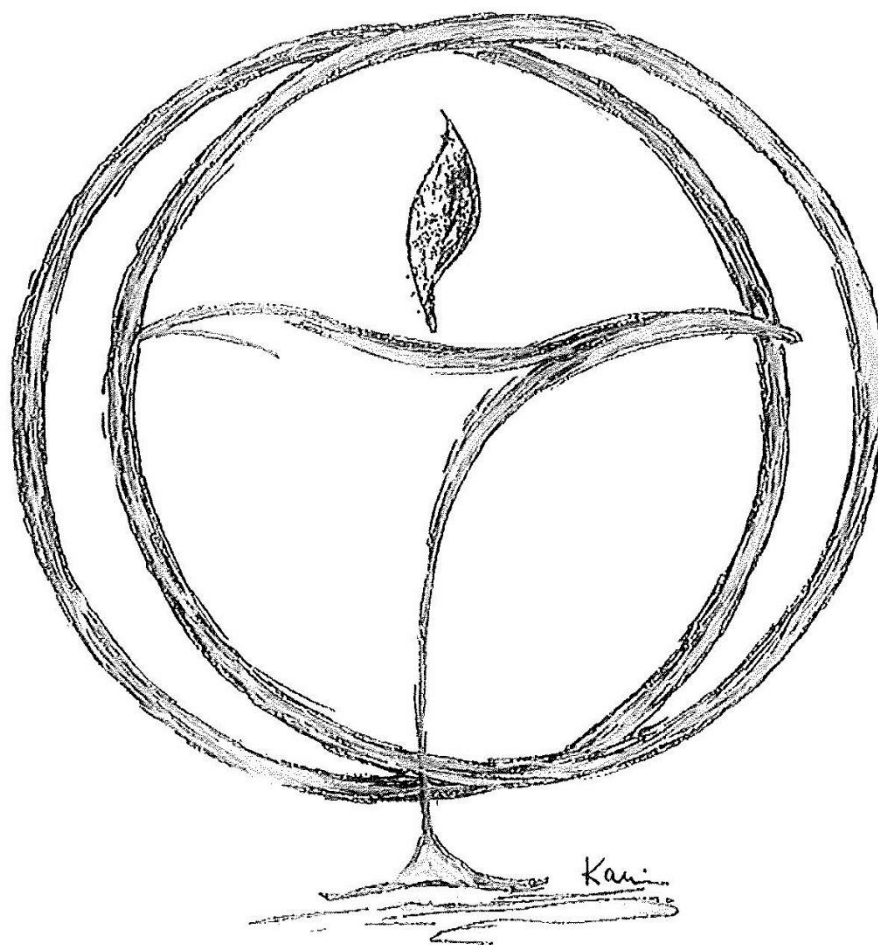


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# ANNUAL PROGRAM REPORTS

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June 6, 2021



FIRST UNITARIAN UNIVERSALIST CHURCH OF ROCHESTER  
1727 Walden Lane SW

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## ANNUAL MEETING AGENDA – JUNE 6, 2021

- |   |                          |
|---|--------------------------|
| 1. Call to Order & Verify Quorum                              | Ann Hutton, President    |
| 2. Chalice Lighting   | Ann Hutton, President    |
| 3. ★ Approve the agenda with voting to occur via online poll  |                          |
| 4. Minister's Report  | Rev. Luke Stevens-Royer  |
| 5. Financial Health of the Congregation                       | Rob Harveland, Treasurer |
| a. 2020-2021 financials                                       |                          |
| b. 2021-2022 approved budget                                  |                          |
| 6. Shared Ministry Team Report                                | Jerry Katzmann           |
| 7. Building Our Future: Beyond Ourselves Team Report          | George Huston            |
| 8. Nominating Committee Report & Results of the 2021 Election | Jerry Katzmann           |
| 9. President's Award  | Ann Hutton, President    |
| 10. Business of the Congregation: Questions & answers         | Members, Board & Staff   |
| 11. Installation of Officers and Directors                    | Rev. Luke Stevens-Royer  |
| 12. Benediction   |                          |
| 13. Adjournment   | Ann Hutton, President    |

## LEADERSHIP REPORTS

### Board of Directors

#### Committee Members

Ann Hutton – President  
Kim Reid - Vice President  
Greg Turosak – Secretary  
Rob Harveland – Treasurer  
Molly Dingel - Member at Large  
Sarah Hayes – Member at Large  
Joe Lobl - Member at Large  
Brianna Berg - Member at Large  
Dave Siljenberg - Member at Large

#### Purpose

The Board of Directors is the governing body of the Church, responsible for the property of the church, the conduct of its business affairs, and the administration of its services.

## President

Submitted by Ann Hutton, President

In a year when our mantra has been “*Our doors are closed because our hearts are open,*” it is exciting to celebrate our many achievements: those small and large tasks that we accomplished while navigating pandemic uncertainties. Just as in our personal lives, the pandemic infiltrated each congregational discussion, each team decision. The Re-Gathering Team diligently monitored the changing medical information so that our actions were based on science. The reports from Board officers and the new Shared Ministry program teams describe the work that has been done to address this year’s Board goals as we strived to live our mission.

1. Offer opportunities for connection and spiritual care within the pandemic environment.
2. Transition into Shared Ministry.
3. Strive to create systemic change for justice within our congregation and community.
4. Continue *Building Our Future* activities.

Creativity abounded as we found new ways to celebrate long-standing traditions whether by lighting candles to remember All Souls, hosting a drive-through parade to receive winter holiday blessings and gifts or conducting a successful pledge campaign. There were also new activities from online social justice book discussions to spontaneous UU cheers proclaimed from a safe distance at over 200 homes.

