

UUCR Annual Meeting - June 4, 2017

“Once you make a decision, the universe conspires to make it happen.”

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- Minister, Alex Richardson
- Vice President-Finance, Carl Reed
- Youth Advisor, Bonnie Evans
- Personnel, Laura Latham
- Music Director, Kerry Morgiewicz

Committees:

- Caring, Sally Garber
- Endowment, Frosty Landon
- Connections (Membership), Nancy Brattain
- Nominating, Joan Petrus
- Shared Ministry, Jeanne Larson
- Sunday Services, Bill & Sheri Bestpitch

Agenda:

- Call to Order and Chalice Lighting
- Determination of a Quorum
- Approval of 2016 Annual Meeting Minutes
- Presentation and Vote on 2017-18 Budget
- Election of Officers
- Special Collections
- Extinguish the Chalice and Adjournment

The Annual Meeting will be held at 12:30 pm in the large sanctuary on Sunday, June 4. To vote on important measures affecting our shared future, attendance of all UUCR members is requested. This packet contains summary reports about church activities in the 2016-2017 church year, as well as action items for the coming 2017-2018 church year, which begins July 1. Please read through these materials, and plan to vote in person (or by proxy) on June 4.

Proxy forms must be completed in advance of the meeting if you will be unable to cast your vote in person. You will find the proxy form included in this packet. Remember, both you and the person you designate to vote on your behalf must sign the form, and the form must be presented to the Clerk before the meeting is called to order.

Thank you for your active participation in the life of your church community.

Church Officers and Professional Staff Reports

Minister:

Almost everybody is now of the understanding that the future path of organized religion in America is not promising. Do an Internet search on anything related to the topic, and you'll find more than you'll want to read on research indicating that congregations are in trouble. Our own Rev. Peter Morales, immediate past President of the Unitarian Universalist Association of Congregations, said throughout his term of office that 80% of our congregations were in decline.

For the twenty plus years that I've been doing parish ministry, widely shared professional wisdom has been that if congregations are not growing then they are dying. There's been no understanding that a congregation could just do stasis. They either grow or they die.

Growth, as understood within my profession, can have multiple facets, such as spiritual, justice-making, number of children, attendance, monetary contributions, and visitors. Common ground for all the facets of growth is that they can be measured. Numbers can be ascertained for each facet of growth and study of those numbers, over time, clues a congregation into whether or not it's growing or dying.

Some of the most important work accomplished since my arrival at UUCR is that our congregation has begun to capture its numbers in some new ways. For years we've taken note of financial contributions, number of members and number of adults attending Sunday worship. Now, thanks to new software and new survey instruments, we're capturing much more. We'll soon be studying the number of children and adults participating in all our programs - not just Sunday morning; what visitors think and feel about being with us; what our members think and feel about all of what we do and don't do. This new data that we're beginning to collect and study has great potential to help our congregation become ever more capable of ensuring that we continue to grow into the future, no matter that 80% of our sister congregations may not be doing so well.

The religious impulse in us humans, that desire to be together with others in contemplation of the possibility that we live in the experience of something much larger than our individual selves, will not die no matter what happens with congregations. We humans yearn for discernment of what that possible something bigger than our individual selves might want of us. We are also hungry to know more of what we might need of ourselves and each other. Good religious community has always been about this work. Good religious community will continue to grow.

Please thank yourselves and each other for all the good work being done in our congregation to ensure that we continue to grow. Welcome the hungry strangers who seek us out in the hope of belonging to a community wrestling with larger possibilities. Call me and each other out to greater courage towards our being able to keep doing more.

Much heart, RevAlex

President:

The 2016-2017 church year has been a busy and challenging year for the Board and Congregation. The building needs have been front and center all year. We began by tasking the Strategic Planning Committee with investigating options for our physical space. While there were many good options, practical considerations led us to rehabilitating our existing space. We are so fortunate to have the dedication of our intrepid volunteers on the Short Term Building Enhancement team working hard on behalf of the Congregation! Electrical and ceiling replacement, as needed, will continue into the 2017-2018 year.

