

ANNUAL REPORT

2013–2014

A Year of Transition



**Unitarian Universalist Church
at Washington Crossing**



Join the Journey.
Open to You.

**Unitarian Universalist Church at Washington Crossing
268 Washington Crossing-Pennington Road
Titusville, NJ 08560**

Phone: (609) 737-0515
Fax: (609) 730-1148
E-mail: uucwc@uucwc.org
Website: www.uucwc.org

Church Staff 2013–2014

Transitional Minister	Rev. Jennifer Brooks
Director, Lifespan Religious Education	Robin Pugh
Director, Music Ministry	Caryl Tipton
Office Administrator	Susan Irgang
Accompanist	Wendy Feaver
Sexton	Ed Wittmann

Board of Trustees 2013–2014

President	Steve Fishbein
Vice President	Maria Baratta
Treasurer	George Faulkner
Secretary	Bernice Husk
Trustee	Andrew Conrad
Trustee	Bill Cox
Trustee	Mary Lou Dahms
Trustee	Mike Dalzell
Trustee	Mike Hanson

TABLE OF CONTENTS

Minister's Report	4
President's Report for the Board of Trustees.....	7
Adult Religious Enrichment (Education).....	8
Auction.....	9
Building Committee.....	10
Caring Ministry	11
Committee on Ministry	12
Communications Committee	12
Community-Building Ministry	14
Council for Faith in Action.....	15
Denominational Affairs Committee.....	18
Earth Ministry	19
Endowment Committee	20
Food Ministry.....	21
Fundraising Committee.....	23
Grounds Committee	24
Hospitality Teams	26
Membership Committee.....	26
Office Administrator's Report	29
Pastoral Associates.....	30
Personnel Committee	31
Religious Education Committee for Children and Youth.....	32
Rental of UUCWC Facilities	34
Settled Minister Search Committee	35
Social Action/Justice Committee.....	36
Stewardship.....	38
Treasurer's Report	41
Worship Associates.....	45

Minister's Annual Report

It has been an honor to serve as UUCWC's Transitional Minister during this beloved community's transition from one settled minister to the next. UUCWC has successfully searched for and called a wonderful new minister. The success of UUCWC's ministerial search was due not only to the unrelenting work of a committed search team, but in significant part to the deeply engaged work of UUCWC's congregational leaders and membership.

I. Challenges for the Second Year of Transition

As the second year of the two-year ministerial transition began, UUCWC faced several challenges that we addressed together.

Organizational Clarity: When I arrived at UUCWC an organizational chart did not exist. During the first transition year, the Board developed a draft organizational chart and made it available for comment. Over the course of 2013-14, the Board reconsidered its initial understanding of the congregation's organization and ultimately developed a mission-inspired, area-based organizational chart. The progress was not so much about simplifying the congregation's organization, which did not change in any fundamental way, but in re-visioning structure in terms of governance committees and ministry teams. These broad categories, drawn from Hotchkiss' *Governance and Ministry*, helped to clarify roles and responsibilities. In the course of this re-visioning, and with extensive consultation within the congregation, the Board developed a Provisional Policy on the Minister's Role (02/12/14). This policy clarified not only the Minister's responsibility, authority, and accountability, but also that of the groups with which the Minister regularly interacts.

Boundary-Setting through Policy Development: During the first transition year, it became evident that overlapping responsibilities and lack of clarity about responsibility, authority, and accountability were not serving UUCWC well. Despite the significant spiritual maturity of the UUCWC membership as a whole, there were recurring conflicts that signaled a need to clarify roles and responsibilities among the various committees and teams. Work began in the first transition year on storage, signage, and grounds.

A Storage Policy (04-10-13) was adopted at the end of last year and this year the Storage Allocation Team dealt with multiple storage questions and consultations. A Signage Policy (07/10/14) was adopted at the beginning of this church year; a Grounds Policy was in draft as the year ended.

Leadership Development: A church can't carry out its mission and ministry without the work of member-volunteers. As the transition began, the Board identified leadership development as an important need. During the first transition year, the Transition Team's Volunteer Project (led by Mike Dalzell, Transition Team 2012-13, and Michele Downie, Transition Team 2012-14) compiled information on how UUCWC members serve this beloved community. A Council workshop this year helped a broader circle of leaders discern how UUCWC can create more meaningful and satisfying volunteer opportunities.

But perhaps the most significant leadership development came about through the response of the Transition Team, the Board, and other congregational leaders to potentially contentious issues:

- (a) *Restroom Sign Dialogue Circles*. At the beginning of this year, a misunderstanding in the application of the new Signage Policy led to the posting of restroom “gender identity” signs without the required preliminary consultation. Working together, the Transition Team and the Communications Committee held carefully facilitated Dialogue Circles to create a safe holding space for discussion of this sensitive topic. Congregational leaders uniformly noted the attentive, compassionate listening that occurred in these circles.
- (b) *Stakeholder Meeting on How to Prepare for a New Minister*. In an initial stakeholder meeting held in December 2013, about 20 congregational leaders met to consider the ways in which UUCWC’s membership could prepare for a new settled minister. Prompted by concerns raised in the History Project Workshops in October and November, leaders candidly but temperately shared their concerns about UUCWC’s readiness to accept a new minister’s differences.
- (c) *“Not a Light Bulb” Dialogue Circles*. The December 2013 stakeholder meeting led to the roll-out of a series of “Not a Light Bulb” Dialogue Circles, which allowed nearly 100 members of the congregation to participate in facilitated small-group discussions. Starting with the premise that a minister is not a light bulb that can be replaced by an identical light bulb, but is a unique individual who will bring difference even without intending to do so, these circles helped members gain perspective on likely “bumps in the road” and take responsibility for making the new settlement successful.
- (d) *Face-to-Face Listening (not Email)*. In several notable areas of potential controversy fueled by hasty or intemperate emails, congregational leaders arranged for face-to-face conversations marked by careful listening. These efforts led to better understanding of one another’s perspectives and the development of clearer boundaries and better processes (notably in the areas of facility management and stewardship).

II. The UUA’s “Five Congregational Tasks” During a Transition Period

The UUA, based on extensive study and reflection, has set five tasks for a church to accomplish during a ministerial transition. These tasks, carried out well, enhance the likelihood that the next settled ministry will be successful and enduring. The congregation is to:¹

1. Claim and honor its past, engaging and acknowledging its griefs and conflicts.
2. Recognize its unique identity and its strengths, needs, and challenges.
3. Understand the appropriate leadership roles of minister, church staff, and lay leaders while navigating the shifts in leadership that may accompany times of transition.
4. Make appropriate use of District, UUA, and other outside resources.
5. Renew its vision, strengthen its stewardship, prepare for new growth and new professional leadership, becoming ready to embrace the future with anticipation and zest.

III. Where UUCWC Stands on the “Five Tasks”: Well and Truly Done

Reclaiming our history: The Transition Team’s “History Project” developed an interactive

¹ Unitarian Universalist Association, *Transitional Ministry Handbook* (Appendix A).

display showing the church's history from 1916 to the present. The display, using a series of posters recalling the church's challenges and how it responded, welcomed members into the sanctuary in September. Members shared memories and comments on post-it notes. The interactive display will serve the basis of a more extensive display to be prepared for UUCWC's 100th anniversary in 2016. This year, the interactive display led to two history workshops that invited long-term and new members into conversation about UUCWC's past challenges and the membership's response. The insights from these workshops were significant in helping to guide congregational leaders in the work of transition during the remainder of the year.

Recognize our unique identity: During the development of the Strategic Plan, it became clear that UUCWC members are committed to building the beloved community inside and outside its walls. Work within the Council for Faith in Action (CFA) on integrating social justice efforts broadly into church life encouraged collaboration and synergy among the groups under CFA's umbrella. In the first transition year, the quarterly Church Council meetings engaged committee and team leaders in collaborative, creative conversations that offered helpful insights on UUCWC's unique identity and purpose. During the second year, responses in preparation for my "Heart of the Church" sermon in November 2013 led to clarity about UUCWC's mission to Create Community, Celebrate Life, and Change the World. Through the remainder of the year, congregational leaders emphasized the ways in which UUCWC is living its mission, and the three mission categories helped to clarify the Board's understanding of the church's organizational structure.

Clarify leadership roles, especially responsibility, authority, and accountability: Policy development, policy implementation, and serious attention to management of potentially contentious issues led UUCWC's leadership to make tremendous strides in the effort to clarify leadership roles. Now there are reasonably clear and widely shared expectations for the Board, committees and teams, church staff, and the new settled minister.

Tap UUA resources: UUCWC leaders engaged UUA resources this year to support the work of the Ministerial Search Team; the Committee on Ministry (leading it to a revitalized understanding of its role and plans for a District-wide workshop in 2014); and the Safety Task Force (which brought in a UU Trauma Response Ministry Team member for a safety appraisal). The Denominational Affairs Committee encouraged members to attend the UUA General Assembly in Providence RI in June, resulting in UUCWC's largest GA turnout in memory.

Renew our vision, strengthen our stewardship and become ready to embrace the future: This year UUCWC's stewardship drive was the most successful ever - and UUCWC has named a Stewardship Team Leader for the coming year.

IV. Conclusion

UUCWC's work this year was a remarkable expression of community. The insights from the History Project helped leaders to see the need for "difference readiness" as the congregation prepared to welcome a new settled minister. The Board's understanding of governance and ministry and its sure grasp of the need for organizational clarity impelled Board members to develop helpful policies and communicate effectively with the membership. Members, in turn,

offered their commitment to UUCWC's mission and vision through their engagement with the "five tasks" as well as their ongoing efforts to live their values as individuals and as a community.

The people of UUCWC have affected me profoundly. Wherever I may serve in the future, this beloved community will be part of who I am. The mission and vision of this church has become my own. In every role Life may offer me, I'll work intentionally and attentively to create community, celebrate life, and change the world.

Rev. Jennifer Brooks

PRESIDENT'S REPORT FOR THE BOARD OF TRUSTEES

The Board of Trustees has been able to accomplish much because we all want and work toward the same thing, a healthy and robust church community. During our retreat in July the Board chose to actively support the completion of the transition process, by continuing to work toward the goals started last year and most importantly, in assisting in the configuration of key activities such as the pledge campaign, auction, candidating week and the annual meeting. Here are few highlights of those efforts.

One goal was encouraging regular dialogue with the congregation throughout this year of transition of the selection of a settled minister. This was accomplished through such things as the weekly transition minute offered by Board members, the Search and Transition Committees, with an eye towards demystifying the transition process and allaying concerns. In addition to the weekly transition minute, there were many stakeholder meetings, dialogue circles, personal conversations and more frequent social media posts than in the past.

A second goal was enhancing the clarity, transparency, and overall effectiveness of church governance. This was achieved through opening up the Board's deliberations by posting the Board agenda and minutes, and in some cases, drafts policies online. Attending Board meetings was encouraged since UUCWC's governance is a democratic process. The Board spent considerable time clarifying the responsibility, authority and accountability contained in a number of policies including the role of the minister. This helped everyone understand what was expected of them and decentralized governance by handing off responsibility and authority to committees and teams rather than centralizing responsibility and authority with the Board.

A third goal was to provide support to the Settled Ministry search process and continued support to the Transitional Minister. This was a critical task and was accomplished through regular meetings with the Search Chair, presentations to and discussions with the search committee and regular emails communication aimed at clarifying issues, and stakeholder meetings on the transition process. All better prepared UUCWC for our success in calling our first choice minister with unanimity by the members of the congregation.

There was progress in fulfilling various goals and tasks of our Five Year Strategic Plan. Much concerted effort went into arranging and working on a compressed church year calendar as a result of the search process. Candidating week was positioned where other typical activities would normally be. Planning and organizational meetings were held with key church leaders which resulted in both auction and stewardship campaign taking place earlier than usual. However, much to everyone's delight, both were the most successful ever.

It was been an incredibly busy year, but resulted in calling the Reverend Kimberly Wildszewski as our settled minister and ending the year in good financial shape. UUCWC is truly positioned to move towards great accomplishments over the next ten years.

Steve Fishbein, President, Board of Trustees

ADULT RELIGIOUS ENRICHMENT (EDUCATION)

Adult Religious Enrichment (Education) – ARE – is a committee whose primary purpose and mission is to “support the vision of UUCWC by offering programs that encourage individual members – and the community-at-large – to explore their religious and spiritual odysseys.”