In thinking about the post-pandemic church, author and theologian Diana Butler Bass advises us that we will need “guides and weavers of wisdom” as we “reconnect ourselves and others with time, history, physicality and relationships.” As we build on all that we have experienced in this unprecedented church year and prepare for a slow reconnecting, let us celebrate:

- Our flexibility to pivot from in-person worship in an overflowing sanctuary to online services that have more views than the attendance of our two services combined
- A transition to Shared Ministry which offers expanded opportunities for congregational dialogue and individual participation
- The ingenuity of *Spirit Kits* which provide families a continuum of religious education even as lessons are relocated from classroom to home
- Our willingness to tackle tough questions about our building and property as we explore how our space can best express our UU values within a facility that is welcoming, is accessible and serves our mission
- The gentle care we show each other during these trying times and our continued attention to injustice in our community and in the greater world

As we end this year with our beloved Flower Communion, I believe each flower shared is a visible symbol of individual tenacity, dedication to deeply held beliefs, and generosity of spirit. Whether it is offered by a young hand or one wrinkled and bent, each flower reminds us of the lives of those who have done the work before we arrived; each flower represents those who sing the songs this day; and each flower foretells the story of those who will eagerly meet future challenges.

Thank you for the opportunity to serve this vibrant congregation.

## Treasurer

Submitted by Robert Harveland, Treasurer

This past year has been one of tremendous change within the Church. Dealing with the pandemic has changed how we practice our faith. As you well know, our involvement with one another has been through virtual connections rather than face to face. Doing so has changed how we spent our last fiscal budget. By moving to virtual engagements, we didn't need to print bulletins, we didn't spend money on coffee and supplies for the normal gatherings we hold throughout the year, and we didn't need to heat/cool the church to the extent we previously did. The bad side of all that is that we miss seeing our friends in person.

From a Treasurer perspective, all of that was a boon for our budget. We've ended the last fiscal year with a much larger surplus than I can remember. A surplus the Financial Stewardship team and Board will have to address over the Summer.

With vaccines readily available and mask guidelines relaxing, I expect our congregation will be easing back into a 'new normal' for engaging with one another. In this coming year, I expect that we will continue our digital presence on a weekly basis as many people from outside the local area have been 'attending' the weekly services online and have indicated a desire to continue watching. We have taken that into account with our new budget along with budgeting for getting back to in person activities. That's all possible through the generous donation commitment from each and every one of you.

I look forward to continuing to work as the Treasurer to ensure good financial practices are adhered to and that we do not see a surplus as big as this year's unless it's from additional donations from new members. I acknowledge that the pandemic restrictions got in the way of spending our budget as we had planned this past year but with the optimistic outlook, we should be looking for ways to spend the money provided by our generous donors on activities that support our mission and values.

## Approved 2021-22 Budget

<b>Income</b>			<b>\$557,774.00</b>
<b>1</b>	<b>Donations</b>		<b>\$43,000.00</b>
	1.1	Fundraisers	\$25,000.00
	1.2	Plate	\$18,000.00
<b>2</b>	<b>Other income</b>		<b>\$3,850.00</b>
	2.1	Interest	\$250.00
	2.2	Dividends	\$2,400.00
	2.3	Woodworth Trust	\$200.00
	2.4	Building Usage Fees	\$1,000.00
<b>3</b>	<b>Pledges</b>		<b>\$510,924.00</b>
	3.1	Current pledges	\$517,035.00
	3.2	Mid-year pledge renewals	\$1,400.00
	3.3	New pledges	\$7,000.00
	3.4	Previous year pledges	\$1,000.00
	3.5	Unrealized pledges (3%)	(\$15,511.00)
<b>Expenses</b>			<b>\$557,774.00</b>
<b>4</b>	<b>Administration/Communication</b>		<b>\$23,561.00</b>
	4.1	Phone	\$800.00
	4.2	Postage	\$2,261.00
	4.3	Supplies and printing	\$4,000.00
	4.4	Copier	\$600.00
	4.5	Computer & Tech Supplies	\$2,000.00
	4.6	Internet Access	\$600.00
	4.7	Mileage	\$200.00
	4.8	Bank Charges	\$2,000.00
	4.9	Website Management	\$500.00
	4.10	Licensing Fees	\$600.00
	4.11	Software Licensing	\$3,700.00
	4.12	Volunteer Background Checks	\$500.00
	4.13	Communications & Advertising	\$500.00
	4.14	Insurance	\$4,800.00
	4.15	Human Resources	\$500.00
<b>5</b>	<b>Building &amp; Grounds</b>		<b>\$44,820.00</b>
	5.1	Landscaping	\$300.00
	5.2	Garbage	\$3,420.00
	5.3	Mow & Snow	\$10,000.00
	5.4	Elevator Service	\$1,500.00