The year also began with significant staff concerns. The Board investigated allegations of gender harassment against our Minister, RevAlex and Past Board President, Gary Crawford, which were brought by our DLFD, Dawn Rees-Blakeman. This process involved consultation with outside experts to ensure best practices were carefully followed in this serious and important work. After thorough investigation, there was no evidence to support the allegations. In August, the Board voted to terminate Dawn Rees-Blakeman for cause. This unexpected decision was heartbreaking for all involved. The Board brought in an outside consultant to help facilitate communication between staff, RevAlex, and the Board for several months. As a result of these meetings, the Board has committed to provide ongoing staff training to address needs identified by staff and the consultant.

Additional staff changes occurred in administration. Our previous administrative assistant position was eliminated, and Donna Haley was let go. The Board created a Congregational Administrator position with greatly expanded duties and responsibilities, and hired Megan Brauch for this position. Much of the CA's time has been devoted to building needs, and she has taken on additional responsibilities in obtaining bids and coordinating work. Her dedication and positive attitude have brought much to our Church in a short time.

The Board invited Kathy McGowan, from the UUA Congregational Life office, to facilitate a weekend retreat, giving voice to thoughts about past patterns of communication and leadership. The Board has participated in four Town Hall meetings this year with a further eye toward improved communication. We have a new committee, Marketing and Communication, or MarCom, that has been tasked with improving the public face we present. Part of this effort also includes our website, which is in the process of becoming more modern.

Final good news to share from the Board on RE, Policy, and staffing:

First, good news about the value Karen Hager, UUCR RE Consultant and Oliver McKeon, Interim RE Coordinator, have brought to UUCR during this year of RE transition. Through Karen's diving deep into the data of our attendance and programming in past years, she has been able to identify trends and make recommendations for our future growth. During this past year, we have already seen our attendance grow in our RE programming under Ollie's playful "Mad Hatter" leadership. The Board tasked the Personnel Committee to conduct a search for the DLFD position, and an offer was recently accepted by Alan Moore, moving us forward into the new RE year. The Board has also tasked a committee to make recommendations on Policy Governance. The difficulties that the lack of specific policies presents have become clear over the past year, and we look forward to the work from this subcommittee. Finally, please keep an eye out for our own Tyler Coles this summer. RevAlex will be supervising a summer internship for Tyler, who is a ministerial aspirant. The Board is pleased to support RevAlex in developing this new summer ministry program.

**Respectfully submitted,
Jeannie Berger, 2016-2017 Board President**

Vice President-Finance:

Final Results For FY 2015-2016

First thing is to report the final results for the previous fiscal year. For the fiscal year that ended 6-30-16: total operating income equaled \$259,724 and total operating expense equaled \$254,581 (including depreciation expense). Total pledge income came to \$187,006 or about 72% of operating income. Cash deposits in checking and savings accounts totaled \$180,681 (excluding Endowment accounts), of which \$47,219 was in banking sub-accounts (temporarily restricted). The unrestricted cash surplus increased to \$81,427 on 6-30-16, compared to \$74,768 a year earlier.

Current Year Operating Budget FY 2016-2017

As of 4-30-17, ten months into the fiscal year, operating expenses year-to-date are nearly \$25,000 under budget. This is largely due to the vacancy in the DLF D position. Income is about \$18,000 under budget, due to a combination of pledge cancellations, plus a shortfall in the 2016 annual giving campaign. The campaign result ended up below the number used in the budget. As far as the projection for our year-end financial position is concerned, this is hard to estimate with two months remaining in the fiscal year, but it is possible that we could have a deficit on the order of \$10,000.

The most notable financial event of this year was the anonymous donation of \$100,000 to create the new Mission and Ministry Fund to be administered through the Endowment.

Proposed Budget for 2017-2018

A balanced budget of \$273,000 is proposed. In terms of income, this is down 3.5% from \$283,100 currently, mostly due to a drop of \$18,400 in expected pledge income. On the expense side, total payroll cost increases by \$1,052 to \$198,031. Expense categories undergo some rearrangement, with increases for Administration and Building & Grounds, no change for Committee Expenses and Sunday Worship, and decreases in UUA G.I.F.T Program and Lifespan Faith Development. Board Expense also increases -- considering just the continuing accounts.