Program offerings by ARE, both alone and in cooperation with other committees and/or groups in the church community, allow individual members and friends to increase their knowledge of UU history and theology, to deepen their spiritual development, to be empowered to be leaders of the community and to put their faith into action. Under the direction of the DLRE, this committee creates programming, initiates partnerships with other UUCWC entities, and ensures the quality of the Adult RE program through training, oversight, and solicitation and reporting of participant and facilitator feedback.

Goals/Accomplishments 2013-2014

- Produced a fall brochure, a winter/spring brochure, and miscellaneous fliers to introduce ARE program offerings.
- Publicized ARE offerings each semester through the UUCWC website with updates in Crossings II and the Weekly Events emails.
- Had ARE representation at all UU101 classes to familiarize participants with the vision and purpose of ARE and to encourage registration for UU201.
- Held a successful Samstone Lecture Event in November featuring Ellen Frankel as the second Samstone Lecturer.
- Continued to collect suggested donations of \$10 members, \$15 non-members (\$25 for year-long courses) to support ARE programs.
- Led the 10-month UUWellspring curriculum in two new groups and implemented the UUWellspring – Spiritual Practices curriculum to the second year group.
- Continued to offer weekly yoga sessions led by Annemieke Hermans.
- Sent out all-church emails of the upcoming semester's ARE offerings and registration procedures to ensure that all members and friends have the opportunity to register for courses.

- Conducted the Biennial ARE Survey to obtain feedback from the entire congregation on ARE offerings and to ascertain preferences and potential interest for future programming.
- During the course of the church year and in addition to weekly yoga and the UUWellspring groups, ran the following courses/workshops: Revealing the Beauty and Meaning of our Lives (based upon the book), UU Essentials, A Beginner’s Exploration of Islam, The 12 Virtues of Peace, Pastoral Associates Training, Basic Mindfulness Practice, *Living the Welcoming Congregation: Introduction*, Transgender 101.
- Introduced and continued on a trial basis a Saturday morning Open Silent Meditation Hour.
- Worked with our Transitional Minister, Rev. Jennifer Brooks, to plan, train facilitators for, and implement a Chalice Circle program for UUCWC based upon the “circle of trust” model.
- Cooperated with the Standing on the Side of Love team to begin again the three-part cycle of the *Living the Welcoming Congregation* program.

Goals and Future Strategies (2014-2015)

- Grounding and growing ARE within UUCWC as Rev. Kim Wildszewski begins her settled ministry with us.
- Expanding the Chalice Circle program.
- Implementing the UUWellspring III© curriculum and continuing Wellspring I and II.
- Presenting the Third Samstone Lecture on November 14 & 15 and evaluating the event.
- Maintaining and continuing to create working relationships with Standing on the Side of Love, Denominational Affairs, Council for Faith in Action and other UUCWC entities, as well as with other UU Congregations, to carry out the mission of ARE.

Thank you to the following individuals for their participation and input as we worked together to fulfill our mission this year: Holly Bussey, Susan Colket, Heidi Dalzell, Michelle Hunt, Diane Knights, Michelina Thornton, and Kristine Vliet. In addition, our deep appreciation for the facilitators who made our ARE offerings possible, our DLRE Robin Pugh, and Rev. Jennifer Brooks for her help in getting the Chalice Circle program up and running.

Kathy Frey, Chair

AUCTION 2014

Thanks to the generosity, creativity and energy of the UUCWC congregation, the 2014 auction was successful in adding roughly \$40,000 in revenue to the church’s general operating budget. Revenue and expense details are in the table below.

It takes many people to create, plan and implement this largest of UUCWC fundraisers each year. To avoid conflicting with events related to our search for a settled minister, the 2014 auction was held in April, a month earlier than the traditional May date. This put a great deal of pressure on the Auction Team but brought out the very best in this dedicated group of volunteers

Thanks to the following members of the Auction Team for their tireless support, talent, enthusiasm and leadership:

- Book Production- Jayme Trott (Auction Co-Chair), Lori O’Neil and a raft of proof readers
- Planning/Logistics/Staffing – Connie Schofer (Auction Co-Chair)
- Food - Mike Muccioli, Rollie Rahn, Heidi Dalzell, Sparky Morrison, Colin Unsworth and many cooks, servers and helpers
- Decorations - Lynda Shapiro, Barbara Drew and helpers
- Technology - George Desser
- Boutique – Lynda Shapiro, Sandi McIntyre, Traci Scherer, Lori Rahn
- Children’s Program – Aubrey Moore
- Communications – Lynne Quinto
- Set -Up and Check-Out - Marilyn Cichowski, Lynne Quinto and many helpers

2014 Auction Accounting

Source	Revenue	Expense	Cost	Donated
Silent Items	30,521.00	Food	567.96	
Live Items	10,635.50	Decorations	145.14	
Item Total	41,156.50	Auctioneer - Craig Brown	300.00	
Live Auction Tickets	2,060.00	Childcare Rosie Rarich	100.00	
Tricky Tray	395.00	Childcare Aubrey Moore	100.00	
Lottery Dinner Tickets	375.00	Childcare - Crafts	43.14	
Boutique	348.00	Childcare - Pizza	77.39	
Bar Tips	42.00	PayPal Expenses	535.11	
Other Total	3,220.00	Book Printing	donated	400.00
Total	44,376.50	Table Rental	donated	115.00
Expenses and Uncollected	-2,963.74	Wine/Beer	donated	375.00
Net on 5/12/14	41,412.76	Sub Total	1,868.74	890.00
		Uncollected as of 5/12/14	995.00	
		Refund Due	100.00	
		Total	2,963.74	

Connie Schofer, Co-Chair

BUILDING COMMITTEE

Andy Kidd was the Building chair and committee in 2013-14.

The goal of Building is to keep up with routine maintenance, while responding to congregation requests to smarten the place up and to do whatever major repairs are budgeted. Building’s responsibilities haven’t changed this year, but it has been rolled into a Facilities Management Team, led by the Minister and including Grounds and Green Sanctuary.

Ed Wittmann continued as Sexton through the year. He performed cleaning duties and was able to paint significant parts of the Crossings Room and the Sanctuary.

Many small jobs were performed during the summer and fall in preparation for the ministerial candidating events in early 2014. These included repainting outside hand rails at the entrance and caulking the concrete pavers on walkways.

Major works:

- Roof: the leak in the Sanctuary roof persists, but incidents seem to be relatively few and far between. The leaks in the lobby seem to have subsided to almost zero. Both seem to be manageable.
- In September, all six heating and cooling systems were replaced under the New Jersey Direct Program, which provides funds to organizations to pay for improved energy efficiency.
- Also in September, we hired a contractor to strip and repave the driveway and fill cracks in, and seal, the parking lot.
- With a generous donation, we were able to hire a contractor to install new vinyl floor tiles in the Crossings Room.

Andy Kidd, Chair

CARING MINISTRY

The following is a summary of some of what we accomplished in Caring Ministry this past year:

- Sent out a survey to all UUCWC members and friends seeking more helpers and CM members. This helped us create a new data base of those willing to be on call. We started the idea of caring circles using an online tool called Helping Hands.
- Recruited several new members for the CM team and a number of new helpers;
- Coordinated several memorial services;
- Ran a Sunday Service about “Being a Caring Community”;
- Tried potluck meetings as a new approach;
- Worked on how we can best coordinate with the new Pastoral Care Associates;
- Completed a fun and well-received survey on comfort foods;
- Worked with a number of our members and friends and providing all manner of support and countless hours to provide care and build a stronger community.

Thanks to all who helped out in so many ways!

Philo Elmer, Chair

COMMITTEE ON MINISTRY

The Committee on Ministry (COM) comprises six members and the Minister. COM promotes peaceful and constructive dialogue in line with UUCWC's Covenant of Right Relations. When needed, COM acts as a facilitator towards resolution during interpersonal conflicts and addresses concerns about disruptive or inappropriate behavior. COM seeks to understand the congregation's overall ministry and makes recommendations to the Board and Minister when areas of congregational life are in need of development and care. Members of COM are available to listen with an open heart to congregants who have a need to share concerns.

Current members of COM are Heather Edwards, Marty Friedman, Peter Rafle, Nina Todor, Jayme Trott, and Scott Umlauf. Jayme and Marty will leave COM this year and new members Mike Makowsky and Michele Downie will join.

This was the second year of Reverend Jennifer Brooks' transitional ministry at UUCWC and was characterized by ongoing work to clarify church processes, roles and responsibilities. The underlying source of an ongoing conflict that was brought to COM's attention has been a lack of clarity regarding the separate vs. shared responsibilities of at least two church committees/ministries. Through the use of dialogue circles and stakeholder meetings, significant progress has been made, including the formation of a Facilities Management Team. Pete, Scott, and Marty trained and helped to facilitate dialogue circles in the winter.

COM completed the process of updating their policy document this year. The COM Policy was approved by the Board on March 12, 2014.

COM conducted the church service on March 9, 2013, focusing on the Covenant of Right Relations. This is an annual activity through which COM reinforces the principles of living in right relations and heightens awareness of this ministry within the church.

This was a year of renewed emphasis on education and training for COM. Some members attended a webinar on Compassionate Communication, and Scott and Heather attended an in-person workshop on Non-Violent Communication (NVC). In order to further the effectiveness of COM and to educate interested members of the church community, a workshop on NVC is being planned for November, 2014. Heather and Scott are leading this effort. Ongoing education/training will include suggested readings and discussions.

In August, COM will hold its annual retreat at which time a review of COM's mission and policies and procedures will be shared. A goal for next year will be to finalize the procedures document that supports the COM Policy.

COMMUNICATIONS COMMITTEE

Mission: The Communications Committee is responsible for external communications and selected internal communications that advance internal and external awareness of UUCWC and

its mission. We work to ensure that communications within the church are maintained and disseminated to the congregation in a timely manner, and we publicize UUCWC and its news, events, and activities to the greater community.

Objectives and goals for 2013–2014

One of our most significant objectives was to support the search committee in its efforts to communicate with the congregation and enable UUCWC to present itself in a favorable light to candidates. Supporting the history project is one significant example of how communications resources were used to support the search.

Other important objectives during 2013–2014 were to launch a new magazine version of *Crossings* and launch our electronic bulletin board, while continuing to make our many communications vehicles (website, weekly e-mails, and traditional bulletin boards) more effective and efficient.

In addition we needed to recruit new talent to the communications team to help with the website and Facebook page and to lighten the load on the existing team.

Selected accomplishments

Supported the search committee as mentioned above in the following ways:

- History project.
- Putting together the electronic booklet representing UUCWC to candidates.
- The website and weekly emails were used extensively to communicate information about the search.
- Two lengthy articles on candidate selection and transition were featured in the first two issues of the new *Crossings* magazine.

Launched new *Crossings* as a magazine:

- The first two issues were produced in this time frame; feedback was very positive.
- An advisory board was set up to identify stories for the magazine and provide feedback. Three meetings with good attendance and excellent input were held in the time frame.
- Writers and photographers were recruited.

The weekly email was significantly updated in format, enabling connection with the website and other electronic content.

Changes to the website were made throughout the year. An on-going effort to clean outdated information from the website was started and continues.

An electronic bulletin board was purchased and installed. Team members learned to operate the software, and a number of presentations were developed for use on the bulletin board. It has functioned up to expectations to date.

Finally, we added three new members to the team who will play significant roles going forward.

We have provided this additional support to UUCWC:

- Graphic support for a wide range of events, including the Samstone Lecture and the Auction.
- Provided editorial service for all communications that are externally focused.
- Offered blog training and individual blog coaching so that members could more effectively use the UUCWC website to communicate with their teams/committees and with the entire congregation.

Richard DiGeorgio, Chair

COMMUNITY-BUILDING MINISTRY

In March, 2013, the Community-Building Ministry joyously began its mission of fostering a welcoming, caring community. This zest and connection to congregational life continued during 2013-2014, a year packed with fun-filled events.