	5.5	Fire Alarm Monitoring	\$1,500.00
	5.6	Minnesota Energy Resources	\$8,000.00
	5.7	Rochester Public Utilities	\$8,000.00
	5.8	Maintenance and AV	\$10,000.00
	5.9	Kitchen Supplies	\$1,000.00
	5.10	Furnishings	\$300.00
	5.11	Flowers & Decorations	\$500.00
	5.12	Artifacts & Archives	\$300.00
<b>6</b>	<b>General Programming</b>		<b>\$3,015.00</b>
	6.1	Soul Matters Resources	\$715.00
	6.2	Special Events	\$1,000.00
	6.3	Program Support (Library, UU Store)	\$300.00
	6.4	Innovation Fund	\$1,000.00
<b>7</b>	<b>Congregational Life</b>		<b>\$2,500.00</b>
	7.1	Membership	\$1,000.00
	7.2	Social & Fellowship Events	\$1,000.00
	7.3	Spiritual Care	\$500.00
<b>8</b>	<b>Worship &amp; Music</b>		<b>\$10,350.00</b>
	8.1	Music	\$7,500.00
	8.2	Guest Speakers	\$2,500.00
	8.3	Worship Supplies	\$350.00
<b>9</b>	<b>Faith Development</b>		<b>\$3,500.00</b>
	9.1	Children, Youth & Family	\$3,000.00
	9.2	Adult Small Groups & Classes	\$500.00
<b>10</b>	<b>Social Justice</b>		<b>\$2,000.00</b>
	10.1	Social Justice	\$2,000.00
<b>11</b>	<b>Fundraisers</b>		<b>\$2,500.00</b>
	11.1	Auction	\$1,500.00
	11.2	Stewardship	\$1,000.00
<b>12</b>	<b>Minister</b>		<b>\$138,115.00</b>
	<b>Benefits &amp; Professional Expenses</b>		<b>\$40,015.00</b>
	12.1	Retirement	\$9,810.00
	12.2	Insurance	\$14,700.00
	12.3	Professional Expenses	\$8,000.00
	12.4	FICA	\$7,505.00
	<b>Salary &amp; Housing</b>		<b>\$98,100.00</b>
	12.5	Housing	\$38,150.00
	12.6	Salary	\$59,950.00

<b>13</b>	<b>Staff</b>		<b>\$268,086.00</b>
	13.1	Salary: Office Administrator	\$42,024.00
	13.2	Salary: Congregational Administrator	\$32,537.00
	13.3	Salary: Coordinator of Congregational Life	\$24,000.00
	13.4	Salary: Property Steward	\$21,281.00
	13.5	Salary: Director of Faith Development	\$36,000.00
	13.6	Salary: Director of Music/Choir	\$16,000.00
	13.7	Salary: Director of Music/Keyboards	\$18,389.00
	13.8	Salary: Faith Development Assistant	\$3,900.00
	13.9	Salary: Youth Program Coordinator	\$12,500.00
	13.10	Retirement: Office Administrator	\$4,202.00
	13.11	Retirement: Congregational Administrator	\$3,254.00
	13.12	Retirement: Director of Faith Development	\$3,600.00
	13.13	Retirement: Coordinator of Congregational Life	\$2,400.00
	13.14	Retirement: Property Steward	\$2,128.00
	13.15	FICA: Staff	\$15,807.00
	13.16	Insurance: Dental	\$2,820.00
	13.17	Insurance: Disability	\$2,265.00
	13.18	Insurance: Health	\$8,000.00
	13.19	Insurance: Life	\$1,464.00
	13.20	Insurance: Worker's Comp.	\$3,615.00
	13.21	Staff Development: Office Administrator	\$1,200.00
	13.22	Staff Development: Congregational Administrator	\$1,200.00
	13.23	Staff Development: Coordinator of Congregational Life	\$1,200.00



	13.24	Staff Development: Director of Faith Development	\$2,000.00
	13.25	Staff Development: Director of Music/Choir	\$1,200.00
	13.26	Staff Development: Director of Music/Keyboards	\$1,200.00
	13.27	Staff Development: Youth Program Coordinator	\$1,200.00
	13.28	Child Care	\$2,200.00
	13.29	Summer RE Coordinator	\$500.00
<b>14</b>	<b>Dues &amp; Annual Giving</b>		<b>\$34,027.00</b>
	14.1	UUA/MA Dues	\$32,027.00
	14.2	MUUSJA	\$1,000.00
	14.3	Isaiah	\$1,000.00
<b>15</b>	<b>Funding Cash Reserves</b>		<b>\$25,300.00</b>
	15.1	Computer & Equipment	\$500.00
	15.2	Sabbatical	\$500.00
	15.3	Building Our Future	\$20,000.00
	15.4	UU Heritage & Identity Fund (Adult)	\$3,500.00
	15.5	Instrument Fund	\$800.00
	<b>Income over Expenses</b>		<b>\$0.00</b>

# SHARED MINISTRY TEAMS

## Shared Ministry

Submitted by Jerry Katzmman

### Team Members

Staff: Rev. Luke Stevens-Royer

Board: Kim Reid, Greg Turosak

Members: Anne Black-Sinak, Aleta Borrud, Jerry Katzmman, Jeff LarsonKeller (adjunct)

### Purpose of the Team

To coordinate this new governance model, supporting teams as they update policies and practices, and advise the Board on this model during.

### Highlights from the year

During this year the Shared Ministry Team has worked to further define, implement, and monitor the Shared Ministry governance structure for First UU Church.

In the first year of this project (2019/20), we worked to understand the Shared Ministry process and the implications of this governance structure for our church. (It took us a few months to grasp the implications.) We came to understand that Shared Ministry meant including and empowering staff to serve the congregation and to share in leading us to fulfill our mission. Over the years our staff hours and efforts have expanded, staff have more fully developed their professional skills, and our congregation has grown and changed: a natural progression to increase our reliance on staff expertise to help us coordinate and implement First UU goals and mission.