History of Unrestricted Church Income

2005-06	\$176,054	2010-11	\$206,677
2006-07	\$188,200	2011-12	\$219,182
2007-08	\$248,826	2012-13	\$220,395
2008-09	\$225,234	2013-14	\$245,599
2009-10	\$207,546	2014-15	\$244,485
		2015-16	\$259,724

Acknowledgements

The finance team currently consists of assistant treasurers Anne Marie Patterson and Martha Boswell, and income coordinators Chris Jordan and Bill Bestpitch. Joanne Derryberry has scaled back her involvement but continues as adviser, trainer, and part-time assistant treasurer. Al and Jan Hoover served as co-treasurers until February 2017. The efforts of these volunteers are gratefully appreciated.

**Respectfully submitted,
Carl Reed, Vice-President, Finance**

Youth Advisor:

No report submitted.

Personnel:

The 2016-2017 church year began for the Personnel Committee by eliminating the staff position of Administrative Assistant and creating the new position of Congregational Administrator. Donna Haley, Administrative Assistant, was informed of the Board's decision on May 13, 2016. Her last day with UUCR was June 1, 2016.

The Board voted to hire Megan Brauch as Congregational Administrator at a called meeting of the board on June 19, 2016. Her first day of employment was July 25, 2016.

The Personnel Committee spent much of May, June, and July 2016 investigating an allegation of gender-based harassment against a staff member and a congregation member. Following extensive investigation and discernment, no evidence was found to support the allegations and the charges of harassment were dismissed against both persons.

The Personnel Committee also assisted in investigating an allegation of an unsupportive and unprofessional work environment. No evidence was found to support this allegation, and that claim was also dismissed.

Personnel Committee chair, Laura Latham, took a leave of absence from both the Board and the Personnel Committee from August 9, 2016 to October 11 to care for herself due to several physical and mental health challenges.

Following extensive conversation, Dawn Rees-Blakeman, Director of Lifespan Faith Development, was terminated from employment at UUCR for cause on August 30, 2017.

In February 2017, the position of Religious Education Assistant and Church Keeper, held by Linda Wallis, was reevaluated. The job description and title was adjusted to better reflect the duties of that position. Linda Wallis continues to serve UUCR as Church Assistant.

Personnel formed a search committee to hire a new Director of Lifespan Faith Development. The committee consisted of Laura Latham, Kim Duncan, Cindy Honeycutt, Hayden Obenour, and Rev. Alex Richardson (ex-officio member) with Karen Hagar, LFD consultant, acting as a resource. Interviews of three highly qualified candidates were conducted on April 17. One candidate from that process was called back for a second interview on May 8, 2017.

On May 9, 2017, the board approved the hire of Alan Moore as the new DLFD. His proposed start date is June 1, 2017. Laura Latham would like to thank Kim Duncan for her faithful service to the Personnel Committee and for her friendship, grace, and support for the last three years.

**Respectfully submitted,
Laura Latham**

Music Director:

- Attended multiple meetings with staff and Betty McCrary, counselor to deal with events over the last church year.
- Continued to have the choir sing at least two Sundays a month during the main church year (September through May). Worked to have the music as thematic as possible, and as high quality as possible.
- Arranged for high-quality guest musicians throughout the church year.
- Conducted the choir singing the National Anthem at a baseball game in July, and at a Naturalization ceremony in December.
- Moved my office to the space at the top of the stairs. Retained one downstairs closet for choir folders, books, and supplies. The closet needs to be fitted for housing the folders, but this has not happened yet.
- Moved materials out of office into RE classroom for new floor work. In the process of moving everything back again.
- Worked with Assistant Music Director to create a alternate choir.
- Worked with the Sunday Services Committee to create a calendar for worship and work collaboratively with all parts of worship.
- Created ties with our neighboring congregation in Blacksburg.

