics and Jews or being told that a job was denied because “we need a minority at that level of management.”

We then reviewed the Vision 2028 goals. The COM, the Social Justice Director, and the purchase of Sheila Lane all came out of the 2028 work. The Vision dreamed of developing a campus with a school of our own and links with Bridgeport and the Muslim community as aspects of the partner church program that began with connecting to a church in Transylvania.

We identified what had been added to our community since the 2028 Vision work was done. They included becoming a Green Sanctuary, the Lift to support the handicapped, a commitment to Policy Based Governance, better use of the website and technology to foster communication, the Woman’s Organization TUC Women and the Men’s Group. We also acknowledged organizational changes that allow the Board of Trustees to concentrate on governance and strategy while the church staff is responsible for addressing other questions, problems or concerns. The Partner Church program is currently dormant. While the Sheila Lane project ultimately was unsuccessful, it has produced financial controls that ensure the loss of funds associated with such an initiative could not happen again.

Each small group looked at what they believed was important to the future. A major concern was the need to understand what has changed in the world and our community. This is fundamental to understanding how to move forward. Membership was another important topic. Outreach to new members through various media, e.g. newspaper and yellow pages listings and a better website were mentioned. Being called a church was a negative for potential Jewish members and others for whom church connoted creeds and dogma. Concern was expressed regarding the increasing use and importance of electronic media and technology especially with the youth and that our current systems are not user friendly. Suggestions were made to create new groups similar to the addiction ministry. A parenting class was one possibility

The need for additional ministers, either an Assistant or a called Associate, was considered very important. Many in the group felt that the increased span of management responsibilities and other activities required addition support that would best be met with an Associate Minister. We had an Associate or Assistant Minister for a numbers of years, but for the past several years there have been insufficient funds to support this position.

Focus on the Social Justice program was also considered highly important and the envy of many of the churches we collaborate with thanks to David Vita and the enthusiastic support of many committed volunteers. There was discussion on increasing our effectiveness by focusing on fewer projects. Making ourselves more visible in the community was considered critical for bringing new members to the congregation. We cannot wait for them to come to us; we need to reach out to them and that means new ideas and new programs.

There was also discussion about our space needs. There is difficulty in adequately supporting staff offices as well as the many activities and meetings of members. We have space downstairs but we need the revenue from the rent to help pay for maintaining a 50 year old building. While members love the glass and views of the outside, those views also raise the cost of heating and make air conditioning unfeasible financially. The future needs of our physical plant and space requirements need to be a topic in our future planning.

The COM wants to thank every member who participated in the workshop. We especially want to thank those who took the time to make comments and additions to our workshop report. We will continue to keep in touch with you and to provide additional opportunities for members to share their thoughts with us as we work to define recommendations for our future and help our community continue to be vibrant and responsive to the spiritual needs of our members.

COMMUNICATIONS

UUWESTPORT.ORG: For all of 2017 we had 35,509 visits. There were 180,623 pages viewed and there were 818,814 hits. For a little site such as UUWESTPORT.ORG that ain't bad. Folks from all over the United States visited, as well as throughout both western and eastern Europe. Even the Middle East: Israel and Saudi Arabia, as well as Iran. Our reach is as far into Asia as Viet Nam and even China stopped in. UUWESTPORT.ORG really is our global welcome mat - letting the entire globe know who we are, what we do and what we offer. The site does indeed INSPIRE - CONNECT - and (hopefully) bring others from all over to ACT.

The year started with much change expected. The one area that was dramatically altered was Lifespan Development. The menu is much briefer. (Do not confuse short menus with being more mobile friendly. One has absolutely nothing to do with the other.) More content changes were expected, but somehow the focus was dropped. One of the reasons might have been due to Dorothy Adams' departure. Without direct staff input regarding the content there really is nothing the web team can do to alter. There was some consolidating of menus, but essentially the navigation is pretty much the same. Hopefully next year issues such as audio of sermons will be addressed as well as more aspects of content.

FACEBOOK: The church has two facebook pages:

- UUwestport which is a members only, closed group. It's the online "coffee hour" for members and friends of The Unitarian Church in Westport where you can post and engage in dialogue.
- Unitarian Church in Westport is our "public" page. Only administrators can post on this page.

Both pages are administered by David Vita. There are, on average, multiple posts per day on both pages and our public page is consistently the most viewed faith-based facebook page in the area.

MEMORIAL GARDEN COMMITTEE

The Memorial Garden Committee oversees our Memorial Garden, its upkeep, policies and records, and assists members of the Church in selecting sites. Our revenue is the sale of sites and expenses are landscape maintenance costs and a portion of the general Church administration. Starting with this year we are contracting separately from the Church for landscaping maintenance items, though sometimes the same contractors will be used for economic reasons.

The Memorial Garden now memorializes by marker or site reservations 351 of our prior or present members and members of their immediate families. New planting is planned for the year in the section called Beachwood adjacent to the parking lot, in order to create an "outdoor room" feeling. In addition, the severe winter is requiring some re-planting of damage to various plants and shrubs. At fiscal year-end we anticipate a surplus of approximately \$7,800.

The Committee members stand ready to assist Church members at any time with site selections. They are Diana Bell, Neil Coleman, Hazen Goddard, Carol Porter, Alice Rago, Marion Wertheim and Melanie Wyler.

Respectfully submitted,
David Thompson, Chairman

LEADERSHIP DEVELOPMENT TEAM

The Leadership Development Team's (LDT) inaugural year was filled with many accomplishments. The LDT was established by a recommendation of the Leadership Development Task Force, which was formed to address the absence of a concrete leadership development program at TUCW. Leadership development responsibilities were removed from the Nominating & Leadership Development Committee at the last annual meeting. The LDT's goals are to: promote a culture of service; encourage participation in leadership positions by diverse members; and, provide training, support, and/or mentoring for emerging and existing leaders to improve their abilities. The LDT's members were Reverend John Morehouse, Lorna Donnelly, Anne Khanna (Chair), Sudha Sankar, and Carol Seiple. They met monthly this past year.