This past year we have shared with the congregation a statement defining “Shared Ministry at First UU Church”. The statement contains:

1. Guiding Principles
2. Governance Roles
  - a. Board of Directors
  - b. Nominating Committee
  - c. Shared Ministry Team
  - d. Program Teams
  - e. Minister
  - f. Staff
1. Program Teams
  - a. Role of Teams
  - b. Team Membership
  - c. Decision Making
  - d. Meetings
  - e. Budgets
  - f. Coordination and Communication
1. Program Team Rosters for 2020-2021
  - a. Worship and Music
  - b. Faith Development

- c. Congregational Life
- d. Social Justice
- e. Financial Stewardship
- f. Administration

The Program Teams have been meeting to coordinate 2020/21 program area activities, and each Program Team has developed plans and budgets for the 2021/22 church year and worked through many of the new processes. We anticipate, however, that as we re-gather this fall we will spend the beginning of the church year getting more comfortable with Shared Ministry. This next year of phasing in the new governance structure will help us learn more about how the model functions for First UU. We have recommended to the Board to wait another year before asking the congregation to amend the by-laws.

### **Goals for the next fiscal year**

1. Offer opportunities to the congregation to discuss Shared Ministry implications and implementation and to gather suggestions
2. Work with the Board to monitor program area activities as we more deeply implement the model in a more typical in-person church year
3. Gather input at the latter half of the year from congregants, Minister, and staff about the fit of the Shared Ministry governance model and the specifics of implementation.
4. Recommend by-laws amendments to the Board

This past year has been unique. It has been both a difficult and an opportune time for a change in governance. We thank you all for your positive approach to navigating change during this upheaval. We have immense pride in our congregation, our Minister, and our staff. Thank you all.

## **Worship and Music**

Submitted by Beth Atkinson

### **Team Members**

Staff: Rev. Luke Stevens-Royer, Joe Mish, Austin Ferguson

Board: Ann Hutton

Members: Beth Atkinson, Trish Braga

### **Team Subgroups**

Worship Associates, Choirs, Featured and Guest Musicians

### **Purpose of the Team**

The goal of this team is to enhance the spiritual life of the congregation through worship and music.

### **Highlights from the year**

This past year has been filled with challenges and opportunities as we have created virtual worship services. Technically, each portion of the service was recorded separately (some recorded in the sanctuary, some recorded in participant's homes) and then merged together, adding in transitions and labels. As the year progressed we learned what technologies worked

best, added in words for hymns, and included guest musicians and speakers who could of course record from anywhere. For certain services, such as Christmas Eve, we had a drive-up element to allowing congregants to pick up materials to enhance their at-home worship experience (e.g., candles, printed program). Some of the positives of this experience included the involvement of multiple voices and families. It has allowed for a level of intimacy and creativity that might not have been possible without this forced change. Attendance, as best as can be measured by views in Facebook and YouTube, have been higher than historical in-person numbers. We have had regular viewers from outside our physical region. Having the ability to create virtual memorial services has been a win, allowing non-local family members and friends to attend and even participate in the service. On May 23 we had planned to hold our first in-person gathering outdoors at the History Center with the choir singing; logistical issues included registration for 9am or 11am, live streaming on Facebook, AV for sound, parking, etc. This was highly anticipated as a first step towards regularly seeing each other, but unfortunately the services were rained out.

In addition to changes with the services, we have spent the year better understanding what shared ministry means to this area. We have held three open shared ministry meetings; in other months we have held regular meetings with the worship associates.

### **Goals for the next fiscal year**

With the pandemic restrictions easing, we will focus this coming year on returning to in-person worship while also maintaining some sort of virtual service. We will evaluate what parts of the past year's worship experience we should hold on to (such as having families help with the chalice lighting). In general, we plan to be flexible and help support Rev. Luke in delivering the best services that we can, using whatever venues make sense at the time to reach our visitors, friends and members.

## **Financial Stewardship**

Submitted by Connie Schuelka

### **Team Members**

Staff: Connie Schuelka

Board: Rob Harveland

Members: John Helmers, Dave Edmonson

### **Team Subgroups**

Pledge Campaign, Service Auction, Endowment

### **Purpose of the Team**

Support the financial health of the church and help establish a culture of generosity in the congregation.

### **Highlights from the year**

The auction committee (John Helmers , Bruce Bjorgum, Linda Thompson, Beth Plumhoff, Nate Harff, Ramona Barr) conducted a very successful auction, even with a pivot from an in-person event to an on-line event. Thanks to their work and the generosity of our members, we raised over \$25,000. Melissa Egglar also organized another successful

Handcrafted Bazaar which brought in another \$1400. Barbara Foss chaired the pledge drive and she and her committee (Jodi Edmonson, Robin Taylor, Joe Lobl, Margo Stich, Richard Harrell) also made the pivot to a mostly on-line event. Again, thanks to their hard work and the generosity of our members, the pledge drive not only met our goal, but exceeded it.

Because of the pandemic and the lack of in-person events and church services, budget expenses and income were not typical this year. Money was spent on several drive-thru events, a consultant was hired to evaluate our readiness for a building capital campaign, and Peter Mayer was paid to give an on-line concert at the end of our pledge campaign. More money than usual was spent on postage and software. More of our income came in through credit cards so more was paid out in bank fees. Pandemic money was also spent putting together virtual choir pieces.

Although money normally collected on Sunday mornings through the offering was down a bit, people continued to pay their pledges and donated generously to our Human Needs Fund to help our members with financial needs.

#### **Goals for the next fiscal year**

1. Continue monitoring income and expenses to ensure church funds are spent generously but responsibly.
2. Continue to cultivate the generosity of our members and friends through donations, pledges, and fundraising events.

## **Faith Development**

Submitted by Amy Nelson

#### **Team Members**

Staff: Amy Nelson, Derik Robertson, Chantelle Feddersen

Board: Kim Reid

Members: Karmen Frana, Marie Davidiak

#### **Team Subgroups**

Classes for All Ages, Family and Parent Groups

#### **Purpose of the Team**

Visioning and Planning for the future of Faith Development for children, youth, and adults.