**Respectfully Submitted,
Kerry Morgiewicz**

Committee Reports

Shared Ministry:

The Shared Ministry Committee continues to support and monitor the well-being of the church-wide ministry. We meet monthly to work on projects, discuss church climate with the Minister, and explore other means of gathering ongoing feedback from the Minister, Board and congregation and performing ministries assessment. A representative of SMC attends each Board meeting.

In the past year, the SMC worked on the following projects:

- 1) Newsletter column, "Covenant Corner"
- 2) Facilitated two Town Hall meetings: September 17 and March 19
- 3) Reviewed data from Children's Religious Education survey conducted in January
- 4) Congregational Assessment – baseline survey. The survey format was adapted from the Hartford Institute for Religious Research materials. During the time the survey was active, we received 86 responses for a return rate of 42%. Responses were shared with the Board, and the SMC is preparing a summary to present at the annual meeting on June 4. Copies of all responses will be made available to any interested congregant through the church office.
- 5) Scheduled Listening Circle sessions for June 11, 15, and 18 at the request of the Board. The topic "What do We Yearn For?" will help UUCR focus on our vision/mission for the future.

The SMC plans to conduct two Listening Circles and facilitate two Town Hall meetings in the 2017-18 church year.

Members of the Shared Ministry Committee (SMC) as of May 2017 are: Barbara Bockner, Betsy Biesenbach, Jeanne Larsen (chair), Joan Petrus, and Nancy Valle. Melanie Ham was a member until needing to resign for health reasons. RevAlex serves on SMC ex-officio. Lynn Yates attends meetings as a Board representative. Many thanks to Jeanne for her service as Committee chair this year, and to Jeanne and Joan for completing their terms.

**Respectfully submitted,
Betsy Biesenbach**

Endowment:

The Endowment Fund increased by almost \$17,000 in 2016. Gifts to the fund increased substantially, and the markets were up during the latter part of the year. As a reflection of the fund's strong performance, the Endowment Committee was able to approve a \$4,500 transfer to the UUCR board for ongoing church operations for FY 2016-17.

The separate, donor-driven Seven Principles Fund includes the Goodykoontz Trust Fund and the new Mission and Ministry (M&M) Fund. Terms of the Goodykoontz Fund require that disbursements be made for capital expenditures only. There were no requests for disbursements from this fund in FY 2016.

The M&M Fund focuses on projects critical and urgent to sustain UUCR, or that congregants feel are important to the larger community. The fund was started with a donation of \$100,000 with the understanding that the fund will distribute 7% of its principal each year to projects that have a ministry and/or mission focus. In its inaugural year, until it is increased with future donations, the fund has a maximum of \$7,000 to distribute. The committee charged with review and approval of distributions from the M&M Fund has determined that the \$7,000 will be distributed in two segments of \$3,500, to be granted on May 15 and September 30, 2017. The Endowment Committee will oversee investment of this fund, and will report on its projects next year.

For additional information about the Endowment Committee's work, contact any of the Endowment Trustees. The four trustees elected by the congregation each serve a staggered four-year term, and can serve no more than two consecutive terms.

**Respectfully submitted by Frosty Landon, chairman;
Walter Dixon, Ann Hackworth and Cynthia Petzold, trustees.**

Building Enhancement Committee:

The Building Enhancement committee has completed the following:

- First-floor rooms and hallways have been painted (both walls and trim).
- The former office has been enlarged to house our new nursery with changes to ensure safety.
- The rooms and hallways upstairs have been painted (walls and trim).
- New door knobs have been installed throughout the building.
- The stairway tile has been cleaned in preparation for new treads to be installed.
- Much clutter has been diminished throughout the church.
- Many pieces of the church history have been reframed using acid-free materials for preservation purposes.
- The wall art in the large sanctuary, celebrating our beginnings as well as our present congregation, has been completed.
- New mirrors have been installed in the restrooms.
- Flooring has been installed for the upstairs landing and office area, as well as the first floor nursery.
- A plaque recognizing Curtis Ratliff has been mounted under the chalice window he created in the Fellowship Hall.
- The nametag board was removed from the front foyer and relocated to the hallway to relieve clutter and congestion as people enter our main meeting rooms.
- Planters and plants have been placed at our front doorway.
- The small alcove near the Olin Room has a beautiful lighted photo for a private place to contemplate.
- The front and back doors have been painted (additional work is needed).
- Shelving was added to the Olin Room.
- Brass on the doors has been polished.