Highlights

- Our Facebook Community-Building group continued to inform members of events and keep them in the know. Events also appeared in *Crossings II* and on our UUCWC website.
- Our neighbor potluck groups continued to spread fellowship in our own backyards.
- In September, we sponsored a Welcome Back Picnic, with plenty of yummy barbeque fare, including hotdogs, salads and an array of desserts.
- In October, Naomi Drew shared her journey to Machu Picchu and the Galapagos Islands while we enjoyed our favorite Peruvian dishes and desserts during a Friday evening travelogue.
- In February, Heidi and Mike Dalzell took congregants on a journey to Northern India, a fascinating place that intrigued us all. More than just a travelogue, we learned about the spirituality of the Hindus and some of the practices of Vishnu-worship while dining on delicious Indian foods and listening to Kirtan.
- In March, we welcomed Imam Sohaib Sultan as our guest for “Conversation with the Imam.” The evening included dessert and respectful inquiry.
- In March we ate very well before the “Not a Light Bulb” discussion groups with a double-header: a family-friendly pizza and game night on Friday, and a Souper Lunch on Sunday.
- In April, we wowed our ministerial candidate Rev. Kim with our favorite foods at our Traditions potluck. There were plenty of family dishes, offerings from our Traditions cookbook, and veggie and gluten-free options that really tasted good.
- In April, a UUCWC tradition returned with a multigenerational Passover Seder attended by 50+ children and adults. The food was delicious and included traditional Passover fare, as well as a family-friendly Seder led by Jim Sanders, Holly Bussey and Steve Fishbein.
- No one went to the Annual Meeting hungry – instead, we had coffee, bagels and our favorite schmeers at a community brunch.

- Lastly, we said goodbye to Rev. Jen in style - Philadelphia and NJ style that is, at our Taste of Philly/NJ farewell potluck. Our great UUCWC cooks brought the culinary traditions of this region to life during our fond goodbye.

Looking forward to a fun filled 2014-2015 year at UUCWC.

Heidi Dalzell

COUNCIL FOR FAITH IN ACTION

The mission of the Council for Faith in Action is to facilitate and support the commitment of the Unitarian Universalist Church at Washington Crossing to be a force for justice, equity and compassion. We seek not to be the conscience of this faith community but rather to be the medium that engages and encourages that conscience to manifest change through education, directed giving, social witness, advocacy, and direct action in our communities.

Since its inception, the Council for Faith in Action's charge has been to: be an "umbrella" for all UUCWC's groups involved in social justice efforts; increase communication among these groups; and facilitate their efforts. The Council for Faith in Action (CFA) is the fiscal steward of the church's social justice funds and is responsible for the distribution of the UUCWC Sunday plate's social justice allocation.

We seek to inspire people and to enable people to create a culture of social justice within UUCWC. Please consider putting your faith in action by joining us on our journey to support UUCWC's efforts to increase justice, equity and compassion in our community.

A highlight of the past twelve months was the realization of marriage equality in New Jersey, as New Jersey became the 14th state to legalize same-sex marriage. In celebration of this milestone, UUCWC offered to perform wedding ceremonies without charge for same sex couples on October 21 and October 27. A contingent from UUCWC participated in yesterday's New Hope Pride Parade, in the hope that Pennsylvania will soon become enlightened.

In accordance with UUCWC's 5-Year Strategic Plan, CFA selected "Economic Justice" for our first church-wide social justice theme. One component of the Strategic Plan assigned the Council for Faith in Action the goal of coordinating an initiative to bring more energy and excitement to our existing social justice programs by uniting our community under the umbrella of a common theme. Many of our longtime members have noted that people have always wanted something that will make them feel like they felt when everyone was working together to build the church. We hope that this will be a step in that direction. CFA is not seeking to tell other committees and groups what to do around this effort. Rather we hope that everyone will do what best works for them while contributing to our community-wide effort. Many activities are already in place under this theme, and we'll be looking to do more with it in the coming year. Your participation would be most welcome!

Earlier this year, we asked UUCWC members and friends to vote to answer the question of which Congregational Study/Action Issues should be part of the agenda for the 2014 **General Assembly** in Rhode Island. The top vote getter was “Escalating Inequality,” concerning the increasing concentration of wealth and power among a small number of people, while more Americans are impoverished or struggling and the middle class is shrinking.

Many UUCWC members and friends continue to be involved in projects sponsored by the Social Justice Committee. These include Monday night tutoring for HomeFront youth , Loaves and Fishes, providing backpacks to children in need to start the school year, a continuous food drive, Thanksgiving baskets, and furnishing UUCWC's room at HomeFront's Family Preservation Center in Ewing.

In keeping with a focus on economic justice, the Social Justice Committee sponsored a project to assist chronically homeless people by supplying sets of new bedding and towel sets for people who will be moving into permanent supportive housing. A call was put out to the congregation for these items and 18 bedding sets and 13 towels sets were collected. Sallie and Elliott Dunner brought these to Virginia, where their daughter Abby, is a case manager with FACETS (www.facetscares.org) in Fairfax County, VA, whose goal is to prevent and end homelessness in the county, and they were distributed to individuals moving into permanent supportive housing.

The Journey Towards Wholeness Library has been run by Mary Kay Mitchell and Jim Bicksler for many years. Over time, they've seen that videos are becoming the preferred medium for those seeking to borrow materials. In the fall they will be looking for more people to help coordinate the library and exploring ways to see how to best meet the needs of our community. And just a reminder that there are about 80 book reviews, written by JTW team members, posted on our website.

Standing on the Side of Love at UUCWC continues to work to “harnesses love’s power to stop oppression.” They observed the annual Transgender Day of Remembrance, which raises awareness of the hatred and violence against those in our transgender community – violence which often goes unreported by the media and to honor the lives of those who might otherwise be forgotten. Kevyn Malloy facilitated an interactive workshop, “How to Stand on the Side of Love,” to help individuals in the common situation of wanting to stand up for someone who is being bullied, or confront someone who makes racist or homophobic comments, but not knowing what to say or how to say it. Transgender 101 was offered this semester. In the coming year, congregants will have another opportunity to take Transgender 101, the introduction to Living the Welcoming Congregation, and LWC Part A and Part B.

The Earth Ministry works with other committees at UUCWC to encourage sustainable activities. The Earth Ministry is part of the Facilities Management Team to ensure that we consider our impact on the environment and encourage the use of green supplies. Last spring they initiated an application to New Jersey’s Direct Install Program, which provides funds to organizations to pay for improved energy efficiency. As a result we were able to replace our elderly heating and cooling systems and also put in more efficient lighting, with Direct Install covering 70% of the cost. They recently sponsored a well-attended lecture, *Climate Change: Seeing Through the*

Nonsense; Getting Beyond the Hopelessness, by Dr. Mike Aucott, an environmental consultant and energy researcher, adjunct professor of chemistry at the College of New Jersey, and a member of the Hopewell Township Environmental Commission.

UUCWC's Food Ministry established in April 2011, continues to expand their outreach and now delivers about 340 meals per month, which adds up to over 4,000 meals per year. All of this is made possible by the efforts of the Food Ministry team and the generous support of the UUCWC community. Remember to keep an eye on the weekly email for what's cooking and how you can help.

UUCWC continues to work with the UU Legislative Ministry of New Jersey for socially just public policies in accordance with our UU Principles. We'll also seek to provide opportunities to work with the UU PA Legislative Advocacy Network, an organization that shares this purpose on the other side of the river.

CFA Members: Mary Lou Dahms, Karen DiGeorgio, Rich DiGeorgio, Sallie Dunner, Jim, Erb, Leah Edwards, Bobbye Galloway, Bud Johnson, Lynne Quinto, Lori Rahn, Dan Tuft, Pamela V'Combe.

Plate contributions for Social Justice Projects/Donations: \$10,783

Thanks to your support through the 50% of the weekly plate designated for social justice efforts, the following organizations have been supported by plate donations from 7/1/2013 through 6/30/2014.	Amount
HomeFront Family Preservation Center Furnishings for room sponsored by UUCWC	459.55
Coalition for Peace Action Annual Conference Support: 100.00 Membership and donation: 250.00	350.00
HomeFront Garden Activities (Plate share to Earth Ministry from the Earth Ministry Service for supplies for Allie's Garden)	296.00
HomeFront Tutoring and Wacky Wednesday Expenses	1,007.52
Journey Toward Wholeness: Books and Videos for congregational use	39.69
Loaves and Fishes expenses	1,053.71
Morrisville Food Center 50% of "Stone Soup" service (11/24/13) CFA plate share: 583.80 Additional donation: 1,000.00	1,583.80
HomeFront Food Pantry 50% of "Stone Soup" service (11/24/13) CFA plate share: 583.81	583.81
Food Drive banner	152.25
Poster	21.39
NJ Transgender Support Group Rent for meeting space for meetings for 2014 calendar year	480.00
Religious Coalition for Reproductive Choice	300.00

Standing on the Side of Love expense	20.00
Trenton Area soup Kitchen – TASK	1,000.00
UU Legislative Ministry of New Jersey – Annual Dues	1,185.00
Anchor House: On behalf of the participation of George Desser and Ben Thornton in the annual Anchor House Bike Ride for Runaways.	1,000.00
UU-United Nations Office (UU-UNO)	500.00
UU Service Committee (UUSC)	750.00

We would welcome new members to the Council for Faith in Action. Please contact any CFA member, and join us in our journey.

Lynne Quinto, Chair

DENOMINATIONAL AFFAIRS COMMITTEE

The responsibility of Denominational Affairs is to educate and disseminate information to our congregation regarding concerns, initiatives and activities of the Unitarian Universalist faith as a whole. This includes information at the District (NY Metro) and National (UUA) level. An additional goal is to help connect the UUCWC congregation to the larger faith.

I have completed my fourth and final year as chair of Denominational Affairs, and was pleased to have Bud Johnson as a member of the committee.

Our UUCWC website, as well the UUA (Unitarian Universalist Association) website, continue to be great sources for UU news and happenings within our faith. I have encouraged all congregants to routinely check these websites to stay connected to both UUCWC and our larger faith community. I have posted information from the UUA, the NY Metro District and news of upcoming events such as workshops, meetings, and retreats on the Denominational Affairs bulletin board.

In May 2014, the UUA moved its national headquarters from 24 Beacon St to 25 Farnsworth St. in Boston. UU congregations were asked to have a ***Join the Move*** Sunday in which a special offering would be taken to help defray the cost of the move. UUCWC contributed \$520.00.

Prior to this year’s General Assembly in Providence, congregations were asked to select five topics to be considered by the delegates as the next Congregational Study Action Issue (CSAI). Congregants chose from a list of six topics. Voting was held on consecutive Sundays during the fellowship hour, Lynne Quinto and Bud Johnson organized the voting and tabulated the votes. The five topics chosen by the UUCWC congregation are: Empowerment: Age and Ability Reconsidered, Ending the War on Terror, Escalating Inequality, Gun Violence: a Public Health

Issue and Renewing and Securing Our American Democracy. *Escalating Inequality* received the most votes.

Sunday May 4, 2014 at a special congregational meeting, the Rev. Kim Wildszewski was elected by a unanimous vote to be the next settled minister at UUCWC. Rev. Wildszewski comes to UUCWC from the Unitarian Church in Summit, NJ. She officially joins us in August.

I was pleased that 25 adults and 5 youth attended General Assembly in Providence, RI (June 25-29). The delegates were Bernice Husk, Kathy Frey, Bud Johnson, Jim Sanders and Mike Makowsky. Highlights of the meeting included Ware Lecturer Sister Simone Campbell, selection of *Escalating Inequality* as the next Congregational Study Action Issue (CSAI) and outstanding workshops, music, and fellowship. Next year's General Assembly will be held in Portland, Oregon.

Jim Bicksler, Chair

EARTH MINISTRY

This past year was a banner one for Earth Ministry efforts at UUCWC.

The list below represents a summary of our year on behalf of the Earth and the 7th principle:

- There are now more than two dozen people on our list plus 15 active “members.”
- Direct Install - completed application and work was completed by contractors on replacing all HVAC units, most lighting and installing sensors etc. at a savings of 70% of retail cost. Earth Ministry helped obtained the grant, and Buildings coordinated the project.
- Energy Audit started with Concord Engineering - fully funded by a NJ State program. Audit to be completed and report submitted by sometime this summer.
- Energy saving list - in process - will complement the audit report coming soon.
- Lecture on climate change on May 12 was well attended.
- Hikes: we offered another year of a variety of hikes in NJ and PA.
- Blinds in the Minister's office were installed- partially funded by EM monies.
- Grounds activities were coordinated with Kathleen Konopka, who attended some of our meetings.
- Site Plan was begun with trees and zone data collected and is now in CAD form, thanks to Bob Busch's firm. Next step is for a small group to flesh out the plan with facilities and others.
- Coffee sales continued at least once a month, providing fellowship coffee and some profits going to EM projects.
- Used book sales - generated funds for green efforts.
- LED lights - money was raised and LED lights installed in the lobby and sanctuary.
- Earth Day Service on April 13 - well attended and received.