#### **Highlights from the year**

June 2020-August 2020 - Provided 7 summer lessons, including activities and stories, that centered around our 7 Principles.

August 2020-May 2021 - Packaged and distributed almost 300 Spirit Kid\* Kits. Kid Kits are monthly collections that highlight the Soul Matters Theme. They contain activities, readings, discussion ideas, etc.

October 2020-May 2021 - Worked with other groups/teams to organize 4 family centered

activities, though open to the entire congregation.

Trunk-or-Treat - 79 individuals attended

Santa Drive Thru - open to public, but roughly 40 UUs participated

Stuffy Sleepover - 13 children participated

Snow Play Dates (2) - 36 individuals attended

There have been over 50 unique Time for All Ages told during Sunday morning services.

Worked with others in the congregation to coordinate 3 First UU Common Reads, resulting in 7 discussion opportunities.

Adult Faith Development Opportunities provided this year: A Course in Miracles, Buddhist Interest Group, Great Books Groups, Zen Buddhist Group, The Bible as a Historical Document, UU Book Club, Creative Spirits, UU Fiction, Principle 4 Discussion Group, Chosen Faith Book Study, and Transforming Hearts Collective (Trans Inclusion for Congregations)

### **Goals for the next fiscal year**

Continue providing Faith Development curriculum based upon the Soul Matters Themes.

Expand Adult Faith Development opportunities.

Provide an opportunity for an Adult Pilgrimage to Boston & surrounding communities. This would include a "Coming of Age for Adults" class.

Offer 7th-9th Grade Our Whole Lives for those who missed taking it this church year.

Offer Coming of Age option for 9th-12th Graders.

In our programming, we will strive for the widest inclusion, with values of equity and welcome.

We'll take particular care to consider how we create spaces and structures that affirm and include marginalized identities.

## **Congregational Life**

Submitted by Melissa Egger

### **Team Members**

Staff: Melissa Egger

Board: Sarah Hayes, Joe Lobl

Members: Robin Taylor, Kelly Rae Kirkpatrick

### **Team Subgroups**

Chalice Circles, Cook Teams, Hospitality Teams, Fellowship Activities, Small Groups

### **Purpose of the Team**

The Congregational Life team is responsible for the organization aspects of church life that contribute to and nourish the sense of community, participation and caring. Areas of responsibility focus on development of programming related to visitors, membership and small group ministry

**Highlights from the year**

New Members during Pandemic (2020-2021) : 15

Melissa Created an online version of "Pathway to Membership" for interested parties to view "at their pace".

Chalice Circle Program continued on ZOOM with 7 Facilitators, 90 Members

Many "ZOOM" Fellowship events which were highly attended.

Fellowship: Arm Chair Travelers, UU Service Auction on Zoom, Online Trivia Night, New Years Eve ZOOM party, Pop Up Snow Sculptures, Snowshoeing, UU Valentine Tea on ZOOM, Pledge Drive Celebration.

Caring Committee: Covid 19 Assistance Volunteer List was organized to help those in need during pandemic. Consistent mailing of cards and phone calls to members/friends. MacLaughlins visiting over 250 UU Households to share "UU CHEER"!

Membership:

Coordinated an ONLINE Pathway to Membership program for interested parties to view "at their pace".

Connected with visitors on a consistent basis on ZOOM to acquaint them with our faith and church

Hand delivered "New Members" Gift Bags to all new members

Welcomed 15 members into the church during the pandemic through an online joining ceremony (and in person on May 30, 2021)

**Goals for the next fiscal year**

Continue to focus on healthy growth of our membership and will continue to deepen connections and belonging among visitors, members, and friends.

Continued support and involvement with Caring Community, Hospitality, Fellowship, Chalice Circles.

Continued involvement with visitors, keeping them informed and involved.

Dedicated to help keep the congregation involved and connected amidst Covid-19 crisis.

**Social Justice Team**

Submitted by Gail Bishop

**Team Members**

Staff: Rev. Luke Stevens-Royer

Board: Molly Dingel, Brianna Berg

Members: Gail Bishop, Sara Felts

**Team Subgroups**

Welcoming Congregation, Racial Justice, Accessibility and Inclusion, Immigration, Environmental Justice, Community Volunteering Partnerships and Programs

**Purpose of the Team**

Encourage and equip the church for the collective practice of justice and service.

**Goals:** The team reflected on best practices of justice work in service to the church mission, and our model of Shared Ministry. Work will continue as the duties of this team are more clearly defined, replacing the former Social Justice Council model. Our initial goals for the 2020-21 church year were:

- to coordinate forums and educational workshops for congregants and friends of the church.
- to support efforts and work of our existing social justice sub groups and their community links.
- to connect more fully with the larger UU Association and the Minnesota Unitarian Universalist Social Justice Alliance.
- to promote justice events happening statewide and within our community.
- to make recommendations for the shared plate recipients.

These goals will continue next year. As our Shared Ministry model deepens, revision of related social justice policies and procedures, with parallel changes in by-laws language, will need to be addressed for consistency. We discussed the possibility about creating a regular social justice events email that not only promoted events, but could provide notification for other advocacy efforts of interest to the congregation.