The LDT kicked off the year with planning and organizing the EXPO, formerly the volunteer fair. As well as showcasing the many volunteer and leadership opportunities at TUCW, we also held a BBQ which followed the Homecoming Service. At the EXPO and many Sundays after, we collected pictures and a survey learning about the TUCW's congregant's interests and talents. The pictures were compiled and the LDT published a photo directory, which was distributed in December. The LDT established a monthly Leading Lights award which honors those in TUCW who have an ongoing spirit of service, commitment to volunteerism, and who enrich our community with their leadership. The LDT also established a Leadership Academy. The academy's first year had 11 graduates complete 12 workshops of the UUA's Harvest the Power leadership development program. Reverend John Morehouse led the program's 12 workshops which provided both new and experienced leaders a chance to enrich their leadership skills and to experience their leadership journey as a UU faith journey. LDT is excited about continuing these initiatives in the coming year and increasing our cooperation/integration with other groups such as Stewardship, Membership, and Nominating Committees. This increased linkage will support Rev. John's and the LDT's goal of building a culture of leadership and service within TUCW.

Respectfully submitted by Carol Seiple

NOMINATING COMMITTEE

The members of this year's Nominating Committee are: Sari Bodi, Chuck Colletti, Monica Garrison, Linda Hudson and Kathy Roberts. The Committee met monthly and more often when necessary, particularly during the month of March when interviews were scheduled.

In the late fall we began to identify potential candidates for all elected positions. The process to find and assess candidates to fill openings on: Endowment Committee (1), Committee on Ministries (2), Nominating Committee (3), and Board of Trustees (2), continued throughout the winter. The NC advertised widely for nominations and self-nominations through *Soundings*, *Currents*, email blasts, notifications on the Church website, flyers in the foyer, and announcements during Sunday services. Each candidate for every position was interviewed by members of the NC. Of the five current Nominating Committee members three will stay on the 2018-2019 committee (one to complete an unexpired one year term). The slate of nominees for the Annual Meeting was

published at the end of March in order to meet the April 1 deadline mandated by our Constitution. No petitions were received.

Respectfully submitted,

Kathy Roberts, Chair

SOCIAL JUSTICE

It has been another robust year for our social justice program as we strive to make The Unitarian Church in Westport a spiritual center with a civic circumference.

Part of that “civic circumference” is our community outreach which has meant that our congregation as bared witness with, provided volunteers to, organized events with, supported financially, and participated in actions with the following organizations: CT Institute for Refugees and Immigrants, Mercy Learning Center, Beardsley Elementary School, Westport Domestic Violence Task Force, Interfaith Council of Westport/Weston, Council of Churches of Greater Bridgeport, Mom's Demand Action, Indivisible Ct 4, Amnesty International, CT Dreamers, Building 1 Community, Immigration Community Support Teams, Kids Empowered by Your Support, CT Against Gun Violence, Triangle Community Center, UU United Nations Office, Westport Country Playhouse, Center for Children's Advocacy, and TEAM Westport.

Immigration and refugees outreach, racial justice, the Beardsley Elementary School, and gun violence prevention have been at the top of our list of committees and will be so next year as well.

David Vita, Director of Social Justice

Advocacy:

Advocacy continued to be an important part of our social justice program. We have congregants in 25 (out of 151) State Representative’s districts and 7 (out of 36) State Senate districts. The entire congregation is organized by state house and senate districts.

Key to our effort is working in coordination and collaboration with the organizations leading these efforts. This year, once again, they were CAGV (CT Against Gun Violence) and CT Students for a Dream.

We educated and mobilized the congregation focusing on three pieces of legislation- bills banning “ghost guns” and bump stocks, and for institutional financial aid for immigrant college students.

We were successful with two out of three- the institutional financial aid and bump stock ban passed. We’ll be back next session for the “ghost guns”.

Beardsley School Committee:

The Beardsley Committee underwent some reorganization this year as four members—Mary Beth Mollica, Carol Seiple, Lynne Brooks, and Carol Dannhauser—stepped down after many years of dedicated service. Thankfully we welcomed two new members, Linda Brewster and Kathy Roberts, who have hit the ground running. With a smaller steering committee, we are working hard to maintain TUCW’s support of the students and teachers at Beardsley School and continue the projects and events we have promoted in the past.

One of our most important functions is to provide readers, tutors, and mentors for pre K- Grade 6 classes. Readers meet regularly—weekly or every other week--with a particular class to share interesting and exciting books with

students. Tutors meet consistently with students who are struggling in reading and/or math. Math tutors are particularly needed and appreciated at any time of the year. We also offer support in the school library and are always grateful for volunteers to shelve books and help with other library related tasks.

We participated in two Read Aloud Days, one which is coordinated by the Bridgeport Public Schools in October and another in May. This second Read-Aloud-Day is coordinated by the Beardsley Committee and held in conjunction with a Teacher Appreciation Day celebration. For their teachers this year, Beardsley students created poems which were bound into individual books. TUCW also provided Dunkin' Donuts gift cards to all teachers and staff in the building.

In December, the eleventh Secret Santa event was organized by Felicity Medinger for over a dozen grateful families of the Beardsley School community. And in January, for the seventh consecutive year, the Shawl Ministry distributed lovingly knitted hats and scarves to each kindergartener in the school.

On April 3, Carol Dannhauser hosted our annual Pot Luck dinner for Beardsley teachers and TUCW volunteers. This always enjoyable evening provides an opportunity to get to know each other on a more personal level.

Throughout the year, eight library volunteers were busy processing and cataloging new and donated books, checking books in/out, keeping the library shelves in order, and creating colorful bulletin boards. For the third time we arranged an author visit with Ted Scheu, 'the Poetry Guy,' who conducted writing workshops for students in grades 2, 3, and 5. (FYI--Ted is a UU from Middlebury, VT!) Plans for art workshops with Sarah King, an author/illustrator who is new to our TUCW community and has already donated several of her books to Beardsley classes, are ongoing.

The Beardsley Board, located in the foyer of the church, is another approach to obtaining much needed school supplies for teachers on a regular basis. We thank the members of our generous congregation who regularly select Beardsley tags and fulfill the teachers' requests. This year we will again provide some students with summer backpacks filled with items such as sunscreen and bug spray, healthy snacks, and books.

Your Beardsley Committee: Linda Brewster, Lorna Donnelly, Jamie Forbes, Lynn Laukhuf, Anita Pfluger, and Kathy Roberts

Immigration and Refugee Cluster: Immigration & Refugee Outreach and Immigration Community Support Teams

Immigration & Refugee Outreach:

In September 2017, the International Institute of Connecticut (IICONN) officially changed its name to **CIRI** (Connecticut Institute for Refugees and Immigrants). Together with volunteers from 4 other churches, our 'A-Team' has continued its work of setting up apartments in Bridgeport and Fairfield for newly arriving refugees. Unfortunately, under the current Administration, the numbers have dwindled significantly. Compared to the two previous years when 130 and 95 families were resettled, in the current year there were only 4 new refugee families needing housing.