- We continue to have discussion with RE about kids' programs. Thanks to RE, this year's summer services will have a nature theme.
- Allie's Garden is now in its third good year, and we coordinated a second HomeFront work day in April which resulted in a fine *Crossings* article this June.
- Sanctuary and potted plants continue to be cared for by a small crew.
- Green tables - hosted a number of Green tables on topics such as recycling, LEDs, green funerals, books etc.
- The composting program continues with the compost going to Allie's garden.
- Fellowship - regular efforts to have fellowship be as green as possible
- UU-UNO - we have a representative on the climate action team.

Thanks to all for your hard work and care for the Earth!

Philo Elmer, Co-chair

ENDOWMENT COMMITTEE

The UUCWC Endowment Fund as of 4/30/14 totaled \$148,011. In the past year, the fund increased a total of \$14K in net portfolio earnings, and our policy is to grant approximately 50% of this gain. This allowed us, for the second year in a row, to solicit grant requests from committees.

However, we received requests totaling \$24K, and, alas, were unable to fund them all. After a lively discussion by committee members, we chose to fund some requests in their entirety, some partially, and some not at all, mostly due to issues of safety and time urgency. The grants are:

- 1) \$800 to Grounds/Rental for signage for clearer parking and walkways;
- 2) \$2,350 to Grounds/FMT for improved parking on the lawn;
- 3) \$2,500 to the Board of Trustees as part of the funds requested for the non-operating and one-time expense of ministerial installation of Reverend Kim;
- 4) \$1,000 to the Facilities Management Team as part of the funds requested for a safer entry system for the building;
- 5) \$500 to Archives as part of the funds requested, especially as our 100th anniversary is fast approaching, and our past will be on display;
- 6) Additionally, we are *reauthorizing* \$2,000 to Earth Ministry to implement energy savings as recommended by a state energy audit. This was authorized last year, but a delay in the audit has prevented the actual spending of the funds so far.

It's great to be able to spend some of the money donated to Endowment, and we encourage everyone to remember us both in their wills and with check donations whenever you can so we can continue to fund projects like these and others for the choir, RE, comfy chairs, tables, etc. I'd like to especially thank Beverly Railsback and Ann Nugent for their very generous recent donations.

Janet Hubbard, Chair

FOOD MINISTRY

Mission: It is the mission of the UUCWC Food Ministry to serve safe and nutritional meals to homeless or less privileged members of the general public and UUCWC members in need. This will be done on a regular basis in partnership with organizations whose mission(s) and purpose(s) are congruent with the mission and purpose of UUCWC.

Goals of the Food Ministry: As an outreach of social justice projects, the kitchen is to be used to provide meals for people in need of help in the local community and within our own church community.

- We have provided over 2,890 meals in the 2013-2014 church year. Our first project of providing meals one day a month to families who are homeless and are being sheltered in motel along Route 1, had stopped in June of 2012 and never started up again. We went to HomeFront and asked how else we could help. The HomeFront team came back to us with a few suggestions.
- We increased our meals to the Kinship project to two meals a month. (The Kinship Program helps children who are being raised by members of their family, other than the children's parents. Both the children and the caregiver are brought to the Lawrenceville Community center every Thursday to share a hot meal. After the meal, adults attend a class on a variety subjects from nutrition to finances and the children are also involved with different activities.) In September we started providing the Kinship Program with 30 meals on the second and third Thursdays of each month.
- In September 2013 we met with staff at HomeFront to discuss modifications in our service to them. As a result, we ended our relationship with TLC and agreed to provide a hot lunch meal for 70 individuals on the 2nd and 4th Wednesdays of the month.
- We wanted to do more, so starting in September 2013 we provided meals once a month to the Tuesday night tutoring class that is held at the Lawrenceville Library. Because the tutoring was at the library, we could not provide a hot meal where the students could sit down and enjoy it before the tutoring started. So we did the next best thing and provided a lunch bag for them to have on the way home. The 30 bags included a good sandwich, a juice box, a health bar and a fruit cup.
- We were also told about a tutoring group on Wednesday nights that could use 50 "to go snack bags." These snack bags were made on Sundays during fellowship hour at church; all those present were invited to help pack the bags, which included a granola bar, juice box and a fruit cup. Almost all the food was donated to the Food Ministry by people in the congregation.
- We continued to provide lunch meals one day a month for the poorest residents of Luther Arms in Trenton. Luther Arms is a HUD Housing apartment building that houses low income people who are over 55. Some of these people live on less than \$500 a month and

just run out of money for food by the end of the month. To help out, the FM started providing 30 lunches on the fourth Wednesday of each month.

- The congregation has been very generous with donations of food, money and help with meals. We currently have over \$2000 set aside for the support of the Food Ministry for the upcoming 2014-2015 church year.
- Nancy Neff, as a member of the Food Ministry, has been certified as “ServeSafe Manager and Trainer” for the UUCWC Food Ministry. It is our plan to retrain all Food Ministry members plus all other people that make regular use of the kitchen.

The Food Ministry Committee is made up of the following functions and the people currently filling those functions.

- Co-Chairs: Rollie Rahn and Mike Muccioli
 - Coordinate operations of the Food Ministry
- Treasurer and Volunteer Coordinator: Bonnie Ruekgauer
 - Keeps track of all finances of the FM and sets up help for preparing the meals
- Secretary: Jackie Thomas
 - Keeps records of meetings, all FM associated documents and building use forms.
- Information Officer: Sue Smith
 - Provides information about FM to committee members, HomeFront (along with other partnering groups), UUCWC Board, Church members and the community.
- Food Collections Officer: Mike Muccioli
 - Tracks all food items in stock, donated items and dollar value, keeps current inventory and determines items needed for upcoming food service.
- Purchasing: Elliott Dunner and Bernie Ruekgauer
 - In coordination with food collections officer, shops for necessary food items and delivers items to the church.
- Liaison: Bernie Ruekgauer
 - Coordinates with HomeFront, SJC, KOT and Caring Ministry
- ServSafe Manger and Trainer: Nancy Neff

The Food Ministry staffing on food preparation days is as follows:

- Chefs
- Team Scheduler
- Assembly Coordinator
- Food Assembly Team
- Food Delivery Drivers
- Cleanup Team

In addition to the FM Team, there are fourteen members of the Congregation who donate food, help to prepare and/or deliver the meals.

In the future, the Food Ministry will continue to search for more opportunities to serve the needs of the general public by increasing the number of meals that are prepared in partnership with

organizations whose mission(s) and purpose(s) are congruent with the mission and purpose of UUCWC.

Rollie Rahn and Mike Muccioli, Co-Chairs

FUNDRAISING

Purpose: The Fundraising Coordinator will oversee, plan, help organize, promote, implement and evaluate events and activities for the purpose of raising funds for the Unitarian Universalist Church at Washington Crossing.

Responsibilities

- Review and approve proposed events or activities.
- Oversee all elements of volunteering for fundraising events or activities.
- Acts as liaison with the groups or committees of the church to recruit volunteers as needed.
- Meet and work with members, groups or committees; ascertain who responsible parties are; make sure they are aware of church policies, what set-up is necessary and that all clean-up is taken care of for all approved events or activities.
- Assure that the event or activity is run smoothly and monies are collected in a timely fashion.
- Assist in assuring that the most possible monies are raised.
- Keep track of and prepares yearly report of all fundraising income.

Fundraising Income 2013-2014

Airport transports	\$2,562.50
Amazon	1,272.46
Auction	42,703.74
Cookbooks	15.00
Holiday Plants	287.28
IGive Income	82.13
Spring flower sale	166.00
UUA books/book bags	145.00
“It's Nutts” Dinners	180.00
Snow Be Gone Raffle	292.00
TOTAL	\$47,706.11

Donna Miller, Chair

GROUNDS ANNUAL REPORT

Accomplishments

- Lawn cutting started April 16, 2013 for a total of 26 weeks, with 10 volunteers cutting twice. Weekly cutting throughout season due to weekly rain. Last cut was mid-November 2013.
- Main Bird Bath Garden, reworked by various volunteers; met once a week over summer. Dug out many roots, pulled weeds, propagated and transplanted many perennials. Also re-used edging and stone. Added in extra stone (by donations) to complete front edge and topped off with free wood mulch. At zero cost. Youth earned community service hours.
- All three wrought iron/wood benches, now in mossy green, revitalized by Roy Vogel, cost \$218.21.
- Peace Pole Garden, cleaned up with donations of day lilies, sedums and other perennials; propagated lambs ears throughout rest of garden. Again topped off with free wood mulch. At zero cost.**
- Two main parking lot islands junipers removed due to blight. Oat grass was planted by Earth Ministry to rehabilitate soil. Separate cost due to re-paving activity. Needs heat tolerant, low maintenance perennials.**
- July, lawn tractor needed a tire tube replaced due to dry rot, cost \$49.56.
- August (two) trash bins by 1st Main lobby door and 2nd Crossings door removed permanently, due to safety hazard.
- August, added in second dumpster pad for recycling; \$66.19 spent by Facilities, due to contractual change.
- September, the main driveway was repaved. Main parking lot cracks filled, seal coated and lines repainted. From Facility Reserves Fund.
- Mid October, main walkway cement chalice was restored by Karen Scheick, as donation.
- First winter storm (in November 2013) began many for season. Our Sexton, Ed Wittmann, was a tremendous asset! Coming in the wee hours of morning (via Grounds Budget) kept sidewalks clear and free of ice. The snow plow contractor was out either plowing or salting the asphalted areas, nineteen times. Some Sunday Services were delayed to the 11 am time. Used 30+ bags of ice melt for walkways. Snow blower repaired by Jon Holcombe, as donation.**
- Food Ministry came up with “Snow Be Gone” contest to help defray snow removal cost, bringing in \$220.00. We had four winners who received a handmade wooden snowflake as a prize (all snow was gone on March 29, 2014).

- Winter's tree damage, mainly in the Memorial Garden, cleaned up at zero cost.
- Hosted an apple tree trimming demonstration in early May, by Chris Blaydon, as donation.
- April 18 weekend, the donated vinyl coated swing set from previous year was installed. Grounds shared the cost of the mini tractor rental with Religious Education (@\$172.50x2). As the mulch bed's perimeter and depth needed to be enlarged/thickened to meet safety requirements. Used 6 piles of free wood mulch for the bedding. Plus with tractor, able to remove tree stumps left over from storm Sandy's wrath, (in 2013), along driveway to gain back parking spaces. The Youth who volunteered for this 3 day project earned community service hours.**
- In June, meadow repair started for the area just past the Children's Garden to the right of the apple trees, where wood chips for playground sat for 8 months. Perennial wildflower seeds were donated.**
- Yearly servicing of both lawn tractor and push mower completed in mid-April 2014, \$400.88.**
- Lawn cutting schedule for volunteers posted on bulletin board in Church as well as weekly e-news, for summer of 2014. First cut was May 3, 2014**
- Facilities Management Team has established year round “areas” within grounds for Sexton to perform, once a week: checking playground for nesting bees, clear asphalted main lot of debris and weeds. **
- Allie's (veggie) Garden & Children's Garden, managed by Earth Ministry.
- Memorial Garden, managed by Bernie Ruekgauer.

Endowment Committee money to purchase safety signs for asphalted areas of main lot and driveway's (off) parking, repair damage due to ruts.

***Ongoing work and/or ongoing investigation areas.*

Grounds Improvements slated for summer into fall 2014

- Pass upkeep to mulched play space to Religious Education families of volunteers to weed & rake.
- Improve Peace Pole Garden edging.
- Repaint picnic table, chairs, both metal benches and bike rack.
- Acquire personal groomers for ALL garden beds.
- Volunteers for Grounds constantly needed.
- Come late fall hire a professional arborist to trim tree off Sanctuary and possibly others.

Future wishes

- To add in permanent 120 volt lighting along sidewalk to Crossings door.
- Increase year round parking.

Kathleen Konopka for Grounds Committee

HOSPITALITY TEAMS

UUCWC tried a different approach to coordinating and hosting Sunday fellowship hours in 2013-2014. Four teams based on region were set up with 2 or more members from those teams serving as team leaders for the church year. Teams rotated every 4 months so that each team was only responsible for 3 months of fellowship hours during the year. Using the middle of the Delaware River at the Washington Crossing Bridge as the center of a compass, teams were divided into the following regions with team leaders indicated:

- Northeast - Chris Piatek, Chris Lynch
- Southeast - Janet Hubbard, Judith MacLaury
- Southwest - Ronnie Dobrowolski, Julie Marlier, Maria Baratta
- Northwest - Sue Busch, Laura Brandt

Debbie West provided support in the area of helping to get supplies organized. Rollie Rahn and some other Kitchen Operations Team members helped in training members and friends in proper use of equipment in the kitchen and basic food safety procedures.

