



**FISCAL YEAR 2020 REPORTS
FOR THE 69TH ANNUAL MEETING
THE UNITARIAN CHURCH IN WESTPORT**

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69th ANNUAL MEETING AGENDA
SUNDAY, JUNE 14, 2020

- **Call to Order (K Vogel, President)**
- **Chalice Lighting (Rev J Morehouse)**
- **Quorum Report (MJ Cross, Secretary)**
- **Approval of Member Meeting Minutes (K Vogel)**
 - **June 2019 Annual Member Meeting**
 - **Nov 24, 2019 Capital Campaign Member Meeting**
- **The Very Fine Lifetime Volunteer Service Award (C McEvoy)**
- **Board of Trustees Report (K Vogel)**
- **Financial Reports**
 - **2019-2020 Pledge Report (M Money)**
 - **Endowment (K Leddy)**
 - **Financial Results & Proposed Budget (C Onyemelukwe, Treasurer)**
- **Ratification of 2020-2021 Budget (C Onyemelukwe)**
- **Constitution Amendment Proposal to Increase Committee On Ministries to 7 Members (R Burnham)**
 - **Motion to change Article X, Section 4, paragraph 1 to read, “The COM is comprised of seven members elected to serve for staggered five-year terms.**
- **Elections: (M Garvey, co-Chair, Nominating Committee)**
 - **Board of Trustees**
 - **Endowment Committee**
 - **Committee on Ministries**
 - **Nominating Committee**
- **Installation of New Board & Elected Committee Members (K Vogel)**
- **Report on #MeToo Resolution (Rev J Morehouse)**
- **Report from Committee on Ministries (S Sankar)**
- **New Business**
- **Adjournment**

BOARD OF TRUSTEES

These times of great change and uncertainty have brought an unprecedented set of challenges and opportunities to our congregation. Under Rev. John's leadership, we are adapting to the crisis to inspire, connect and act in new ways. We are also responding appropriately to the economic decline to ensure we emerge into the post-COVID-19 world as financially secure as possible.

Board Goals

The outcomes of our pre-crisis goals were:

- 1) With three long-time board members in their last year, **succession, on-boarding and education** were a key focus. This went well, and I am confident that the new board will have the documentation and training it needs to be successful.
- 2) We helped guide a very successful **capital campaign**, raising over \$2 million to preserve and enhance our spiritual home.
- 3) While we made some progress on **linkages and communication**, including board letters and analysis of the capital campaign survey, we had hoped to achieve more. Fortunately, the committee on ministry continued to do good work in this area, and we were able to coordinate and work with them on this important topic.
- 4) We **revised and reprioritized** our ends¹. We added and made top priority the end "**We become a sustainable, robust Congregation comprised of all generations.**" Achieving this outcome was and continues to be a focus of the board and Rev. John's ministry for the upcoming year.

COVID-19 Response

The board has been working closely with Rev. John to cope with the significant economic impact of the COVID-19 crisis. As you can see in the treasurer's report, our current year and projected next-year income is down significantly. This has led to some painful cost-cutting measures, including the elimination of the Assistant Minister position.

The board spearheaded the successful investigation and application for a Paycheck Protection Program grant of a little over \$100,000. This small-business government stimulus program will provide a critical offset to this year's shortfall – for more details on this program, please see the Treasurer's report. The board also requested and was granted an additional \$39,000 from the endowment. The "rainy day" we're currently experiencing is just the kind of situation the endowment was created for, and we are so thankful to those who built it up through the years.

The board and Rev. John strive to make practical, realistic but not too drastic, cuts to maximize the health of our congregation in the post-COVID world. Exactly how it will play out next year is still very uncertain, but I am confident we are in good hands with the staff and incoming board.

Next Year

The board will select its goals at its annual retreat in August, but prioritization is extremely important in this new era we have entered. I expect the board will continue to use the tools of policy-based governance to direct the ministry toward the ends that keep us financially healthy and achieving our mission.

¹ You can read more about ends at <https://uuwestport.org/mission-statement/a-message-from-the-board>

Personal Note

As I depart the board this year, I conclude ten years of board service, in two stints over my fifteen years of membership at TUCW. I have had a deeply rewarding experience on the board; as Gandhi said, “the best way to find yourself is to lose yourself in the service of others.” I would like to thank the other two departing board members: Carrie McEvoy, for her wisdom, support and insight, and Mary-Jane Cross, without whose incredible hard work and attention to detail I would surely have dropped untold numbers of balls. I would also like to thank Rev. John and my fellow board members for shouldering so much of the work, and for making my board experience so rewarding and meaningful. We have a great group of new board members joining this year, and as I return to being “just” a congregant, I am thankful to have a competent team at the helm of this wonderful ship.

Sincerely,

Ken Vogel, Board President

BOARD & ELECTED COMMITTEES ROSTER

As of June 1, 2020

BOARD OF TRUSTEES

Ken Vogel	2020	- 1st full term	President
Mary-Jane Cross	2020	- 2nd term	Secretary
Carrie McEvoy	2020	- 1st full term	Vice-President
Bob Trefry	2021	- 2nd term	
Luke Garvey	2020	- (appointed mid-year to fill open slot)	
Steve Grathwohl	2021	- 1st term	
Alex Gormley	2022	- 1 st term	
Stapley Emberling	2022	- 1 st term	
Catherine Onyemelukwe	2022	- 2 nd term	Treasurer

COMMITTEE ON MINISTRIES

Sudha Sankar	2020		Co-Chair
Randy Burnham	2021		Co-Chair
Charles Harrington	2022		
Jenna Jacobs	2023		
Linda Lubin	2020	(appointed mid-year to fill open slot)	

NOMINATING COMMITTEE

Sal Mollica	2020		Co-Chair
Michelle Garvey	2020		Co-Chair
Felicia Keeton	2021		
Diane Bell	2021		
Tom Hearne	2021		

BOARD & ELECTED COMMITTEES (cont.)

ENDOWMENT COMMITTEE

Kevin Leddy	2020	Chair
Sharon Poole Bittenbender	2021	
Ann Marie Beurle	2022	
Mark Corcoran	2023	
David Bauer	2024	

PROFESSIONAL STAFF

Rev. Dr. John Morehouse, Senior Minister
Rev. Dr. Edward Thompson, Minister of Music
Rev. Shelly Thompson, Assistant Minister for Faith Formation
Rev. Jim Francek, Community Minister – Pastoral Care
Rev. Frank Hall, Minister Emeritus
David Vita, Director of Social Justice & Director of Membership
Margalie Belizaire, Intern Minister
Diane Donahue, Office Administrator
Desmond Hughes, Sexton
Sue O’Meara, Accountant
Nate Pawelek, Family Faith Formation Sunday Coordinator

SENIOR MINISTER

This completes my fifth year as your Senior Minister. It has been one of the most dramatic in my thirty years since my ordination; I celebrate that anniversary this month. I want to report first on the Ends the Board asked me to work towards this past year. The reference numbers are from the Board Policy Manual.

Within 1.1.1 TUCW is where the lives of children, youth and adults of all ages are *deepened spiritually in worship that guides us in individual and communal responses to the sacred, enriched through expanded religious understanding, and uplifted and sustained by living out our UU principles.*

Most notable in this regard has been our emphasis on fostering a Faith Formation Ministry for all ages. Rev. Shelly Thompson, our Assistant Minister for Faith Formation has done a remarkable job moving us along this path. Under her leadership we have established a successful Family Faith Formation Ministry that reaches out and celebrates families encouraging them to explore spiritual themes. Up until the pandemic, our OWL and Coming of Age programs were a great success. Rev. Shelly has also developed our adult faith formation through new classes and important changes in our Small Group Ministry. Our worship and music programs continue to inspire. Finally, we have made significant progress in developing our understanding of gender equity issues and our part in white supremacy culture. I have begun a spiritual direction program with the Shalem Institute in Washington D.C. as another means to deepen our work towards this end.

Among 1.2.4

We are a sustainable, robust congregation comprised of all generations.

Up until the pandemic struck we were making significant progress towards this end. Our family friendly worship services and classes were attracting new families and especially school age children. While our Youth Group continues to struggle, our programs for grades pre-k through 8 were better attended than in previous years. There were several successful multi-generational events. While we remain a largely older congregation, our progress towards attracting younger families was

noticeable. As with so many goals, this one has been way laid by the pandemic; programing is happening on line but attendance is spotty. It is our hope that we will be able to revive family outreach in 2021. I report that our stewardship has been consistent and substantial. While we have lost some giving since the pandemic, we are finishing stronger than most congregations in our area. The Stewardship Team deserves our hearty thanks for encouraging giving, pledging and a culture of thanks and generosity.

Beyond 1.3.2

We welcome and build authentic relationships with people across differences.

This continues to be our strength. Up until the pandemic we were actively in ministry with our community partners in Bridgeport. Through our Intern Minister, Margalie Belizaire, we began a concerted effort to understand white bias and address racism in our congregation and larger community. This effort has borne fruit: our outreach efforts aiding the homeless population of Bridgeport has led us to learn from and follow the lead of people of color. And, as mentioned, our Gender Equity Team has been strategizing on how to be more welcoming and supportive of transgender people. I believe that our move to virtual platforms will only improve our ability to reach across differences.

I want to thank our amazing staff, leaders and ministers for their dedication and care. They have worked alongside all of you to build the beloved community we so dream of. I especially want to thank Rev. Shelly Thompson for her hard work and dedication in moving us toward becoming a congregation that nurtures a deep faith formation. Her job has not been easy and she has left us with some great programs and tools to move forward. We wish her all the best as she moves onto her next ministry.

The pandemic has changed our congregational life immensely. Suddenly we were thrust into a virtual world that required technical skills we did not have and an organizational agility that surprised many of us. Remarkably, we have largely stayed together and, in fact, many of our programs have improved and a few have been started during the pandemic. Thanks to all the leaders who made that happen. I want to especially thank Beth Cliff who has stepped in as our volunteer Communication Director, Cheryl Dixon Paul, who has overseen our worship program development and Rev. Jim Francek who serves as our Community Minister for Pastoral Care on a volunteer basis. These people and so many more have made this transition not only possible but vital.

That said, I want to share with you where I think we will be heading beyond this pandemic. These are originally from my colleague Rev. Jake Morell with some adaptations by me. In the near future I believe we will:

1. Shift from analog to digital. While this may be obvious to those who have migrated to zoom, on line meeting platforms will become our default setting. I see every group meeting digitally with the exception being larger in person events such as worship, music and lectures. We have already learned how to teach on line, we will begin new member orientations as a class, followed by a more robust use of digital technology in small group ministry. One area where we are farther behind is in digital giving. This remains reluctance in our congregation to using digital giving platforms. This will be an important area for improvement.

Digital is here to stay. Churches need to shift to making this a primary platform for everything they do rather than just a stream of their Sunday services. Even after we go back to full in person services they will be streamed and zoomed. Our youth group and most of our adult faith formation classes may also be on line.

2. Shift from teaching to equipping. We need to help people move from consuming teaching content to engaging in a personal, spiritual journey. This means classes are going to involve breakouts for discussion. We will also shift our faith formation ministry to engaging in deeper spiritual engagements such as retreats and spiritual affinity groups exploring Buddhist meditation, Tai Chi, Chi Gong and contemplative prayer groups. When I speak of becoming a center for learning and liberation, this is what I am talking about. My current sabbatical work in Spiritual Direction is the basis for this shift.

3. Shift from gathering to connecting. Connecting, such as we are doing now through Zoom, chat rooms and Google Hangouts will be more important than ever. Within this year, all our newcomers will meet digitally within a group over

many sessions in order to build stronger connections. Worship on Sunday is only one way of connecting. We will explore other ways of connecting.

4. *Shift from global to local.* While our principles call us to work for world peace, we will continue our shift towards the local. We have built strong relationships with our community partners all of whom are working on local solutions to the problems of racism, poverty and hunger. We have already been a leader in state wide advocacy. As the pandemic has shown us, local and state responses matter more to us now than the national response (our effort to *UU the Vote* is a notable exception).

5. *Shift from over-spending to generosity.* We will continue to foster a culture of generosity. This includes recognizing our leaders and thanking our donors. We will use worship and our digital platforms to more regularly and consistently thank our donors. We will also see new fundraising efforts in the months ahead. One such plan is to introduce targeted fundraisers around specific programs, e.g. youth empowerment, and faith formation.

6. *Shift from complexity to simplicity.* Our current organization plan is quite complex. I am working with Leadership Development Team to reimagine how this will look. You will see our website shift to five major program areas rather than the Byzantine website we have now. More is needed to develop this trend in the future.

7. *Shift from primarily counting attendees (and now viewers) to engagement:* I have long criticized our UU way of measuring success; counting heads and views as a means to measure our effectiveness. While there is useful data to be gained from measuring objective metrics, there is more to learn from how we are engaging others. Attendance is ever changing, i.e. the people who come on a Sunday are not the same people every week. Engagement is a much better measure of our success. How many people are engaged in our outreach? What kind of opportunities are we making available? Is our giving commensurate with those who are engaged? It is quite possible that we will have fewer members but be a more vital and engaged congregation. This also means that our staff will need to focus more on involvement that providing a consumable experience.

I look forward to moving through this pandemic to a new reality with you. We will continue to offer services in our building, we will complete the renovations on our building we dreamed of and we will broaden our community and our faith in new and exciting ways. Please join us as we come into our new being.

Respectfully submitted, Rev. Dr. John Morehouse

#MeToo / GENDER EQUITY TEAM (GET)

Introduction and Resolution

The #MeToo Council was formed in response to the congregational resolution adopted in 2018:

“WHEREAS the Unitarian Universalist Association (UUA) has taken positions on relevant issues of social justice as an expression of our faith and values and since 1961 has passed 89 resolutions and statements of conscience on sexual justice issues that have largely been in response to public events. These statements present a remarkable commitment to sexual justice; and WHEREAS sexual harassment, abuse and violence against women is not new. What is new is the #MeToo Movement and this moment of women claiming their voices and their agency from those who have hurt them; and

WHEREAS the courage of women in our congregation who have come forward in the #MeToo worship services and in TUCWomen’s gatherings forcefully remind us of the untold harm that can be caused by sexual misconduct;

BE IT THEREFORE RESOLVED: That the Unitarian Church in Westport, CT, endorses prophetic preaching and public advocacy on #MeToo issues. This includes support for programs of healing and pastoral support for women and girls who have been injured and seek safe and caring circles; and educational programs for all ages and all gender identities that

directly address the issues of sexual harassment, abuse and violence in the home, workplaces, the congregation and in the larger community; and

BE IT FURTHER RESOLVED: That the Congregation calls on the Board of Trustees of TUCW and its Senior Minister to institute a comprehensive review of all policies and practices using the lens of #MeToo issues and make sure all such policies and practices shall be available and accessible in both printed and electronic (website) form. The Congregation further directs the Board and Senior Minister to share this Resolution with other UU congregations, the UUA and those in other denominations, and to diligently examine any systems of power and patriarchy within this congregation in governance, ministry and administration; and

BE IT THEREFORE RESOLVED: That the Congregation requests the President of the Board and the Senior Minister to report annually on progress in implementing this Resolution until the Annual Meeting in 2023.”