**Open Meetings of the Team:** Oct. 28, 2020, February 24, 2021, June 2, 2021

**Forums, Workshops, Educational Opportunities:**

- September 23, 2020 – UU the Vote (national forum)
- September 30, 2020 – UU the Vote: Local Action with MUUSJA
- October 21, 2020 – Climate Justice Forum
- October 28, 2020- Election Vigil
- November 4, 2020 – Healing the Heart of Democracy
- In November, created a social justice video of our own church justice activities for the MUUSJA Annual meeting
- January 24, 2021 ISAIAH’S We Make Minnesota Virtual Launch
- January 20, 2021 – Theological history of our UU Justice influencers and how that has shaped our values today
- January 27, 2021 – Congregants shared experiences and stories of their own social justice involvement inside and outside our church walls and reflected on what that practice of justice meant to them.
- February 3, 2021 – They/Them/Us/We: Trans Inclusion course Introduction
- March 10, 2021 MUUSJA racial justice forum with ED Karen Wills and Racial Justice Director Nico VanOstrand
- April 7, 2021 Forum Ranked Choice Voting- Rochester

Throughout the year we also promoted additional events and ongoing work of our church organizations and community partners from: Isaiah, Faith in MN, 1<sup>st</sup> UU Welcoming Congregation, MUUSJA, Hawthorn Helps, UU the Vote, UU Common Reads, Rochester Interfaith and Immigrants’ rights Coalition, UUSC, UU Ministry for Earth, 2020 Giving Peace Mitten Tree, Black Lives Matter.



## **Administration Team**

Submitted by Greg Turosak

### **Team Members**

Staff: Erika Fetterman, Darin Podulke-Smith

Board: Greg Turosak, Dave Siljenberg

Members: Eric Egger, Barb Foss

### **Team Subgroups**

Property, Design, Memorial Garden, Library, History, Communications

### **Purpose of the Team**

The Administration Team supports church programs by caretaking our property and communications.

### **Highlights from the year**

The team met three times during its inaugural year. The team operates by consensus. Each team meeting is chaired by a different team member. The team plans to continue rotating meeting chairs. Prior to each meeting, Office Administrator Erika Fetterman contacts representatives of each of the subgroups to gather discussion items of interest to members of the subgroups.

In the past year, the team has discussed a variety of operational matters related to property maintenance inside and outside of the church building. The team also reviewed budget issues related to its various subgroups prior to finalization of the 2021-2022 annual church budget.

### **Goals for the next fiscal year**

In the coming year, besides taking a high-level look at the issues in the Administration Team's areas, the team plans to continue to discuss individual matters as they occur, monitor the budget and make budget recommendations for the succeeding year, and continue to explore ways to solicit input and hear from congregants who serve on the team's various subgroups and to any congregant who is interested in the topics that fall under the team's purview.

## **SHARED MINISTRY SUBGROUP REPORTS**

### **Building Our Future**

Submitted by George Huston

### **Committee Members**

Reverend Luke Stevens-Royer

Ann Hutton

Gail Bishop

Karmen Frana

Greg Turosak

George Huston

### **Purpose of the Committee**

Gather and share information to imagine the future of our building and grounds which expresses our values in its very structure, its purpose beyond ourselves, and reflects our mission statement.

### **Highlights from the Year**

- \* hosted congregational forums on 12/09/20 and 02/21/21
- \* hosted Stewardship for Us / Phase 1 - Next Steps Weekend 05/10/21 thru 05/16/21
- \* hosted Locus Architecture site visit 10/14/20 (2nd architect)
- \* reviewed credentials and completed projects of 22 Minnesota architectural firms with religious architectural experience
- \* site visit to Autumn Ridge church 04/09/21
- \* site visits to 4 properties (land only)
  
- \* Heritage Preservation Commission (HPC) status:
  - met with Rochester Community Development 02/13/21
  - met with Trinity Lutheran, Zumbro Lutheran, and United Christ Methodist (also challenging potential HPC designation)
  - HPC review dates for 3 churches and 1st UU is TBD and continues to miss targets. All 4 churches have requested priority in the review que
  
- \* New information added to the Building Our Future - Beyond Ourselves website:
  - Stewardship for Us- Next Steps weekend 05/16/21 forum and slides
  - visual drawings which highlight the major challenges and concerns in 7 categories with our current church and property. Created by Hanneke Van Deursen, Architect
  - Program Statement consolidates information gathered from surveys, forums, and architects in 9 categories to include for a remodel / new build scenario
  - January 2021 announcement and donor letters of contingent offer of 10 acre property as a potential building site (or in-kind commitment if a better property is selected)
  - created form for questions about the 10 acre site; Q&A's posted in E-News & website
  - map of UU congregant household locations

### **Stewardship for Us / Phase 1 - Next Steps Weekend with Rachel Maxwell**

- \* Congregant survey results:
  - our current facilities and building were the top issues for both challenges and mission priorities
  - very strong support for a potential capital campaign
- \* Rachel's assessment is we outgrew our current church capacity 10 years ago and we have many building, facilities, and property issues
  
- \* we meet the 4 readiness indicators for a potential capital campaign
  - Healthy finances: annual funding, reserves, processes
  - Healthy congregation: engaged, covenantal, low anxiety
  - Compelling shared vision for use of funds

- Awareness of need and sense of urgency

\* Suggested timeline per Rachel Maxwell:

- **Spring/Summer 2021**

- \* next steps report to congregation  
(will contain additional info not included in 05/16 forum due to forum time limitation)
- \* learn about / visit the potential donor site
- \* start to gather again in person

- **Fall/Winter 2021**

- \* start to work on a 5-year Strategic Financial Plan
- \* conduct forums to discuss STAY vs GO
- \* consider readiness to vote on STAY vs GO

- **Winter/Spring 2022**

- \* STAY vs GO vote by the congregation
- \* decision on the property gift
- \* if necessary, continue search for desirable property