During the past fiscal year, members of our congregation worked with CIRI's EEP (Economic Empowerment Program) to assist job-ready clients with on-line job applications. This highly successful program provided 77 refugees with jobs. However, these were mostly entry level jobs. Some of CIRI's clients have both the ability and the motivation to seek additional education and/or training, to help them advance to higher paying jobs. Therefore, supported by our Immigration and Refugee Outreach, the EEP launched a new Career Mentor Program in March 2018. Mentors help clients develop their careers, assisting them in evaluating educational and/or job opportunities, preparing for interviews, supporting them in decision making, etc. Clients and Career Mentors will

work together on a “rolling-enrollment” basis as clients move forward and Career Mentors become available. I&R Outreach will continue to play a role in recruiting volunteer Career Mentors.

This spring, 27 CIRI refugee children and teenagers are participating for the first time in the Bridgeport American Youth Soccer Organization (BAYSO) program. This was initiated through an effort led by TUCW Immigrant and Refugee Outreach in collaboration with BAYSO and Jane Himmel, CIRI’s Children and Youth Coordinator. The youngsters are coached and practice during the week. Starting in April they play games at Seaside Park in Bridgeport every Saturday for eight weeks. Previously this participation wasn’t possible since the families cannot afford registration fees or the cost of uniforms and equipment. BAYSO offered a discount on registration fees, while uniforms, soccer shoes, and other supplies were provided by the generosity of our congregation Share-the-Plate Sunday, some other financial donations, and by donations of equipment. There are now plans to support registration, uniforms, and equipment to sustain the program in the future by soliciting contributions from sports-related businesses and other sources, to avoid dependency on support from our congregation alone.

Our Outreach again hosted two monthly Family Dinners at Building One Community in Stamford (September 2017 and March 2018) and worked with the CT Dreamers to advocate for passing the Institutional Financial Aid bill.

We had several guest speakers at our meetings:

- **Claudia Connor**, CEO-President of CIRI (September) to give an update of its current work;
- Attorney **Glenn Formica** (November) to explain Shoreline Congregation program to protect the undocumented from ICED’s actions; in January this led to a training day at TUCW by members of the Lower Fairfield County Immigration Collaborative. Our committee then established the new Immigration Community Support Teams;
- **Lynn Taborsak and Chris Halfar** of the UU Danbury Sanctuary Church (February) explained the lengthy process leading up to a congregational vote in January 2018 in favor of becoming a Sanctuary Church. (Ninety of 130 members voted, 76% in favor);
- **Carolina Bortoletti** (March) updated us on the activities of the CT4Dreamers group.

On 19 May TUCW hosted a fundraising dinner, Ethnic Eats, on behalf of the five women—all CIRI clients—who prepared a spectacular Eritrean/Ethiopian meal under the aegis of our own Julyen Norman, resulting in a major success. More will certainly be held in the future. *Marjolijn de Jager and Stephen Polmar*

Immigration Community Support Teams:

These are teams of people who provide support to specific non-status immigrants who have legal representation and are fighting deportation. A team of volunteers “adopts” a family and provides wrap-around assistance to the client and family and supports the legal team. That support may include:

- Research – country, legal, medical
- Translation Skills
- Press release- photography, video, media work
- Social service assistance
- Letter writing
- Accompany to ICE hearing- supports the family and demonstration of community support.
- Organize a rally or social media campaign

We had our first organizing meeting in January, took on our first case in March, and will be conducting a training to build teams in June.

Microfinance/KIVA:

This year, the KIVA committee held a holiday fundraiser selling Christmas cards to members of the congregation. The funds that were raised were used to make loans to individuals who are starting new businesses or to support existing businesses.

Since its inception in 2005, the KIVA parent organization has made more than \$1 billion in loans to entrepreneurs in developing countries. The Westport Unitarian Church Kiva micro-lending account was opened in 2009 and has made \$95,000 in loans to over 3200 individuals in 76 countries including the US.

The committee plans to continue our fundraising activities and to focus on increasing the involvement of the RE students in KIVA lending, particularly the youth group and the 5/6th graders. *Julie Kennedy*

Racial Justice Cluster: Eliminating Racism Group, Beloved Conversations, and Bridge Building Ministry**Eliminating Racism Group:**

The Eliminating Racism Small Group Ministry, created with supportive covenants, continues its growth as a welcoming and trustful setting that provides members a safe space for sharing and exploring strong and, sometimes, challenging feelings.

This small group has become an important commitment for its members and the schedule of monthly meetings has encouraged new participants who have joined in the past year. Each gathering is planned around a theme, topics often arising directly from an experience of one of the group members. Open sharing, deep listening and empathy opens us to deeper understanding and clearer thinking that allows members to take risks and engage across difference in their everyday lives. *Dan Iacovella and Sonja Ahuja*

Beloved Conversations:

Beloved Conversations, Meditations on Race and Ethnicity is a 9 week symposium that explores race and ethnicity in an experiential curriculum with a focus on moving from our heads to our hearts. The framework for Beloved Conversations is a teaching and learning curriculum developed by Meadville Lombard Theological School (UU's theological school, located in Chicago).

Beginning in March our team of 13 participants began a program that consisted of a 1.5 day retreat that launched the curriculum, followed by 8 weeks of guided dialogue/experiential exercises.

Each session posed questions that connected with both the sources of inspiration as well as the challenges of race/ethnicity that slow our human journey toward wholeness. It's a deep dive into developing skills and the habits of an anti-racist mind and helps everyone – those in dominant groups as well as those who are targets of oppression - heal from the wounds of racism.

Beloved Conversations is scheduled to begin in February, 2019 with another group of congregants. This was our second year providing this program and we plan to continue to do so every year until every member of the congregation who wants to participate will have the opportunity to do so.

Bridge Building Ministry (The Council of Churches of Greater Bridgeport):

This is an ecumenical and interfaith opportunity to build community through education, dialogue, and advocacy. We are currently in the process of identifying a Black church in Bridgeport to partner with.