It is hoped that we will be able to increase the attractiveness of our church space, not only to our members and friends, but also to outside groups and wedding parties that could generate more revenue for the church.

**Respectfully submitted,
Jane Haddad**

Sunday Services:

The main function of the Sunday Services Committee (SSC) is to identify and arrange for speaker(s) on Sundays when the minister is not in the pulpit. The committee has been successful in this endeavor.

The committee also maintains a schedule of Sunday services, including the members scheduled to perform the responsibilities necessary to conduct the services. As changes/updates are received, the schedule is sent via email to church staff, SSC members, and other UUCR members involved in planning and conducting Sunday services.

Many thanks to the coordination provided by these members and staff:

Worship Associates – RevAlex

Life Lines – Sally Garber

Audio/Visual – Bob Egbert

Ushers – Megan Brauch

Greeters – Nancy Brattain

YRUU – Bonnie Evans

Music – Kerry Morgiewicz

Coffee – Megan Brauch

Thanks to Nancy Valle for taking minutes of committee meetings.

Bill and Sheri Bestpitch have enjoyed co-chairing the Sunday Services Committee for the past three years.

Connections Team (Membership):

Connections Team members: Nancy Brattain (chair), Lydia Woerner, Judy Robertson, Chris Yates, Eileen Lepro, Bob Egbert, and Betsy Biesenbach.

The Connections Team has met on the 2nd Thursday of each month.

This year, the Connection Team has accomplished the following:

1. Provided greeters for every Sunday Service. The Sunday greeters ensure that newcomers as well as regular attendees feel welcome before and following the service. This may include name tags, introductions and orientation, RE orientation, information about programs, or information about donating.
2. Hosted three Newcomer Meet Ups. Meet ups are a gathering of newcomers, Connection Team, and Board members after Sunday service to eat, get to know each other, and learn about UUCR. The first one was held in October at the Church with 15 attending. The 2nd one was held at RevAlex's house in January with 22 attending. The 3rd will be held in June at RevAlex's house.
3. Developed a closer relationship with the Megan, the Church Administrator, to ensure new comers receive a welcome email, as well as the UUCR weekly e-news.
4. In December, hosted a potluck to brainstorm ideas for social activities in 2017. Twenty-six attended. From this potluck came the ideas and support for the social activities for January – May 2017.
5. Facilitated and/or supported the following social activities:
 - January -- Birthday Connection Sunday
 - February – Saloon Night with Food, Games, and Line Dancing
 - March – Lily's Coffee House
 - May – UUCR Church Picnic
6. Facilitated the joining of new members, with the assistance of a Board member and/or RevAlex. Nine individuals joined UUCR this year.

**Respectfully submitted,
Nancy Brattain, Chair**

Nominating:

The Nominating Committee presents the following slate. The entire board, endowment committee, and nominating committee are listed for informational purposes. **Only positions noted by an asterisk (*) are being voted on.** The President, President Elect and Past President are all one-year terms, but part of a three-year succession. All other board positions are two-year terms. Board members may serve a second elected term. The board will determine the Personnel Committee chair (who must be a member of the Board) and composition of that committee. The Endowment Committee is a four-year term. Members of the Endowment Committee may serve a second elected term. The Nominating Committee is a two-year term. Nominating Committee members may not serve a second elected term.

