

Unitarian Universalist Church at Washington Crossing

268 Washington Crossing-Pennington Road, Titusville, NJ 08560

Annual Meeting Minutes

12 June 2019 SUBMITTED

9 August 2019 READY FOR MEMBERS' FEEDBACK

1-30 October 2019 - PUBLISHED FOR MEMBERS' FEEDBACK

13 November 2019 - FINAL VERSION APPROVED BY BOARD OF TRUSTEES



Join the Journey.
Open to You.

Board President, Marianne Alt called the meeting to order at 11:55 am on 2 June 2019. 105 members were present exceeding the number required for a quorum. She then asked the **Reverend Kim Wildszewski** to provide opening words.

Marianne then welcomed all. She reminded everyone of the importance of the democratic process to Unitarian Universalism and our Covenant of Right Relations.

She thanked everyone who put the meeting together especially, Congregational Administrator, **Susan Irgang**. She also acknowledged the Parliamentarians **Ted Fetter** from the UU Congregation of Princeton and **Chris Piatek** from UUCWC.

Marianne then moved to the first order of business: the approval of the minutes of the 2018 Annual Meeting.

Bob Bray moved that the minutes of the 2018 Annual Meeting be accepted. It was seconded and passed unanimously.

Report from the Board of Trustees

Board President Marianne Alt continued with the report from the Board of Trustees (Refer to the entire report in Appendix A.)

Marianne described the Board's four goals under the over-arching theme of Enhance Ownership and Engagement:

- Support the Capital Project
- Institutionalize the 8th Principle
- Nurture Leadership
- Cultivate a Growth Mindset in all that we do.

She described the Board meeting schedule which includes monthly meetings, two, day long retreats, monthly executive team meetings, budget meetings, and meetings that members attend while serving as liaisons.

She praised the Capital Project team and the Food Ministry for their leadership in incorporating a social justice lens in their work in response to a Board request. The Capital Project also responded by searching for architectural firms run by women and/or people of color.

Other Board accomplishments included the work of the Bylaws Task Force and the start of a new initiative called Growth through Service led by **Liz** and **Brandon Rodenburg**, which will eventually nurture leadership at UUCWC.

The Board also took a leap of faith by approving the hiring of an Assistant Minister.

Marianne ended her presentation with these personal words:

“Being President of the Board these past two years has been challenging and rewarding – self-affirming and humbling. I thank the board for their commitment and laughter, I thank the staff for their wisdom and support, and I thank you all for the opportunity and honor to serve you in this capacity.”

Executive Report

Rev. Kim Wildszewski shared highlights and accomplishments from the current fiscal year. (This report from the Staff can be found as an Annual Report Summary in Appendix B.)

Rev. Kim and the following staff members contributed to the report:

Hannah Gallo, Ministerial Resident/Intern

Susan Irgang, Congregational Administrator

Robin Pugh, Director, Life Span Religious Education

Caryl Tipton, Director, Music Ministry

- Since July 1, 2018, we have celebrated 25 new members, and now serve a population of 295 adult members and an additional 100 friends, participants and attendees. This is an increase of 3% over last year at this time.
- The **Religious Education** program held 23 classes serving 145 students, 104 of them children. The RE committee is using a shared leadership model. 40% of the teachers in the Children’s RE program do not have children in the program.
- **Welcome Table Wednesdays** were introduced to a surprising and enthusiastic response, averaging 80 attendees each month for both the meal and spiritual program.
- Our **Membership Ministry** fostered the *Growth through Service* Initiative.
- **Inclusion Team** explored how well the church community was doing in keeping its older members connected and included in the life of the church,

- **Our Parking Task Force** brought to completion the long-awaited parking expansion, with the financial support needed from Capital Campaign funds.

- We said goodbye to too many beloved members: **Bill Cox, Jeana Bateman, Paul Tuerff, Jane Shafer** and **Karen Krohnemann**, and we recognize the passing of **Marilyn Cichowski's** wife, **Michele Touvelle**. We dedicated **Liam de Barra** and **Malcolm Allistair Wildszewski**.
- **Pastoral Care** formed a support group for those dealing with grief, anxiety and depression.
- Our **Music Ministry** welcomed a new pianist, 5 new members, and 6 new musicians.
- A new **Faith Action Ministry** helped 189 congregants make 1,386 elected official contacts at the Action Table and represented UUCWC at over 12 protests, rallies, anti-racism conferences and workshops.
- Our **Finance Committee** indicated that our finances continue to be strong.
- Rev. Kim thanked the Search Team who is working on the search for an Assistant Minister, The Search Team includes: **Maria Baratta, Jef Buehler, Michele Hunt** and **Scott Umlauf**.
- She also thanked her Pastoral Support team: **Scott Cullen, Marilyn Cichowski, Susan Colket** and **Susan Irgang**.
- Milestones:
 - Robin Pugh completed her 10th year as DLRE.
 - Susan Irgang is beginning her 10th year.

Unsung Hero Award

UUCWC staff members, Robin Pugh and Susan Irgang stepped forward to initiate a new award. They believe that there are those who contribute their time to UUCWC in behind the scenes roles who are not sufficiently recognized. The staff awarded **John Harvi** the “Unsung Hero Award”. John has led the Sound Team for many years and fills in himself when someone can’t make it and also handles the sound for memorial and other special services.

Capital Campaign Update

Co-chairs of the Capital Campaign Task Force, **Jayme Trott** and **Susan Vigilante** provided a brief update on the campaign’s status.

They thanked the Steering Committee members: **George Faulkner, Mary Acciani, Farzad Shadzik**, and **Susan Irgang**. **Marianne Alt** served as the Board Liaison.

They described that our Architect and Engineer have developed plans and will be submitting them for approvals to a number of agencies. We’re now in a period of waiting for approvals. Once we

receive these approvals, we can proceed with finalizing the plans and possibly creating a scale model.

They hope that seeing more detailed plans will incentivize new and increased contributions to the Capital Campaign. Our wish list was estimated to cost 1.7 million and our Capital Campaign goal was 1.2 million. We've raised \$920,000.