As per this resolution the Senior Minister and the Board of Trustees with the assistance of the #MeToo Council submits this report.

The #MeToo Council was renamed the Gender Equity Team (GET) and the scope was increased to include the LGBTQ+ community.

We adopted the UU 8th Principle of “working to build a diverse and multi-cultural Beloved Community”. This was implemented by creating an anti-racism/anti-oppression/multi-cultural Covenant for and by the Gender Equity Team and Rev. Shelly Thompson.

In order to support healing for victims/survivors of sexual harassment, abuse and/or assault, safe and caring space was provided for #MeToo victims through TUCWomen circles. These included Sacred Circles with Grandmother Nancy and Tapping Circles with Carol Hamilton.

We have reached out to Safer Congregations and Pastoral Care chaplains to discuss support for women and girls and LGBTQ+ members who have been injured. Training workshops were discussed, now pending.

We held an educational session on February 16th - an LGBTQ+ gender identities workshop with Rev. Aaron Miller. Through the lens of love and inclusion, Rev Miller provided information about programs and services for the support of victims of sexual violence and for the LGBTQ+ population, shared hotline numbers and pamphlets on terminology.

To promote Advocacy on #MeToo and LGBTQ+ issues within the congregation and provide clarity on TUCW’s position on these issues we created and distributed a brochure on Gender Equity describing our what, why and vision. A banner proclaiming #MeToo and LGBTQ+ support was hung on Lyons Plains Rd, posted visual signage on restroom doors and transgender symbol decals at entry doors.

Sermons delivered by senior minister Rev. Dr. John Morehouse as follows: an LGBTQ+ Sunday worship service on “Healing” - Feb 23rd with ministers and Arnela Ten Meer; a #MeToo Sunday Service – March 8th with the Shawl Ministry and men of our congregation; two sermons on patriarchy.

Members of the Team: Sudha Sankar, Co-Chair, Cheryl Dixon Paul, Co-Chair, Mary-Megan Marshall, Jamie Forbes, Stapley Emberling, Rob Herman, Rev. Shelly Thompson, David Vita, Rev. Dr. John Morehouse

Respectfully submitted, Cheryl Dixon Paul

A BETTER MAN

This group continues to meet and thrive. The membership has remained steady at about 20 men. We were meeting monthly in the Meeting House on the 3rd Saturday up until April, when the COVID pandemic made it impossible. We have had 2 regular meetings by Zoom, which were well-attended.

Our purpose remains personal growth, connection, and service. Topics are formulated monthly by the leadership team, and discussed in as deep a manner as participants wish. We open up to new participants annually, in the model of Small Groups. Members have continued to express satisfaction with how the group is going, feeling that there is a dearth of authentic male connection. There has been a pervasive sense of gratitude to have this group as a support resource in these isolating times.

Respectfully Submitted by Luke Garvey

ADDICTION RECOVERY MINISTRY (ARM)

The focus of our Addiction Recovery Ministry is to create supportive activities that assist our congregants and/or their families:

- ◆ in deepening their understanding of all forms of addiction & the potential impacts on their families;
- ◆ to enhance “spiritual aspects” of recovery for those with addiction issues;
- ◆ to assist in finding of treatment resources as requested and appropriate and
- ◆ to support community self-help group efforts as appropriate.

While we have not created a formal statement of TUCW charter, as a TUCW recognized ministry we support the overall congregation’s direction to INSPIRE, CONNECT & ACT.

WITHIN (Inspire): 60% of our effort to date has entailed reaching out to our congregation through various group educational activities which included:

- ◆ Sunday Service on ADDICTION: Dec., 2019
- ◆ Sponsored educational efforts focusing on hunger, housing and addiction... delivered in December by HugTime-CoffeeTime and in January by Helping Hands / April Barron.
- ◆ As follow up to this educational efforts, significant funds were raised within our share the plate effort to support these two community efforts.
- ◆ Teryl Eisenberg, a member of our ARM, volunteered to be the point person for our Food distribution effort to the John Street Bridge area in Bridgeport. She works closely with David Vita.
- ◆ In addition, facilitated Rev. Shelly and members of our youth group in delivering food in Bridgeport. This was an indirect strategy for engaging our youth in experiencing directly the impact of late stage addiction & homelessness.
- ◆ Sponsored presentation on *Youth, Internet Habits & Mental Health* delivered on March 1, 2020 by Dr. Paul Weigle and facilitated by Rob Zuckerman
- ◆ THE POWER OF NOW group sessions, continue to be delivered by Bob Bevacqua every Wednesday evening. The group varies in size of 15-18 participants from both our congregation as well as the broader community. This is a favorite of those in recovery because of its focus on the NOW. During this COVID 19 experience it has moved to a Zoom format, and continues to be very popular.

AMONG (Connect): 20% of our effort includes being available following our services for consultation with congregants and responding to calls received on our congregation's hot line. Have established the 3rd Sunday as the one ARM will maintain a table in our foyer.

BEYOND (Act): 20% actively supporting the various 12-step meetings taking place on our campus and research activities focused on bringing timely information to our people. We celebrated the 2nd-year anniversary of our AA – Promises Speaker meeting in February, 2020. This meeting has grown from an initial 6 attendees to on average of 15-25 per week. While these meetings are separate from our congregation... I estimate the presence of this meeting may be supporting between 800-1100 individuals from our community a year.

The Overeaters Anonymous meeting held on Wednesday morning continues to be a source of support for both members from our congregation and the larger community. It too has moved to a Zoom platform during COVID- 19.

Size of Committee: Seven TUCW members

Submitted by Rev. Jim Francek, ACSW
TUCW - Community Minister
Addiction Recovery Ministry (ARM)

CAPITAL CAMPAIGN TEAM

After the May 5, 2019 congregational vote to proceed with a Capital Campaign, fundraising and planning efforts began immediately by the Capital Campaign Team whose members included Mary Jane Cross, Kristen Leddy, Catherine Onyemelukwe, Anita Pfluger, Carol Seiple, John Turmelle, and Rev John. Twenty-nine lead donors made early commitments of almost \$925K. The Capital Campaign officially began on September 14th at a congregational Clam-paign and Lobster Bake with the Jazz Rabbi. Other fundraising and community building activities throughout the fall included a Comedy Night, Fall Follies: UUs Got Talent, and Look Again, an opportunity for members of the community to share their favorite images of our building. During the campaign we had over 30 visiting stewards who reached out to over 270 members of our community. Due to this effort, over 230 members of our community contributed an additional \$676K on top of the initial \$925K raised. Our Endowment generously agreed to match the first \$500K received from the general campaign.

In parallel to fundraising efforts, the capital campaign team worked closely with the facilities team to coordinate a sharing of ideas between the congregation and the architects, Goody Clancy. This began with a congregational survey which the architects used to begin discussions with the congregation which occurred during the Imagining Sessions. The Board of Trustees hired Turner Construction Company as the construction manager to work closely with Goody Clancy. Town Halls were held for the congregation to share thoughts and ideas with the architects regarding the work to be done. Finally, Goody Clancy presented to the congregation what they viewed as priorities for our building. A congregational vote occurred on November 24 and the congregation unanimously agreed to proceed with spending the money raised on building improvements.

The Capital Campaign Team completed their assigned work and now the Facilities Team has taken up the work from here.

Respectfully submitted by Kristen Leddy and Carol Seiple (co-chairs)

INTERN MINISTER'S REPORT

This past year was my second and final year as an intern at The Unitarian Church in Westport (TUCW). I believe that I found my voice as a minister and preacher toward the end of my first year. This allowed me to approach my role at TUCW with confidence and a risk-taking spirit. Among other things, I experimented with non-traditional services on every occasion that I lead worship. The first of which was a "Question Box" service where the ministerial team responded to written questions from attendees in lieu of a sermon. On the last Sunday of the calendar year, as a way of transitioning from one year to the next, I coordinated "stations" service, which gave attendees the opportunity to move about and engage five stations that were facilitated by different people. At those spaces, they were blessed, worshiped through movement, committed to the life of the congregation, and so on. At another service, Rev John and I had a deep and meaningful one-on-one deep conversation on the issue of racism and oppression. Specifically, we addressed what it meant for one of us to move through the world in a body that is automatically offered grace, and the other in a body that is hated on sight. These are just a sample of the different types of Sunday Worship Service that I experimented with. All in all, they were well executed by those involved and received by the congregation.

More recently with the COVID-19 pandemic, I have been providing technical support for online worship and for other activities that TUCW has been providing virtually. For those unfamiliar with zoom, I provided tutorials to assist in navigating this virtual online platform. Like the other members of the ministerial team, I do a weekly 90 video message with the intention of giving encouragement to members and friends. I also facilitate a weekly virtual lunch on Fridays. This pandemic has challenged the staff of TUCW to rise to the occasion and do ministry in a new and different way. I believe that the challenge is being met again and again.

The thing that took up most of my time, though, this past year has been my project. As a Meadville seminarian, the expectation was that I work on a focus initiative during my second year as an intern. It is to be something that I leave behind at the end of the internship. I chose to introduce TUCW to the Intercultural Development Inventory (IDI) as a means of developing and/or improving our cultural competence. In so doing, there might be liberation from the grasps of racism and other isms. Throughout the past year, I have been working with a wonderful group of folks on a committee called "The Cultural Competency Committee". We have done much work together and the members will carry on the work.

Respectfully submitted by Rev. Margalie Belizaire

PASTORAL CARE

Mission: In the spirit of our first UU principle, "to affirm the inherent worth and dignity of every person", we strive to convey in manners dependable, inclusive and discreet a ministry of hope and caring so that no member of-our congregation need be alone.

Covenant: We covenant to the congregation of The Unitarian Church in Westport to work with our ministers, religious education director, the social justice director, our community network, and the facilitators of our neighborhood circles in a continuing process to cherish and care for all members of our church community.

In this role as a Pastoral Care Chaplain we will:

- Visit the ill at home or in the hospital.
- Support those going through major life changes or crisis such as major health issues, loss of a job, divorce or retirement etc.
- Maintain contact with those unable to attend church due to illness or disability.

- Support friends and family involved in care giving.
- Comfort the bereaved.
- Make ourselves available to talk by phone and meet with church members in their homes or in the hospital.
- Be on call and available for the next two years.
- Handle all personal information we are exposed to with the highest level of confidentiality and care.
- Support the choice and development of the next wave of Pastoral Care Associates to ensure a continuity of pastoral care in our congregation.

As Pastoral Care Chaplains we covenant to each other:

- To give mutual support, fellowship, and advice to each other;
- To grow in our openness & transparency with each other;
- To meet on a monthly basis for support and continuing education;
- To invest time and effort to assist each other towards our personal & spiritual growth.

NAME: TUCW Pastoral Care Chaplains (PCC)

DESCRIPTION: The ministry of the Pastoral Care Chaplains is to "to affirm the inherent worth and dignity of every person", we strive to convey in manners dependable, inclusive and discreet a ministry of hope and caring so that no member of our congregation need be alone. Our work is to provide the connective gift of an “attentive presence” to their situation.

WITHIN (Inspire): 35 % of the effort undertaken by the Chaplains is in the development of their capacity to be **present** to our congregants in a deeply attentive manner. We meet on a monthly basis debriefing our learnings and supporting our personal spiritual and psychological growth.

AMONG (Connect): 40 % of our effort is in providing direct personal supportive interactions (PRESENCE) with individual congregants, families, or TUCW groups requesting support.

BEYOND (Act): 25 % of our effort is focused on developing a deeper understanding of inter-relational issues between all ages, social strata and generations though educational efforts offered to our congregation.

Number of Chaplains: we currently have 18 active chaplains.

Number of TUCW congregants: directly supported for this church year is 30.

Other Activities: In addition, we are currently involved in the launching of Project Outreach. We intend to contact all official member homes in our congregation to make a wellness check during this COVID-19 experience. We expect to identify a number of congregants needing pastoral care through this activity. Issues identified will be referred to either the ministers, pastoral care chaplains or our Helping Hands effort.

We are actively seeking consultation regarding potential activities in support of our teens from a congregant forensic psychologist.

Submitted by Rev. Jim Francek, ACSW
Community Minister – Pastoral Care

SAFER CONGREGATIONS COMMITTEE

The Safer Congregation Committee (SCC) is a minister-appointed committee, currently with two mental health professionals, one attorney, a health and safety specialist, and the Senior and Faith Formation Ministers. The SCC advises regarding issues of safety within the Faith Formation (FF) curriculum, staff, FF volunteers, and Pastoral Care Chaplains. With the upcoming renovation, and most recently COVID-19, the SCC is now also actively involved with the physical safety of the building, and appropriate sanitizing protocols and guidelines.

The SCC typically convenes when ethical questions or issues of impropriety and misconduct arise; none have arisen this past year. This past year we have instituted monthly meetings, and topics have included annual staff/volunteer trainings on disruptive member/active shooter, emergency procedures, internet safety, and COVID-19 safety planning. We had a congregation-wide Safety Training on disruptive intruders in June by the Logue Group, and *Stop the Bleed* by the Red Cross, in June 2019. There have been SCC visits to neighboring Temple Israel in September 2019, meetings with Westport PD (November 2019), and other communication with building safety experts. Changes were made in order to better control access to the building, and recommendations made for the near future.

SCC Members have been: Wendy Levy, PsyD (chair), Rev. John Morehouse, Rev. Shelly Thompson, Luke Garvey, LCSW, Deborah Garskof, Esq., and Jay Lubin.

SHAWL MINISTRY

Between July 1 2019 and June 30, 2020 sixteen handmade were given to members of our community to serve as a tangible source of concern, support, or celebration during times of significant personal transition.

This year was the first time in 10 years that we did not provide handmade scarves to the kindergarten students at Beardsley. This was due to a large donation of scarves to the school made by another institution during the winter holidays. We decided to change our delivery date from January 2020 to November 2021.

With the shutdown beginning in the middle of March caused by the COVID-19 pandemic we have moved our bi-weekly meetings to the Zoom format with the considerable technical assistance of Beth Cliff, one of our group's newer members. Attendance has been good and we have benefitted from the simple gratitude of just being able to see each other and continue to knit together.

We continue making loans to women entrepreneurs in developing countries world-wide through Kiva.org. This year we made 12 new loans using repaid monies. We have \$325.81 in outstanding loans.

Respectfully submitted by Jan Braunle

SMALL GROUP MINISTRY

The Small Group Ministry Program provides an opportunity for members to meet in a small group to discuss topics for the purpose of developing relationships and fostering spiritual growth.