Board		
Position	Name	Term Expiration
Past President	Jeannie Berger	2018 (rotates off board)
President	Spike Harrison	2018 (becomes past-President)
<i>*President Elect</i>	<i>Cy Dillon</i>	<i>2018 (becomes President)</i>
VP-Finance	Carl Reed	2018
<i>*VP-Council</i>		<i>2019</i>
Clerk	Sheri Bernath	2018
At Large	Laura Latham	2018
At Large	Michele Peppers	2018
<i>*At Large</i>	<i>Claire English</i>	<i>2019</i>
<i>*At Large</i>	<i>Beverly Telfer</i>	<i>2019</i>

** indicates positions that are being voted on at the 2017 annual meeting*

Endowment Committee		
Position	Name	Term Expiration
<i>*Chair</i>	<i>Bert Spetzler</i>	<i>2020</i>
<i>*Committee member</i>	<i>Lowell Inhorn</i>	<i>2020</i>
Committee member	Cynthia Petzold	2018
Committee member	Ann Hackworth	2019

** indicates positions that are being voted on at the 2017 annual meeting*

Nominating Committee		
Position	Name	Term Expiration
Chair	Joan Petrus	2018
Committee member	Jim O'Donnell	2018
Committee member	Emma Beneke	2018
<i>*Committee member</i>	<i>Jessie McKeon</i>	<i>2019</i>
<i>*Committee member</i>	<i>Gary Crawford</i>	<i>2019</i>

** indicates positions that are being voted on at the 2017 annual meeting*

Respectfully submitted,
Nominating Committee

ACTION ITEMS

2017-18 Slate of Nominees

Board

President-Elect
At Large
At Large

Cy Dillion
Claire English
Beverly Telfer

Endowment Committee

Lowell Inhorn
Bert Spetzler

Nominating Committee

Jessie McKeon
Gary Crawford

Special Collections Ballot for 2017-18

At the annual meeting in 2006, UUCR members voted to contribute the offerings from four Sunday services each year to community service or social justice agencies in the Roanoke Valley. Members choose the beneficiaries for the upcoming year at each year's annual meeting. To be eligible, an agency must serve the local community and must be nominated by a UUCR member or friend who works or volunteers for the organization. The organizations that received funding in the current year (Feeding American Southwest Virginia, Planned Parenthood Health Systems, Planned Parenthood Clinic and Adoption Center, and St. Francis Service Dogs) are not eligible for funding next year so do not appear on the ballot.

Please vote for up to four.

These agencies are new on the ballot or have not yet received funding:

Carilion Clinic Hospice's Soul Survivors

Soul Survivors is a grief/loss support group for school-aged children and their guardians/parents, who have had a death in their family. This free service provides a caring, safe environment where children are free to explore their feelings and concerns and can meet others their own age who know what it's like to lose a loved one. Participants will learn about grief, how it impacts them, and how to memorialize the deceased by sharing memories. They will also participate in activities including arts, crafts, music, and games.

Website: <http://www.carilionclinic.org/hospice/>

UUCR contact: **Pam Fisher**

Mountain View Humane Society

The mission of Mountain View Humane is to end pet overpopulation in Southwest Virginia and Southern West Virginia by providing affordable, high-quality spay and neuter services and education on the benefits of aggressive spay and neuter programs. Spay/neuter is a simple solution to the complex problem of the euthanasia epidemic, which destroys four million animals each year. Mountain View operates the Sabrina and Lucky Garvin Spay Neuter Clinic in Roanoke and the Waldron-Ricci Spay Neuter Clinic in Christiansburg, for which community support and grants are the sole means of funding.

Website: www.mountainviewhumane.org

UUCR contact: **Kim Duncan**

Operation Santa Claus at Catawba Hospital

Most of the patients at Catawba Hospital are isolated and have limited family or friends to love and support them, which can make Christmas especially lonely and disappointing. Each year Operation Santa Claus uses donations to provide each of their 110 patients with a gift bag on Christmas. Patients are asked if there is something special they would like for Christmas and, when possible, donations are used to purchase individualized gifts which are delivered on Christmas Day by a staff member dressed as Santa Claus. Operation Santa Claus brings joy to people with severe mental illness, a vulnerable population which is often ignored.