Share the Plate:

In this, our 10th year of Share the Plate we have raised nearly \$7,000 to support the work of the following organizations: World Food Program, IICONN- victims of torture, UUA/UUSC Hurricane Relief, CT Institute for

Refugees and Immigrants, Homes for the Brave, Ministerial Discretionary Fund, UU-UNO-Every child is Our Child, UUSC- Rohingya support, and Food Cards for congregants.

United with Kenya:

UwK is currently in the planning stages of its fourth intergenerational trip to Chepsaita and its neighboring villages. The trip will include completing two fresh water projects, an expansion of programming and holdings at the Children's Community Library and the building of a latrine for the library.

The increase in library holdings will include instructional materials for teachers with regard to major subject areas such as the sciences, math and art. Board members traveling on the trip will also be doing assessments and incorporating modifications to our existing Apprenticeship Program and will also explore potential new initiatives in the areas of women's health and education. *Dan Iacovella*

Voices Café Committee:

Our seventh successful season is coming to an end. We scheduled 8 performances this season and are already busy booking for next season.

Highlights from this season included Brother Sun's final performance (November) and Paul Winter's (May) benefit for the KEYS program. Pierce Pettis, Lara Herscovitch, Suzanne Sheridan, Caravan if Thieves, Joe Crookston, and a Phil Ochs Song Night rounded out the schedule.

One of our achievements this year was to expand our opportunities for new volunteers.

Voices Café continues its mission to build community, support musicians, and raises funds for our social justice activities.

WestBridge, Inc.:

Since 2008, WB volunteers have repaired and renovated over 100 homes in and around Bridgeport for low-income families and community organizations. A good number of our homeowners are elderly, disabled, single moms, widows or vets. Our work lifts their spirits and helps them continue to live in warm, dry, and safe homes at no cost to them.

WB is a small 501c3, self-funded organization whose donors are generous individuals and churches. So far this year, we've worked 32 days on 9 different projects. On average, we have 5-8 people working each day, but we would love to have more volunteers from TUCW.

HUMAN RESOURCES (HR) COMMITTEE

The HR Committee is composed of three (3) people with human resources experience. We provide advice and input to the Senior Minister as requested on employment related decisions. We review, draft and/or comment on TUCW HR policies and assist in migrating denomination policies as amended to comply with Connecticut's unique requirements. We update the Senior Minister and others, as requested, on federal and state HR developments as they affect TUCW.

Respectfully submitted by Betty-Lynn White

YEAR ROUND STEWARDSHIP COMMITTEE

MISSION STATEMENT:

To create a sense of ownership, drive mutual responsibility, foster a culture of caring and generosity, and facilitate communication within the Unitarian Church of Westport (TUCW) community.

Executive Summary

Our journey highlights:

- The big fundraisers: Tag sale / Luongo play / Voices Cafe
- Our Holiday Appeal: \$10K
- Our March events: Barn Dance / leadership gathering
- Our March/April worships with 10 testimonials in which members spoke about how we are better together as UUs
- Sunday services continue to bring new faces and generations to the Church

Thank you to all those hard-working fundraising teams; we hope to see these initiatives continue to grow next year.

Our Annual Budget Drive Results

- Total: \$593,000 (goal was \$630K)
- 229 pledge units (goal was 325)

We expect these numbers to increase somewhat in the Fall of 2018.

The theme of this year's Annual Budget Drive (pledge) campaign was "Better Together as UU's", to emphasize how we as UUs are better connecting with our faith when being and working with our fellow UUs within our congregation. While we fell short in our monetary and pledge unit goals by the time of this report, many members increased their commitments or pledges from the prior year. Members of the congregation were aware of the annual budget drive and their responsibilities through several channels:

- Video postings on Facebook, created by different TUCW groups, to show how they were Better Together as UUs.
- Bulletin board with post-it notes from congregation members on what it means to be Better Together as UUs.
- Ten powerful testimonials from members at each worship service during the five week drive, focused on connecting with our faith and why we are better together as UUs. These were video recorded and formed the basis of a multi-media communication campaign which reached members through Facebook, and e-mails.
- Over 30 Visiting Stewards were trained and then reached out to congregants to hear how they were doing and to help them with the commitment process and giving.
- A mailing of the brochure to all households with a follow-up of personal notes from Rev. John to those who had not yet pledged.
- The family-friendly Fellowship Potluck dinner and Barn Dance, attended by approximately 100 congregants and generating revenue through raffles and silent auctions.

The spirit of the drive was very positive and participatory, with broad support of Rev. John’s ministry and enthusiasm about the future of TUCW. The drive was fully supported by TUCW staff members. The committee aims to use the learnings from this year’s Annual Budget Drive so that we may further increase pledge units and monetary support. Key in next year’s efforts is to focus now on truly becoming a “year-round” committee while continuing to drive connections with multi-generational congregants. This includes cross-committee communication activities and a commitment by our Visiting Stewards to follow-up throughout the year with their assigned Congregants.

Respectfully Submitted by Mary Money and Sam Somashekar, Co-Chairs YRSC

Committee:	Randy Burnham	Rev. Dr. John Morehouse
	Charles Colletti	Lynn O’Donnell
	Mary-Jane Cross	Catherine Onyemelukwe
	Charles Harrington	Katherine Roberts
	Cathy McElroy	Elena Rockman-Blake
	Nancy McKeever	David Vita

ENDOWMENT COMMITTEE

What is the Endowment?

- The Endowment has both Restricted and Unrestricted Funds to support the long-term mission, financial security and well-being of the Congregation.
- In 2016, the Endowment Committee created four Gift Giving Funds which are restricted in terms of their use. Two of those funds have received donations!

Total Managed Funds	Name	Amount as of March 31, 2018	Total
Endowment	<u>Restricted</u>		
	Restricted Fund (2005)	1,442,019	
	<i>Gift Giving Funds:</i>		
	Lifespan Faith Development Fund	3,682	
	Social Justice Fund	42,302	
	Music Fund	79,380	
	Buildings & Grounds Fund	3,682	1,571,064
	<u>Unrestricted</u>		844,686
Other Funds	Bernhard Music Fund (restricted)		<u>197,521</u>
Total			\$2,613,270

Numbers may not total due to rounding.
June 10, 2018

How Does the Endowment Work?

- Per the Church Constitution, only upon request of the Board of Trustees, the Endowment Committee may, by a majority of its members, approve disbursements, loans or encumbrances.
- The Endowment Committee makes two types of disbursements:
 - Emergency Disbursements – unforeseen critical situations requiring emergency or prompt action, e.g., a fire.
 - Enhancement “Grants” – new programs/activities that support the long-term mission of the church, e.g., the practice of auditing the church’s financials started in 2015.
 - Another type of Enhancement “Grant” is an annual disbursement to the operating budget from the Unrestricted Funds and the Gift Giving Funds.