Personnel Committee Update

Regina Podhorin Zilinski spoke on behalf of the Personnel Committee. She began by explaining that she will be moving off the Committee and expressed the need for people to step up into leadership positions.

She described the information gathering performed by the Personnel Committee to obtain input to develop a staffing plan. Staff, church leadership and members were interviewed.

The goal of the committee is to be proactive so that there is enough staff in place as we grow. Sufficient staff will magnify what our volunteers are able to accomplish. Staffing is continually re-evaluated since we are a living organization that continues to change. The question is "Where do we want to be, what staff do we need to be there?"

Staffing highlights from the past two years:

- We added a Sunday Sexton in 2015 and now we don't know how we did coffee hour without **Roberto Santiago**.
- We added **Rachel Hanson** as Part time Office Assistant.
- We became a teaching congregation, hiring interns over the past two years. We learned, and they learned.
- We considered hiring a Membership Volunteer Coordinator a task that our Assistant Minister may be charged with.
- We're moving our Congregational Administrator to Full Time to handle the business of the church. With the upcoming construction, her tasks will be expanding.
- Rev. Kim's upcoming Sabbatical was also a consideration in staffing decision making.
- This year we'll be taking another step forward with the hiring of an Assistant Minister.
- The Personnel Committee believes that the goal of increasing staff is to enable members the opportunity to do more ministry.

Financial Report

Treasurer **Lynne Quinto** presented a snapshot of our current budget through April 30. Final numbers will appear at the end of the fiscal year in CrossCurrents. Please refer to for Spreadsheets related to this budget snapshot.

- The auction brought in over the budgeted amount of \$40,000. As we voted last year, any amount raised over the budgeted amount will be turned over to the Council for Faith in Action for disbursement to charitable organizations.
- We ran a \$16K surplus for April, with a \$15.5K surplus Year to Date. (Last April we had a \$20K surplus and \$42K surplus Year to Date).
- We received pledge payments of \$25K (budget \$32.7K /month); total \$12K behind budget Year to Date. Plate income a little over budget.
- The negative amount in non-year end gifts is due to shifting donations made in memory of Paul Tuerff to a restricted fund for Religious Education racial justice initiatives.
- Under Denomination Support we paid our Full Fair Share to the UUA for the 28th consecutive year. The formula is now based on total operating budget rather than number of members.
- Restricted funds are now invested in a series of CDs which come due every 3 months increasing our income.
- Staff expense are on budget for the month.
- Operations was below budget for month. Building expense included annual fee to Hopewell Township Fire Department, kitchen's annual permit and pumping the septic and grease trap.
- Program expenses were about on budget for month.
- We sold the old lawn mower for \$800 and set up a restricted fund to handle the variability of snow removal expenses.
- Have 4.6 months in reserve (does not include Cap Campaign).

Please refer to [Appendix C](#) for Spreadsheets related to this budget snapshot.

Presentation of the 2019–2020 Proposed Budget

Finance Committee Chair **Joe Schenk** presented highlights of the proposed 2019–2020 budget, a draft of which was distributed at a May 19 informational meeting and discussion. The 2019–2020 Budget Information can be found in [Appendix D](#).

Income:

- Despite the capital campaign our pledges increased. In fact they increased even more than the 5% shown in the spreadsheet.
- Interest income is up due to the purchase of CDs rather than a savings account.
- We had a successful year end gift campaign.
- The auction exceeded the budgeted amount.
- Building rental is down, but we haven't been able to pursue a long term rental due to upcoming construction plans.

- Thanks to the efforts of Rev. Kim in preparing the application, we will be receiving a \$10,000 Chalice Lighters Grant to help fund our Assistant Minister. It will decrease the following year.

Expenses:

- The Church Administrator will be moving to full time.
- Sexton's compensation has been moved to operations since he is on medical leave and we will be hiring a firm to perform the tasks.
- We will not be contributing to the Capital Improvement Fund for this year only. We analyzed our assumptions and determined that we have been overfunding it. We will have \$66,000 in the fund ten years from now, even with all the expected repairs.
- The Intern line is down with Hannah leaving and our decision to not seek an intern next year.
- We've added the line for the Assistant Minister at half-time.
- We've combined UULMNJ Dues and Murray Grove into one Denominational Affairs line.

Adopting the Budget

The proposed \$528,693 budget contains a \$1,023 deficit which will be funded through our reserve funds. This budget will fund a full time Congregational Administrator and a half time Assistant Minister.

Jim Sanders made the motion to adopt the proposed budget and it was seconded. The motion passed unanimously.

Service Awards

Board President **Marianne** Alt announced that this year eight **Distinguished Service Awards** would be awarded. The recipients were:

- **Al Johnson** for service on Earth Ministry and to the 7th Principle
- **Jamie Evanini** for creating the FAM Action Table and offering a welcoming presence there each Sunday.
- **Keelen Evanini** for service to RE.
- **Bob Alt** for service to Youth Group.
- **Susann Mullins** for service to Youth Group.
- **Scott Umlauf** for service to RE.
- **Jim Bicksler** for service on JTW Library.
- **Mary Kay Mitchell** for service on JTW Library.

The **Flaming Chalice Award** was given to **Ronnie Dobrowolski** for her years of selfless service to UUCWC. She was recognized as a quiet devoted leader who has led the following church activities: Religious Education for Children, Social Justice, Memorial Receptions, Loaves and Fishes, Safety

Committee and so much more. Marianne read excerpts from the nominations submitted on her behalf describing her as caring and supportive.

Presentation of the Slate

Sandy Muccioli, chair of the Nominating Committee, presented the slate of candidates to be voted on. These are positions on Standing Committees.

Board of Trustees (2 year term except as noted)

- **Board President – Nathalie Edmond**
- **Board Treasurer – Patrick Kahney**
- **Board Trustee – Jeffrey Lang**
- **Board Trustee – Sue Saddlemire**
- **Board Trustee – Jim Sanders**
- **Board Trustee – Marianne Alt (1-year term to balance term cycles)**

Endowment Committee: (3-year term)

- **Bonnie Gilbert, co-chair**
Janet Hubbard, co-chair
- **Maria Baratta (1-year term to fill vacancy)**
- **Meghan Horn**

Finance Committee: (2-year term)

- **Mary Baltycki, chair**

Nominating Committee: (2-year term)

- **Nancy Cox, member**
- **Colleen Horn, member**
- **Nick Mellis, Member (1-yr term to fill vacancy)**

Board President, Marianne made the motion to approve the Slate of Candidates as presented. It was seconded and it passed unanimously.