The program has 102 participants in 11 groups. Each group met once a month under the guidance of a facilitator.

The facilitators met one time a month for two hours under the guidance of Rev. Shelly Thompson. They discussed group related issues including reactions to the programs. The next month's program was read and discussed for the purpose of preparing its presentation to each group. In addition, Rev. Shelly provided training that included the introduction of Soul Matters spiritual exercises and meeting format.

The Inspiration Committee developed monthly programs based on the Soul Matters curriculum that are the theme of Rev. John's sermons each month.

The Renewal Committee kept records of group membership, participated in recruitment, and contacted prospective members for placement.

The Steering Committee, under the guidance of Rev. Shelly Thompson, and consisting of representatives of the above committees, met once a month. They decided that the year's goal would be facilitator training. Rev. Shelly and Steering Committee members familiarized facilitators with the Soul Matters spiritual exercises and the meeting format. This training will continue into next year.

The SGM program continued having a presence in the foyer after each service on the first Sunday of the month. This presence was announced in Soundings and in the Order of Service. In addition, the SGM program was introduced during David Vita's orientation sessions.

Most of the Small Groups and the various SGM committees have continued to meet on Zoom, keeping the program going.

Respectfully Submitted by Steven Rosenberg, Chair
Small Group Ministry

TUCWOMEN

TUCWomen is a ministry by women, for women.

We sponsor, organize, and produce a range of activities, gatherings, worship, and education relevant to the women of UU Westport. We facilitate mutual support among women and rally women's participation within TUCW. Our goals are to provide a rich set of opportunities to foster women's engagement in the TUCW community, to build deeper relationships, and to nurture feminine spirituality.

In reporting our work this year, we will split the church year in two parts:

PRE-PANDEMIC: In the Fall and Winter of this year we continued our monthly potlucks. These were well attended with a varied group of women attending each time so that the network of women knowing others and being known grew with each gathering. Pat Francek coordinated the "Women, Spirit and Imagination" ten-week women's spirituality series. This was developed by a group of women, most of whom also led one of the sessions in the series. It was exceptionally well received. Janet Luongo and Sari Bodi led a workshop on *Sacred Activism: Women Vote!* The energy and enthusiasm following the workshop led to TUCWomen sponsoring UUtheVote at our church.

Under the able leadership of Sharon Poole, we also ran the Holiday Boutique selling jewelry and scarves. It was lots of work and fun and raised more than \$8,000 for the operating fund.

MID-PANDEMIC: We are now striving to ensure that the work of our ministry continues by shifting to ZOOM. Responding to the new needs that have risen due to the anxiety and physical distancing following the pandemic, we continue to work to find more relevant and meaningful opportunities to connect online and deal with our current state of isolation. We currently have three weekly circles.

- **“Women's Sacred Circle”** with Grandmother Nancy Andry, an elder and storyteller of the Algonquin nation who invites women of all ages to participate in the formation of a circle of support and trust to deepen connection to nature and to our own inner wisdom.
- **“Tapping Circles”** led by Carol Hamilton to address stress, anxiety and other difficult thoughts and feelings during this pandemic, teaching us how to use simple meridian tapping techniques, EFT (Emotional Freedom Technique). These techniques help empower us with tools for our own self-care.
- **“Food for the Soul”** by Eileen Belmont, which in lieu of our potlucks and brown-bag-lunches Eileen Belmont kick-starts the conversation with quotes from noteworthy women whose contributions have shaped our destiny. Participants develop new relationships and deepen already existing ones.

TUCWomen is sponsoring UUtheVote, inviting all ages and genders to attend. Under Janet Luongo’s leadership, even in a pandemic, we continue to do *something* for the common good. We take many actions from the safety of our homes to promote democracy. Actions include increasing and/or ensuring voter registration in several states and supporting vote by mail ballots.

All women are invited to all TUCWomen activities. We encourage all women to join the TUCWomen mailing list so they will know about what’s happening. Questions and ideas can always be directed to the co-leaders.

Respectfully submitted,
Pat Francek and Sudha Sankar, co-leaders tucwomen@uuwestport.org

WORSHIP ASSOCIATES

The purpose of the Worship Associates team is to collaborate with the minister(s) and staff, to create a year-round program of worship. Our approach to worship is to welcome all seekers, offer inspiration for spiritual growth, encourage connection within our congregation, lift up our Unitarian Universalist identity and challenge people to act upon the principles of our faith. In the past church year, 2019-2020, it has been our pleasure to assist and support our Senior Minister, Rev. John Morehouse; Music Minister, Rev. Ed Thompson; Margalie Belizaire, Intern Minister; and Rev. Shelly Thompson, Assistant Minister for Faith Formation.

With the onset of COVID-19 we have had the added challenge of preparing worship from our homes. Our ministers led us through the first two months with courage and inspiration, we are blessed to call them our own. An additional service was added to our week, Tuesday night Evensong led by Rev. Ed Thompson and Cheryl Dixon Paul. We will continue to contribute to the spiritual life of our congregation.

Summer worship planning is a major responsibility of our committee. Rev John instituted his “Preaching Workshop” in 2017 and continues to coach and prepare worship associates and congregants to lead Summer Worship. Worship Associates stepped forward to preach in 2019: Shanonda Nelson, Judy Eckert & Cheryl Dixon Paul, and Janet Luongo. Congregants came forward to be worship leaders: Carrie McEvoy and Mary-Megan Marshall (both former WAs), Marjolijn de Jager; Jim Cooper, Luke Garvey and Rob Laug from our TUCW A Better Man group. Three people from the community led worship: Claudia Connor from CIRI; Manjushri from Shanti Mission, and Denise Lamoureux.

Music for Summer 2019 services used talents from within our congregation: Florence Romanov, Anita Pfluger, Jenna Jacobs, Steve Axthelm, Chris and Anna Seiple, and Suzanne Sheridan and members of TUCW choirs.

Worship Associates for 2019-2020 are as follows: Dayle Brownstein, Judy Eckert, Linda Hudson, Linda Lubin, Mary-Megan Marshall, Gian Andrea Morresi, Shanonda Nelson, Joanne Glasser Orenstein, Cheryl Dixon Paul(chair), Connie Rockman.

The Worship Associates team is always interested in new members at the invitation of our Senior Minister.

Respectfully submitted by Cheryl Dixon Paul

MINISTER OF MUSIC REPORT

Our fall semester was full of good things. Our various choirs were active, and one could hear them on any given Sunday. We continue to experiment with the 9:00 service and the kinds of music that we sing. We are hearing more small ensembles and soloists for this more introspective service. Of particular interest was the Children's Choir trip in October to Danbury where they shared the musical that they produced last spring (2019), *The Peddler*. They loved it. The second semester we began work on another musical but the shelter-in-place stopped our work. Someday.... We are proud of the good work and dedication of these young people. The amount of diversity which our various ensembles provide offers depth, meaning and complexity to our services and to the life of our community. The Special Projects Choir has given us the Christmas/Holiday concert in December featured *Journey of Light*, a work written by Edward Thompson featuring bodhran, uilleann pipes, harp, violin, organ and choir. Their scheduled spring concert had to be postponed. We will hopefully hear that in March of 2021. In February we had our annual Jazz Service which proved to be a memorable experience. Featured musicians were: Will Comer, Jim Clark, Eric Gribin, Jim Andrews. Also of note, the New York choir, Choral Chameleon, gave a fantastic concert on February 23rd; one of the musical highlights of the year. Other musical events included the annual Christmas Carol sing-along; the Christmas eve service; the Pageant; the annual Cabaret; the voice classes led by Marcella Calabi; and the sight-singing classes.

Since the shelter-in-place began in mid-March there have been no choir rehearsals. This has proven to be a challenge in terms of music needed for the live-stream on Sunday and the Evensong on Tuesday nights. Various soloists have come to the rescue. We have also relied on selections taken from our two CDs "Love Is the Spirit" (Children's Choir CD) and "Tune My Heart" (Various choirs of TUCW). Thank God we had made those and they were ready to be used. Daniel Cano helped us to record/mix/edit the Children's Choir for 3 short pieces which could be heard on a Sunday morning. Tom Hearne has also helped to edit/record/mix some selections for Sunday mornings and Tuesday Evensongs. Given our constrictions, we are being as creative as we can. I am grateful to all of these good-hearted people for reaching out and wanting to help our world in the middle of this pandemic.

Our Music Committee has been active and supportive in the following ways: the Committee Fair; the Holiday Carol potluck/sing-along; the February Cabaret; the February concert; Committee Members are: Debbie Handler, Diane Moller, Virginia Levin, Chris Place, Jenny Klein, Gian Morresi, Bart Stuck (chair), Connie Rockman, Liane Roseman, Peg Ulrich.

Rev. Dr. Edward Thompson, Minister of Music

ASSISTANT MINISTER FOR FAITH FORMATION

It has been a busy year for us all. A lot of changes were made and new programs and initiatives were launched that embody our living tradition, ever growing, changing and seeking to become more faithful in the service of our mission.

Family Faith Formation: [formerly RE or LFD]

Minister: Rev. Shelly Thompson

Staff: Nate Pawelek: the part-time (12 hours per week) coordinator for Pre-K-8th grades who is also the classroom staff for the 4th-7th graders. Assists with volunteer coordination and family worship.

Kareen Garrison: paid classroom teacher for Pre-K-1st grades.

Rachel Campbell: paid classroom teacher for 2nd-3rd grades

We will be able to complete the 2019-2020 fiscal year with this team.

2019-2020 Family Fun Nights

This year we continued the tradition of family programming. Many families attended and enjoyed the socializing and community building with one another.

Halloween Party Oct. 2019

Christmas Party Dec. 2019

[Chili cook-off cancelled due to snow] Jan. 2020

Barn Dance/Cake Walk Feb. 2020

[Spring plans cancelled due to COVID-19]

Update on Courageous Faith Revolution consulting program led by Kim Sweeney. As a reminder, the first year of the program, 2018-2019, our team of staff and lay leaders participated in monthly webinars and conversations about rethinking religious education and finding new ways of running family programming. We studied the two-tiered approach: the first is understanding and developing congregation-specific Sunday programming that adapts to the needs of busy modern families that have competing commitments and little time to volunteer. The second level is introducing and expanding intergenerational models that emphasize the inclusion of families and children in worship and the wider church culture. The consulting program itself ran out of steam and didn't really function during the 2019-2020 church year. There were no specific program-related resources or strategies being given which ultimately meant we had learned all that we were going to learn from the project and we needed to focus on our own implementation with the model in mind.

Sept.-June Church Year Family Faith Formation Program

Sunday programming looked a bit different this year to adapt to our new model and increase our inclusivity, welcome, and engagement for families and youth. By rotating the programming structure, there were only two Sundays per month when parent volunteers were needed. Family visibility in worship and parent involvement in congregational life were enhanced. Of note, an especially effective new tradition was started: Every Sunday, a child is selected to light the worship chalice and offer the children's blessing at the start of worship.

- **First Sundays: Children's Chapel:** Sanctuary Chalice lighting, then all of the children PreK-7th grade go to chapel. Nate planned a service designed just for the kids, using the Soul Matters monthly themes. Kareen and Rachel co-led and managed the smallest children. [no volunteers needed]
- **Sundays [2-3x per month] Age Cohorts:** Began with the Sanctuary Chalice Lighting. A Story for All was shared, which was often in video presentation format-a more intergenerational way of presenting to the congregation. After story, the children were sung out to their age cohort groups. The groups used more flexible and non-sequential age-specific programming with a paid staff person in each cohort, meaning only one parent/congregant volunteer was needed for each group. Less time was spent managing curricula and more time was spent creating experiential activities. Putting our UU principles and values into practice was emphasized with the youngest children. The 4th-7th grades were organized into a cohort called "Courageous Faith Adventures". Nate led stories and activities using theme-based ministry following the church-wide Soul Matters monthly themes, exploring and engaging with the topics through activities and discussion as viewed through the lens of the values and actions that form UU identity and practice. I encouraged families to use Soulful

- Home family packets for their daily UU practice. A BIG THANK YOU TO ALL OF OUR VOLUNTEERS THIS YEAR!
- **Intergenerational Worship [1x month]:** All-congregation intergenerational worship geared toward families. Includes child lighting the chalice and a story for all. The worship team implemented a once a month Intergenerational worship model that increases children and family participation in worship. An added benefit is that “All Congregation Sunday” is part of the strategy to minimize volunteer demands on the parents.

Our Whole Lives for 7th-8th graders was completed in the Fall/early winter. To round out the numbers, a few 7th graders participated in what used to be run as an all-8th grade class. The team continues to need “new recruits” to be trained as OWL facilitators. There are two folks waiting until COVID subsides who are wanting to get trained. Future OWL program offerings must wait until in-person meetings are able to be safely resumed.

Coming of Age

Maria Mendoza-Smith once again led this important UU program. Once COVID hit, she switched to online classes. The scheduled Boston trip had to be postponed until further notice. When the trip can next be taken, this group will be included. Plans for the COA presentations at end of the year worship are underway for June.

Youth Group

I reconvened the 9th-12th grade Sunday Youth Group and functioned as the coordinator and adult advisor. A small, dedicated group of volunteers participated in Sunday group meetings to make sure we had two adults present. We have had a consistent group of 7 youth participating this year. In January, three youth went with me to help distribute food for the Helping Hands outreach under the John St. Bridge in Bridgeport. This was a great experience for them. [Side note: Several TUCW families have continued to participate in the lunch drop off program that is now underway.] We were only able to attend one youth con before COVID happened. Three youth attended in Summit New Jersey and have been “converted” to UU youth culture. Sadly, the Jr. Youth Con was cancelled: we had 5 middle schoolers all set to go. Our families will be looking forward to these events when they are able to resume. We had to cancel the Youth Service that we had planned for March. Of concern, congregational interest in volunteering with the youth remains very low. While the group was more consistent this year, it still needs a lot more support and involvement in order to really thrive as the youth deserve. Another disappointment was the cancellation of in-person General Assembly. Some forms of online youth participation are still being planned and our group will be encouraged to attend. The Metro New York Central East Region is offering “online drop in” events this Spring and a Faith Lab program for Summer.

Safer Congregations Team regarding Family Faith

The UUA guidelines have been revised and made more stringent for all youth and children’s programing. TUCW has adopted and is following the new policies. Of note, there are now required background checks for those adults who advise at Junior Youth or Youth Conferences. Internet safety is a new and developing area of focus that the team and the UUA are addressing. TUCW is using best practices to provide cyber security to our whole congregation including the use of the internet for children and youth programs.