Cooperation from the congregation was mixed. Even with repeated reminders and requests for assistance to prepare and clean up for fellowship hours, team leaders often found themselves struggling to find volunteers each month.

In 2014-2015, team leaders are going to try a new approach in soliciting sign ups. Friends and members will be able to sign up for any Sunday, not just the Sundays scheduled for their teams. Team leaders will then coordinate based on the signs up detail they have.

Maria Baratta

MEMBERSHIP COMMITTEE

Overview: The Membership Committee supports visitors, ensures greeters welcome everyone at each service, enables the path to membership, supports new members, contributes to database management of members and friend, encourages engagement of all members and fulfills other services that support this community's members.

As of June 30, 2014, the committee comprises eleven members, including Chris Blaydon, Mary Blaydon, Kathie Chaikin, Nancy Cox, Marty Friedman (in-coming chair), Penny Gardner,

Sparky Morrison, Rollie Rahn, Lynda Shapiro (co-chair), Roger Shapiro (co-chair), and Colin Unsworth. Kevyn Malloy has also joined the committee this year, but will become active upon her return to NJ later this summer.

The committee supports the UUCWC mission by:

- Recognizing the importance of each person visiting our sanctuary and/or entering our congregation.
- Being a gentle presence, guiding newcomers and welcoming them as they transition into our liberal religious community.
- Acknowledging and celebrating the commitment that membership implies.
- Supporting members by helping them develop connections within our caring community; this approach helps new members engage as quickly as they wish.
- Respecting and encouraging the development of personal spiritual exploration, realizing that each individual's spiritual quest is different.

For the church year 2013-2014, we focused on a few highly impactful goals that carried over from the previous year.

- Recognize, greet and make welcome every visitor.
- Engage people during events – fellowship hour, potlucks, events such as the auction, etc. -- to expand upon the communal feelings people enjoy.
- Seek ways to encourage more visitors to explore UUCWC.
- Ensure people understand our paths to membership and communicate the value of membership to help people best decide if this community is right for them.
- Support the overall goals and objectives of the Board.

2013-2014 Accomplishments

As of June 30, 2014 our membership roster includes 244 adults, representing an increase of 3.4% since June 30 2013. In addition, we signed one more youth member, bringing that total to 12. These additional members include some who returned to the community and some who have learned about us and joined for the first time. The increase is a positive sign of our work; however, noting the goals above, the committee continues to confirm that the goal is not to increase membership by a mandated target. Rather, we are looking to engage like-minded people in their search for a spiritual home.

The committee has completed numerous activities - both one-off actions and those requiring a continuous commitment. A recap is highlighted here.

- Launched a stakeholder assessment of our current work and future needs to determine whether there are opportunities to improve the overall membership committee. We've had a number of brainstorming sessions to explore whether some activities should be moved to other teams, whether some should get a greater emphasis, etc. All this work is designed to support a review of what the committee should focus on moving forward and how to best support the work.
- We continued the successful recruiting, staffing and training of greeters and ushers who play a crucial role at every service. This work involves substantial coordination, with a special focus required for special events and "fifth Sundays."

- We committed to each other to particularly make a point of attending fellowship hour to facilitate introductions, welcome visitors and encourage engagement. The practice of “Red Cups” gives visitors and visual clue as to who to seek out for information about the congregation and membership paths. Many thanks to Carole Erb for supplying us with the special mugs.
- We continued the long-standing practice of sending personal notes to all visitors who sign the registration book.
- We conducted UU101 discussions most months of the year, usually on the fourth Sunday. This year, we held 7 sessions, offering lunch and conversation to those exploring UUCWC.
 - While everyone is welcome at UU101, we particularly invite frequently returning visitors.
 - We encourage the minister to participate in the discussion and schedule with that availability in mind.
 - Several of those who attended UU101 went on to become members, and several others are strongly considering membership, making this an effective tool to recruit and engage new members.
- We removed UU201 from our responsibilities as ARE took on this learning mechanism. We did provide advice on scheduling and content as requested.
- We recognized new members during services throughout the year and particularly focused on a year-end service in June. This was followed by the committee hosting a new member brunch. About 20 people attended.
 - We send notes to new members, recognizing their 3, 6 and 12 months of membership.
- We maintained the photo version of the membership directory, ensuring new members are photographed and uploaded to the web site. Photos of new members are also posted on the bulletin board asap after their signing.
- We regularly tracked visitor activity and reasons members leave UUCWC.
- We updated the new member welcome kits to reflect new UUCWC leadership and continued to resupply the office as needed throughout the year. These will be updated again during the summer to reflect new leadership.
- We maintained a library of UUA brochures dealing with the UU views on various issues (i.e. Interfaith Marriage, Jesus, The Bible, God and Gay & Lesbian issues to name a few), as well as our own UUCWC-specific literature. This material, promoted in the lobby, supports those with questions about our community.
- We manage an ongoing name tag supply program, serving all congregants, particularly focusing on supplying new members as soon as possible. This is done in conjunction with Communications, with Lori O’Neil designing the tags and Membership producing them.
- We produced the church’s annual certification to UUA.
- We produced quarterly reports highlighting membership changes throughout the year and distributed the reports to all leadership groups.
- Membership representatives were at Council Meetings, serving a two-pronged approach: First representing membership and second sharing discussions at the church-wide level with the committee.

- We participate in new member book signings, sometimes as witnesses with the minister and sometimes as the church representative owning the process when the minister is not available.
- The committee worked closely with the Stewardship Committee to conduct an annual review of the membership roster as compared with actual pledges (made and received). This discussion leads to an annual process to re-confirm with some members as to their wishes regarding status.

Roger and Lynda Shapiro, Co-Chairs

ANNUAL REPORT FROM OFFICE ADMINISTRATOR

The Office Administrator, a part time 30 hour per week position, is responsible for weekly production of the *Crossings II*, Orders of Service, church-wide emails, maintenance of office and website calendars, maintenance of membership database, reimbursements for expenses paid and invoices, and supporting the work of the Minister, Board of Trustees, and various committees and groups in their mission, particularly Rentals, Building, Settled Minister Search Team and Communications.

Work with Rentals included handling initial contacts with the public, scheduling of rentals, contract preparation and execution, as well as maintenance of all records and collection and tracking of payments. Working with Mike Muccioli, Rental Coordinator, all contracts were revised this year for uniformity, and electronic records of all rental contracts were created. We negotiated with a new renter for the kitchen, which required setting procedures and working through details of complicated scheduling. Additionally, a revised rental policy was drafted and submitted for review and approval.

The Office Administrator also supports the work of the Treasurer by learning and using QuickBooks to pay expense reimbursements from committees and staff, and other invoices that are not paid online. The office also took over responsibility this year for reconciling and maintaining UUA World subscription with membership database (formerly a Membership Committee responsibility).

In addition, the Office Administrator:

- Created a committee description brochure, yet to be approved. This brochure can be used to attract and direct the congregation to areas of interest to them in the church and offers volunteering opportunities.
- Learned Bright Author software and use of electronic screen in lobby, maintaining content by utilizing material from Communications or by creating original content for the screen.
- Created and implemented a Facebook campaign for Candidating Week to help spread awareness of opportunities to meet with Rev. Kim Wildszewski during Candidating Week (Facebook followers for the UUCWC group now know who “Susan Church” was!).
- Inventoried UUCWC’s Bookstore and worked with Fundraising to create advertisement

and sales to reduce product inventory, including a joint effort with Earth Ministry's Used Book Sale.

- Worked with Facilities Management Team during an unusually active inclement weather season with decision making, establishing guidelines, and notifications about closures and delayed openings.
- Integrally involved in projected rekeying project for summer/fall.

Overall, it was a busy year with many projects and accomplishments, as we say goodbye to Rev. Jennifer and welcome Rev. Kim to UUCWC.

Susan Irgang

PASTORAL ASSOCIATES

In November 2013, Rev. Jennifer Brooks trained a set of Pastoral Associates; in June 2014, five Pastoral Associates (Kathy Frey, MJ Hansen, Lynn Hanson, Nancy Reyes-Svarcbergs, and Judy Rogers) were formally commissioned by UUCWC during a Sunday service. This ministry was recommended in the 5-Year Strategic Plan as a way to supplement our minister's pastoral care work in a congregation that will probably grow and where several of our members at any given time are likely to experience issues of health, mobility, loss of a partner, or other significant life change. Our Pastoral Associates are trained to listen to our congregants and offer emotional and spiritual support. The minister assigns each Associate to work with specific congregants or families, with the persons' or families' permission. Assignments vary from short to long-term and usually include hospital, home, or monthly lunch visits with our assigned persons/families. From November on, Pastoral Associates met once a month with the minister for on-going training and discussions of ways to best support congregants we are working with. Our goal is to coordinate with the Caring Ministry, as the latter provides physical needs our congregants may find helpful (e.g., transportation and occasional or short-term provision of meals.) Pastoral Associates have covenanted to keep the content of our conversations with congregants confidential.

This year, Rev. Brooks had MJ Hansen and Lynn Hanson officiate at one memorial service each for a non-church member when Rev. Brooks was unavailable. (In both cases, the deceased was related to or had close ties with some of our church members.)

Because UUCWC's paid staff is currently not as available during the summer when many potential non-member memorial or wedding service rentals are likely to take place, it became evident that it would be helpful for the minister, Pastoral Associates, and other relevant individuals and groups to discuss rental staffing issues (especially summer ones) with each other this coming year.

The Pastoral Associates look forward to working with our new minister, realizing that especially as a relatively new program at UUCWC, there are lots of opportunities to evolve and co-create this shared ministry with her!

Lynn Hanson, Chair

PERSONNEL COMMITTEE

The purposes of the Personnel Committee are to promote the quality of the services delivered by the church staff and act as advocate for staff salary, benefits and working conditions. The committee acts to hire, promote and retain staff in accordance with sound human resources principles, UUA ethics and policies, applicable federal and state labor laws and budgetary resources.

Committee Members: Lou Csabay, chair; Jeana Bateman, Scott Drew, Jane Shafer.

The present committee was established in August, 2012; consisting of the above-named members, adding Bill Cox as the Board Liaison, and George Faulkner and Pam Shadzik as consultants on an as-needed basis.

Lou Csabay has accepted the appointment of the board as Chair, Stewardship Committee for a one-year term, commencing July 1, 2014. As such, Lou will look to leave chairmanship of the Personnel Committee to find a replacement.

The Committee provided the UUCWC community with three major accomplishments during this past year:

Hiring a new sexton

In the spring of 2013, our sexton Jon Holcombe tendered his resignation. The Committee commenced a search, which included looking at internal candidates within the congregation and external candidates via ads placed in *The Princeton Packet*. The search resulted in two internal candidates and three external candidates. There were two interviews scheduled and held by Lou Csabay, based on the candidates' "fit" for the position. One was an internal member of the congregation and the other an external candidate. The external candidate was hired on the basis of actual experience as sexton for three other congregations, and immediate availability. The offer letter and requisite forms were processed, and Ed Wittmann started his service to UUCWC on July 5, 2013. He continues to serve in this capacity through the present day.

Prior to hiring Ed Wittmann and after the resignation of Jon Holcombe, the committee also assisted in the sourcing and hiring of an interim cleaning company, the Eagle Building Maintenance and Janitorial Service, which provided the interim coverage.

Completion of a 15 congregation survey and the adoption of a policy for part-time staff

Since July 2012, part-time staff had approached the committee on a number of occasions about holiday pay, paid vacation, personal and sick time off. It was time to come up with a total policy regarding these issues at UUCWC. This was critical, because neither the UUCWC Personnel manual nor the UUA suggested manual for congregations adequately address these issues. It was decided to survey the surrounding UU congregations, churches, fellowships and societies. A total of 18 were asked to participate and 12 responded:

- First Unitarian Society of Plainfield (NJ)
- Unitarian Universalist Fellowship of Newark (NJ)
- Buxmont Unitarian Universalist Fellowship (PA)

- First Unitarian Society of Plainfield (NJ)
- Unitarian Society of Germantown (PA)
- Unitarian Universalist Congregation of Montclair (NJ)
- Morristown Unitarian Fellowship (NJ)
- Unitarian Universalist Church of Delaware County (PA)
- Unitarian Universalist Church of Cherry Hill (NJ)
- The Unitarian Society of East Brunswick (NJ)
- First Unitarian Church of Philadelphia (PA)
- Unitarian Universalist Congregation of Princeton (NJ)

The survey included information on paid holiday and paid time off policies. As a result, the board was presented with an exhaustive seven-page report detailing the committee's findings and recommendations.