Bylaws

Mike Hanson and Marty Friedman spoke on behalf of the Bylaws task force which also included **Bernice Husk, Colleen McCourt** and **Nathalie Edmond** (Board Liaison).

Mike reviewed the major changes:

- Slimmed down the purpose section and referenced the 8 Principles.
- Policy and Procedure language was removed as much as possible.
- Board members will now be elected while chairs of committees will be appointed by the Board.
- Removed the need for a congregational vote for termination of a member or Board trustee.
- Revised youth member section.

- Specified that financial audit should occur at least every 5 years.
- Gender inclusivity (moving us away from binary distinctions of she/he)
- Differentiated a called minister from a hired minister.
- Specified that the called minister is responsible for hiring and supervising staff in consultation with the Board.
- Made the use of Roberts Rules of Order optional.

Marianne made the motion to adopt the proposed bylaws and it was seconded.

In the discussion period, **Holly Bussey** expressed her appreciation for the bylaws that had enabled us to grow into what we are today. She thanked the Bylaws Team for their efforts on the new bylaws.

Bud Johnson called the question and the new bylaws were adopted unanimously with no amendments.

A copy of the newly adopted bylaws can be found on the UUCWC website.

Recognition of Outgoing Board Members

Board Vice President **Nathalie Edmund** recognized the contributions of outgoing Board Members: Trustee, **Colin Unsworth**; Treasurer, **Lynne Quinto** and Secretary, **Ed Dobrowolski**. She read from the reflections of Board members who served with them.

Adjournment

There being no further business, Board President, Marianne Alt called the meeting to a close at approximately 1:00 pm.

Respectfully submitted,

Ed Dobrowolski

Secretary, Board of Trustees

Appendix A. Annual Report 2019 Summary Report

This has been a year of connection and commitment.

- Since July 1, 2018, we have celebrated **25 new members**, and now serve a population of **295 adult members and an additional 100* friends, participants and attendees**. This is an increase of 3% over last year at this time. We welcomed many visitors as well, adding over 50 to our list who now receive our weekly announcements.
- Our Worship Services were attended by **an average 200 people per week**; we introduced four intentional multigenerational services, worship was led once by the Youth Group, and six times by lay leadership, four of which were in the summer. Five new choir members and six new musicians enhanced our Sunday experience.
- **Welcome Table Wednesdays** were introduced to a surprising and enthusiastic response, **averaging 80 attendees each month** for both the meal and spiritual program. This does not include **44 attendees for a special Blue Christmas service**. Clearly identifying and fulfilling a need within the community, Welcome Table Wednesdays often served as another worship opportunity, most notably for those who are unable to attend Sunday mornings. Congregants and the staff were stretched creatively and spiritually.
- Faithful to our **Personnel Strategic Plan**, we embarked on a bold but need-based Stewardship Campaign. We now plan to welcome a half time Assistant Minister, extend the hours and responsibility of our Church Administrator to reflect a Congregational Administrator's portfolio, and prepare for Rev. Kim's first sabbatical in 2020.
- Our Capital Campaign raised over \$920,000 to date, just shy of our goal of \$1.1 million; over 35% of this has been collected. Surveys have been done, architect conceptual plans have been reviewed, and we now begin work with the township on approvals.

* **Friends** are those who give financially to the congregation on an on-going basis but who have not signed the membership book. **Participants** are typically getting to know the congregation. They do not yet financially sustain the community but participate in Adult or Children's RE, receive pastoral care, and often attend worship. Most participants are somewhere along the path to membership. **Attendees** are more frequent than visitors but are not involved in congregational life beyond Sunday morning.

- One year ago UUCWC became one of the first adopters of the **8th Principle**. The Board of Trustees set forth to institutionalize this Principle through their annual goals, passing motions that set a standard for an anti-oppression lens in everything from purchasing to evaluations to governance structure. The Racial Justice Initiative asked each Committee and Ministry to embark on a self-audit of how they function in light of the 8th Principle, helping leaders throughout the

congregation grow in our accountability to one another and our faith. Through classes, small groups, outside speakers and more, we deepened our commitment to this work as individuals and as a community.

There were other connections this year:

- Our Ministerial Resident, Hannah Gallo, learned and led in important and lasting ways
- Robin Pugh, DLRE, completed her 10th year at UUCWC
- Steve Ryan joined the Music Ministry as our new pianist

And still there was more. Our work and our relationships are bound in our mission, **to Create Community, Celebrate Life, and Change the world**. Here is a summary of the work of our congregation this past year; *detailed reports will follow in summer*.

Create Community

This year, we introduced **Welcome Table Wednesdays**, a monthly gathering to feed the body and the spirit with communal meals and compelling programming. Our **potlucks** continued to give members and friends opportunities to journey together outside of UUCWC. **Community Building Ministry** kept our spirits up with a welcome back picnic, a chili cook-off, and a swing dance concert and social dance. Our **Membership Ministry** fostered the *Growth through Service Initiative*, which will bring service opportunities to our members that are fulfilling, feed your passions and grow your soul, while also maintaining our Faith Forward curriculum each Sunday. The **Inclusion Team** explored how well the church community was doing in keeping its older members connected and included in the life of the church and made recommendations; all of the recommendations have had action taken. Previous pianist, Erin Busch, created a concert series bringing excellent music and over \$1000 in funds to the church.