Adult Faith Formation Offerings

These are congregant-led faith-based workshops and spiritual practice groups that enhance our understanding of what it means to live our UU faith and encourage us to grow and learn together. Janet Luongo continues the Sunday Mediation group. The Buddhist practice group meets regularly on an ongoing basis. TUCWomen has continued to contribute offerings for faith formation including ongoing offerings for the Woman’s Spirituality groups and Grandmother Nancy’s Drumming and Women’s Circle. This year we were blessed to have Neighboring Faiths for Adults, which hopes to continue next Fall. The Long Strange Trip UU history video series was presented, although interrupted by COVID. Rev. Jim leads a weekly Zoom talking circle

Ideas continue to percolate and there is interest in potential spiritual retreat programs, once gatherings resume.

Small Group Ministry

While the groups have been going for many years, the program had remained largely isolated from wider church life and many groups were not showing much interest in Soul Matters. I worked with the steering committee and facilitators to help them transition more fully into experimenting with the Soul Matters model and deepen the spiritual practices component of the program. They have been making deeper connections with the theme ministry and UU faith formation aspects of the covenant circles. A recent focus on living the covenant and orienting the groups as listening circles is inspiring and catalyzing an expanded ministry that will offer new group formation for those who have completed the soon to be launched Soul Matters Starting Point curricula which will be offered as newcomer orientation. Zoom meetings have allowed these groups to continue, sometimes even more often than before.

Year-Round Stewardship Committee and Faith Formation

This is one area of church governance where the measurable objectives and high stakes make the financial work difficult to balance with their goals of practicing a year-round “people-centered” stewardship that enhances engagement and spiritual growth. This dedicated and hard-working team collaborated regularly on mission-based stewardship and their overarching goal of shifting congregational culture towards a spirit and practice of generosity and abundant community. The congregation continues to make good progress and develop in that direction at the expected pace of church. The mid-campaign disruption of COVID-19 was disheartening to say the least. The team showed great compassion and sensitivity moving forward into the financially uncertain territory we are now experiencing. They are leading with courage and resolve.

Creating Theology Together

Based upon Rev. Dr. John Morehouse’s dissertation, the Fahs collaborative at Meadville Lombard developed a pilot curriculum for group theological development and congregational paradigm shift. Rev. John and I have co-led an adapted version of this program. The focus has been introducing and applying anti-oppression lenses to our personal and collective transformation as it relates to our UU identity and the ways that we show up in the world and work for change “within among and beyond”.

This type of transformation work is gaining momentum in many other places within TUCW as well. Two notable examples: the **Gender Equity Team** has undergone a discernment process to incorporate anti-oppression lenses and practices into their revised covenant. **The Intercultural Competency Team** continues to work within and soon beyond their group on applying the assessment and tools toward transforming individual and congregational culture.

As the position of Assistant Minister for Faith Formation has been eliminated for the coming year, and the COVID 19 crisis continues to unfold, the future for Faith Formation at TUCW is unclear. Religious professionals, Rev. John and myself included, tend to agree that small groups, whether in person or online, will be foundational to what comes next. Whatever may happen, centering community, connection and engagement will prove vital. Grounded in our UU principles and guided by your covenant and mission, the emergent TUCW will blossom into new and exciting forms of ministry beyond our present imagining.

Respectfully Submitted by Rev. Shelly Thompson, Assistant Minister for Faith Formation

COMMITTEE ON MINISTRY (COM)

Your Committee on Ministries (COM) is an elected committee, charged with reflecting how we, the Unitarian Church in Westport (TUCW), are fulfilling our mission to *Inspire and support individual spiritual growth, Connect through worship, music, learning and caring ministries, and Act in the service of peace and justice.* 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, and social justice, to small group ministry, leadership development, and all of the programs and activities we offer for members and friends of all ages. It is the COM's responsibility to assess the work of the congregation and make recommendations to assure that the programs align with the mission.

In reporting on the work of COM this year, we will split the church year in two parts: pre-pandemic (fall and winter) and mid-pandemic (Spring).

PRE-PANDEMIC

2019 -2020

1. A major focus of the COM last year was to help individual committees and teams articulate their alignment with TUCW's mission to inspire, connect, and act. This process continued this year.

As this year progressed, the COM requested each committee or team to use the alignment survey to establish specific goals and purposes for the year. What did their committees/teams plan to accomplish, and how did they plan to do it? Did one area of our mission to Inspire, Connect, and Act need more emphasis or attention than any other?

2. An important COM objective is to increase awareness of the COM and its role in the life of the congregation. This year the COM continued a monthly presence in the foyer with a Question of the Month designed to ascertain the pulse of the congregation on a variety of topics and issues of concern. Questions ranged widely but included current issues facing the congregation, e.g. opinions on TUCW's infrastructure needs and wishes. The latter in support of the Church's capital campaign.

With TUCW's successful transition to Policy-Based Governance, interactions with members of the Board of Trustees (BOT) and COM were held this year to clarify boundaries between the two. These included meetings with BOT leaders on November 13, 2019 and March, 11, 2020 to coordinate our reflection processes with their Linkage team. The role of the COM continues to evolve as we determine how to best serve the congregation.

In discussions with BOT members, the role played by COM in the church is distinct from the role of the BOT. A convenient rubric is that the BOT constitutes the executive function of the church: long term goal-setting and the appointment of a chief executive officer – the senior minister - to ensure that these goals are attained. In contrast, the COM functions at the Operating level of organizational functioning and monitors all the activities of the church to ensure that those activities (ministry, broadly defined) are in line with the goals of the church and operate within our covenants. To do this, COM must work hand-in-glove with the professional ministers of the church, maintain communications with all leaders of the church's 40 plus programs. These discussions with members of the BOT have been valuable, we believe, for both parties.

To facilitate the work of COM we proposed to the Board that the size of COM be expanded to seven members so as to better assure that the COM can carry out its function, given the number and diversity of the various programs of the church. There are two reasons for proposing the change:

- 1) As we have reviewed what we can learn of best practices a Committees on Ministry should not have fewer than seven members. The goal of the change we have proposed is to foster a broader representation of the diversity of the members of the congregation.
- 2) Given the size of our church and the number of professional and lay ministries of the church which fall within our constitutional charge, in our judgment, the present membership of five is not commensurate with the work that needs to be done.

The BOT has approved this change and will present it to the congregation for approval.

MID-PANDEMIC

The ministry of the Church underwent a major series of changes in how ministry is to be done with the advent of rules and government guidelines. The COM tried to be helpful not only in planning what changes were to be made, but also in helping the staff monitor the effectiveness of the new order.

- 1) The most impactful change was the cancellation of in-person worship. At truly short notice, a plan emerged to hold regular services through Facebook and ZOOM. This necessitated a very rapid learning curve as to what worked and what did not, what was possible, and what might be. We congratulate Reverend John and all those who assisted him in planning and mounting these efforts. The numbers of participants “tuning in” is promising and positive reinforcement of the success of these efforts. While there were some initial technical difficulties the response of the congregation was that worship continued to connect us and inspire us.
- 2) The next most dramatic shift was that all the meetings of church committees were shifted to ZOOM. Again, congratulations to the staff and lay-leaders who quickly brought about the changes to our technical capacity to allow this change to happen. It has also ensured that the work of the various committees of the church (including COM) have continued without overly damaging our ability to consult, collaborate, and connect.
- 3) Despite the changes mentioned above, the ministry of the church continues to grow and to further the missions of the church. Specifically, we note that the following committees of the church, elected or appointed, are continuing to function well. Some notes have been included for many of the committees, including some minimal needs for improvement or change.
 - i. Board of Trustees
 - ii. COM
 - iii. Endowment Committee
 - iv. Nominating Committee
 - v. Audit Committee
 - vi. Capital Campaign – did an excellent job and are now in hiatus. Have turned their work over to the Facilities committee. Their activities in the Fall will be dependent upon what they might possibly be able to do from a construction standpoint. They will follow the lead of Facilities.
 - vii. Year-Round Stewardship Committee. Under Mary Money, leadership doing very well. Even with pandemic they raised close to goal.
 - viii. Finance
 - ix. Human Resources Policy
 - x. Memorial garden
 - xi. Building and Facilities
 - xii. Leadership Development – Doing a great job. Planning a leadership training in the fall.
 - xiii. Safer Congregations
 - xiv. Gender Equity Team
 - xv. Intern Minister – Margalie Belizaire has been an integral part of both our pre- and mid-pandemic leadership. We wish her the best in her new professional role.
 - xvi. Youth Ministry Team - Our Assistant Minister was making good progress with the Youth Ministry prior to the pandemic. The hope is that the beginning momentum will be able to be built upon as new staff take over. The youth program continues to be a concern.

- xxvii. Courageous Faith - As with the Youth Ministry, progress in the revitalizing our faith development has begun and the hope is that, as we come out of the pandemic, momentum can continue.
- xxviii. Communications – The transition to all-virtual has been challenging and we need to make sure that the distinction between the communication function and the IT functions get sorted out.
- xix. Media outreach - see Communications
- xx. Social media – see Communications
- xxi. Soundings –. Has been streamlined, as has the level of quality and efficiency of this communication vehicle.
- xxii. WEB SITE – complete upgrade and redesign about 85% complete and will be launched soon.
- xxiii. Music Committee (see below)
- xxiv. Sound Tech
- xxv. Council of Churches of Greater Bridgeport
- xxvi. Interfaith Council of Westport
- xxvii. UGNO - This is a solid and consistent group, serving a worthwhile communal purpose. Although they are largely social in nature, they serve a variety of on-call duties, especially regarding special events. Additional outreach to increase participation and inclusion is a goal.
- xxviii. Hikers - Going well, with increased numbers, yet at a distance.
- xxix. A Better Man - This is a very active group, meeting twice a month. It is a goal of the staff anchor to see that this group takes on a service project.
- xxx. Addiction Recovery Ministry
- xxxi. Shawl Ministry - This is running fine and doing good works. Membership numbers are needed.
- xxxii. UU Movie Discussion - This group has moved online and is functioning well.
- xxxiii. Non-violent communication. This group went through a period of disconnection from TUCW, preferring to operate outside of our covenanted operating rules. They have, however, returned. It is hoped that they will host a church-wide workshop in the fall of 2020.
- xxxiv. TUCW Women - This is a hugely successful group. In fact, there are four groups operating under the TUCW Women umbrella.
- xxxv. Small Group Ministry
- xxxvi. Pastoral Care Chaplains
- xxxvii. Worship Associates
- xxxviii. Eliminating racism
- xxxix. Buddhists. This group is meeting on Zoom and continuing.

SOCIAL JUSTICE COMMITTEES

- xl. Cultural Competency Group - Rev. Margalie Belizaire's initiative continues. David Vita has attended training and will be leading the group.
- xli. Microfinance/KIVA: The KIVA committee holds an annual fundraiser to lend money to individuals who are either starting a new business or need help financing an existing business. To date KIVA is not reporting any changes to its activities due to the impact of the pandemic.
- xlii. United with Kenya: This year UwK was not planning an inter-generational trip. They continue to be in contact with the village of Chepsaita and its neighboring village and are considering shifting efforts.
- xliii. The John Street Bridge Outreach: The church has been providing more than three hundred lunches per week in conjunction with the John Street Bridge Outreach. We have joined forces with other community churches and organizations, as well, to provide food for families in need.

The following committees are having more difficulty or have suspended operations:

1. Membership Committee - Moving to an online format, in addition to lockdown orders for potential new members, has posed significant challenges. There are several suggestions for adjusting to the current situation, including various meetings and events. Additionally, there is ongoing discussion about engagement of current members and whose purview that may be.
2. Neighborhood Circles. The pandemic has resulted in mixed results for this group at large. Some circles are fully functioning, while others have collapsed. Part of the underlying issue is the lack of structure or a facilitator that could provide the necessary foundation for functioning during times of upheaval.
3. Legacy Society Planning Committee - Activities have been suspended for the year, except for a successful dinner in the fall. Doing well otherwise and given circumstances. There are 34 people in LSPC. Raised \$48,000 in matching grant from UUA.
4. Choirs - All choirs are suspended. No rehearsals or performances. The Music Committee continues to support our Minister of Music to the extent possible given the changes forced by the new circumstances. However, music has still continued under the leadership of Rev. Dr. Ed Thompson, with help from various congregants.
5. Legacy Project for members- This committee has been suspended.

SOCIAL JUSTICE COMMITTEES that have also suspended operation since the pandemic:

6. The Prevention of Gun Violence Group – They were poised to work with CAGV to launch a county-wide movement, but that’s been shut down for now.
7. Immigration & Refugee Outreach: Our multifold support of CIRI (Connecticut Institute for Refugees and Immigrants) has slowed down since the shutdown. The much-needed advocacy work pertaining to immigration is on hold. The successful monthly Family Dinner in Stamford, which had been well-attended with 80-100 guests is not happening. Collecting household items and setting up apartments in Bridgeport for newly arriving refugees is also on hold. The group is figuring out where and when they will resume and what they will do differently when the state opens up.
8. Immigration Community Support Team - This is a group that provides support at the direction of the attorney, and wraparound assistance to the client and family is currently focusing on maintaining relationships and providing help in non-legal ways such as help in finding food and social services.
9. Eliminating Racism Group - The group is working through the grief and loss of Sonja Ahuja, a leader and mentor. Her death is a large blow to the group.
10. The Beardesley Committee’s primary focus is to provide readers, tutors, and mentors for pre-K through Grade 6 classes. In the current environment, the committee maintains regular contact with the principle to let her know that the committee is there for the school whenever they have a need. They have not entertained any requests to date.
11. Voices Café: In its 9th successful season, Voices started the year with social justice - oriented shows. The Voices Cafe volunteer list continued to be robust. But with the pandemic, shows have been cancelled. Voices Café looks forward to reopening to continue its mission to build community, support musicians, and raise funds for our social justice activities by doing live and on-line shows.
12. WestBridge, Inc.: Since 2008, volunteers have repaired and renovated homes in and around Bridgeport for low income families and community organizations. But the lock down has prevented work in people’s homes. Work is closed for the near future.

4) Other issues arising from the pandemic for the ministry of the church.

The loss of income has been substantial. Many in the congregation have slowed contributions and slowed pledges for next year, despite heroic efforts by the YRSC. This has added to the anxieties already felt by congregants and staff alike, which directly and indirectly affect the ministry of the church. We are monitoring these possible changes.

The COM feels that the adjustments made in response to the current crisis are likely to lead to long-term changes in the way the ministry of the church will function. We are learning to do things we never thought of doing, and we have the opportunity to capitalize on this. For example, with our ZOOM capacity membership in church committees and governance structures (except for choirs) need not be limited to those who feel comfortable driving after dark, and/or who live closest to the church. Moreover, the audiences reachable through social media will be greater than possible if limited to face-to-face interaction. We will learn new meanings of community and how to achieve it. Chaplains are being asked to reach out to check in with people across the congregation and not simply respond to requests.