June 10, 2018

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How has the Endowment Supported the Church During the Past 4 Years?

- The Endowment has supported the church with \$854k, including cash disbursements and forgiveness of the Sheila Lane Loan.
- This support equals approximately 29% of the value of Endowment as March 31, 2014.⁽¹⁾
- The Endowment Committee expects to disburse approximately \$30k to the operating budget in the coming fiscal year plus make an approximate \$4.5k distribution from the Bernhard Music Fund.

(1) Historically, annual reports have been from March 31 to March 31.

June 10, 2018

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How has the Endowment Changed in the last year?⁽¹⁾

- Short term performance has been good.
- Donations in the 12 months ended March 31, 2018 were \$212k.

Total Managed Funds	Name	March 31, 2018	March 31, 2017
Endowment	<u>Restricted</u>		
	Restricted Fund (2005)	1,442,019	1,274,564
	<i>Gift Giving Funds:</i>		
	Lifespan Faith Development Fund	3,682	3,366
	Social Justice Fund	42,302	3,366
	Music Fund	79,380	3,366
	Buildings & Grounds Fund	3,682	3,366
	<u>Unrestricted</u>	844,686	691,402
Other Funds	Bernhard Music Fund (restricted)	<u>197,521</u>	<u>188,763</u>
Total		\$2,613,270	\$2,168,193

(1) Historically, annual reports have been from March 31 to March 31.

June 10, 2018

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AUDIT COMMITTEE

The Audit Committee retained the services of Hope and Hernandez, P.C. as independent auditors to conduct a Modified Cash Basis Review of the church finances for the fiscal year ending June 30, 2017.

The auditor reviewed all aspects of church finances and prepared the financial statements as of June 30, 2017. He reviewed all financial transactions as well as TUCW's internal control systems, payroll, the pledge management system and compliance with IRS codes.

The auditor delivered his Financial Report to the TUCW Audit Committee in November 2017.

We reviewed the report and discussed it with the auditor, and we are satisfied that the independent review found TUCW's finances in good order, and determined that the financial statements present fairly the financial position of TUCW as of June 30, 2017.

The Financial Reports were presented to the Board of Trustees in February 2018.

Respectfully submitted,

Marie-Claire Bue and Hazen Goddard
Audit Committee

FINANCE COMMITTEE AND TREASURER'S REPORT

The Finance Committee, a committee of the Board at TUCW, continues to oversee the financial health of the congregation. At its monthly meetings, the members of the Finance Committee review the financial reports for the prior month. We usually look at the profit and loss for the month compared to the budget. The class budgets, Music, Worship and Ministry, Lifespan Faith Development among them, and the balance sheet, are also part of what we monitor.

Until her departure in February, Dorothy Adams as our Executive Director attended Finance Committee meetings and led the discussion of the reports. She has continued to consult on an as-needed basis. Sue O'Meara, our accountant, prepares the monthly reports and now attends the Finance Committee meetings as the reports are discussed. She can usually answer committee members' questions, and when she can't, she finds the answers later and reports at the following meeting.

Financial Policies which were updated in the prior year were taken to the Board of Trustees for approval early in this fiscal year. The Committee updated and approved its charter. Audit, Endowment and Finance Committees reviewed the report from the external auditor prepared for the fiscal year 2017.

2017-18 Profit/Loss & 2018-19 Proposed Budget.

The three tables below show cash income / cash expenses / other sources of cash & non-cash funds (primarily use of or contribution to reserves and the contribution from endowment).

1st column: the budgeted income for the fiscal year 2017-18.

2nd column: the estimated year-end actuals as of April 30, 2018.

3rd column: proposed budget for the coming fiscal year, 2018-19.

4th column: difference between the 2019 fiscal year budget and the estimated year-end 2018.

5th column: difference as a percent.

6th column: percent of the total 2019 budget for each line.

Income (cash)	2017-18 Budget total year	Total 2017-18 Estimated Year End (as of April)	Proposed 2018-19 Budget total year	2018-19B vs. 2017-18 Est. Year-end	% variance 2018-19B to 2017-18 Est. Year-end	% of total	Comment
Total Pledge Income	\$582,606	\$592,629	\$590,700	(\$1,929)	-0.3%	67%	Pledge income is budgeted flat compared to 2018
Unrestricted Contributions	\$75,700	\$68,816	\$75,700	\$6,884	10.0%	9%	
Restricted Contributions	\$12,310	\$42,410	\$11,330	(\$31,080)	-73.3%	1%	2018 included funds raised for Ed's Tribute
Fundraising Event Proceeds (gross)	\$42,396	\$58,301	\$39,746	(\$18,555)	-31.8%	5%	Budgeted based on anticipated events with related costs reflected in the expenses
Pass Through Income-to other charities	\$13,000	\$9,164	\$10,000	\$836	9.1%	1%	
Facility Use Fees	\$137,140	\$141,396	\$137,640	(\$3,756)	-2.7%	16%	
Other Income	\$15,415	\$9,249	\$10,730	\$1,481	16.0%	1%	Camp Jewel, CD sales, Memorial Garden
Gross Ordinary Income ("A")	\$878,567	\$921,964	\$875,846	(\$46,119)	-5.0%		