On December 11, 2013, the board adopted a complete policy, adding paid holidays (in keeping with UUA guidelines) and paid time off, which reflected the policies of the surrounding UU's. In addition to adopting formulas for establishing time-off entitlements, the board also accepted retroactivity provisions as well as provisions for carry-over; pre-accrual and fifth-anniversary entitlement additions. These policies were welcomed with great exuberance by staff and went a long way in erasing previous feelings of resentment, equality and anxiety.

Recommendations and adoption of salary and staff recommendations for church year, 2014-15

On March 29, the Committee presented the Board with a detailed document that addressed a number of events at UUCWC and how they should be approached:

- a) Implications of hiring a new settled minister and how we, as a fair compensation congregation, should pay the new minister, as well as the added staff work necessary to support her new ministry.
- b) Cost of living statistics provided by the UUA for this year as well as local survey data.
- c) Additional compensation/recognition of our DLRE as she gains certification from LREDA in the summer of 2014, at the UUA GA.
- d) Plans to replace the church accompanist who was scheduled to leave this spring. (She subsequently did not resign as expected, and a new compensation plan was set for her.)
- e) Annual raises for Music Director and Sexton. (A raise for the office administrator had been approved by the board the year before as part of a fast-track effort to pay her competitively for her services).

Louis J. Csabay, Chair

UUCWC RELIGIOUS EDUCATION COMMITTEE FOR CHILDREN AND YOUTH

Committee members: Robin Pugh (DLRE), Barbara Schroeder-Jenson (Chair), Noelle Kahney (secretary), Dave Anderson, Jennifer Caswell Colbert, Barbara Fernandez, Mike Muccioli, Melissa Tulotta.

The **Sunday Children's RE program** was well attended this year: **90** children were registered. An all-ages class was taught at 9:15, and pre-K through 9th was taught at 11:00. In addition **35** adults and youth volunteered in the RE program, including **17** lead teachers, an excellent level of involvement.

This year we offered OWL 7-9. Three of the four OWL teachers were trained in August 2013. We decided to postpone offering OWL 7-9 last year (breaking from our tradition of offering it every other year) because of low numbers. This year's OWL class had 13 people in it. Postponing the class was a good decision.

We offered OWL K-1 for the first time at UUCWC this spring. The class was held during the regular 11 a.m. RE program for 8 Sundays. In the 4th-6th grade, Becky Lang and Jesse Cohen offered to be the sole teaching team for the Bibleodeon curriculum. Having the continuity and commitment of one teacher was very beneficial to this large energetic class.

The **Youth Group** continued to be a small program under the direction of Susann Mullins, Colin Campbell and Ben Thornton. Youth Group met every other Sunday through most of the year. Mid year, they switched the time of the meeting from 6 pm to 12:30 p.m. Most, but not all, of the youth prefer meeting in the afternoon. One youth attended the UUSC Social Justice camp in New Orleans over the summer. The year ended with a Bridging Ceremony for two of our high school graduates.

In addition to regular classes, several **Special Sundays** were held in which classes were combined. Service projects were carried out during some of these classes including preparing lunches and bundling silverware for Trenton Area Soup Kitchen. Outside of regular programming, several events were held:

- Family bonfire, singing with Greg Pontier and camp out (50 people attended)
- Family pot luck in the winter
- Family pot luck to meet our then ministerial candidate, Rev. Kim
- HomeFront Holiday Craft Fair
- Christmas Pageant
- Teacher Appreciation Brunch in the spring
- Easter Egg Hunt
- Family Game Night

The Board passed the Safe Congregation Procedures this year. Robin Pugh, DLRE, conducted teacher training for mandatory child abuse reporting and implemented background checks on teachers. The Safe Congregation Team has been formed and met twice.

In sum, the Children's RE program had an active year and continues to be a draw for families attending UUCWC.

RENTAL REPORT

The rental of our facilities, as an income activity, falls under the Finance Committee; Rentals is expected to earn approximately \$10,000 for the 2013-2014 fiscal year. It is coordinated by Mike Muccioli and Susan Irgang. The Office Administrator, Susan Irgang, fields all initial contacts and is in charge of the paperwork function. The Rental Policies and Procedures, rental fees and contracts are reviewed annually and are updated with the approval of the Finance Committee. Susan maintains the filing system and creates the electronic record of all rental contracts, forms and activities.

This year we have had four long-term renters who used our facilities.

- Concerts at the Crossing - Scott Cullen continues to hold concerts on various dates during the year. These are well attended, and new people who attend our services will often tell us that their first visit to UUCWC was at one of the concerts.
- Hopewell Valley Chorus - This group of 80 voices uses the Sanctuary on a regular basis for rehearsals and concerts.
- The New Jersey Support Group (transgender support and education group) meets in our Church monthly and uses our facilities for their yearly picnic.
- Capital Singers of Trenton - a nonsectarian, nonpartisan, semi-professional mixed chorus that strives to promote the art of choral singing and enrich the cultural life of New Jersey. The Capital Singers use our facilities for their rehearsals and concerts.

Soup to Nuts Catering – New this year, Soup to Nuts Catering is our first kitchen rental. Working around our own Food Ministry's schedule, Soup to Nuts uses our facilities to prepare food for parties and events.

Next year, we are losing Capital Singers as a regular renter, and both Concerts at the Crossing and Hopewell Valley Chorus are reducing the number of events here at the church, so projections are much lower for fiscal 2014-2015. As always, the Rental Group is open to expanding the facility use and negotiations. We are willing to meet with new renters, short or long term, and do our best to accommodate their individual needs. UUCWC has rented the Sanctuary, Crossings Room, classrooms and kitchen to various individuals and groups for weddings, training classes, educational classes and private parties scattered throughout the year. With the replacement of the Crossings Room floor this year, it has become a more desirable space for birthday parties, showers, etc. As always, the Rental facilitators will strive to ensure that the rental of our Church will not impact the availability of the building for use by UUCWC for meetings and events.

Mike Muccioli, Susan Irgang

SETTLED MINISTER SEARCH COMMITTEE

The Ministerial Search Committee was convened in early February 2013 after the members were chosen by congregational vote. The committee was charged with the task of finding a suitable candidate to present to the congregation as the next settled minister of UUCWC. This necessitated following the time line and search procedures established by the UUA and the search was accomplished over the course of 14 months.

- The committee members were Joe Schenk (Chair), Farzad Shadzik (Vice Chair), Lou Csabay, Ed Dobrowolski, Sallie Dunner, Lori Rahn and Mary Ann Sprenkle.
- The committee met weekly for two hours starting promptly after being convened. Committee members also spent considerable time outside of meetings working on the many different aspects of the process.
- The committee had a 2 day retreat in early April with Rev. Craig Hirshberg, the UU Ministerial Search Representative for the Metro District.
- A congregational survey was developed with the assistance of Mike Hanson and disseminated to the congregation by email in early May 2013. Approximately 65% of the congregation responded along with a few friends and church youth.
- Ten cottage meetings were held during June and approximately 70 congregants participated.
- The committee met with and/or interviewed the staff, the transitional minister, members of the board, and several other committees and groups.
- In September, the MSC sponsored a “Beyond Categorical Thinking” workshop and worship service.
- As required by the UUA, an overview of the congregation (known as the Congregational Record) was developed. This covered the history of the church; extensive financial, membership and attendance information going back to 1975; along with detailed information about the church and its activities and culture as well as the qualities we desired in a minister. This 18 page document was uploaded to the UUA website at the end of November after review by the MSR and the UUA. This document was then made available by the UUA to ministers in search.
- At the same time as developing the Congregational Record, a detailed and illustrated Search Packet was also developed and submitted to the UUA for review and approval. Lori O’Neil did the layout and Lynne Quinto acted as an independent editor.
- On January 2, 2014, the Ministerial Records of 23 applicants to UUCWC were made available to the committee by the UUA. An additional application was received at a later date.
- Each committee member read the MRs of all the applicants and met on January 5 to discuss the applicants. We decided to proceed further with 10 applicants. They were sent the Search Packet, and each of them was interviewed via Skype from January 7 through January 15.
- After discussion and evaluation, 4 people were selected to “pre-candidate” with the committee.
- Each pre-candidate visited our area for long weekends during February and March, Friday afternoon/evening through Sunday afternoon. The committee met with them

extensively for interviews and meals on Friday and Saturday. On Sunday the pre-candidate preached at a neutral pulpit and we met with them again for lunch on Sunday.

- After the final weekend, the committee met and decided unanimously to call Rev. Kim Wildszewski as the candidate to present to UUCWC.
- Rev. Kim visited UUCWC from April 29 through May 4, preached on two Sundays and met with many congregants and groups during the week. This required much work from the committee, along with assistance from many members of the congregation.
- A congregational vote was held on May 4, and Rev. Kim was unanimously called to be UUCWC's next settled minister.
- The MSC committee was officially disbanded in June 2014.

SOCIAL ACTION/JUSTICE COMMITTEE

The Social Justice Committee (SJC) organizes and implements social justice projects that enable the UUCWC community to serve the larger community. In addition, we offer assistance to others to implement their own projects.

We also recommend to the Council for Faith in Action (CFA) deserving organizations to support, using 50% of the Sunday collection. Our projects and donations help UUCWC become a dynamic, recognized force in our community by assisting those in need.

Loaves and Fishes

Working with the UU Princeton congregation, we prepared 800 bag lunches for Loaves & Fishes on Friday, March 28 at UUCWC and prepared and served meals to about 500 people on Saturday, March 29, at St. Mary's Cathedral in Trenton.

The Loaves and Fishes project is the largest Social Justice Committee undertaking each year. This year, 95 members volunteered to help. Tasks ranged from cooking and serving food at St. Mary's Cathedral to making brownies and peanut butter and jelly sandwiches for the attendees to take home. UUCWC members always step up and make this annual event a success.

HomeFront Programs

- *Back to School Drive:* We supported children who would benefit from the HomeFront back to school drive. UUCWC volunteers provided twenty-three children with new clothing, shoes, school supplies and backpacks to help them start the school year.
- *Holiday Program:* UUCWC collected funds for the Christmas/Hanukah holiday program that ensures gifts for all of our HomeFront children.
- *Mitten Tree:* The annual Mitten Tree was again decorated with hats, scarves and gloves for HomeFront children and their families.
- *Family Preservation Center:* The Family Preservation Center provides a safe haven with private family rooms. A comprehensive program and services help homeless families

break the cycle of poverty. Susan Irgang, Juliet Marlier, and Ronnie Dobrowolski did the shopping this year, and the CFA provided the funding. UUCWC sponsors a room at the HomeFront Family Preservation Center. Twice a year, we provide home furnishing such as linens, towels, lamps, and other items. The family takes these items with them when they are placed in permanent housing.

Morrisville Food Center

The Food Center, housed in the Morrisville Presbyterian Church, supplies bags of groceries to the disadvantaged in Morrisville and Trenton. We are one of the center's largest cash donors with an annual contribution of \$1500 from the Sunday collection. In addition to our cash contribution, a contingent from UUCWC contributes time each week working at the Food Center coordinating volunteers and loading shopping bags with food.

Many members of the congregation generously donated food to the "Don't Come to Church Empty Handed" Food Drive for the benefit of Morrisville Food Center. The collected food was delivered to the Morrisville Center once a month.

Trenton Area Soup Kitchen (TASK)

This year we delivered 26 frozen turkeys and 1 ham to the TASK facility. Our total cash contribution (from the plate) to TASK was \$1000.

Recommended Donations

UUCWC earmarks 50% of the Sunday Collection to Social Justice causes.

Contributions to: TASK (\$1000), The Morrisville Food Center (\$1300), the Coalition for Peace Action (\$250), Loaves and Fishes (\$1600), and the Religious Coalition for Reproductive Choice (\$300) were requested by the Social Justice Committee.

Food Ministry

The Social Justice Committee sponsors the Food Ministry, which prepares and delivers meals in cooperation with organizations such as HomeFront. Their activities are covered elsewhere in the Annual Report.