- **Spring 2022**

- \* conduct successful Annual Campaign
- \* if GO vote- engage realtor to sell property

- **Summer/Fall 2022**

- \* ballpark costs and preliminary designs created
- \* complete Strategic Financial Plan
- \* conduct forums to discuss / revise plans

- **Fall/Winter 2022/23**

- \* conduct Financial Feasibility Study

- **Spring 2023**

- \* conduct combined Annual and Capital Campaign

**Goals for Next Year**

- continue suggested Stewardship for Us timeline & process
- continue to host future congregational forums
- make recommendation to board to either renovate existing building or move to new location
- continue Heritage Preservation challenge activity
- site visits to Holy Spirit / B'nai Israel TBD based on post-Covid availability
- continue to monitor new property listings (land and churches)
- receive updated valuation of current property

## **Pledge Team 2021 – Tending the Flame**

Submitted by Barb Foss

**Team Members**

Jodi Edmonson, Barb Foss, Joe Lobl, Margo Stich, Richard Harrell, Robin Taylor

**Purpose of the Team**

Annual Pledge Campaign

**Highlights from the year**

Program Budget: \$500 (half of last year's, 2020, budget, due to the covid-related closure)

Expenditures: \$496.72 (leftover materials, bags, photo cards (featuring our 150th anniversary stained glass window) & tealight candles are available for re-use in other projects.

The Pledge Team operates as a sub-group of the Financial Stewardship Committee.

Team members met via zoom in early December 2020 and weekly in 2021 on Fridays through April 2nd to plan events for the annual UU pledge campaign - "Tending the Flame. The campaign was carried out 3/6/21-3/30/21 in support of fiscal year 6/1/21 - 5/31/22. Due to COVID-19 pandemic-related closure of the building, there was no in-person, on-site gathering/celebration (as happened last year, pre-Covid). Pledge materials were provided to members and friends predominantly online and a few hard-copy pledge forms were mailed to members without email. "Save the Dates" cards mailed to notify of planned events.

Published article The 2021 Pledge Campaign: Pandemic Edition!

Published article The 2021 Pledge Campaign: Pandemic Edition! in Grace Notes - Winter Issue 2021:

<https://drive.google.com/file/d/1tErE-3xS8wRogBzG3RA6tCV2cZPBIV2N/view>

Custom logo artwork commissioned to Will Khammanh.

Saturday, March 6th, 2021

YouTube premiere of Lobl-Taylor produced Variety Show - Tending the Flame

Original song Tending the Flame by Jane Foote, performed with Carl Stephenson, along with other music (Bells & Whistles), intro by Rev. Luke, pledge team "zoom meeting" skit, plus highlights from 2020 Focus on the Future (in-person) Variety Show.

Sunday, March 21st, 2021

All church members and friends invited to Drive-Through at church Noon-1:30 pm to be welcomed by Rev. Luke, staff, members of the Board of Directors and event volunteers, receive gift bags from the pledge team, Spirit Kits for RE youth and optionally drop-off hard-copy pledges.

Weekly eNews reports on Wednesdays Feb. 17 - April 7. The April 7th eNews included the 10 people whose names were drawn to receive one of ten \$10 gift certificates to Pasquale's pizzeria. After end-of-campaign follow-up (with those who pledged last year but had not yet submitted their 2021 pledge) a final eNews published the completed campaign results: 87% participated, 103% \$ goal met.

**Goals for the next fiscal year**

While achieving 100% participation among pledge units is desirable, it may not represent a realistic goal given that we always have some members and friends in transition.

Financial goals will be determined in the coming year as we also anticipate the need for a capital campaign.

## **Outdoor Property**

Submitted by Bill Thompson

### **Team Members**

In a normal year we have about 35 people who are notified of Outdoor Property work days & needs. During 2020 pandemic year, we kept the group contacted & working to about 15 of the most regular volunteers. Thanks to Bill Thompson (lead), John & Patty Trnka, Julie Gilkinson, Kay Eberman, Barb Foss, Linda Thompson, Rick Devine, Beth Atkinson, Lisa Talcott, Greg Turosak, Nate & Autumn Harff, George Huston. Bill retired from his leadership position this spring, after many years of service.

### **Purpose of the Team**

To help maintain, care & improve the church grounds

### **Highlights from the year**

Due to restrictions caused by the pandemic, a small group of our regular volunteers were emailed to do work on the property starting in June, knowing that there was no entry to the building (keys were requested to be returned in Feb. 2020 & were not re-issued). Volunteers spread out to work in different areas, wore masks when in closer proximity, brought their own water & I usually provided snacks, sanitizer, paper towels, etc. I often made trips to the church to check on the grounds & to see what needed the most attention. Memorial Garden volunteers also worked in that area several times during the spring, summer and fall. The office was copied on the work dates.

Spring 2020: Patty T.(+Dawn L, John T, Bill T) set-up U of Minn. "Cover It Up" research plot, NE of the Mem. Garden- has sections testing native plants & how they compete w/buckthorn, Patty does required reports. Thanks for continuing this project, Patty!

-May: Thompsons cleaned up rain garden; Patty T pulled garlic mustard/planted some oak seedlings/purchased seed from Prairie Moon Nursery to plant behind RE wing where much buckthorn was removed. Bill T & Trnkas watered seeds/oak seedlings.

-June, Patty T planted wild ginger plants NW of sanctuary by walnut trees/Sweet Cicely in former honeysuckle area; John T sprayed weeds in back of church & walkway, lot cracks, tied up hydrangea in court

6/14: weeding, trimming in planted areas

mid June: tree cut by RPU (came down in storm, took out power); Phil W/crew cut it up/took to Hathaway

7/29: planted bushes in Mem. Garden; cut honeysuckle(will remove as bushes grow) & removed honeysuckle (hill north of parking lot.)