Celebrate Life

We said **goodbye** to too many beloved members: Bill Cox, Jeana Bateman, Paul Tuerff, Jane Shafer and Karen Krohnemann, and we recognize the passing of Marilyn Cichowski's wife, Michele Touvelle. We **dedicated** Liam de Barra and Malcolm Allistair Wildszewski. Our **Pastoral Care Ministry** nurtured, cared for and assisted members in need, with over 100 people offering help through *Lotsa Helping Hands*, and supporting 5 members with meals, transportation and other services; Pastoral Care also formed a support group for those dealing with grief, anxiety and depression. **Kinship Circles** offered its ministry of building intentional, multi-generational families. **Archives Team** continued preserving our stories, sharing them with our youth and improving storage of materials. Our **Music Ministry** welcomed a new pianist, 5 new members, and 6 new musicians, while participating in a choral workshop, music festival and outreach performance at an assisted living facility. It takes many people to work collaboratively to provide meaningful **Sunday Services** in line with our monthly themes. These include, our Choir, Pianist, Director of Music Ministry, Worship and Story Associates, Intern, DLRE, guest speakers and musicians, and Sound Team.

Change the World *within our walls*

Our Parking Task Force brought to completion the long awaited parking expansion, with the financial support needed from Capital Campaign funds. **The Grounds Committee** contracted for lawn maintenance as well as snow removal, and carried out a grounds clean up and shed clean out.

Our Building Committee installed carbon monoxide detectors throughout the building, navigated a major plumbing problem and restoration on the lower level as well as executed minor maintenance issues. Our building itself was used 15% more compared to last year, and 8% higher usage during daytime hours. In the Sanctuary, our Sound Team helped install a new projector and sound system, which was brought into regular use by the **Worship Associates**. **Earth Ministry** participated in a neighborhood clean-up, continued to offer used book and organic product sales that provide our Fellowship Hour coffee, and planted organic vegetables in Allie's Garden, feeding our HomeFront students. They also supported the non-profit ISLES, a group which fosters gardening and provides seeds (among other Trenton-area needs), in furtherance of our 8th principle.

Our **Finance Committee** indicated that our finances continue to be strong. **Auction** profits this year exceeded \$47,000, including a carryover from last year; this is \$7,000 more than the targeted amount for this fiscal year. As approved at last year's annual meeting, half of this surplus will go to social justice causes, to be distributed by the Council for Faith in Action. We also raised over \$5500 in other fundraising efforts such as the Craft Fair and plant sales, while concerts and airport transportation brought in over \$2500. **Stewardship** raised awareness about giving levels and need, bringing in pledges of almost \$400,000 to fund our operating budget and over \$40,000 in increased/new pledges. Through the *Wake Now Our Vision* bequest program introduced by our **Endowment Committee**, UUCWC will receive \$13,700 in matching funds from the UU Congregation at Shelter Rock. Our **Capital Campaign** raised over \$920,000 to date. Surveys have been done, preliminary conceptual plans from the architect have been reviewed; our engineering consultants have begun the work to obtain township planning board approvals. **Nominating Committee** navigated the perfect storm, and provided exciting recommendations for election for a Board President, Treasurer, Finance Chair, Stewardship Chair and Endowment Chair.

Change the World *outside our walls*

The **Council for Faith in Action**, through our 50% of the plate funding, disbursed funds to over 15 organizations as part of our social action. A new **Faith Action Ministry** helped 189 congregants make 1,386 elected official contacts at the Action Table and represented UUCWC at over 12 protests, rallies, anti-racism conferences and workshops. The **Racial Justice Initiative** organized a self-audit for groups within UUCWC of how they function in light of the 8th Principle, helping leaders throughout the congregation grow in our accountability to one another and our faith. UUCWC continued its work with **HomeFront** students in tutoring and sharing meals, a holiday craft fair and holiday party. **Food Ministry** prepared over 3,000 meals this year, and developed a closer relationship through direct contact with meal recipients. Through **Denominational Affairs** we continued to connect with the Unitarian Universalist Association through participation in and scholarships for General Assembly.

Change the World *within ourselves*

Adult Religious Education (ARE) offered 23 classes led by 30 facilitators serving 145 participants. **Children's Religious Education (RE)** field tested the UUA's "Dismantling White Supremacy Accountability Assessment for RE programs", resulting in 7 new goals for Children's RE next year. Our **Intern Support Committee** encouraged and assisted our second intern in the sometimes challenging work of UUCWC. Our **Right Relations Committee** helped us navigate difficult passages and uphold our covenant with each other along the way.

This is only a sampling of the work done at UUCWC this past year. The full Annual Report with detailed information from all our committees, ministries, teams and task forces will be available in late summer when final budget vs. actual financial information for fiscal 2018-2019 is available.

Respectfully submitted by

Rev. Kim Wildszewski, Minister

Susan Irgang, Church Administrator

Robin Pugh, DLRE

Appendix B. Report of the UUCWC Board of Trustees 2018-2019 Church Year

Marianne Chopp Alt, President

Our Board of Trustees is the 9-person elected governing body of this religious community. The Board's governance philosophy delegates decision-making authority to individual ministries and committees so it can focus on:

- Financial stewardship
- Goal-Setting and implementing the Strategic Plan
- Creating and overseeing Church Policies
- Overseeing Personnel and Staffing

The board meets monthly on the second Wednesday of the month, our Executive team meets monthly in between the full board meetings, and we offer monthly Board Chats during Middle Hour. The Vice-President holds quarterly Council meetings with church leaders. Four board members regularly attend other committee meetings serving as board liaisons. Twice a year we hold a day-long board retreat on a Saturday to set goals for the year and then reflect on those goals. We are committed to our work.

I was reminded by the Right Relations Committee service last week just how much we come to this building, our home, to be nourished and to nourish others – every time we walk through those doors. And so it is being a board member – it is both practical work and a spiritual practice. As is custom, we light a chalice and hear a check in from the board members and attending staff, usually Rev. Kim, Robin Pugh, Susan Irgang and Hannah Gallo. Every meeting we keep our mission and covenant and goals top of mind as we move through our agenda. This year we have asked hard questions about how we understand our strategic role and how we should best function for the congregation. Our discussions are ethical, theological, and etymological (words matter and can carry a lot of baggage!)...we dive deep and we laugh a lot. We hold challenging discussions and make tough decisions that can result in surprising or even unpopular decisions but which can lead to unexpected or amazing results.