Website: <https://www.catawba.dbhds.virginia.gov>

UUCR contact: **Melanie Ham**

Virginia Western Community College Access Program

Community College Access Program makes college available tuition-free to graduates of public high schools in Botetourt, Craig, Franklin, and Roanoke Counties and the cities of Roanoke and Salem who meet the program's academic and financial criteria. It assists qualified students who do not have sufficient financial aid to cover the cost of tuition for up to three years at Virginia Western Community College. CCAP supports as many students as possible based on student need and available funding.

Website: www.virginiawestern.edu/ccap

UUCR contact: **Bert Spetzler**

These agencies have received funding as indicated, and are eligible again this year:

Blue Ridge Literacy (June, 2010; March, 2014)

Blue Ridge Literacy provides free, confidential, one-to-one or small group tutoring by trained volunteers for illiterate adults and speakers of English as a foreign language. Approximately 25% of adults in Roanoke City are functionally illiterate, that is, they cannot read well enough to fulfill essential tasks like filling out a job application, following a bus schedule, understanding a medicine label, or assisting children with homework. Immigrants struggle with negotiating daily life in an unfamiliar language. Volunteers assist both groups to develop the skills they need to improve their lives.

Website: <http://www.blueridgeliteracy.org/>

UUCR contact: **Jimbo Harshfield**

Family Promise (formerly Interfaith Hospitality Network) (March, 2007; December, 2011; June, 2014)

Family Promise is a network of 28 congregations and over 1,000 volunteers who provide temporary housing and meals for homeless families with children. They work with four to five families (up to 14 people) at a time. Professional staff assist families in addressing and overcoming the causes of homelessness and creating goals for employment, housing, education, and a return to independence. UUCR has been a member congregation of IHN/Family Promise since 2001 and dozens of UUCR members and friends have provided meals and volunteer staffing during our weeks of service.

Website: <http://www.familypromiseroanoke.org/>

UUCR contacts: **Erin Dove, Hildy Getz, Joan**

Wages

Habitat for Humanity (June, 2008; March, 2013)

Habitat for Humanity in the Roanoke Valley, Inc. is an affiliate of Habitat for Humanity International. It is a non-profit, ecumenical Christian housing organization that uses donations of money, land, materials, and volunteer labor in its mission to eliminate poverty housing. Working in partnership with families to build decent, affordable homes, the organization sells the homes to the family with zero-profit and zero interest mortgages.

Website: www.habitat-roanoke.org

UUCR contact: **Bill Haddad**

Happy Healthy Cooks (March, 2016)

Happy Healthy Cooks is a hands-on curriculum whose primary mission is to turn kids and their families on to eating whole foods (fruits, vegetables, whole grains and legumes). Each week for 20 weeks, volunteers work with nearly 500 kids in five elementary schools and five Head Start centers to prepare foods and learn about healthy eating. This program was started in 2009 by Heather Quintana and Mary Harshfield, and is now directed by Heather. The program has grown in scope each year because of its positive results in influencing the eating habits of the families involved. HHC's goal is to raise enough money to expand to more schools in the fall.

Website: <http://www.HappyHealthyCooks.org/>

UUCR contacts: **Bill Bestpitch, Sheri**

Bestpitch, Amy Hatheway, Ami Trowell

Legal Aid Society of Roanoke Valley (September, 2011; June, 2015)

The Legal Aid Society offers legal services in civil matters to low-income residents of a five-county area around Roanoke. In areas such as consumer protection, landlord-tenant disputes, unemployment claims, domestic violence, and custody, the Legal Aid Society provides a balance of advice and representation, negotiation and litigation, lobbying and traditional advocacy. The Society's six lawyers bring substantial expertise in poverty issues to the pursuit of justice for the individual client and systemic improvements in the lives of the poor.

Website: www.lasrv.org

UUCR contact: **Henry Woodward**

New Horizons HealthCare (March, 2010; March, 2012; September, 2013; June, 2016)

New Horizons Healthcare is a not-for-profit community health center that serves all ages. Its mission is to serve the uninsured and underserved with high-quality, culturally-sensitive, comprehensive primary healthcare. The clinic services include pediatric, family, and adult medicine, a dental clinic, a pharmacy and medication assistance program, behavioral health assessment, counseling, and medication management, patient education and community health promotion. It also works with other community resources to coordinate specialty care and support services. It offers a sliding fee discount program for those who are eligible, based on household income, and also accepts most public and private health insurance.