With anticipated changes like these we need to find new metrics for membership. How do we quantify engagement when our community becomes more diverse? Can Newcomer Orientations (when they occur again) feed into a new small ministry groups to maintain involvement? By current measures we count our membership as 400, but our email distribution list is now over 1500 households, and our Facebook and ZOOM regularly reach even beyond that. There is room for more conversation here and most relate to the fundamental questions for the COM: what should the ministry of the church look like?

Your COM feels optimistic that the ministry of this church will emerge healthier than ever from this period.

Respectively Submitted,

The Committee on Ministries: Sudha Sankar, Randy Burnham, Charles Harrington, Jenna McPartland and Linda Lubin.

COMMUNICATIONS

This year Beth Cliff came on as a volunteer staff member to support the Communications effort, alongside Charles and Jenny Klein. The year has been about taking stock of the current state – is the congregation getting what it needs, when it needs it, in a way that is useful to them and easy and affordable (time, \$\$, labor) for the staff to deliver? Can we do better? How? -- and where we want to be in the longer-term. Plans shifted some after the pandemic hit, but fortunately much of our groundwork earlier made it possible for us to stay in regular contact with our folks digitally in ways that worked for most.

We made a number of changes in our Communications for clarity, utility, and increased reach. This included developing a hardcopy church brochure as a handout; having on-hand paper transcripts of sermons for shut-ins; pushing out weekly *Minister's Messages* on Tuesday evenings; adding two 'sub' websites on our main page to support the **Capital Campaign** and **TUCWomen**; refreshing both our Facebook sites and church emails for a newer look and feel; and redesigning **SOUNDINGS** into two shorter editions per week (weekDAY and weekEND) that are each shorter and more uniform in

look and feel. We started to push out external messaging of our Sunday services each week, on digital media such as Patch, Hamlet Hub, and Ct Post, - as well as our public Facebook page and our (new) Instagram account. We spent a lot of time gearing up for a new website launch. We were on track to push this out this spring, but like many things, that project slowed down with the pandemic. To that end, this spring we focused mostly on keeping the church connected even while we couldn't be together physically, through daily video blasts, social media, website postings, and virtual ZOOM meetings and services.

Our focus next year will be to continue to use digital media to stay connected with each other and to focus on presenting a clean, coherent, inviting, uplifting face of the church and all that we are doing to both our members, and to potential churchgoers in the greater Fairfield county area. We anticipate using our new website as the core vehicle for communication in the future where people can easily navigate and grab information, updates, and reports when they need them, while still "pushing out" messages as needed.

Submitted by Beth Cliff

WEBSITE: UUWestport.org

It has been a very awkward year for the web site - UUWESTPORT.ORG. We were all set to finally REALLY dig in to a complete overhaul of the website...and then the virus came to town. Suddenly we had to post items on our present site that it is not exactly fully equipped to post. We switched servers and that became difficult to properly embed videos of the sermons and audio as well. You might notice the inclusion of the "Communications From Your Ministers" on the home page. The page does not exactly look and function like the rest of the site. Indeed - the home page (for security issues) had to be redone in haste. While not as pretty as the site should and could be - we had to rush to get things posted in some fashion. Then there was the battle of making certain it all remained functional for all to use. The skeletal framework that UUWESTPORT.ORG is built on is beginning to show its age. While there are some wondering, "It's been months! WHERE is the new site?" IT IS COMING! Due to how the virus has altered how we do our online ministry, it will take time to get all the moving pieces to fit just right and be secure. There are ancient pages that need to be archived and items that now must be properly indexed. When the new site appears, it will offer full functionality to embedded audio and video - an improved photo gallery - more easily searchable readings and sermons and much more. The site will be more responsive so it will better accommodate whatever platform you view the site in - desktop, laptop, tablet or phone. We have not been entirely mobile friendly. The time has come.

With having to do things remotely online, SOUNDINGS became far more essential to provide the information on how to participate in meetings and activities and Sunday services. The percentage of readers of SOUNDINGS went up approximately 5-7% and has essentially stayed there. More people are reviewing SOUNDINGS online and viewing the videos of the services. (For security purposes all ZOOM information in SOUNDINGS is removed on the website version.) Many of our friends that have moved away came back - online - to visit and to make certain we were OK and to let us know they were fine as well. UUWESTPORT.ORG has always intended to be the window for all the outside world to see and hear us. The NEW site will be able to provide all that and more. Ministry is not just what is done in person. It is what you provide digitally as well. We are in the future now. Your new website will embrace it.

Submitted by Charles Klein, Web Elf

MEMBERSHIP COMMITTEE

Membership this year was a combination of challenging and exciting.

While the church year runs from July to June, September to June is when most membership work takes place. We have first-time visitors over the summer months and, while they appreciate the summer services, they want to experience the Ministers and the church when it's in full swing—when there are ways to participate through choirs, social justice, Faith Formation, Small Group Ministry and our numerous opportunities to connect.

Starting with Homecoming the Membership Team increased its Sunday presence in the foyer welcoming all and paying close attention to those visiting us for the first time.

People attending in the fall and winter months tend to become members in the spring.

That's when it became challenging. With the COVID-19 induced shutdown the ability to connect with new people also pretty much shutdown plus there weren't any new people coming through our doors. Our March Newcomer Orientation was cancelled and we haven't had one since January.

We were not at all prepared for online membership which has, and continues to be a sharp learning curve. This is where it becomes both challenging and exciting. We're learning online membership skills, developing online tools, and had our first zoom Newcomer Orientation on June 1.

Everything that we are learning and implementing about membership in a video first world will be necessary for membership growth once we return to opening our doors and welcoming new people in person.

David Vita, Director of Membership

MEMORIAL GARDEN COMMITTEE

The Memorial Garden now serves 365 past and present members; 290 are memorials, 75 are reservations.

During 2019 twelve additional sites were reserved. Numerous sites were put to use. Our The Garden was expanded by improving the area adjacent to the parking lot with new plantings. Some work remains to be done and some planting suffered from drought and require attention. This area may be attractive to those for whom the stairs to the hill top are challenging.

All reserved site numbers were repainted during the year as weather takes a toll on both brick and Belgian block markers.

As Spring approaches, we will work with the Church landscaping contractor to be sure the Spring clean-up is completed. Our goal to maintain a dignified and tranquil resting place remains. Committee members Diana Bell, Hazen Goddard, Cheryl Dixon and Melanie Wyler, stand ready to guide those who wish to choose sites.

Respectfully submitted,
David Thompson, Chairman

TUCW HIKING GROUP

This was the 2nd year of our TUCW Hiking Group which was started as a way for congregants to meet up every other Saturday morning in the fall and spring for hikes in the Connecticut woods. In the fall of 2019 we hiked 7 times in Weston, Ansonia, Shelton, Redding and Ridgefield. When COVID-19 and the ‘stay at home’ orders hit, we felt that it was even more important to provide a way for congregants to safely leave their homes for the healing balm of nature and the comfort of the TUCW community. In late March we started meeting at Sherwood Island State Park and the frequency of our walks/hikes went from once every other week to two or three times a week. In early April we added hikes in the Trout Brook Valley Nature Preserve. Our current schedule seems to be Sunday morning walks at Sherwood Island before church and a hike Wednesday or Thursday mornings depending on the weather. Since March we have gathered to walk or hike 16 times and will continue until early June. Our participation has been anywhere from 3 to 10 hikers. We invite people to join our email group for announcements of hikes and for communication among hikers. Lindy Hennessy has joined Gian Morresi and me in planning and leading hikes.

Gratefully, Jamie Forbes, Gian Morresi and Lindy Hennessy

LEADERSHIP DEVELOPMENT TEAM

The Leadership Development Team (LDT) sponsored a number of programs and events this year to further the team’s goals of creating, promoting and supporting opportunities for Leadership Development at TUCW. To inspire involvement for the upcoming year, LDT planned, organized and managed the annual Homecoming EXPO highlighting the ministries and volunteer opportunities available at TUCW. EXPO not only builds a sense of community but supports building healthy committees and, in turn, leaders. To further promote awareness of all TUCW has to offer, LDT maintained and updated TUCW’s Leadership Committee list and org chart depicting all committees at TUCW and met with TUCW staff to identify specific areas of leadership needs. Recently LDT instituted a new bi-monthly committee chair meeting with an eye toward promoting both possible collaboration between committees as well as an awareness of each other’s work.

To promote training, LDT planned, scheduled and promoted the Serving with Grace Workshops led by Reverend John. The program focused on spiritual connection through church engagement. LDT also assisted Reverend John with promoting his and Reverend Shelly’s Creating Theology Together program. To highlight a culture of service, LDT continued its monthly Leading Light award honoring those in our congregation who exhibit a commitment to service and who enrich our community with their leadership. The Leading Light’s biography is included in Soundings and announced in the sanctuary each month so as to inspire other members. It has been a pleasure serving our faith community and we look forward continuing that work in the future.

Respectfully submitted by Beth Cliff, Deb Garskof (chair), Kathy Roberts, Sudha Sankar and Carol Seiple

NOMINATING COMMITTEE

The nominating committee consisted of: Michelle Garvey and Sal Mollica (co-chairs), Diana Bell, Tom Hearne, and Felicia Keeton. The nominating committee is charged with identifying and submitting a slate of qualified candidates for all elected congregational committees. We began our work last fall, identifying the number of vacancies and the requirements for each committee and developing an initial “long list” of potential candidates. We reached out to the elected committees plus the leadership development committee, the ministers and staff, and our personal church member networks in order to identify, vet and ultimately narrow the prospect list to an extremely strong and talented slate of

candidates by early March. Due to the coronavirus, all interviewing was accomplished via email and telephone, and the final slate was submitted at the end of April.

BOARD OF TRUSTEES: Beth Cliff
Judy Eckert
Andy Gundell
Luke Garvey (completion of term through 2021)

ENDOWMENT: Jamie Forbes

COMMITTEE ON MINISTRY: Martha Constable
Linda Lubin (completion of term through 2024)

NOMINATING COMMITTEE: Tom Croarkin
Lynne Laukhuf

We would like to add that it was a pleasure and a privilege to work with these wonderful people, and we know the resulting slate is extremely talented and will do great work.

Respectfully submitted by Michelle Garvey and Sal Mollica, co-chairs

SOCIAL JUSTICE

As this report is being prepared we are experiencing challenging times in so many ways, possibly a turning point for us personally, as a community, and in the larger society. These unprecedented times that can provide unprecedented openings to expand our social justice outreach.

Food insecurity is one area where we see this happening and as a result we are building deeper, ongoing relationships with community leaders in Bridgeport. Climate change is another as is racial justice. The increased general awareness of systemic inequities and inequalities due to COVID-19 call out to us to not only engage in social action- providing services- but to increase our social justice presence through social policy and legislative advocacy.

The Unitarian Church in Westport continues to grow as a spiritual center with a civic circumference. Part of that “civic circumference” is our community outreach which has meant that our congregation bore witness with, provided volunteers to, organized events with, supported financially and materially, and participated in actions with the following organizations: Amnesty International, Building 1 Community, Beardsley Elementary School, CT Against Gun Violence, CT Immigrant Rights Alliance, CT Institute for Refugees and Immigrants, CONECT, CT4 Dreamers, Council of Churches of Greater Bridgeport, Helping Hands Outreach, ICT 4, Interfaith Council of Westport/Weston, Make the Road, South End Community Food Pantry, UU United Nations Office, and the Westport Domestic Violence Task Force.

Advocacy:

While Advocacy is always an important part of our Social Justice program, with the suspension of the CT General Assembly just over a month after convening due to COVID-19 we were not able to engage in any state-wide efforts. We did shift focus to the Bridgeport City Council and now have our Bridgeport congregants organized by City Council District. David Vita continues to represent TUCW on the Council of Churches of Greater Bridgeport Advocacy Team.

Beardsley School Committee:

The 2019-20 school year will surely be remembered as the most challenging in our nearly 20 years of supporting and enriching the Beardsley School community. The number of TUCW volunteer readers and tutors increased this year, especially in the area of math tutors. The congregation's generous donations of supplies, resources, and time continued to

expand. Traditional experiences such as the October Read-Aloud Day, the December Secret Santa gifting, singing classes with the kindergartens, and volunteer-led student book clubs continued as before. However, the unexpected and necessary closing of the school on Mar. 13, 2020 created a serious challenge to students' well-being, not only academically, but also socially and emotionally.

The sudden closing required teachers to immediately shift from classroom instruction to teaching via distance learning. However, not all students' homes were equipped with the necessary technological resources to access online learning. In response, classroom teachers also prepared individual paper packets of instructional materials which were available for bi-weekly pick up. Parents were extremely reliable in collecting the packets and returning them to teachers for assessment. Teachers worked harder than ever to maintain communications with their students in any way possible.

Even though we were unable to hold our annual Volunteer Pot Luck dinner or our May Teacher Appreciation/Read-Aloud Day, we did send a TUCW thank you email with an attached gift card to all teachers. The district administration is considering a variety of methods to open schools in the fall while maintaining health, safety, and social distancing requirements. The Beardsley Committee communicates regularly with Principal Sharon Pivrotto and will keep TUCW apprised of any decisions regarding Beardsley School and the 2020-21 school year.

~ Sari Bodi, Linda Brewster, Beth Cliff, Jamie Forbes, Lynne Laukhuf, Anita Pfluger, and Kathy Roberts

Cultural Competency:

This is a new group of seven congregants initiated by Margalie as her Intern Minister project that uses the IDI (Intercultural Development Inventory) assessment tool to assess individual and group intercultural competence.

Intercultural competence is the ability to function effectively across cultures, to think and act appropriately, and to communicate and work with people from different cultural backgrounds. It doesn't come naturally and requires intentional development.

The orientation is of cooperative conversations and actions directed toward growth and development rather than judgment and resistance.

Margalie and David Vita co-lead the group. David is an IDI trained facilitator.

The group has been working on developing its own intercultural competence and will soon begin rolling IDI concepts out into the congregation.

~ David Vita

Gun Violence Prevention (GVP):

This issue has primarily been driven by legislation before the CT General Assembly which suspended the session slightly over a month after convening.

We had a Sunday Service focused in gun violence prevention with speakers Jeremy Stein, Executive Director of CT Against Gun Violence, and retired Episcopalian Bishop Jim Curry. Bishop Curry brought his forge, anvil and hammers, and guns recently collected in Norwalk and, after the service, instructed congregants in literally beating guns into garden tools.

GVP also organized a zoom presentation for CT Against Gun Violence and was about to lead a Fairfield County initiative when COVID-19 shut us down.

~ David Vita

Immigration & Refugee Outreach:

We began the church year with an August 11 lay-led summer service presented with CIRI (CT Institute for Refugees & Immigrants) entitled, "Migration, Our Human Story".