This year at our fall retreat we established four goals under the over-arching theme of Enhance Ownership and Engagement:

1. Support the Capital Project
2. Institutionalize the 8th Principle
3. Nurture Leadership
4. Cultivate a Growth Mindset in all that we do

As a strategic board, it can be difficult to point to any one thing and say “We made that happen!” Committees, ministries, the staff and individuals - YOU – make these goals reality after the board sets them in motion. So I am going to highlight some of YOUR results with the pride and gratitude of someone who knows they are a small part of a much greater whole.

The Board supports the Capital Project by being in communication about ongoing activities and decisions. Continuing with their charge the team interviewed and selected the best architect to meet our needs. His knowledge of the intricacies of NJ building codes and experience with designing for non-profits is extremely helpful. His preliminary plans meet many of our expectations for an improved space - but it is was the addition of the green, living archway in front of the building that told me this architect understands that this place is our home. Well done, Capital Project Team!

The Board is working on institutionalizing the 8th Principle by looking at its own practices and policies as well as supporting the Rational Justice Initiative in its work. This year we passed a motion stating: The Board respectfully requests that all committees, ministries, and staff, when considering engaging outside vendors or contractors, make a conscious effort to find and solicit vendors who are in a category that honors our 8th Principle: specifically, vendors who are people of color and other oppressed groups.

The Capital Project led in this effort by searching out architectural firms run by women and/or people of color and reaching out to them. However, none of them were able to take our project on due to their own full schedules. Thank you for being leaders in this, Capital Project Team.

Last year, the Board wrote a set of guidelines for groups to help incorporate a social justice lens when planning an event, meeting or activity. There was some hard, dedicated work by one group who used it last spring. This fall RJI reached out to all church groups and asked them to discuss three questions surrounding the 8th principle, as it is understood in their group. Food Ministry referred to the board’s guidelines to help them construct a conversation to answer the questions. The summary they gave at Council of that conversation was revelatory and beautiful and has already made their strong ministry even stronger. So, thank you RJI and thank you, Food Ministry.

Nurturing leadership in a community of diverse volunteers isn’t easy. The Bylaws Task Force appointed by the Board is a successful example of matching the right task with the right committed people and encouraging shared leadership. This group brilliantly pooled their knowledge, skills and curiosity to develop a more coherent and consistent document that I hope you are proud to vote for later in the meeting. “Who knew bylaws could be so much fun?!”

The board has enthusiastically supported the efforts of Liz and Brandon Rodenburg, originally of the Membership Committee, as they learned about Growth through Service, a program that identifies members’ passions and matches them with open volunteer opportunities on a church-wide scale. Their pilot program initiated this spring with a few trained interviewers and a variety of church leaders should inform them how to move forward and possibly pave the way for an assistant minister

to more readily assist with Leadership Training. Thank you for your persistence and commitment, Liz and Brandon.

Utilizing the current structure of Council meetings, Rev. Kim and Nathalie Edmond have partnered to sustain the engagement of existing leaders. Higher-level programming aligned with the goals of UUCWC has fostered deep conversations and encouraged committees and ministries to participate in the larger work of the church. Thank you, Kim and Nathalie.

This spring it became very clear to the board that we needed to grow our staff. Our successful stewardship campaign took us closer to that possibility than we've ever been before. So, even though we would need to dip deeply into our robust reserve funds, the board approved a budget that included increasing our congregational manager position to full time and adding a half-time assistant minister. It was a well-considered, slightly terrifying leap of faith informed by our growth-mindset. And then, something amazing happened ...the universe provided...or rather, promises were generously kept, grant monies came in, and...through the hard work of many people we are being asked to approve a nearly balanced budget today. Thank you, all, who made that happen.

Dear people of UUCWC – I hope you hear what I am saying – that because of YOU our union-our institution-our community is strong and our future is bright!

Being President of the Board these past two years has been challenging and rewarding – self-affirming and humbling. I thank the board for their commitment and laughter, I thank the staff for their wisdom and support, and I thank you all for the opportunity and honor to serve you in this capacity.

Appendix C. Budget Snapshot – April 30, 2019

Restricted Funds

Reserve Accounts	As of 6-30-18	Year To Date		April			As of 4-30
		YTD Income	YTD Paymts	Income	Payments	Comments	
Capital Campaign Fund	\$119,931.02			\$6,632.17	\$15.00		\$209,157.85
Building Capital Improvement Fund	\$63,930.59	\$44,290.60	\$20,541.31	\$1,833.33			\$87,679.88
Parking (donation)	\$0.00	\$0.00	\$0.00				\$0.00
Funds - Restricted							
Book Sales	\$0.00	\$0.00	\$0.00				\$0.00
Total CFA Funds (incl. Homefront)	\$5,925.15	\$16,607.84	\$12,838.80	\$1,540.00	\$2,878.25		\$9,694.19
Endowment Reserve	(\$970.04)	\$8,730.83	\$8,237.17				(\$476.38)
Grounds - snow removal	\$0.00			\$800.00		Sale of lawn mower	\$800.00
Leadership Leaves	\$12,774.00						\$9,609.00
Memorial Garden Fund	\$3,242.20	\$800.00	\$318.00	\$400.00			\$3,724.20
Rental Key Deposit	\$0.00	\$0.00	\$0.00				\$0.00
Special Program Funds							
Samstone Lecture	\$3,624.71	\$0.00	\$0.00				\$3,624.71
Community Building	\$609.50						\$1,085.50
Beloved Conversations	\$0.00						\$0.00
Children's RE (racial justice)	(\$19.95)	\$1,139.95	\$0.00	\$1,120.00		Donations in memory of P Tuerff	\$1,120.00
Food Ministry	\$9,939.02	\$1,162.00	\$1,354.44	\$25.00	\$257.63		\$9,746.58
GA Scholarship	\$0.00	\$0.00	\$0.00				\$0.00
Greater Good Project							
Homefront Holiday Party	\$1,841.14	\$1,755.00	\$1,906.47				\$1,689.67
Piano Donation/Hymnal Fund	\$0.00	\$0.00	\$0.00				\$0.00
Promise and Practice Fund	\$1,816.25	\$2,255.75	\$0.00				\$4,072.00
Living Tradition Fund	(\$300.00)	\$0.00	\$0.00				(\$300.00)
Kirkridge (Fall Retreat)	\$1,557.32	\$2,140.00	\$3,171.59				\$525.73
Minister's Discretionary Fund	\$537.59	\$300.00	\$25.00				\$812.59
Room 203 Renov. (ROMEOS)	\$131.96	\$424.00	\$136.48				\$419.48
Sustainability (Earth Ministry)	\$2,519.71	\$1,589.00	\$1,927.28		\$612.98		\$2,181.43
Total Special Program Funds	\$22,257.25	\$14,941.70	\$12,221.26	\$1,145.00	\$870.61		\$24,977.69
Total Funds - Restricted	\$43,228.56	\$41,880.37	\$36,780.23	\$3,885.00	\$3,748.86		\$48,328.70
Pledge Payments for Next Year	\$34,670.00	\$8,300.00	\$34,670.00	\$1,500.00			\$8,300.00
Reserves Subtotal	\$141,829.15	\$94,470.97	\$91,991.54	\$7,218.33	\$3,748.86		\$144,308.58
Plate Income to Transfer To CFA Reserve							\$0.00
YTD Oper. Budget Surplus (Deficit)	\$27,258.19						\$15,492.03
Total Non-Endowment Bank Funds	\$329,019.14						\$312,995.98
Available Cash Reserve	\$214,448.18						\$184,179.43
Change							\$29,865.22
Budgetted Monthly Expenses	\$41,391.35						\$42,353.89
# of Months of Expenses Covered	5.2						4.3