Social Justice Committee Transitions

I have completed my second year (2013-2014) as chair and am indebted to Ronnie and Ed Dobrowolski for their continued guidance and support. I would like to express my appreciation to the Council for Faith in Action and dedicated members and friends of the congregation who have supported the UUCWC social justice projects.

Mary Kay Mitchell, Chair

STEWARDSHIP TEAM

The mission/goal of the Stewardship Team (ST) was to increase pledge commitments from members and friends of UUCWC to a level that would provide UUCWC with a balanced budget and to reduce dependency on the auction. If our goal was attained, it was hoped that any additional revenue generated by the auction that was above the level needed to provide a balanced budget could then be used for the community action projects supported by UUCWC. Another aspect of our goal was to provide our new settled minister with a solid financial foundation from which UUCWC could grow and become a larger presence in the Bucks/Mercer Community as we approach our 100th anniversary. Lastly, we wanted to provide more transparency to the congregation regarding the level of pledging and the financial needs of UUCWC.

The Stewardship Team consists of Jim Erb (Chair), Bill Cox, Lynne Quinto, Regina Podhorin-Zilinsky, Maria Baratta, Jim Sanders, and Board Liaison Mike Hanson. Jim Sanders maintained the database and coordinated closely with Susan Irgang to be certain that we were capturing all members/friends of UUCWC. We also met with Rev. Brooks to coordinate our message with her sermons and for her input on the Pledge Campaign in general. Robin Pugh was also helpful by providing names of people who had children enrolled in RE so we could approach them with a specific message focusing on the amount of revenue allocated to RE activities. Susan Irgang was extremely helpful in getting our messages into *Crossings* with the order of service and including our messages with the weekly email to the congregation.

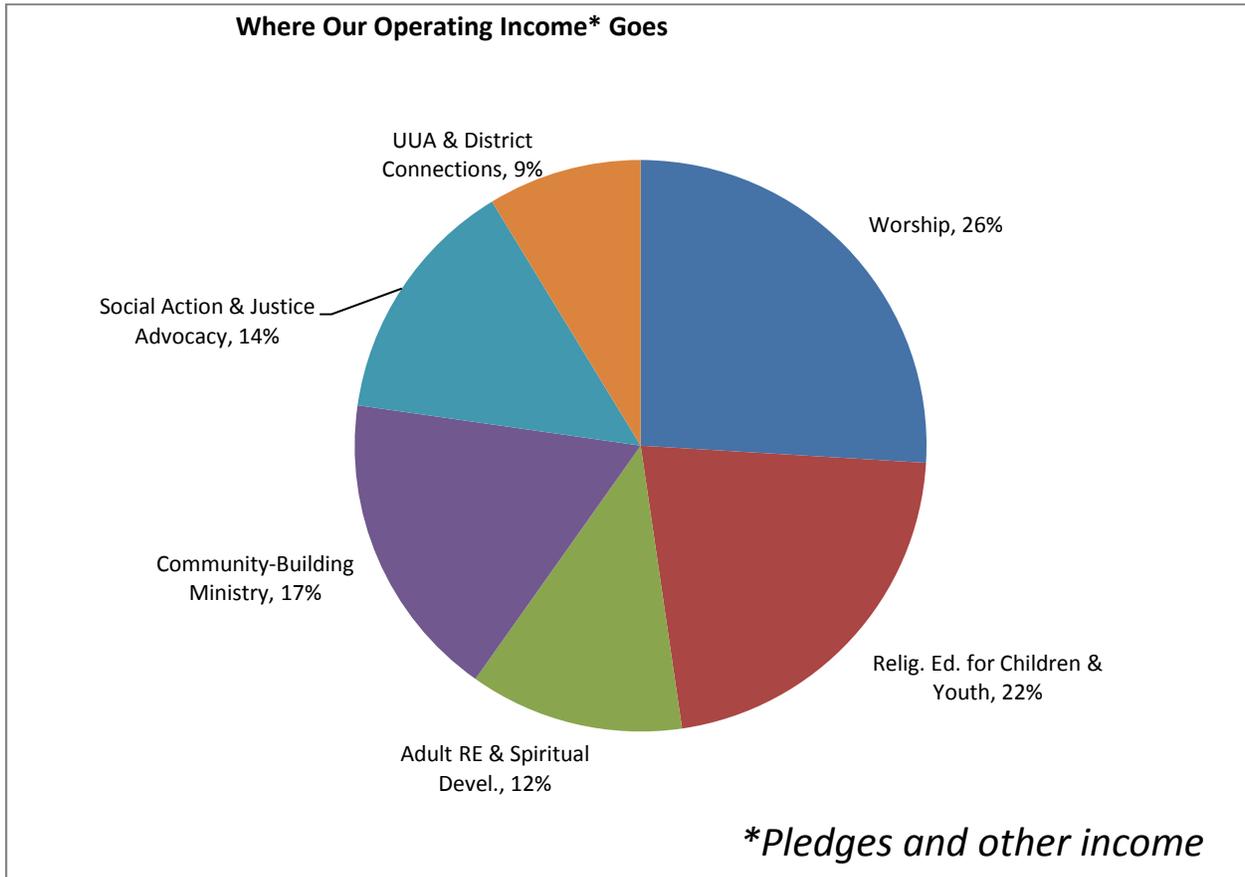
In order to fulfill our mission, the ST, at our first meeting on 11/6/2013, determined that we would need to set our goal at a 10% increase over the current level of pledges, which equated to a total of approximately \$330,000. We adopted the theme of “Investing in Our Journey with Our New Minister” and we wanted to start by getting the commitments of UUCWC leadership starting with the Board, Search Committee and the Council. We adopted the following timeline:

- 11/20 – Introduce theme, timeline, goals at the Council Meeting. Advise Board & Committee Chairs that we would like to have their pledge commitments by 1/15/14.
- Mid- December – start communications including updating the UUCWC website including our message to the congregation, the Q&A and pledge form.
- Beginning in January, step up communication in *Crossings* and by any other means.
- 1/15 – tally pledge commitments from Board & Committee Chairs.
- 1/19 – Erbs will host wine & dessert for recognition of top-tier pledge donors. (Those invited pledged \$3,600 or more in the past two church years.)
- 2/2 – Sunday Service with “public” kick-off to complete the pledge drive.
- 2/28 - “Official” Pledge campaign ends.

George Faulkner, Treasurer of UUCWC, was particularly helpful in providing data and charts that we utilized to provide specific details about the level of pledging and what the amount of a 10% increase would be in the various levels to enable us to attain our goal.

We had posters printed that included this detail. Those posters were displayed at a table in the Crossings Room during coffee hours, and members of the ST were available to discuss the campaign with anyone who chose to do so. Those posters were also on display in the lobby of the church throughout and after the campaign.

George also provided charts of our budget allocated by “Program”.



Bill Cox drafted the message that was sent to the congregation and which was posted on the UUCWC website directing members how to pledge on-line. We encouraged online pledging to minimize paperwork. Bill approached the Board and Search Committee for their commitments, and Bill and I contacted members of the Council for their commitments. By the time our Pledge Campaign was launched on the first weekend of February, I think we had the commitment of all but a handful of the members of the Board, Search Committee and Council; some of those folks were hardship cases.

Lynne Quinto maintained the website and made updates as needed. Lynne also prepared a mail merge file from our databases so we could mail solicitations to anyone who had not responded to email or for whom we had no email address. Lynne printed the letters, and she and I stuffed the envelopes for mailing. Lynne, along with all members of the ST, routinely reviewed and provided editorial comments for every message sent to the congregation.

Jim Sanders maintained the pledge database, and he and I compared totals on nearly a daily basis throughout the Campaign. Jim also sent weekly emails to those who had not pledged, providing updates on our progress and reminding them of the significance of their pledges.

At the reception for the top tier donors, those pledge units contributing the top 1/3 of pledge revenue over the past two years (\$3,600 or more) were invited. Our objective was to thank and recognize those people for their support and to provide more transparency regarding the levels of pledging and the budget details. We shared in detail the charts provided by George Faulkner and opened the meeting for dialogue and suggestions. I feel the meeting was well received and that something similar should be considered in order to recognize those who contribute most generously and to obtain their support for future pledge campaign efforts and to provide them with a forum for expressing their concerns about the financial condition of UUCWC.

At each Sunday service during February, we also had testimonials from various members with an emphasis on getting people who have not typically addressed the congregation regarding pledging to give those testimonials. During the last February services, we were joined by Rev. Charles Stephens, and both he and Rev. Brooks addressed the importance of pledging for a solid financial foundation that enables UUCWC to “live” our Mission Statement. The pledge commitments received after the last February service exceeded those received after all other services. I feel it is a good indication that hearing the significance of stewardship from the pulpit is extremely important in any pledge campaign.

As of 6/21/2014, the total committed via pledges is \$300,455.40, and we have not received anything in several weeks. At one point, commitments were as high as \$307,000 but several members had to re-assess and reduce their commitments. For two consecutive years, the congregation has pledged at record levels, which, viewing the fact we were involved in our ministerial search, I feel is reflective of successful campaigns. That said, at the 5/2014 Council Meeting, I provided my concerns as follows.

The Stewardship Committee continues to struggle with meeting the perennial goals of:

1. Increasing total pledges sufficiently, so that we do not need to rely so much on fundraisers (particularly the annual auction) to pay basic operating budget expenses, and
2. Increasing the level of pledges more broadly across members and friends, so that we do not have to rely so heavily on large pledges from a relatively small portion of members, whose own financial circumstances can easily change.

No doubt these goals will continue have priority for the Stewardship in the future. While the church has many other important objectives in its mission, it still has to be run as a nonprofit enterprise that can pay its bills and payroll, while reserving enough extra to cover longer term maintenance and unexpected large expenses.

Jim Erb, Chair, Stewardship Team

TREASURER'S REPORT

As the two tables below this text indicate, we finished the 2013-14 year with a deficit of \$19,541, or 5% of budgeted income. Total income was \$11,930 below budget, and total expenses were \$11,112 over the expense budget. The actual deficit was \$19,541, since the budget was approved with an \$8,429 deficit.

The main reason for higher than budgeted expenses this past year was the high utility costs (mainly for heating) and snow removal, due to the exceptional winter weather. However, overall Operations expenses were only about \$1000 over budget since we suspended the building reserve accrual. Otherwise, our budget also had to absorb the one-time added expense of \$12,000 for the ministerial search committee.

Total pledge income was \$284,137 or \$13,423 below budget. However, \$6,000 of the total pledge budget was designated for funding half the cost of the expenses for the ministerial search committee (the other \$6,000 was a dedicated expense line item). Note that total pledge income reported in our accounting system typically does not match what the Stewardship Committee reports, since our figures are based on deposits made by June 30.

Other highlights:

- Fundraising unfortunately perennially carries a heavy burden in our total income budget, representing \$46,500 in 2013-14. Still, thanks in particular to the auction results, income actually exceeded budget by \$1,256.
- ARE's income exceeded its income budget by \$2,490, while its expenses were also lower than that budget line by \$842.
- Staff expenses, our largest operational cost, were almost exactly as expected.
- Since the Board realized early on that we would likely end the year with a sizable deficit, we suspended the monthly accrual into the Building Capital Improvement reserve at \$4167. Other routine building and kitchen expenses finished under budget by \$1173.
- By contrast, Grounds exceeded its budget by \$2,573, due to \$4,648 in the snow removal costs.
- Insurance cost exceeded budget and have crept up over the past few years, in part because of our larger staff salary budget, which drives workers' compensation costs.
- Fortunately, we did not need to use the \$800 budgeted for Personnel, since we had no turnover.
- While utility costs exceeded budget by only 9% a year ago, this past year the costs exceeded budget by 46% or \$6,300, mainly due to the severe winter (remember the "polar vortex?").
- Most Program expenses were under budget, so that the total for this area saved us almost \$1900 compared to the budgeted amount. Communications only exceeded it budget, because it had delayed a purchase from June to July in 2013.
- Finally, UUA and District dues, and our mortgage payments were about on budget as expected.