As in previous years I&R has continued its support of CIRI by providing volunteers as mentors of individual clients, as ESL tutors, as drivers, and setting up apartments (with volunteers from 4 other churches) in Bridgeport for newly arriving refugees.

As we do semi-annually, in September 2019 we hosted the monthly Family Dinner at B1C (Building One Community) in Stamford, which as always was well attended (80-100 guests) and very successful. Unfortunately, due to COVID-19, the March dinner had to be cancelled.

In October, at the request of *Make the Road*, we wrote letters in support of Sonia Gutierrez Hernandez to prevent her deportation, with positive results.

A well-attended community training for court accompaniment was organized with Unidad Latina en Acción (New Haven) and we were present at the Stamford and Norwalk Court Houses to help ensure that ICE and court officers followed legal procedures preventing detention.

The new CEO-President of CIRI, Susan Schnitzer and Christian Mendoza, Manager of Community and Client wo

However, before any further meetings could be held, the Coronavirus pandemic forced everyone to go into quarantine and thereby closed out the I&R 2019-2020 year.

~ *Co-chairs Marjolijn de Jager & Kathy Roberts*

Immigration Community Support Network (ICSN):

This subgroup of TUCW's Immigration & Refugee Committee began in 2017 and is composed of volunteers that provide support for non-status immigrants who are fighting deportation. At the direction of the clients' pro-bono/subsidized attorney, a team of volunteers provides support to the attorney and wrap-around assistance to the client and family. The team can be comprised of one or ore members, depending on the specific needs of the case.

Team members have accompanied family members to Immigration Court, drafted personal trauma narratives and affidavits, worked as translators, assisted in finding mental health providers and psychological evaluators, counseled in educational advocacy, obtained medical records, provided country research, and supported individual families throughout their immigration process. Currently, during COVID-19, ICSN is assisting the families with food insecurity.

In the past year, ICSN has worked with 8 families, with different immigration situations, ranging from political persecution, rape/torture, human trafficking, domestic violence, and child separation from the border. These families, originally from Brazil, Mexico, Haiti, Dominican Republic, Honduras, and Guatemala, came to us from Danbury, Bridgeport, Norwalk, and Hartford.

The Coordinating Committee of ICSN is composed of TUCW members (David Vita, Wendy Levy, Teryl Eisenberg), and two community volunteers.

John Street Bridge Outreach:

In response to the Addiction and Recovery Ministry's ("ARM") goal to reach deeper into the community, Teryl Eisenberg connected with April Barron of Helping Hands Outreach in the fall of 2019.

April has coordinated a long-standing Sunday morning food outreach for homeless and food-insecure individuals under the John Street Bridge in Bridgeport and has also assisted victims of violent crimes and individuals with addictions, based

on her personal and familial experiences. Teryl served as a liaison between April and ARM, and Teryl and her family served food on John Street every few weeks throughout 2019 and early 2020.

Facilitated by April, Reverend Shelly and 3 members of the youth group had a positive experience serving food and connecting with individuals under the John Street Bridge in January and during the January 12, 2020 service April spoke to our community about her food outreach during Share the Plate.

With COVID-19, the city of Bridgeport placed most homeless individuals in temporary housing and shelters. The city allowed take-away lunches/dinners only, with no hot or cold food service on John Street (to prevent congregating). In response, David Vita, ARM, and April coordinated a weekend bagged lunch program with our church community to serve the shelters and John Street. Our outreach has served over 1,400 lunches thus far. The shelters served are: Hilton Garden Inn in Shelton, where Bridgeport has temporarily housed homeless individuals; Brook Street Shelter, an emergency family shelter; and Prospect House, a shelter for men and women. This plan for this dynamic outreach is to be ongoing and will pivot to follow the individuals and their needs.

~ Teryl Eisenberg

Microfinance/KIVA:

The KIVA committee at the Westport Unitarian Church was formed eleven years ago, in 2009. Since then it has loaned over \$124,000 to more than 4,000 individual business owners around the world. These individuals are predominantly women who run their own businesses in Africa, Asia, South and Central America, the Middle East, and the United States.

This year's fundraiser for the KIVA committee was a great success. We raised over \$1,000 through sales of KIVA holiday cards. All of the funds raised have gone toward making loans through the KIVA website to a variety of individuals who are financing their own businesses around the world. Over the next few months these individuals will pay back the loans and we will re-lend the funds to other entrepreneurs.

We plan to continue our annual fundraiser to raise funds for KIVA loans into the future.

~ Julie Kennedy

Eliminating Racism Group:

The Eliminating Racism Small Group Ministry mourns the recent loss of one of its co-leaders, Sonja Ahuja, but continues to provide a welcoming space for people to openly and safely share feelings and thoughts around race and racism. Using supportive covenants, the group meets monthly and 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 differences in their everyday lives.

~ Dan Iacovella

Share the Plate:

In this, our 12th year of Share the Plate we have raised nearly \$11,000 to support the work of the following organizations: Multiple programs of CIRI (CT Institute for Refugees and Immigrants) and of the Council of Churches of Greater Bridgeport and the following organizations: Ct Bail Fund, Domestic Violence Crisis Center, Hughtime-Coffeetime, Helping Hands, and Planned Parenthood.

With the advent of COVID-19 we moved to weekly Share the Plate on March 29 focusing on our community partners and primarily related to food. Since then, as of May 20 we have provided 1500 pounds of food through Share the Plate.

~ David Vita

United with Kenya:

UwK continues its work in health and education including the operation of a community library, assistance with an apprenticeship program and the undertaking 23 water projects in the villages of Chepsaita and Kamafai.

UwK also recently responded to the COVID pandemic by providing funding that allowed the village of Chepsaita to make cloth, reusable masks for residents as well as the purchase of jerricans and soap that are now stationed at each of the 23 water projects and jerricans for families who cannot afford its purchase.

UwK is also in discussions with a USA/Kenya-based organization to partner in a program devoted to menstrual health management in service to women and girls and particularly helping girls to stay healthy and not miss school.

~ Dan Iacovella

Voices Café:

In our 9th successful season Voices Café hosted 5 pre-pandemic performances and 1 virtual concert. The always amazing Susan Werner kicked off the season in October, followed by The Heather Pierson Acoustic Trio in November. A UU music minister from the White Mountains of New Hampshire, Heather had opened for Joe Jencks at Voices a year earlier and returned by popular demand.

In December, the ever-popular Niels sisters returned to Voices Café for an uplifting pre-holiday concert. In late January Vance Gilbert captivated a sell-out crowd of nearly 200. And in what was to be the last live-in-person show of the season, on March 7th The Black Feathers from the UK treated an appreciative audience to their beautiful songwriting and trademark vocal harmonies.

When the pandemic forced the shutdown of live concert gatherings in March, rather than cancel our April show, Voices Café instead presented our first live-streaming concert. It was billed as “Voices Café Coast to Coast, and featured Kipyn Martin streaming from Maryland and Jenner Fox from Oregon. It was a successful evening of fundraising to support the artists and the CT Undocumented Fund. Plus, those who “attended” enjoyed quite a fine concert.

Voices Cafe is sustained by our wonderful volunteers, to whom we express sincere appreciation. Thanks to them, and to our great committee, Voices Café will continue its mission to build community, support musicians, and raises funds for our social justice activities.

~ Dave Caplan

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 themselves.

WB is a small, self-funded 501c3 whose donors are generous individuals and churches. On average, we have 5-8 people working each project-day. We would love to have more volunteers from TUCW join us once it is safe for us all to work together in close spaces.

~ Sherry Jagerson

HUMAN RESOURCES (HR) COMMITTEE

The Committee met twice this year. In addition, we have been available for issues that arise spontaneously. Several new laws are effective this year and the TUCW is working on its compliance systems. This includes additional training on Sexual Harassment. We have also provided information on the effect of the pandemic on employee relationships and TUCW is working on the on-going corona virus-19 issues.

This coming year we expect to follow the same course. We monitor for new laws, regulations and orders that may affect TUCW. In addition, we are available for consultation and discussion on employment related issues as they arise.

Respectfully submitted by Betty-Lynn White, Chair

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 in Westport (TUCW) community.

Executive Summary

Our journey highlights:

Although executing Stewardship during the unprecedented 2020 Pandemic and Economic Crisis was very challenging, we nonetheless persevered with a modest level of success!

- Our 2019 Holiday Appeal: \$12,000. Substantially less than prior year, but anticipated as the appeal was just after the Capital Campaign.
- In February, we hosted a Lead Donor Event at Newman's Own headquarters complete with a Jazz band, which initiated the 2021 Annual Operating Budget Drive.
- We celebrated Leap Day with a Pot-Luck, Story Slam event which was a lot of fun and engaged many in the congregation for a memorable kick-off to the March Pledge Drive.
- We planned many house parties which would have engaged donors in individual homes for dinners with Reverend John. We were only able to hold one due to the Pandemic.
- One hallmark of this year's campaign is how we all worked together to help TUCW become digital during the pandemic. Examples of improved digital communications include:
 - Created targeted emails based on demographic data of congregants on file to help connections.
 - Increased engagement with congregation on Facebook and through Zoom.
 - Created several articles in Soundings to follow along with the Annual Operating Budget Campaign.
- Our dedicated Stewards were fully engaged and dedicated to outreach.
- Several congregational fundraisers: Tag sale, Jewelry Boutique, Voices Cafe

Thank you to all those hard-working fundraising teams; we hope to see these initiatives continue to grow next year. We especially want to acknowledge the Stewardship Committee. We are proud to say that we held together as a team, ideating, persevering and staying strong and optimistic.

Our Annual Budget Drive Results (as of 5/15/2020)

- \$518,000 (83% of our \$620K goal)
- 194 pledge units (56% of our 347 goal)

Yes, these results are disappointing, but we all acknowledge that this is certainly a time of uncertainty. Many congregants are having monetary challenges which make it difficult for them to commit financially at this time. We expect these numbers to increase somewhat in the Fall of 2020, post-pandemic. We will probably revive the Operating Budget campaign in the fall, when we are again live and back in our beloved sanctuary.

We continued with our theme for this year's Annual Budget Drive (pledge) campaign of "Building an Abundant Community", to emphasize how we as Stewards need to foster conversations and change attitudes from Scarcity to Abundance. We have faith that when this time of difficulty is over, our community will think and behave with optimism and generosity. 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:

- 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 a letter from Rev. John Morehouse with a pledge card to all households with a follow-up of personal notes from Rev. John to those who had not yet pledged.
- The family-friendly Leap Day Fellowship Potluck dinner and Story-Slam Night attended by approximately 100 congregants which was a fun evening of fellowship and community building.
- Created several articles in Soundings to follow along with the Annual Budget Drive.

The spirit of the drive and of our committee was very positive and participatory, with broad support of Rev. John's ministry and faith in the future of TUCW. The drive was fully supported by TUCW staff members.

Key in next year's efforts will be to focus now healing from this crisis and coming together to financially support our congregation as we all heal and recover. We also know that the "new normal" will connect the physical world with the virtual one, and we will plan to use this new world to better connect with the congregation wherever they are and ensure that they feel the need for TUCW. This will help us in the future if we stick with it. For example, at some point we will be able to mine the data generated from digital channels in order to help create better connections.

We have truly become 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,

Mary Money, Elena Rockman-Blake and Sam Somashekar, Chairs YRSC

ENDOWMENT COMMITTEE

Over the past year, the Endowment Committee has focused on supporting the Capital Campaign through a Matching Fund. Given a healthy balance in the Endowment of \$2,892,139 and \$214,648 in the Bernhard Music Fund for a total of \$3,106,787 at the beginning of the fiscal year (over three times the Operating Budget), the Endowment Committee was able, within the guidelines of the Endowment's charter, to propose a \$500,000 Matching Fund for contributions to the Capital Campaign. The Committee is delighted to report that the Congregation pledged more than the Match and that the Church has already received \$318,000 from those pledges.

To date, the Endowment Committee has transferred \$150,000 to the Capital Campaign account, so \$168,000 is still owed to the Campaign. Because of the necessary delay of the construction project until spring 2021, those funds will continue to be held in the Endowment accounts.

In addition to the Capital Campaign support, the Endowment contributed \$30,000 to the 2020 Operating Budget and \$4,500 of the Bernhard Music Fund was transferred to the Budget for music projects.

Due to the volatility in the markets and our contribution to the Capital Campaign the Endowment now stands at \$2,169,000 (net of the \$350,000 owed to the Capital Campaign) and the Bernhard Music Fund balance is \$199,000.

Respectfully submitted,
Kevin Leddy (Chair), Ann Marie Beurle (Treasurer)

AUDIT COMMITTEE

The firm of Hope & Hernandez, P.C. was retained again this year to review the financial reports for TUCW's fiscal year ending June 30, 2019. As is TUCW policy, church finances are "reviewed" one year, and are "audited" the following year. Audits are more expensive than a review, and for TUCW, a review meets all our normal fiscal requirements. TUCW's financial statements are prepared on a Modified Cash Basis.

Our auditor (Robert Bailey, CPA) reviewed all aspects of church finances and the financial statements as of June 30, 2019. He reviewed 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 Audit and Finance Committees in November 2019.

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, 2019.

Hope & Hernandez also prepared our Form 990, which is the annual IRS tax return for organizations such as ours. For all nonprofits, the Form 990 is a public document, and can be found online usually one year after it is filed.

The Financial Reports were presented to the Board of Trustees in January 2020.

Respectfully submitted, Stephen Grathwohl and Bob Trefry

FINANCE COMMITTEE AND TREASURER'S REPORT

The COVID-19 pandemic has impacted the finances of the church, just as it has affected all of us. The Finance Committee, a committee of the Board at TUCW, has considered its effects in preparing the reforecast of the 2019-2020 budget and the budget for the coming fiscal year.

Highlights of the **income** reforecast include:

- Reduction in pledge payments and contributions
- Reduction in rental income from Coop Nursery School and other renters
- Receipt of PPP funding
- Use of reserves

For next year's budget:

- Increased contribution from endowment
- Use of reserves

Expense highlights for this and next year:

- Termination of Assistant Minister
- Reduction in contribution to UUA
- Reduction in pension contribution
- Effective end of contributions to reserves

We anticipate uncollected pledge payments far above the usual amount both for the current year and next year. Today's circumstances have made it impossible for some to fulfill their pledges. We expect that some who have made pledges for the coming year may also find they cannot fulfill them. Though the YRSC has done an amazing job in encouraging pledges from congregants, we were very conservative in anticipating the amount we will actually receive.

Other impacts on the income include partial forgiveness of the Coop Nursery School's rent payment since the school had to close. Usual rentals for weddings and other events are not happening.

On the expense side, we acted on and exceeded our contingency plan from last year and reduced the funding to the UUA by \$10,000 for this year. The allocations to reserves were also ended.