UUCWC YTD Budget vs. Actual Income Expenses

	A	B	C	D	E	F	G	H	I	J	K	L	N						
3	UUCWC 2018-19 Budget vs. Actual Through April				Budget 2018-2019	1-Month Budget	April Actual	YTD Budget	YTD Actual (10 Mos.)	\$ +/- YTD Budget	Remainder in Budget	Prior Year To Date							
4																			
5	SUMMARY																		
6	Income																		
7					Total From Sunday Plate	34,000	2,833.33	2,952.00	28,333	28,219.56	(114)	5,780	25,276						
8					Pledges & Unrestricted Gifts	409,000	34,083.33	23,895.00	340,833	331,167.59	(9,666)	77,832	357,511						
9					Fundraising	47,700	3,975.00	26,765.89	39,750	40,517.33	767	7,183	25,124						
10					Other Income (ARE, Rentals, etc.)	7,800	650.00	502.87	6,500	8,519.74	2,020	(720)	11,544						
11					Total Income	498,500	41,541.67	54,115.76	415,417	408,424.22	(6,992)	90,076	419,456						
12	Expenses																		
13					Staff	315,549	26,295.72	26,213.26	262,957	254,083.16	(8,874)	61,466	234,730						
14					Building & Kitchen Ops	14,000	1,166.67	1,355.34	11,667	6,948.10	(4,719)	7,052	7,382						
15					Utilities	12,000	1,000.00	1,102.70	10,000	9,887.10	(113)	2,113	10,070						
16					Other Operations	68,127	5,677.25	3,312.58	56,773	49,023.37	(7,749)	19,104	51,855						
17					Programs	38,688	3,224.00	2,906.66	32,240	24,997.81	(7,242)	13,690	24,481						
18					Denom. Support Dues	22,917	1,909.75	0.00	19,098	17,187.75	(1,910)	5,729	18,156						
19					Mortgage	36,966	3,080.50	3,080.49	30,805	30,804.90	(0)	6,161	30,805						
20					Total Expenses	508,247	42,353.89	37,971.03	423,539	392,932.19	(30,607)	115,314	377,479						
21																			
22					Net Income/ (Deficit)	(9,747)	(812.22)	16,144.73	(8,122.22)	15,492.03	23,614	(25,239)	41,976						
23																			
24																			
25	Total Funds (Cleared) As Of:					3/31/2019	4/30/2019	Comments on YTD Results											
26	Sun Nat'l Bank - Checking					53,445.40	59,820.80	<p>> Ran an \$16K surplus for April, with a \$15.5K surplus YTD (last April \$20K surplus and \$42K surplus YTD). Rec'd pledge pymts of \$25K (budget \$32.7K /month); total \$12K behind budget YTD. Plate income a little over budget. Negative amount in non-year end gifts due to shifting donations made in memory of P Tuerff to restricted fund for RE racial justice. Two silent auction Sundays brought in \$26.6K.</p> <p>> Staff expense on budget for month.</p> <p>> Operations below budget for month. Building expense included annual fee to Hopewell Twp fire dept, kitchen's annual permit and pumping the septic and grease trap.</p> <p>> Program expense about on budget for month.</p> <p>> Sold the old lawn mower for \$800 (thank you to S Konopka!), set up a restricted fund for snow removal expenses.</p> <p>> Have 4-3 months in reserve (does not include Cap Campaign)</p>											
27	Sun Nat'l Bank - Savings					63,101.71	74,109.99												
28	Ameritrade					177,754.73	178,090.14												
29	PayPal					1,504.18	975.05												
30	Subtotal					295,806.02	312,995.98												
31	Sun Nat'l Bank - Capital Campaign					202,743.68	209,385.85												
32	Endowment Fund (1-2 months lag)					173,422.74	174,607.28												
33	Total with Endowment & Cap Cmpgn					671,972.44	696,989.11												
34																			
35	Mortgage debt					381,148.77	379,431.94												
36	Payment date					3/21/2019	4/21/2019												
37	Initial mortgage, March 2013:						476,072.98												
38																			
39																			