9/5: weeded, pulled Queen Anne's lace, cut seed heads of invasive Amur grass

9/26: Phil & P Aleman, R Crawford, G Huston, J Murray, D Hanson removed buckthorn brush cut by Trnkas on north side of church

10/14: Rick & Bill finished cutting hillsides

10/17: raked as needed/roof check, weeding, perennial clean up

Late Nov: boulevard checked for leaf removal- not needed

5/2021: Trnkas/Thompsons removed garlic mustard

### **Goals for the next fiscal year**

No matter the decision made on our building, there is a need to take care of our grounds while this is our church home. Projects to do: remove old perennial foliage in rain garden, remove invasives, weed planted areas/mulch as needed, remove all but bushes on west end/mulch; keep sections w/amur grass cut short

## **Records of the Congregation**

### **Donations to the Memorial and Gift Fund**

#### **From June 2020 through May 2021, donations were given in memory of:**

Jim Winter (father of Paulette DeMers)  
Logan Fetterman (son of Erika and Mark Fetterman)  
Pat Ashnault (sister of Katherine Logan)  
Mary Stiles (mother of Sue Nielsen)  
Joyce Rundle  
Diana Clutton-Taylor (mother of Robin Taylor)  
Jasper Daube  
Donald Layton  
Cindy Story (niece of Margaret Dalen)  
Tina Van Hilst  
Richard Mitchell (brother of Marv Mitchell)  
Lorys Tichelaar (mother of Jamie Crawford)  
Donna Nielsen (mother of Jim Nielsen)  
William Donovan (brother of Gary Donovan)  
Merton Meineke (father of Dottie Johnson)  
John Hodgson  
Barbara Buske  
Ron Chrisope  
Kathy Goeddey (sister of Ray Phelps-Bowman)  
Karen Beyer (mother of Karmen Frana)  
Melvin Hammer (father of Beth Plaetzer)  
Rudy Lorenz (father of Rhonda Lorenz)  
Evelyn White (mother of Carolynne White)  
Danny Joyce (father of Angie Joyce)  
Peter Jahn (father of Ann Marie Jahn)  
Jean Stone (mother of Randy Stone)  
Charles Bischoff (brother of Julie Gilkinson)  
Joan LaMarca (mother of Cathy Stroebe)  
Richard DeMattos (father of Chris DeMattos)  
Tim Meineke (brother of Dottie Johnson)  
Mike O'Connell (brother of Maggie O'Connell Nolte)  
Robert Sorrells  
Gabrielle "Skye" Keller (daughter of Janel Keller)

#### **Donations were made in honor of:**

Connie Schuelka  
High School and College Graduates from First Unitarian Universalist Church  
Luke Stevens-Royer

## **Purchases from the Memorial and Gift Fund**

Sanctuary Christmas Trees

## **Donors to the Memorial and Gift Fund**

Mary Amundsen  
F.E. and Martha Billings  
Elaine Case  
Randy and Sheryl Chapman  
Margaret Dalen  
Cynthia Daube  
Peter Edl and Paula Horner  
Kim Edson and Angie Joyce  
Melissa and Eric Egger  
Simon Fermor and Ann Marie Jahn  
Barbara Foss  
Marcia Fridland and Karen Schroeder  
Jan and Steve Hagedorn  
Jean and Don Hanson  
Harriet Hodgson  
Ann and Richard Hutton  
George Huston and Jean Murray  
Margaret Joyce  
Beth Karon  
Janel Keller  
David Kraemer and Mary Duerson  
Nancy Larson  
Jeff and Julie Larson Keller  
Joyce Lewis  
Ann Lien  
Joe Lobl and Robin Taylor  
Dianne Marquart  
Joan McGowan  
Barbara and Ronald Meline  
Jo and Kirk Payne  
Stephanie Podulke and Jim Frost  
William Rood  
Dick Rundle  
Pamela Sander  
Elaine Schmidt  
Dave and Susan Schreiber  
Pat and Dave Siljeborg  
Char Tarashanti  
Linda and Bill Thompson  
Laurie Thulien  
Jean Vanderploeg  
Ella and Glenn Van Laningham  
Phil and Sue Wheeler

## Transitions

### **Births/Adoptions to Members: (0)**

### **Child Dedications: (1)**

Jeremy Langton Yanowitz Gonsalves (dedicated on 1/3/21)

### **Coming of Age Students: (0)**

### **Weddings of Members (0)**

### **Deaths: (3)**

Joyce Rundle (6/23/20)

John Hodgson (11/28/20)

Ron Chrisope (12/15/20)

### **New Members: (7)**

Marilyn Deling

Austin Ferguson

Folke Arbin

Ann Sigford

Stephanie Evans Hanson

Mike Harris

Kim Harris

### **Reinstated Members: (2)**

Marvin Mitchell

Shelly Rohe

### **Resigned or Removed from Membership: (16)**

Kathy Lohr

Robert Lohr

David Kraemer

Mary Duerson

Laurel Wanek

Samantha Czekanski

John Drussell

Brian Embrey

David Maciujec

Jill Maraganore

Cathy Miller

Michael Spindler-Krage

Jennifer Spindler-Krage

Alisa Walz-Flannigan

Christina Young

Adrian Federspiel



**Members Moved: (2)**

Judy Fox

Ryan Lenea

**Membership:**

Membership at the beginning of the year was 380. 7 new members were added, 2 members were reinstated, 3 members died, and 18 members were taken off the rolls. Our membership now stands at 368.