There is still a shortfall of \$100,000 in this year's reforecast. The church applied for and received a PPP loan of \$112,900. Under the Paycheck Protection Program (PPP) created by the federal CARES Act, loans may be forgiven if borrowers use the proceeds to maintain their payrolls and pay other specified expenses.

As required, the loan amount was determined by calculating payroll expenses for 10 weeks (2 ½ months). The terms for spending the loan appear to require it be fully used in 8 weeks from the time of receipt (for us that was May 4). The loan can be used to cover utilities as well as people costs. Whatever we do not use will have to be

returned as far as we understand now. Thanks to Steve Grathwohl who initiated and followed up with our application.

The PPP loan does not appear in the reforecast even though we expect it to cover most if not all the shortfall. Because it is a loan, not a grant at this time, we cannot count it as income.

For the 2020-2021 budget income side we have requested an extra \$39,700 contribution from endowment. The Endowment Committee has agreed.

On the expense side for the 2020-2021 budget we implemented two changes in people costs. Rev. John with input from the board decided to terminate the appointment of our Assistant Minister, effective at the end of June. We included the expense for the Assistant Minister's severance package in the current year's expenses. For the coming year we also reduced the pension employer contribution to 5% from 10%.

Even with the PPP funding in the current reforecast we propose using funds we have designated as reserves. In next year's budget we again use reserves. This is not stable. In past years we have endeavored to build up reserves but now are using these to make up for cash shortfalls. If income does not go up substantially we will have to consider other serious adjustments and these would likely be in people costs. Yet we are committed to keeping the financial position as strong as possible to ensure the continued life of our congregation.

Explanation of the 2019-2020 Profit/Loss budget, reforecast and 2020-2021 Proposed Budget

- 1st column: the budgeted income for the fiscal year 2019-2020.
- 2nd column: the estimated year-end actuals for the fiscal year 2019 as of April 30, 2020.
- 3rd column: proposed budget for the coming fiscal year, 2020-2021.
- 4th column: difference between the 2020-2021 fiscal year budget and the estimated year-end 2019-2020.

2019-2020 Profit/Loss Statement and 2020-2021 Proposed Budget		2019-2020 Annual Budget	2019-2020 Estimated Year End as of 4/30/20	Proposed 2020-2021 Annual Budget	Proposed 2020-2021 Budget vs 2019-2020 Estimated Year-end
Income (cash)					
Pledge Income		526,000	478,842	450,000	-28,842
Unrestricted Contributions		77,150	88,283	43,000	-45,283
Restricted Contributions		11,330	17,653	7,200	-10,453
Fundraising Event Proceeds (gross)		39,746	35,713	29,000	-6,713
Pass Through Income - to other charities		10,000	11,637	9,000	-2,637
Facility Use Fees		139,904	111,972	116,200	4,229
Other Income		9,250	32,534	13,494	-19,040
Gross Ordinary Income ("A")		813,380	776,633	667,894	-108,739

2019-2020 Profit/Loss Statement and 2020-2021 Proposed Budget (continued)		2019-2020 Annual Budget	2019-2020 Estimated Year End as of 4/30/20	Proposed 2020-2021 Annual Budget	Proposed 2020-2021 Budget vs 2019-2020 Estimated Year-end
Expenses (cash)					
	Total People Cost	674,041	686,069	568,212	-117,857
	Maintenance and Insurance	85,448	86,526	82,000	-4,526
	Program and Worship Materials	31,348	27,238	30,603	3,365
	Office & Utilities	70,408	71,449	67,107	-4,342
	Denominational	16,500	6,500	16,500	10,000
	Fundraising Expenses	20,000	16,388	15,000	-1,388
	Pass Through Expenses - to charities	12,300	16,170	13,000	-3,170
	Audit, Payment Processing & Bank Fees	15,770	13,644	15,770	2,126
	Miscellaneous Expense	15,129	7,635	15,080	7,445
	Building and Grounds Projects	10,000	22,895	10,000	-12,895
Total Expense ("B")		950,944	954,514	833,272	-121,242
Net Ordinary Income - Cash Basis ("C" = A - B)		-137,564	-177,881	-165,378	12,503
Other Sources of Cash					
	Use of Reserves	41,848	45,065	92,278	47,213
	Endowment Distribution	34,500	34,500	74,200	39,700
Total Sources of Cash ("D")		76,348	79,565	166,478	86,913
Contributions to Reserves (Other uses of cash) ("E")		1,100	2,550	1,100	-1,450
NET INCOME BUDGET VIEW ("F" = C+D-E)		-62,316	-100,866	0	100,866
2020-2021 Budget Contingency Priorities					
UPSIDE (If the net income rises more than \$25,000)		DOWNSIDE (If the net income decreases more than \$25,000)			
1.	Increase General Reserves \$15,000	1. Decrease UUA Contribution		\$14,500	
2.	Increase Pension Funding % \$8,000	2. Decrease People Cost		\$10,500	
3.	Increase UUA Contribution \$2,000				

Contingencies

Every year the Finance Committee prepares a list of upside and downside contingencies to go with our budget projections. For the 2020-21 budget year, we recommend:

2020-21 Budget Contingency Priorities

UPSIDE

1. Increase General Reserves	\$15,000
2. Increase Pension Funding %	\$8,000
3. Increase UUA Contribution	\$2,000

DOWNSIDE

1. Decrease UUA Contribution	\$14,500
2. Decrease People Cost	\$10,500

If the net income rises more than \$25,000 we will increase General Reserves and Pension Funding. If the net income decreases more than \$25,000, there will have to be more decreases in people costs.

The Unitarian Church in Westport

				Balance Sheet - (Modified Cash Basis)	
				June 30, 2019	April 30, 2020
ASSETS					
	Current Assets				
		Total Checking/Savings		479,370	1,156,265
		Total Other Current Assets		653	100,653
		Total Current Assets		480,023	1,256,918
	Fixed Assets				
		Land		1,000,000	1,000,000
		Land Improvements		125,875	125,875
		Church Building		1,000,000	1,000,000
		Meeting House		900,000	900,000
		Building Improvements		188,480	188,480
		Furniture, Fixtures & Equipment		106,880	106,880
		Capital Campaign Work in Process		45,147	91,608
		Accumulated Depreciation		-385,195	-385,195
		Total Fixed Assets		2,981,187	3,027,648

Balance Sheet - (Modified Cash Basis) (continued)						
				June 30, 2019	April 30, 2020	
Other Assets					Market Value as of 6/30/19	Market Value as of 12/31/19
	Endowment Investment Accounts					
		Unrestricted Inv-UUA Common Fund		700,562	564,966	
		Unrestricted Inv-Vanguard		385,443	381,302	
		Unrestricted Inv-Bernhard Music		212,809	223,298	
		Vanguard - Social Justice		42,511	46,391	
		Vanguard - Faith Formation		4,054	4,424	
		Vanguard - Building & Grounds		4,054	4,424	
		Vanguard - Music		83,336	90,942	
		Vanguard 2005 - Restricted		1,582,196	1,732,034	
		Total Endowment Investment Accounts		3,014,963	3,047,782	
		Total Other Assets		3,014,963	3,047,782	
TOTAL ASSETS				6,476,173	7,332,347	
LIABILITIES & EQUITY						
Liabilities						
		Total Current Liabilities		92,236	71,421	
Equity						
		Invested in Capital Assets		2,981,187	2,981,187	
		Reserves				
		Memorial Garden Reserve		7,887	7,887	
		Building Reserve		99,368	83,718	
		General Reserves		10,000	0	
		Groundskeeping Reserve		52,446	42,646	
		Sabbatical Reserve		19,800	17,085	
		Faith Formation Reserve		7,433	7,433	
		Social Justice Reserve		20,855	20,855	
		Music Reserves		25,039	27,039	
		Worship & Ministries Reserves		7,002	7,002	
		Total Reserves		249,831	213,666	
		Unrestricted Net Assets		916,992	1,256,567	
		Perm Restricted Net Assets		1,582,196	1,582,196	
		Temp Restricted Net Assets		118,544	118,544	
		Capital Campaign Net Assets		0	195,613	
		Capital Campaign Income		195,613	679,192	
		TUCW Net Income		339,574	233,962	
		Total Equity		6,383,937	7,260,926	
TOTAL LIABILITIES & EQUITY				6,476,173	7,332,347	

Respectfully submitted by:
Catherine Onyemelukwe, Treasurer

Member List as of June 9, 2020

Lia Albo	Robert Brandt	Lynn Crager
Michelle Albright	Jan Braunle	Timothy Crager
Melanie Allen	Shari Brennan	Kate Croarkin
Karen Anderson	Alan Brewster	Tom Croarkin
Harbans Arya	Linda Brewster	Polly Cromwell
John Austin	Rainy Broomfield	Mary-Jane Cross
Laura Axthelm	Dayle Brownstein	Robert Cygan
Stephen Axthelm	Jodi Stevens Bryce	Susan Dam
Beverly Bailey	Scott Bryce	Linda Daniels
Richard Bailey	David Bue	Douglass Davidoff
Jim Baldyga	Marie-Claire Bue	Marjolijn de Jager
Melissa Balmer	Randy Burnham	Wil De Sola
Reed Balmer	Enid Busch	Joy Del Rosso
Donald Bancroft	Jennifer Butler	Stephen Del Rosso
Martha Bancroft	Susan Butler	Danielle DiGrazia
David Barrow	Lynda Campbell	Patty Dimon
David Bauer	Diane Cano	Cheryl Dixon
Betsy Beach	Dave Caplan	Beth Dobsevag
Jackie Beck	Laurel Carey	Lorna Donnelly
Diane Becker	Willard Carter	Lisa Donohue-Olivieri
Diana Bell	Emily Carveth	Peter Donovan
Pippa Bell Ader	Leo Charles	Gina Rees Douglass
Eileen Belmont	Cindy Clair	Rose Dugan
Anne Benson	Tanya Clemons	Sofia Dumery
Alex Beurle	Beth Cliff	Joan Duncan
Ann-Marie Beurle	Candace Clinger	Judith Eckert
Marti Bishop	Paul Cohen	Rose Ecsedy
Sharon Bittenbender	Lynn Colafrancesco	Teryl Eisenberg
Beth Black	Neil Coleman	Jonathan Elkind
Jason Black	Charles Colletti	Marsha Elkind
Bruce Blau	Rosemarie Colletti	Dave Emberling
Maggie Blau	Thomas Comer	Stapley Emberling
Lynda Shannon Bluestein	Bob Comstock	Mary Erlanger
Paul Bluestein	Brian Connelly	Douglas Flam
Alex Boboc	Martha Constable	Vicki Flam
Sari Bodi	Jim Cooper	Adam Fleisher
Jennifer Boland	Mark Corcoran	Michelle Fleisher
Carol Boston	James Corradino	Anne Foley
Ann Bova	Michael Costantino	Michael Foley
Deborah Barnett Brandt	Joann Coviello	Jamie Forbes

Jim Francek
Pat Francek
Luisa Francoeur
Jan Freddino
Jon Gage
Leigh Gage
Anita Galvan-Henkin
Kenechi Garner
Monica Garrison
Deb Garskof
Josh Garskof
Luke Garvey
Michelle Garvey
Jennifer Gerometta
Carol Goddard
Hazen Goddard
Cory Goger
Peggy Gormley
Alex Gormley
Steven Gormley
Steve Grathwohl
Eric Gribin
Ellie Grosso
Catherine Guilliani-Groell
Andy Gundell
Carolyn Gundell
Judith Hamer
Carol Hamilton
Lyn Hamilton
Debbie Handler
Len Handler
Kevin Hanley
Bob Hardin
Kristi Hardin
Joan Harnett
Charles Harrington
Bill Hart
Nanette Hausman
Alec Head
Tom Hearne
Adair Heitmann
Jack Hennessy
Lindy Hennessy
David Henry

Bobbie Herman
Robert Herman
Mary Hollinger
Jason Howard
Linda Hudson
David Hunter
Michelle Hyland
Daniel Iacovella
Shahan Islam
David Jacob
Melissa Jacob
Holly Jaffe
Sherry Jagerson
Melissa Jagoe-Seidl
Ann Johnson-Lundberg
Keith Johnston
Doug Jones
Meg Jones
Anna Jones
Scott Kadison
Jim Keenan
Maryellen Keenan
David Keeton
Felicia Keeton
Vaughn Keller
Albert Kelly
Sunny Khadjavi
Bob Kleid
Charles Klein
Jenny Klein
Lyn Kobsa
Anatole Konstantin
Rosaria Konstantin
Jill Kovacs
Mark Kovacs
Sandra Kozma
Steven Kunstler
Kathy Kurzatkowski
Dale Kutnick
Laura Kutnick
Joe Lack
Nancy Lack
Becky Lai
Nick Lai

Ann Lakhdhir
Lincoln LaMastro
Peter LaMastro
Kate Scheffler Lannamann
Brian Lasher
Miki Lasher
Rob Laug
Terri Laug
Lynne Laukhuf
Brian LaVoie
Patti LaVoie
Kevin Leddy
Kristen Leddy
Matt Leonard
Miriam Levin
Virginia Levin
Wendy Levy
Kathy Lewis-Bain
Patrick Leydon
Sara Leydon
Beverly Lieberman
Jay Lubin
Linda Lubin
Jeff Lundberg
Janet Luongo
Jim Luongo
Elizabeth Macdonald
Kelly Mallozzi
Massimo Mallozzi
Darryl Manning
Gerry Manning
Allen Marks
Alexa Marshall
Fred Marshall
Mary-Megan Marshall
Maureen McBride
Cathy McElroy
Carrie McEvoy
Lawrenzo McGee
Liz McGovern
Allison McHenry
Nancy McKeever
James McKinnon
Melinda McMillen

Jenna McPartland
Matthew McPartland
John McWeeney
Felicity Medinger-McWeeney
Diane Melish
Elizabeth Miller
Susan Miller
Loren Mitchel
Bruce Mitnick
Michele Mitnick
Diane Moller
Sven Moller
Mary Beth Mollica
Sal Mollica
Mary Money
Eric Montgomery
John Morehouse
Kristin Morrell
Gian Andrea Morresi
Margaret Morrison
Marion Moseley
Nina Nagy
Denise Nelligan
Shanonda Nelson
Glenn Newell
Noelle Newell
Ed Nicolas
Leslie Noordyk-Cenci
Julyen Norman
Deborah O'Brien
Jeremiah O'Brien
Jean O'Dell
Lynn O'Donnell
Patrick Olivieri
Catherine Onyemelukwe
Eileen O'Reilly
Joanne Glasser Orenstein
Kristine Oulman
Neil Pabian
Cathy Paine
Gwen Parker
Marjorie Partch
Kristi Patterson
Erik Paul