2013-14 Final Operating Budget Results

Income	Budget	Actual	Difference
A. Plate and Pledges			
Plate - Portion to CFA	12,000	11,964	(36)
Plate - Other (Excl. CFA)	<u>12,000</u>	<u>10,790</u>	<u>(1,210)</u>
Total Plate	24,000	22,754	(1,246)
Pledges			
Pledges for FY 2012-13	2,500	775	(1,725)
Fund 1/2 the Search Comm.	6,000	5,339	(661)
Pledges for FY 2013-14	298,000	278,023	(19,977)
Offset for Uncoll. Pledges	<u>(8,940)</u>	<u>0</u>	<u>8,940</u>
Total Pledges	<u>297,560</u>	<u>284,137</u>	<u>(13,423)</u>
Total Plate & Pledges	321,560	306,891	(14,669)
B. Building Rentals			
	10,000	9,889	(111)
C. Fund-Raising			
Airport Trans	4,600	2,613	(1,988)
Amazon Web Link Sales	500	1,272	772
Auction	32,000	42,704	10,704
Musical Events	1,200	0	(1,200)
Cookbooks	100	15	(85)
Holiday Plants	600	287	(313)
IGive Income	100	82	(18)
Online Auction	5,000	0	(5,000)
Spring Flower Sale	400	166	(234)
Other (UUA books, book bags)	600	145	(455)
"It's Nutts" Dinners	400	180	(220)
Snow Be Gone Raffle	0	292	292
Yard Sale	<u>1,000</u>	<u>0</u>	<u>(1,000)</u>
Total C. Fund Raising	46,500	47,756	1,256
D. Adult RE Fees			
	5,500	7,990	2,490
E. RE - Children & Youth Donat'ns			
	0	100	100
F. Other Income			
Community Building	0	197	197
Fellowship (Coffee Hour)	0	200	200
Gifts - Not Year-End	0	275	275
Gifts - Year-End	4,000	3,142	(858)
Memorial Services	0	325	325
Miscell. Income	<u>1,500</u>	<u>355</u>	<u>(1,145)</u>
Total H. Other Income	5,500	4,494	(1,006)
G. Interest & Dividends			
	25	90	65
H. SRECS (Solar Credits)			
	<u>1,000</u>	<u>946</u>	<u>(55)</u>
Total Income	390,085	378,155	(11,930)

Expenses	Budget	Actual	Difference
A. Total STAFF	243,727	243,763	36
B. OPERATIONS			
Bldg Capital Fund Accrual	10,000	4,167	(5,833)
Building Maint. (nonkitchen)	8,700	7,847	(853)
Kitchen Expenses	<u>1,500</u>	<u>1,180</u>	<u>(320)</u>
Total Building Maintenance	10,200	9,027	(1,173)
Childcare Expenses	3,370	3,432	62
Grounds	4,300	6,873	2,573
Insurance	5,700	6,788	1,088
Office Eqpt (Copier/Printer)	3,403	3,318	(85)
Office Expenses (incl. software)	2,500	1,940	(560)
PayPal Service Fee	400	707	307
Personnel/Recruiting	800	0	(800)
Stewardship	450	206	(244)
Telephone	2,315	2,256	(59)
Trash Collection	2,050	1,459	(591)
Treasurer's Expenses (incl. Payroll)	1,820	1,830	10
Utilities			
Electric	4,000	6,752	2,752
Gas	<u>3,500</u>	<u>7,064</u>	<u>3,564</u>
Total Utilities	<u>7,500</u>	<u>13,816</u>	6,316
Total B. OPERATIONS	54,808	55,819	1,011
C. PROGRAM			
Adult RE	5,500	4,658	(842)
Board of Trustees	900	685	(215)
Caring Ministry	100	0	(100)
Communications	1,690	2,535	845
Community Building	300	241	(59)
Council on Faith in Action	12,000	11,964	(36)
Endowment Committee	200	0	(200)
Fellowship (Coffee Hour)	0	20	20
Membership	525	225	(300)
Music	1,200	1,293	93
Religious Educ.	4,060	3,699	(361)
Settled Min. Search Comm.	12,000	12,117	117
Small Group Ministry	100	0	(100)
Technology	75	100	25
Worship	<u>1,500</u>	<u>728</u>	<u>(772)</u>
Total C. PROGRAM	40,150	38,267	(1,883)
D. DENOMIN. SUPPORT			
UUA Ann'l Program Fund	15,780	15,780	0
UUA Metro NY District	<u>7,101</u>	<u>7,101</u>	<u>0</u>
Total D. DENOMIN	22,881	22,881	0
E. DEBT SERVICE			
Sun Nat'l Bank Mortg. Interest	22,548	21,900	(648)
Sun Nat'l Bank Mortg. Principal	<u>14,400</u>	<u>15,066</u>	<u>666</u>
Total E. DEBT SERVICE	36,948	36,966	18
Total Expense	398,514	397,696	(818)
Net Income (Deficit)	(8,429)	(19,541)	(11,112)

Reserves

Reserve Accounts	As of 6-30-13	Year To Date		June
		YTD Income	YTD Paymts	As of 6-30
Building Capital Improvement Fund	\$89,671.57	\$4,166.69	\$48,859.59	\$44,978.67
Funds - Restricted				
Book Sales	\$1,825.67	\$137.00	\$0.00	\$1,962.67
Total CFA Funds	\$4,342.68	\$11,960.49	\$10,254.26	\$6,048.91
Endowment Reserve	\$1.47	\$4,750.00	\$4,844.68	(\$93.21)
Memorial Garden Fund	\$2,563.98	\$300.00	\$0.00	\$2,863.98
Rental Key Deposit	\$20.00	\$0.00	\$20.00	\$0.00
Special Program Funds				
Samstone Lecture	\$844.45	\$2,840.00	\$2,252.74	\$1,431.71
June Vogel Memorial Fund	\$3,623.00	\$1,015.06	\$4,638.06	\$0.00
Board Reserve	\$0.00	\$0.00	\$0.00	\$0.00
Chalice Lighters	\$0.00	\$520.00	\$520.00	\$0.00
Coming of Age Group	\$0.00	\$0.00	\$0.00	\$0.00
Food Ministry	\$2,644.74	\$1,313.49	\$2,004.18	\$1,954.05
GA Scholarship	\$500.00	\$0.00	\$250.00	\$250.00
Homefront Holiday Party	\$59.56	\$1,913.00	\$1,736.47	\$236.09
Hymnal Fund	\$20.00	\$0.00	\$0.00	\$20.00
Kirkridge (Fall Retreat)	\$448.75	\$6,395.00	\$6,380.98	\$462.77
Minister's Discretionary Fund	\$198.59	\$3,229.00	\$3,000.00	\$427.59
Moral March		\$300.00	\$300.00	\$0.00
Room 203 Renov. (ROMEOb)		\$2,850.00	\$100.00	\$2,750.00
Cafe Tables - Crossings Rm		\$275.00	\$275.00	\$0.00
Sanctuary LED Lights		\$1,124.34	\$1,124.34	\$0.00
Earth Ministry (Sustainability)	\$2,074.09	\$3,631.72	\$4,322.42	\$1,383.39
UNICEF and UUSC	<u>\$0.00</u>	\$20.00	\$20.00	\$0.00
Total Special Program Funds	<u>\$10,413.18</u>	<u>\$25,426.61</u>	<u>\$26,924.19</u>	<u>\$8,915.60</u>
Total Funds - Restricted	<u>\$19,166.98</u>	<u>\$42,574.10</u>	<u>\$42,043.13</u>	<u>\$19,697.95</u>
Pledge Payments for Next Year		\$4,930.00	\$0.00	\$4,930.00
Reserves Subtotal	\$108,838.55	\$51,670.79	\$90,902.72	\$69,606.62
Plate Income to Transfer To CFA Reserve	\$0.00			\$0.00
YTD Oper. Budget Surplus (Deficit)	\$0.00			(\$19,540.90)
Total Non-Endowment Bank Funds	<u>\$198,714.39</u>			<u>\$129,879.77</u>
Available Cash Reserve	\$89,875.84			\$40,732.25
Budgetted Monthly Expenses	\$33,209.50			\$33,209.50
# of Months of Expenses Covered	2.7			1.2

While most of our income and spending appears in our operating budget, we also currently maintain several reserve funds for special purposes. Below is a summary of reserve fund income and outflows, and bank account balances as of June 30th. As this activity shows, in addition to contributing pledges and in other ways that appear as operating income, members and friends of UUCWC also make generous contributions to such causes and outreach as the Food Ministry,

HomeFront and Sustainability. This additional total amounted to about \$35,500 (the \$51,671 YTD Income, less the transferred accrual into the Building Capital Improvement Reserve and the 50% of collection plate income into the CFA Reserve). Some of this income was for activities such as the Samstone Lecture and the Kirkridge Fall Retreat. But most of the remainder were donations to support the internal operations or community support activities of the church. Unfortunately, with our \$19,541 deficit and significant spending from the building reserve, our remaining reserves and cash balance are much lower than at the start of the year. We can only hope that we will finish the coming year with an operating surplus and additional reserve funds. A task force is working with the Board to support the 5-year Strategic Plan (completed in 2013) and as part of this effort will be considering the need for a capital campaign.

Acknowledgments

I thank several people who help support the critical Treasurer function and provided guidance. These include the Board and full Finance Committee of course, but in particular Lynne Quinto (chair of Finance), Beverly Railsback (Assistant Treasurer), Jim Erb (Stewardship chair), and Susan Irgang (Office Manager). As noted last year, Susan now pays many of the internal expense reimbursements and vendor bills. This not only splits up the work effort, but also enables each of us to review the other’s transactions in our QuickBooks financial software, as we pass the working file back and forth through a “cloud” server. Further, it means we each have back-up copies in the event something happens to one of us or our computers. Finally, it allows each of us to be absent now and then while keeping the bills paid.

George Faulkner, Treasurer

WORSHIP ASSOCIATES

Worship Associates Mission and Vision: It is the mission of the Worship Associate Committee of UUCWC to facilitate and create worship services that support and enhance the vision and mission of this liberal faith community and of UUism. We work with the minister or guest speaker to plan and / or conduct worship services. It is the vision of the Worship Associate Committee of UUCWC to create and support communal worship that promotes our UU principles values and history.

Current Members as of 7/1/14

MEMBER	START DATE	
George Desser	5/1/2010	Leaving 9/1/14
MJ Hansen (Chair-7/12)	9/1/2010	
Rich DiGeorgio	7/1/2011	Extending to 7/15
Bonnie Ruekgauer	9/1/2011	Extending to 9/15
Penny Gardner	9/1/2011	Leaving 9/1/14

Jim Bicksler	9/1/2012	
Frank Holstein	9/1/2012	
Terry Caton	2/1/2013	
Marianne Alt	9/1/2013	
Susann Mullins	10/1/13	
Peter Rafle	7/1/14	
Joe Schenk	7/1/14	

Robin Pugh, DRE; Caryl Tipton, Director, Music Ministry; and Karen Coleman, sound have been regular members of the committee. Rev. Jennifer Brooks is our transitional minister starting in August 2012 ending in July 2014. Rev. Kim Wildszewski will attend her first meeting on 8/6/14 and her first official service on 8/24/14.

- MJ Hansen, chair, will continue as chair through July 2015.
- Our WAs continue to assist in producing high quality Sunday morning Services.
- We will schedule a workshop and retreat once Rev. Kim joins the committee.
- We successfully used theme-based ministry throughout 2013 and will continue through 2014-15. Soul Matters suggestions have been used as a guideline to selecting monthly themes. The goal of the theme-based ministry is to create a culture of shared conversations.
- We held two services for beyond categorical thinking – requested by the ministerial search committee.
- Service order has changed slightly.
 - Announcements have been moved to the beginning of the service rather than before the financial affirmation.
 - The prelude is played after the greeting and announcements.
 - The minister has chosen to walk out of the sanctuary, at the end of the service, before the congregation leaves.
 - Minister has requested that we not read the fire exits or the silencing of cell phones.
- We would still like to have a better organization to our supplies – perhaps more permanent shelving or cabinet for a specific area for WA supplies to not mix in with Choir supplies.
- We have made google docs the standard for depository of WA documents and spreadsheets, including a planning spreadsheet for all to access/update.
- One service at 10 a.m. began the week before Memorial Day and will end two weeks after Labor Day (9/14/14). 9/7/14 will be our water service.
- Requirements for 2014 summer OOS preparation include securing an accompanist (Caryl has put together a list of willing accompanists for the summer), coordinating the service with the lay-led speaker or group, and sending the Order of Service to Nancy Neff to prepare. All will be the responsibility of the WA for that service.
- The refreshments for the after-service fellowship have not been arranged, but if people bringing refreshments, they should set them up in the Crossings room.
- There has been a lot of discussion on who will operate the projector and be responsible for what is displayed during the service. WAs will not be taking on the additional responsibility but will need a schedule similar to the schedule provided by the sound committee.

MJ Hansen, Chair