Appendix D. 2019-2020 Budget

	A	B	C	D	E	F	G	H	I	J	K
1						2019-2020 Draft Budget	% Change from Prior	2018-2019 YTD	2018-2019 Budget	% Change from Prior	2017-2018 Budget
2	Income										
3	A. Plate										
4		General Income Portion				\$17,000	0%	\$14,110	\$17,000	0%	\$17,000
5		CFA Portion				\$17,000	0%	\$14,110	\$17,000	0%	\$17,000
6	Sunday "Plate" Income					\$34,000	0%	\$28,220	\$34,000	0%	\$34,000
7	B. Operating Pledges										
8		Pledges Paid, Owed for Prev. FY				\$1,000	0%	\$17,305	\$1,000	0%	\$1,000
9		Pledges for FY and Pd in FY				\$419,000	5%	\$298,033	\$400,000	-2%	\$407,495
10		Uncoll. Pledges Write-off (2%)				(\$8,380)	5%	\$0	(\$8,000)	-35%	(\$12,225)
11	Total Operating Pledges					\$411,620	5%	\$315,338	\$393,000	-1%	\$396,270
12	C. Unrestricted Gifts - Year End Gifts					\$17,000	6%	\$15,830	\$16,000	0%	\$16,000
13	D. Building Rental					\$2,100	-19%	\$2,312	\$2,600	-63%	\$7,000
14	E. Fund Raising & Misc										
15		Auction				\$37,500	-6%	\$31,964	\$40,000	14%	\$35,000
16		Airport runs, fairs, hol. plants, etc.				\$5,000	-35%	\$8,553	\$7,700	-4%	\$8,000
17	Total Fund Raising & Misc					\$42,500	-11%	\$40,517	\$47,700	11%	\$43,000
18	F. Interest & Div Income					\$3,000	50%	\$3,375	\$2,000	300%	\$500
19	G. SRECS (Solar Panel Elec. Credits)					\$1,400	0%	\$834	\$1,400	40%	\$1,000
20	H. Other Income										
21		Chalice Lighter Grant (Asst. Minister)				\$10,000					
22		Adult RE Fees				\$750	-25%	\$1,705	\$1,000	122%	\$450
23		Misc Income				\$5,000	900%	\$0	\$500	-38%	\$800
24		Sunday Fellowship Donations				\$300	0%	\$294	\$300	0%	\$300
25	Total Other Income					\$16,050	792%	\$1,999	\$1,800	16%	\$1,550
26	Total Income					\$527,670	6%	\$408,425	\$498,500	0%	\$499,320

Appendix D. 2019-2020 Budget

Appendix D. 2019-2020 Budget (Continued)

	A	B	C	D	E	F	G	H	I	J	K
1						2019-2020	% Change	2018-2019	2018-2019	% Change	2017-2018
27						Draft Budget	from Prior	YTD	Budget	from Prior	Budget
28					Expenses						
29					A. STAFF						
107					Salaries	\$267,389	5%	\$204,561	\$253,833	3%	\$247,597
108					Professional Expenses	\$18,220	7%	\$9,404	\$16,967	4%	\$16,337
109					Benefits, FICA, Etc.	\$54,257	21%	\$40,118	\$44,749	14%	\$39,347
110					Leadership Leaves			\$0	\$0	-100%	\$3,413
111					TOTAL STAFF	\$339,866	8%	\$254,083	\$315,549	3%	\$306,694
112											
113					B. OPERATIONS						
114					Accompanist (substitute)	\$600	0%	\$258	\$600	0.00%	\$600
115					Building Capital Fund Accrual	\$0	-100%	\$18,333	\$22,000	-100.00%	\$22,000
116					Kitchen Operations						\$1,400
117					Building Maint - Routine (incl kitch)	\$14,000	0%	\$6,948	\$14,000	6.87%	\$11,700
118					Childcare Expense	\$4,625	5%	\$2,648	\$4,395	-10.37%	\$5,160
119					Cleaning Service	\$10,740					
120					Grounds	\$17,600	10%	\$7,233	\$16,000	6.22%	\$16,569
121					Insurance	\$11,000	5%	\$10,068	\$10,500	15.79%	\$9,500
122					Copier/Printer - Fixed Lease	\$2,160	0%	\$1,800	\$2,160	0.00%	\$2,160
123					Copier/Printer - Usage Expense	\$1,800	50%	\$842	\$1,200	80.00%	\$1,000
124					Office Expenses, Supplies	\$2,035	-5%	\$1,018	\$2,150	-7.08%	\$2,190
125					Technology	\$1,200	-14%	\$1,014	\$1,400	-41.46%	\$2,050
126					Personnel Committee	\$500	0%	\$0	\$500	0.00%	\$500
127					Stewardship Committee	\$750	0%	\$353	\$750	0.00%	\$750
128					Phones, Internet, Fire Alarms	\$2,316	3%	\$1,897	\$2,250	7.22%	\$2,160
129					Trash Collection	\$1,936	12%	\$1,417	\$1,722	15.24%	\$1,680
130					Pay Pal Fees	\$900	0%	\$794	\$900	0.00%	\$900
131					Payroll Processing	\$1,570	12%	\$1,261	\$1,400	30.83%	\$1,200
132					Treasurer - Other Expenses	\$250	25%	\$87	\$200	25.00%	\$200
133					Electric Utility	\$7,000	0%	\$5,896	\$7,000	0.00%	\$7,000
134					Gas Utility	\$5,358	7%	\$3,991	\$5,000	19.07%	\$4,500
135					OPERATIONS	\$86,340	-8%	\$65,858	\$94,127	-7.38%	\$93,219

Appendix D. 2019-2020 Budget (Continued)