Expenses (cash)	2017-18 Budget total year	Total 2017-18 Estimated Year End (as of April)	Proposed 2018-19 Budget total year	2018-19B vs. 2017-18 Est. Year-end	% variance 2018-19B to 2017-18 Est. Year-end	% of total	Comment
Total People Costs	\$678,229	\$635,360	\$659,328	\$23,969	3.8%	72%	Minimal wage growth and benefits budgeted based on current trends
Maintenance and Insurance	\$64,768	\$60,122	\$67,024	\$6,902	11.5%	7%	Lift maintenance, Memorial Garden costs, lawn care increase, tree removal
Programs and Worship Materials	\$34,305	\$35,306	\$38,610	\$3,304	9.4%	4%	Camp Jewel did not run in 2018
Office & Utilities	\$57,506	\$67,181	\$68,144	\$963	1.4%	7%	
Denominational	\$11,500	\$11,500	\$16,500	\$5,000	43.5%	2%	Increase in UUA dues as we have been underfunding based on our size for years
Fundraising Expenses	\$15,684	\$28,612	\$16,637	(\$11,975)	-41.9%	2%	Expenses budgeted based on projected fundraising efforts
Pass Thru Expenses to charities	\$15,300	\$14,139	\$12,300	(\$1,839)	-13.0%	1%	
Audit, Pmt Process & Bank Fees	\$11,793	\$13,044	\$16,420	\$3,376	25.9%	2%	Projected cost increase for full financial audit
Misc. Expense	\$8,595	\$7,846	\$11,970	\$4,124	52.6%	1%	Board retreat, minor increase in food and beverage
Building and Grounds Projects	\$101,000	\$97,595	\$10,000	(\$87,595)	-89.8%	1%	Placeholder for projects that may arise during the year
Total Expenses ("B")	\$998,680	\$970,706	\$916,933	(\$53,773)	-5.5%		
Net Ordinary Income - Cash Basis ("C")	(\$120,113)	(\$48,742)	(\$41,087)	\$7,654			

Other Sources of cash	2017-18 Budget total year	Total 2017-18 Estimated Year End (as of April)	Proposed 2018-19 Budget total	2018-19B vs. 2017-18 Est. Year-end	2018-19B to 2017-18 Est. Year-end	% of total	Comment
Use of Reserves	\$106,800	\$53,185	\$33,400	(\$19,785)	-37.2%		Continued decrease in use of reserve
Use of Social Justice Jan Park Bequest	10,000	10,000	0	(\$10,000)	-100.0%		None in FY 19
Endowment Distributions	30,260	29,500	34,500	\$5,000	16.9%		
Total Sources of Cash	\$147,060	\$92,685	\$67,900	(\$24,785)	-26.7%		
Contributions to Reserves (Other uses of cash)	\$26,620	\$43,210	\$25,900	(\$17,310)	-40.1%		
Net Income Budget View	\$327	\$734	\$913	\$179	24.4%		The net cash based budget is a \$913 surplus

As you can see, we have an essentially balanced budget.

The large expense in buildings and grounds which required use of reserves in the current year was for the paving of our driveway. We do not anticipate any large capital expense in building or grounds costs in the coming year. But there is an amount of approximately \$15,000 within the maintenance and insurance expense line for repairs if needed.

Bob Trefry, Trustee and member of the Finance Committee, provided significant input to the budgeting process this year, working with Rev. John and others on the staff to prepare budgets for the coming year. Sue worked closely with him, with occasional help from Dorothy, to provide the draft budget for the Finance Committee to discuss and approve.

Highlights include:

- The current year budget, Fiscal Year or FY 2018 is expected to come in on plan, as a balanced budget.
- The proposed FY 2019 budget is also a balanced budget.
- FY 2018 pledges are expected to come in about 2% over the budget.

- FY 2019 accommodates the re-allocation of people costs for the new Assistant Minister for Faith Formation.
- The Endowment contribution to the Operating Budget for FY 2019 is \$34,500, up from the \$29,500 in FY 2018.
- The building and grounds spend is down significantly compared to FY 2018 (\$97,595 to \$10,000); mainly due to the driveway costs in FY 2018.
- We are slowly and modestly increasing our denominational and community contributions.

While a capital campaign for larger facility repair/upgrade projects is not included in this budget, the Board of Trustees and Rev. John are considering the possible timing and magnitude of a campaign.

Considerations we use in preparing the budget include:

- Make realistic assumptions that are conservative, but not excessively so.
- Use actual trend data where we have it.
- Balance the budget, with planned contingencies to deal with the unexpected.
- Include accruals for known long term expenses (large capital maintenance items, ministerial sabbaticals) in annual planning.
- Do not sacrifice the long term for the short term.
- Include an annual audit or external review.
- Produce audit-compliant financials.

When we prepare the budget, we also decide on contingencies for revenue either above or below our projections. When we look at the re-forecast in January and again in April we decide whether to implement any of these contingency measures.

Budget Contingencies (in order of priority)
--

If net income exceeds expectations:

Increase staffing and/or staff salary raise	\$10,000
Increase Denominational Contributions	5,000
Increase Building & Grounds Reserve	<u>15,000</u>
TOTAL UPSIDE CONTINGENCY	\$30,000

If net income falls short of expectations:

Decrease rental allocation to B&G Reserves	\$10,000
Decrease program budgets	5,000
Decrease Denominational Contributions	5,000
Decrease Building & Grounds Reserves	<u>10,000</u>
TOTAL DOWNSIDE CONTINGENCY	\$30,000

2017-18 Balance Sheet (modified cash basis).

TUCW Balance Sheet - (Modified Cash Basis)		April 30, 2018	June 30, 2017
ASSETS			
Current Assets			
Total Checking and Savings		409,550	355,253
Fixed Assets			
1400 · Land		1,000,000	1,000,000
1403 · Land Improvements		36,900	36,900
1401 · Church Building		1,000,000	1,000,000
1404 · Meeting House		900,000	900,000
1407 · Building Improvements		170,246	170,246
1408 · Furniture, Fixtures & Equipment		106,880	106,880
1450 · Accumulated Depreciation		-213,364	-213,364
Total Fixed Assets		3,000,662	3,000,662
Other Assets			
1500 · Endowment Investment Accounts			
		All accounts valued at March 31, 2018	All accounts valued at June 30, 2017
1501 · Unrestricted Inv-UUA CommonFund		655,918	608,456
1502 · Unrestricted Inv-Vanguard		188,768	212,895
1503 · Unrestricted Inv-Bernhard Music		197,521	192,159
1505 · Vanguard - Social Justice		42,302	3,413
1506 · Vanguard - LFD		3,682	3,413
1507 · Vanguard - B&G		3,682	3,413
1508 · Vanguard - Music		79,380	73,570
1509 · Vanguard 2005 - Restricted		1,442,019	1,318,687
Total 1500 · Endowment Investment Accounts		2,613,270	2,416,005
1256 · Security Deposit* SCG (Gas)		1,000	1,000
1257 · Paving Deposit			8,000
Total Other Assets		2,614,270	2,425,005
TOTAL ASSETS		6,024,482	5,780,920