Nate Pawelek
Larry Perlstein
Bob Perry
Eloise Peterson
Anita Pfluger
Marie Pham
Chris Place
Harvey Place
Stephen Polmar
Suzanne Polmar
Carol Porter
Cynthia Potter
Carole Prescott
Susan Pugliese
Elizabeth Quesada
Alan Rackson
Alice Rago
David Raymond
Therese Raymond-Cline
Marilynn Reed
Dorothy Rich
Pamela Ritter
Kathy Roberts
Connie Rockman
Elena Rockman-Blake
Kim Rogers
Rob Rogers
Mary Jo Romano
Florence Romanov
Liane Roseman
Steven Rosenberg
Bonnie Rother
William Rother
Roger Rowell
Berta Russell
Jason Sandler
Lisa Sandler
Rachael Sandler
Tim Sandler
Ravi Sankar
Shrutika Sankar
Sudha Sankar
Reina Sauer
Barb Schade

Lily Scheyhing
Penny Schneider
Liz Seaman
Carol Seiple
Christopher Seiple
Aaron Seymour
Jane Sherman
Susan Sherman
Victoria Sherrow
Sheila Sherwood
John Simboli
Scott Singer
David Smith
Maria Mendoza Smith
Robert Smith
Tanya Smith
Paula Soares-Somashekar
Sam Somashekar
Judy Soronen
Susan Starkie
Emily Staub
Rob Staub
Laura Steinbrecher
Donna Stone
Bart Stuck
Jean Sturges
Ted Sullivan
Ulla Surland
Ann Sikes Taylor
Faith Taylor
Ron Taylor
Arnela Ten Meer
David Thompson
Edward Thompson
Joyce Thompson
Barbara Thormahlen
Kate Throckmorton
Bob Trefry
Mary Trefry
Gina Troisi
Joanne Turmelle
John Turmelle
Peg Ulrich
W. Arthur Ulrich

Cindy Vaccaro
 John Vaccaro
 Dan Valentine
 Ade Van Duyn
 David Vita
 Jerusha Vogel
 Ken Vogel
 Jaqueline Wallace
 John Wallace
 Marliis Walther
 Sheila Ward

Marguerite Webb
 Bob Welsh
 Marion Wertheim
 Betty-Lynn White
 Lynn Whitton
 Caroline Williams
 Gary Williams
 Rachel Williams
 Tim Wilson
 Andrew Wittenstein
 Trina Wong

Linda Woodruff
 Karen Wright
 Julia Wyant
 Melanie Wyler
 Doug Wyse
 Christine Yang
 Ted Yang
 Robert Zuckerman

MEMBERSHIP SUMMARY

Year	2011	2012	2013	2014	2014-15	2015-16
Beginning of year	592	580	569	585	501	604
Additions	29	17	29	40	50	18
Losses	41	28	13	21	29	70*
Moved Away						17
Deceased						11
Resigned						3
Other					57*	39
End of Year	580	569	585	604	604	421

*additional correction for Constitutional definition revision of 2015

Year	2016-17	2017-18	2018-19	2019-20
Beginning of year	421	383	419	421
Additions	13	49	17	27
Losses:	49*	13	15	33
Moved Away	9	6	3	11
Deceased	7	6	10	7
Resigned	1	1	2	0
Other	32			15
End of Year	383	419	421	415

*additional correction for Constitutional definition revision of 2015

APPENDIX

TUCW Membership Meeting Minutes May 5, 2019

K Vogel, President, called the meeting to order at 12:30pm

MJ Cross, Secretary, stated there were 127 members in attendance, and we had a quorum.

A Pfluger, Committee On Ministries chair, spoke to the Covenant of Right Relations.

Rev J Morehouse lit the chalice and read from M Oliver.

K Vogel assumed the Moderator position and explained the purpose and logistics of the meeting.

C Seiple, co-chair Capital Campaign Planning Team, moved, R Burnham second: **to approve a Capital Campaign for Building improvements.**

Kristen Leddy presented an overview and background of the proposed capital campaign.

Ken proposed a process of discussion – line up to speak to pros and cons, limit remarks to 2 minutes, keep comments and questions limited to the motion on the floor. As no objections were raised to this process, the process was adopted.

S Singer asked a point of order question - when could amendments be proposed?

Ken explained amendments can be offered anytime by coming to the pro line, and stating the amendment. Once seconded, discussion on the amendment will take place.

After several comments were heard in favor of a Capital Campaign, S Singer proposed, D Valentine second, the following amendment.

“To gather additional information by directing the Board of Trustees to convene a task force in order to:

- Identify financing alternatives for the church renovation and upgrade project including but not limited to grants, rebates, and loans.*
- Contact grant and rebate providers, banks and other organizations that specialize in church financing to determine the feasibility, requirements and estimated costs.*
- Develop financial models of differing loan and repayment scenarios for loans from \$250,000 t \$1,000,000.*
- Compare the estimated costs of outside financing to the estimated costs of delaying portions of the church renovation and upgrade project.*
- Report findings and recommendations to the Congregation for consideration before voting to approve final church renovation and upgrade plans and budgets.”*

After comments by proponents and opponents to the amendment, S Singer asked to make a friendly change to the amendment, striking the last phrase beginning with “for consideration”. The revised amendment read:

“To gather additional information by directing the Board of Trustees to convene a task force in order to:

- Identify financing alternatives for the church renovation and upgrade project including but not limited to grants, rebates, and loans.*
- Contact grant and rebate providers, banks and other organizations that specialize in church financing to determine the feasibility, requirements and estimated costs.*
- Develop financial models of differing loan and repayment scenarios for loans from \$250,000 t \$1,000,000.*
- Compare the estimated costs of outside financing to the estimated costs of delaying portions of the church renovation and upgrade project.*
- Report findings and recommendations to the Congregation.”*

After additional pro and con comments, L Garvey called the question. There being no opposition to this call, a vote was taken on the amendment.

Vote: pro= 31 con = larger than 31 by show of VOTE cards. The amendment failed.

C Onyemelukwe then called for a vote on the original Capital Campaign motion: One person objected. The Call to Vote was put to a vote, which requires a 2/3 majority to pass.

Vote on the Call: 31 to continue talking; 80 to stop talking and vote on the main motion. The Call to vote passed.

The original motion, **to approve a Capital Campaign for Building improvements**, was put to a vote. The motion passed unanimously.

The meeting was adjourned at 1:35pm

Respectfully submitted,

Mary-Jane Cross -
Secretary of the Board of Trustees

**DRAFT—MINUTES OF THE 68TH ANNUAL MEETING
OF THE UNITARIAN CHURCH IN WESTPORT
JUNE 9, 2019**

Call to Order: Ken Vogel, President of the Board of Trustees (Board), called the meeting to order at 11:35am.

Quorum Report: Mary-Jane Cross, Secretary of the Board, confirmed there were sufficient members present to satisfy the quorum.

Centering: Senior Minister Rev. John Morehouse lit the chalice and offered a centering reading.

Approval of Minutes of Prior Annual Meeting: A motion was made and seconded to approve the minutes of the 67th Annual Meeting of June 18, 2018 and the Member Meeting of May 5, 2019 to approve a Capital Campaign. Both sets of minutes were approved as written.

The Very Fine Lifetime Volunteer Service Award: Ken Vogel announced the 17th annual Very Fine Lifetime Volunteer Service Award winner is Kathy Roberts. He described Kathy's active service in many areas of the Congregation. Among these he has been the Board of Trustees, Stewardship Committee member and Visiting Steward, Ministerial Search Committee. The award will be presented to Kathy at a later time, as she was not present. She received a standing ovation.

Board of Trustees Report: Ken Vogel reviewed the activities of the Board during this past year noting the Board has been monitoring progress towards the priority Congregation Ends set in 2017. The Board has also focused on supporting the work to bring a Capital Campaign to fruition in 2019. The full report is in the 2019 Annual Report.

Endowment & Capital Campaign: Endowment Committee Chair Kevin Leddy reported the Endowment funds balance stands at \$2.8 Million, an increase from 2016-17. The committee also manages the restricted Music fund of \$200,000. He reviewed the income and disbursements from the Endowment, noting they continue to contribute to the Annual Operating Budget. Details are in the Annual Report.

Kevin then reported that the Endowment Committee and Endowment donors have agreed to support a matching fund type of contribution, up to \$500,000 to the Capital Campaign. As required in the Constitution, the Board made an official request to the Endowment for this contribution. The upper limit of the Contribution is higher than the Board alone is allowed to authorize and is brought to the Congregation at this time.

A motion was made and seconded to request a matching fund contribution, up to \$500,000, from the Endowment to the Capital Campaign.

During discussion, Kevin noted that the match will be against monies committed during the Fall full Congregation appeal. Details of how the matching contributions will work will be presented to the Congregation by the start of the Fall appeal. **The motion was called for a vote. Passed Unanimously.**

Board member Steve Grathwohl introduced a motion **to pay the architect firm Goody Clancy up to \$200,000, between June –December 2019, for the design phase of TUCW building renovations. Funds will come from initial Capital Campaign payments. Motion was seconded.**

Steve noted this idea has been raised by Congregants during the spring Capital Campaign meetings. A question was raised if this is a full or partial payment. It is the 2nd payment for design work. The architect firm will stay involved with further

design as well as management of project implementation. Rev John Morehouse announced that lead donors have committed \$680,000 to date, and we have received over \$200,000 in payments, covering the cost of this motion.

The motion was called for a vote. Passed Unanimously

Financial Reports & Votes:

Endowment Committee as reported above.

Year-Round Stewardship Committee Co-Chair Mary Money reported pledge results – 219 pledges received for the 2019-2020 fiscal year. She emphasized that there are so many more who are active in the Congregation. She urged each member at the meeting to bring some ideas on how to involve more of these people in pledging support, and to become actively involved in Stewardship.

Finance Committee – Treasurer Catherine Onyemelukwe reviewed the financial results to date and the proposed budget for 2019-2020. A question was asked why B&G Projects are reduced \$5,000 from the 2018-19 expected expenses. Catherine explained there were two large expenses this year - meeting house A/C, boiler replacement.

Ratification of the 2019-20 Budget: A motion was made and seconded to ratify the 2018-19 budget. The budget ratification was passed.

Nominating Committee (NC) Report and Elections: NC co-chair Monica Garrison thanked the members of the committee and presented the following slate of candidates for election to office.

- Board of Trustees (BOT) [3-year terms – to 2022]
 - Catherine Onyemelukwe (2nd)
 - Stapley Emberling (1st)
 - Alex Gormley (1st)
- Endowment Committee (EC) [5-year term – to 2024]
 - David Bauer
- Committee on Ministries (COM) [5-year term – to 2024]
 - Joanne Orenstein
- Nominating Committee (NC) [2-year term – to 2021]
 - Felicia Keeton
 - Diana Bell
 - Tom Hearne

A motion was made and seconded to approve the slate of nominees. The slate was approved as presented.

Installation of New Board & Elected Committee Members: Ken Vogel welcomed the newly elected Board and Elected Committee members, 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. Ken then thanked exiting leaders for their service – Doug Flam (BOT), Monica Garrison & Chuck Colletti (NC), Brian Lasher (EC), Anita Pfluger (COM).

#MeToo Resolution Report: Ken Vogel reported on progress to date on the directives in the 2018 Congregation Resolution. Progress that has been made over the past year has been both meaningful in the lives of individual women in the congregation and powerful in its focus on inspiring leaders to rethink the words they use and the ways TUCW can be more inclusive. Much remains to be done regarding language and policies that keep women safe. A larger effort at educating our congregation as to the pervasiveness of patriarchy needs to be undertaken in the years ahead.

The 2019 Annual Report includes a detailed report from the #MeToo Council, Ken urged the Congregation to read through the it, both to understand the work being done, but also to educate ourselves on the context and challenges of this very important topic.

Committee on Ministries (COM) Report: Sudha Sankar & Randy Burnham reflected on the COM's role this past year as a mirror to the Congregation. They noted that their focus was on the work of the Ministerial side and highlighted accomplishments of the Ministerial Committees. Their full report is in the Annual Report.

New Business: Charles Klein raised a point of order re the nomination process; nothing was sent to be posted on the website in April, although the slate was posted in the TUCW foyer. He called on the Ministry, Board, Elected Committees, and staff to put communications on a front burner this coming year.

Adjournment: The meeting was adjourned at 12:30pm.

Respectfully submitted,

Mary-Jane Cross,
Secretary of the Board of Trustees

**DRAFT—TUCW Member Meeting Minutes
November 24, 2019**

K Vogel, President, called the meeting to order at **12:40pm**

S. Emberling, Acting Secretary, stated that a Quorum of voting members had been established. There were 117 members in attendance.

The Covenant of Right Relations was read aloud by S. Sankar, Chair of the Committee on Ministries.

Rev. J. Morehouse lit the chalice and read from Sobonfu Some, an African writer. K. Vogel assumed the Moderator position and explained the purpose, rules, and logistics of the meeting.

J. Turmelle, chair of the Construction Management Team (a core group of the Facilities Planning Committee), proposed the motion, which was seconded by S. Grathwohl: **TO APPROVE SPENDING CAPITAL CAMPAIGN MONEY, AS IT IS REALIZED, FOR UPGRADES TO OUR FACILITIES.**

Rev. J. Morehouse spoke to the construction process, the nature of this vote, and gave a brief overview of the Campaign leading up to this point. Rev. Morehouse made the clarification that this vote is only to authorize the spending of the money, not to decide on the specific projects that will be upgraded or repaired. (Those decisions will be made by the Construction Management Team, in consultation with Goody Clancy and Turner Construction and having previously taken into consideration feedback given on multiple occasions by the congregation.) Rev. Morehouse also stated that the church will not contract for any money to be spent that is not already in TUCW's bank account at the time.

Ken proposed a process of discussion and invited members to line up to speak to pros and cons, to limit their remarks to 2 minutes, and to keep comments and questions limited to the motion on the floor. As no objections were raised to this process, the process was adopted.

S. Grathwohl approached the microphone that was set up for speakers on the side of the stage representing those who are FOR the Motion and stated that the Board of Trustees unanimously supports the Motion.

S. Singer also spoke from the microphone representing those who are FOR the Motion. He raised a question about doing further research to see if congregants would be interested in loaning money to a private fund to supplement the Capital Campaign and assist with construction projects. K. Vogel asked if S. Singer was proposing an Amendment to the Motion, which would delay the vote on the current Motion. S. Singer said he was not proposing an Amendment. No one else proposed an Amendment or wished to have further discussion.

The original motion, **TO APPROVE SPENDING CAPITAL CAMPAIGN MONEY, AS IT IS REALIZED, FOR UPGRADES TO OUR FACILITIES**, was put to a vote. The Motion passed unanimously.

K. Vogel called for a Motion to Adjourn the Meeting. The Motion to Adjourn was made and seconded, and the November 24, 2019 Member Meeting was Adjourned at 1:12 pm.

Respectfully submitted,

Stapley Emberling
Acting Secretary of the Board of Trustees