137	C. PROGRAM						
138	8 Sacred Circles		-100%	\$0	\$100	-100.00%	\$160
139	Adult RE (incl. Small Gp. Min.)	\$3,540	97%	\$645	\$1,800	96.67%	\$1,800
140	Board of Trustees	\$300	0%	\$64	\$300	0.00%	\$300
141	Congregational Life						
142	Community Bldg & Fellowship	\$550	-43%	\$439	\$960	37.50%	\$400
143	Membership	\$1,500	15%	\$1,006	\$1,300	200.00%	\$500
144	Pastoral Assoc. / Caring Min.	\$850	183%	\$250	\$300	183.33%	\$300
145	CFA - from plate collection	\$17,000	0%	\$14,110	\$17,000	0.00%	\$17,000
146	Right Relations Committee	\$1,500	50%	\$225	\$1,000	50.00%	\$1,000
147	Communications	\$1,800	15%	\$982	\$1,568	1.81%	\$1,768
148	Denom. Affairs	\$4,670	13%	\$1,910	\$4,120	60.81%	\$500
149	Denom. Affairs - UULMNJ Dues						\$1,904
150	Denominational Affairs: Murray Grove						\$500
151	Endowment	\$0	-100%	\$0	\$200	-100.00%	\$200
152	Kinship Circles	\$300	0%	\$0	\$300	-62.50%	\$800
153	Music and expenses	\$2,375	22%	\$1,134	\$1,940	71.73%	\$1,383
154	Rel Ed - Children	\$4,995	-3%	\$2,368	\$5,150	21.98%	\$4,095
155	Worship	\$2,650	0%	\$1,865	\$2,650	-11.67%	\$3,000
156	PROGRAM	\$42,030	9%	\$24,998	\$38,688	18.03%	\$35,610
157							
158	D. DENOMINATIONAL SUPPORT						
159	Certified # of Members						272
160	UUA Metro NY District						\$7,888
161	UUA Annual Program Fund						\$16,320
162	DENOMINATIONAL SUPPORT	\$23,491	3%	\$17,188	\$22,917	-2.96%	\$24,208
163							
164	DEBT SERVICE (Mortgage)	\$36,966	0%	\$30,805	\$36,966	0.00%	\$36,966
165	Total Expense	\$528,693	4%	\$392,932	\$508,247	6.44%	\$496,697
166							
167	Reserves Reduction	-\$1,023		\$15,493	-\$9,747		

Appendix E. Slate

Proposed Slate of Leadership for 2019-2020

Nominees for Election by the Congregation

Board of Trustees (2-year term except as noted)

Board President - Nathalie Edmond (currently serving as Vice President)

Board Treasurer - Patrick Kahney (currently serving as trustee)

Board Secretary - John Ueng-McHale (currently serving as trustee)

Board Trustee - Jeffrey Lang

Board Trustee - Sue Saddlemire

Board Trustee - Jim Sanders

Board Trustee – Marianne Alt (1-year term to balance term cycles)

(Continuing as trustees - Dianne Ross, Nina Todor)

Leaders beginning positions on Standing Committees

Endowment (3-year term except as noted)

Bonnie Gilbert, co-chair

Janet Hubbard, co-chair

Maria Baratta (1 year to fill vacancy with option for an addition 3 year term)

Meghan Horn

(Continuing - Bonnie Gilbert, Janet Hubbard, Pete Rafle, members)

Finance Committee (2-year term)

Mary Baltycki

Nominating Committee (2-year term)

Nancy Cox

Colleen Horn

Nick Mellis (1 year term to complete vacancy)

(Continuing - Sandy Muccioli, chair, Terry Caton, member)

Personnel Committee will be piloting a cooperative team leadership model in 2019-2020. Team members include:

Scott Drew

Joe Schenk

Judy Lindenberger

Lynne Quinto

Appendix E. Slate (Continued)

Affirmation of New Leaders in Ministries, Teams and Task Forces and Shared Leadership

Adult Religious Education (ARE) - Jennifer Ciccolini, Susan Colket, Peter Doyle, Mike Gianetta, Sue Saddlemire (shared leadership)

Assistant Minister Search Committee - Maria Baratta, Jef Buehler, Michelle Hunt, Scott Umlauf

Community Building - Colleen Horn & Meghan Horn

Denominational Affairs - Holly Bussey

Fundraising - Wendy Stasolla

Ministerial Sabbatical Committee - Marilyn Cichowski, Susan Colket, Scott Cullen, Scott Drew

Racial Justice Initiative - in active recruitment

Right Relations Committee - Susan Colket, co-chair (additional co-chair and two members in active recruitment)

Stewardship - Bob Alt, Andrew Kidd, Joan McCloughan, David Schumann, John Unger (shared leadership)

Worship Associates - Scott Cullen & Bay Waltman

Appendix E. Slate (Continued)

Additional Leadership Acknowledgements

Thank you to Leaders ending their service

Board of Trustees – Ed Dobrowolski, Lynne Quinto, Colin Unsworth; Marianne Alt (ending service as Board President)

Bylaws Task Force – Marty Friedman, Mike Hanson, Bernice Husk, Colleen McCourt, and Regina Zilinski (shared leadership)

Community Building – Janessa & Ed Urwin

Endowment Committee – Jim Erb

Finance Committee – Joe Schenk

Fundraising – Donna Miller

Journey Towards Wholeness Library – Jim Bicksler & Mary Kay Mitchell

Memorial Garden – Bernie Ruekgauer

Racial Justice Initiative - Mary McKillip

Right Relations Committee – Karen DiGeorgio & Chris Marietti

Stewardship - Lori Hoppmann

Worship Associates – Dave Anderson & Michele Ruopp

Thank you to our Current and Continuing Leaders

Archives – Parker Cohen

Auction – Connie Schofer and Lynda Shapiro

Building – Mary Acciani & George Faulkner

Capital Campaign Task Force – Jayme Trott & Susan Vigilante

Council for Faith in Action Ministry – Mike Wilson

Earth Ministry – Barbara Drew & Al Johnson

Family Action Ministry – Jamie Evanini & Barbara Jensen

Food Ministry – Mike Muccioli

Grounds – Steve Saddlemire & Scott Drew

HomeFront - Sarah Burke & Michelle Meinhart

Kinship Circle – Kevyn Malloy & Tony Panzetta

Membership Ministry – Holly Bussey

Nominating Committee – Sandy Muccioli

Pastoral Care Ministry – Pat Czerwonka & Denny Rodgers

Potluck Coordinators – Barbara Drew, Keelan Evanini, Charlie Groth, Melo Holstein, Juliet Marlier, Mary McKillip

Safety Team – Ronnie Dobrowolski

Sound Team – John Harvi

We acknowledge the abundance of talented and dedicated leaders within our congregation, and recognize them for their service to this congregation in leadership positions. We apologize in advance if we inadvertently have not named one of our valued leaders.

We thank all of our leaders for their time and thoughtful contributions to our faith community. Without their willingness to serve the Unitarian Universalist Church at Washington Crossing in these roles, much of the work we do both within our congregation and outside in our communities could not be accomplished.