TUCW Balance Sheet - Continued		April 30, 2018	June 30, 2017
(Modified Cash Basis)			
LIABILITIES & EQUITY			
Liabilities			
Total Current Liabilities		144,375	73,893
Equity			
Total 2115 · Invested in Capital Assets		3,000,662	3,000,662
2130 · Reserves			
2528 · Memorial Garden Reserve		7,887	7,887
2542 · Building Reserve		100,583	86,283
2554 · General Reserves		10,000	10,000
2555 · Groundskeeping Reserve		81,041	73,491
2760 · Sabbatical Reserve		19,800	14,400
Total 2720 · LFD Reserve		7,433	7,433
2730 · Social Justice Reserve		13,012	13,658
Total 2740 · Music Reserves		32,591	21,191
Total 2750 · Worship & Ministries Reserves		7,149	5,293
Total 2130 · Reserves		279,496	239,637
2135 · Restricted Net Assets			
2405 · Social Justice-JP Gift			46,325
2407 · Lay Leadership Scholarship			1,856
Total 2135 · Restricted Net Assets			48,181
3900 · Unrestricted Net Assets		1,296,253	886,175
3901 · Perm Restricted Net Assets		1,122,295	1,122,295
Net Income		181,400	410,078
Total Equity		5,880,107	5,707,028
TOTAL LIABILITIES & EQUITY		6,024,482	5,780,920

During the 2018 fiscal year Ravi Sankhar resigned from the committee, citing work pressure that requires frequent travel. Lyn Kobsa announced her resignation at the end of this fiscal year, with additional work pressures. We thank them for their service.

The board approved the appointment of two new members to the committee at its May meeting, Suzanne Polmar and Shanonda Nelson.

Respectfully submitted,

Catherine Onyemelukwe, Treasurer

Finance Committee:

Mark Corcoran, Mary-Jane Cross, Lyn Kobsa, Cindy Potter, Ravi Sankhar, Bob Trefry

Members of Record as of June 1, 2018

Natalie Abdalah	Dottie Book	Lynn Crager
Rene Abdalah	Carol Boston	Timothy Crager
Lia Albo	Susan Brady	Kate Croarkin
Michelle Albright	Deborah Barnett Brandt	Tom Croarkin
Marcia Aliberti	Robert Brandt	Polly Cromwell
Scott Aliberti	Jan Braunle	Mary-Jane Cross
Melanie Allen	Shari Brennan	Robert Cygan
Peter Atkins	J. Alan Brewster	Sandy Cygan
John Austin	Linda Brewster	Linda Daniels
Laura Axthelm	Randy Brody	Douglass Davidoff
Stephen Axthelm	Rainy Broomfield	Suzanne Davino
Beverly Bailey	David Bue	Marjolijn de Jager
Richard Bailey	Marie-Claire Bue	Joy Del Rosso
Jim Baldyga	Randy Burnham	Stephen Del Rosso
Melissa Balmer	Enid Busch	Danielle DiGrazia
Reed Balmer	Susan Butler	Patty Dimon
Donald Bancroft	Lynda Campbell	Cheryl Dixon
Martha Bancroft	Diane Cano	Lorna Donnelly
David Barrow	Dave Caplan	Lisa Donohue-Olivieri
David Bauer	Leslie Cenci	Peter Donovan
Betsy Beach	Jessica Chadbourn	Joan Duncan
Jacqueline Beck	Cindy Clair	David Dunlop
Diane Becker	Vidal Clay	Judith Eckert
Diana Bell	Candace Clinger	Rose Ecsedy
Pippa Bell Ader	Paul Cohen	Teryl Eisenberg
Eileen Belmont	Lynn Colafrancesco	Jonathan Elkind
James Beurle	Neil Coleman	Marsha Elkind
Ann-Marie Beurle	Charles Colletti	David Ellis
Marti Bishop	Rosemarie Colletti	Dave Emberling
Sharon Bittenbender	Thomas Comer	Stapley Emberling
Beth Black	Bob Comstock	Creighton English
Jason Black	Diane Connolly	Mary Erlanger
Bruce Blau	Kevin Connolly	Joshua Farber
Maggie Blau	Martha Constable	Kim Farber
Peggy Block	Richard Constable	Barbara Ficalora
Lynda Shannon Bluestein	Jim Cooper	Jane C. Fina
Paul Bluestein	Mark Corcoran	Ed Fitzgerald
Alex Boboc	James Corradino	DJ Flam
Sari Bodi	Michael Costantino	Douglas Flam
Jennifer Boland	Joann Coviello	Victoria Flam

Adam Fleisher	Charles Harrington	Albert Kelly
Michelle Fleisher	Bill Hart	Sunny Khadjavi
Anne Flounders	Nanette Hausman	Marilyn King
Michael Fontana	Joe Hawley	Sarah Kish
Muriel Fontana	Alec Head	Robert Kleid
Jamie Forbes	Tom Hearne	Charles Klein
Cheryl Ford	Adair Heitmann	Jenny Klein
Jim Francek	Jack Hennessy	Carolyn Kobsa
Pat Francek	Lindy Hennessy	Anatole Konstantin
Luisa Francoeur	David Henry	Rosaria Konstantin
Janice Freddino	Bobbie Herman	Jill Kovacs
Christina Frei	Robert Herman	Mark Kovacs
Jon Gage	Harriett Hethrington	Sandra Kozma
Leigh Gage	Maury Hill	Steven Kunstler
Anita Galvan-Henkin	Linda Hudson	Kathy Kurzatkowski
Monica Garrison	David Hunter	Dale Kutnick
Deb Garskof	Michelle Hyland	Laura Kutnick
Josh Garskof	Daniel Iacovella	Joe Lack
Luke Garvey	Jakob Isbrandtsen	Nancy Lack
Michelle Garvey	David Jacob	Becky Lai
Jennifer Gerometta	Melissa Jacob	Nick Lai
Carol Goddard	Jenna Jacobs	Ann Lakhdir
Hazen Goddard	Holly Jaffe	Kate Scheffler Lannamann
Cory Goger	Sherry Jagerson	Brian Lasher
Jim Goodrich	Melissa Jagoe-Seidl	Miki Lasher
Alex Gormley	Sophia Jagoe-Seidl	Robert Laug
Steven Gormley	Joan Jobson	Terri Laug
Steve Grathwohl	Ann Johnson-Lundberg	Lynne Laukhuf
Eric Gribin	Keith Johnston	Brian LaVoie
Ellie Grosso	Anna Jones	Patti LaVoie
Catherine Guilliani-Groell	Doug Jones	Kevin Leddy
Andy Gundell	Meg Jones	Kristen Leddy
Carolyn Gundell	Larry Kastriner	Ryan Leddy
Judith Hamer	Mary Kastriner	Matt Leonard
Carolyn Hamilton	Jim Keenan	Miriam Levin
Debbie Handler	Maryellen Keenan	Virginia Levin
Len Handler	David Keeton	Wendy Levy
Bob Hardin	Felicia Keeton	Patrick Leydon
Kristi Hardin	Vaughn Keller	Sara Leydon
Joan Harnett	Barbara Kelley	Beverly Lieberman

Dara Lieberson	Shanonda Nelson	Dorothy Rich
Jeff Lundberg	Glenn Newell	Pamela Ritter
Janet Luongo	Noelle Newell	Kathy Roberts
Jim Luongo	Ed Nicolas	Connie Rockman
Elizabeth MacDonald	Amy Nonnenmacher	Elena Rockman-Blake
Michael Madigan	Andreas Nonnenmacher	Mary Jo Romano
Darryl Manning	Julyen Norman	Florence Romanov
Gerry Manning	Deborah O'Brien	Liane Roseman
Allen Marks	Jeremiah O'Brien	Steven Rosenberg
Alexa Marshall	Jean O'Dell	Bonnie Rother
Fred Marshall	Lynn O'Donnell	William Rother
Mary-Megan Marshall	Patrick Oliveri	Roger Rowell
Maureen McBride	Catherine Onyemelukwe	Berta Russell
Catherine McElroy	Eileen O'Reilly	Jason Sandler
Cecelia McElroy	Joanne Glasser Orenstein	Lisa Sandler
Fiona McElroy	Neil Pabian	Rachael Sandler
CarrieMcEvoy	Cathy Paine	Tim Sandler
Liz McGovern	Gwen Parker	Ravi Sankar
Allison McHenry	Marjorie Partch	Shrutika Sankar
Nancy McKeever	Erik Paul	Sudha Sankar
James McKinnon	Lawrence Perlstein	Reina Sauer
Melinda McMillen	Bob Perry	Barb Schade
John McWeeney	Eloise Peterson	Lily Scheyhing
Felicity Medinger-McWeeney	Anita Pfluger	Penny Schneider
Diane Melish	Marie Pham	Lucia Scott
Elizabeth Miller	Chris Place	Liz Seaman
Heather Miller	Harvey Place	Carol Seiple
Loren Mitchel	Stephen Polmar	Christopher Seiple
Diane Moller	Suzanne Polmar	K.C. Senie
Sven Moller	Carol Porter	Jane Sherman
Mary Beth Mollica	Cynthia Potter	Susan Sherman
Sal Mollica	Carole Prescott	Victoria Sherrow
Mary Money	Joe Pucci	John Simboli
Eric Montgomery	Susan Pugliese	Scott Singer
Luke Montgomery	Elizabeth Quesada	David Smith
Ming Montgomery	Alan Rackson	Maria Mendoza Smith
Kristin Morrell	Alice Rago	Robert Smith
Gian Morresi	David Raymond	Tanya Smith
Marion Moseley	Therese Raymond-Cline	Paula Soares-Somashekar
Nina Nagy	Marilynn Reed	Sam Somashekar

Judy Soronen	Daniel Valentine
Candy St. Onge	Ade Van Duyn
Steve St. Onge	David Vita
Susan Starkie	Jerusha Vogel
Emily Staub	Ken Vogel
Rob Staub	Jaqueline Wallace
Adam Stockton	John Wallace
Julianna Stockton	Marliss Walther
Donna Stone	Sheila Ward
Bart Stuck	Marguerite Webb
Jean Sturges	Bob Welsh
Ted Sullivan	MarionWertheim
Ann Taylor	Betty-Lynn White
Faith Tatlor	Lynn Whitton
Ron Taylor	Brenda Williams
Arnela Ten Meer	Caroline Williams
David Thompson	Gary Williams
Joyce Thompson	Rachel Williams
Susan Thomsen	Tim Wilson
Barbara Thormahlen	Andrew Wittenstein
Kate Throckmorton	Trina Wong
Robert Trefry	Linda Woodruff
Mary Trefry	Karen Wright
Gina Troisi	Julia Wyant
Joanne Turmelle	Melanie Wylor
John Turmelle	Douglas Wyse
Peg Ulrich	Christine Yang
W. Arthur Ulrich	Ted Yang
Cindy Vaccaro	Robert Zuckerman
John Vaccaro	

MEMBERSHIP SUMMARY

Year	2009	2010	2011	2012	2013	2014
Beginning of year	688	627	592	580	569	585
Additions	38	28	29	17	29	40
Losses	99	63	41	28	13	21
Total Members*	627	592	580	569	585	604

*Using old definition of membership counting

Year	2014-2015	2015-2016	2016-2017	2017-2018
As of April 30th	501	473	421	383
Additions	50	18	13	49
Losses:	29	70*	49*	13
Moved Away		17	9	6
Deceased		11	7	6
Resigned		3	1	1
Other	57*	39	32	
As of May	473	421	383	419

*additional correction for Constitutional definition revision of 2015

Membership Committee:

The Membership Committees was re-constituted this past fall and is regularly staffing the Welcome Table in the foyer on Sundays, holding dinners welcoming new and perspective members, and is reviewing our outreach.

We have begun holding Newcomer Orientations on a monthly, rather than quarterly, basis and it's always uplifting hearing the excitement of people who are longing for what Unitarian Universalism has to offer and didn't know where to find it...until now.

Newcomers are overwhelmingly drawn here with an interest in social justice which reflects our reputation in the larger community.

We continue to recognize new members during Sunday Services, where they actually sign the Membership Book in front of the congregation. It's a public recognition and celebration... as it should be!

The good news is that after 3 years of declining numbers this year our membership has increased by 10%.

David Vita

Possible Time Line for Combined Capital and Operating Campaign

- September 21-23: “Searching for the Future Weekend”
- October: Vision and Strategic Plan Draft Presented to Board of Trustees
- November: Vision and Strategic Plan Vetted by the Congregation
- January 2019: Feasibility Study Conducted by Consultant
- February: Completed Study Presented to Board of Trustees
- February: Congregational Meeting to Approve Vision, SP and Capital Campaign
- March: Visiting Stewards Training for Combined Campaign
- April: Campaign Conducted
- May: Results Reported and Revision to Plans Made
- June 2: Final Vote by Congregation to Initiate Vision and Strategic Plan