Website: www.newhorizonshealthcare.org/

UUCR contact: **Eileen Lepro**

Refugee and Immigration Services (June, 2007)

Refugee and Immigration Services, a program of Commonwealth Catholic Charities, resettles refugees and assists immigrants, empowering them to build new lives in a welcoming community. They have helped settle over 14,000 refugees in VA, providing assistance with housing, employment, orientation to U.S. laws and customs, school and youth services, English language learning, transportation, interpretation, and advocacy. They also provide immigration counseling and assistance.

Website: www.cccofva.org

UUCR contact: **Abigel McIntyre**

Roanoke Area Ministries (December, 2007; June, 2012; December, 2013, December 2015)

Roanoke Area Ministries is an ecumenical urban ministry that serves the Roanoke Valley by providing a safe day shelter for the homeless, a nutritious free lunch seven days a week, and emergency financial aid to those in need due to illness, sudden job loss, death of a breadwinner, or other unexpected circumstances. The shelter and dining hall are open 365 days a year. UUCR volunteers have helped serve lunch at RAM House for many years.

Website: www.raminc.org

UUCR contact: **Dick Hawkins**

Roanoke Valley Court Appointed Special Advocates (September, 2009)

CASA volunteers are assigned by judges to recommend the best possible outcomes for abused or neglected children involved in the court system. The trained volunteers help protect children's interests through custody hearings and other legal matters. Volunteers review records, research information, talk to everyone involved in a case, including the children themselves, and ultimately present to the court their recommendations on what is best for the child. This organization provides essential support for children who have had very difficult lives.

Website: www.roact.org/casa

UUCR contacts: **Donna Batzel, Spike Harrison**

St. Francis House (December, 2008)

The St. Francis House Food Pantry provides a free, three-to-five day supply of emergency groceries once a month for residents in NW and SW Roanoke City who lack the resources to purchase food and supplies. In a typical week, 180 families, about 450 people, receive food from the food pantry.

Website: www.cccofva.org/stfranchishouse.html

UUCR contact: **Oliver McKeon for R.E.**

Sexual Assault Response and Awareness, Inc. (SARA) (March, 2015)

SARA is the sexual assault crisis center for the Roanoke Valley. It is estimated that one in three women will experience sexual violence during their lifetimes, but only 5-10% of assaults are ever reported to the police, partly due to the lack of social support victims receive. SARA has been providing services to survivors of rape, sexual abuse, and other forms of sexual violence for over 30 years. They provide free confidential counseling services to survivors and their families and also provide trained advocates who offer immediate support and information to victims negotiating the medical and legal systems. This may include accompanying the woman to the hospital to obtain medical care or have forensic evidence collected and, if she chooses to report the assault, providing support throughout the legal process.

Website: www.sararanoke.org

UUCR contact: **Barbara Horton**

West End Center (December, 2009; December, 2014)

The West End Center serves children who live in many of Roanoke's most disadvantaged neighborhoods and seeks to equip them with the developmental assets they need to become productive, responsible adults. It serves as a safe after-school haven for children and youth and offers a tutoring program, parents' program, and pregnancy and school dropout prevention programs.

Website: www.westendcenter.org

UUCR contact: **Kitty Schear**

FY 2018 Proposed Budget

I N C O M E	FY 2018	FY 2017	Change
4000.1 · PLEDGE INCOME			
Canvass total + \$2000 interim	192,000	211,970	
Pledge shrinkage allowance	-7,400	-8,970	
4002 · Pledge, extra donation	4,000	4,000	
Total 4000.1 · PLEDGE INCOME	188,600	207,000	-18,400
4100 · NON-PLEDGE CONTRIBUTIONS			
4101 · Non Pledge donations	5,000	8,000	-3,000
4102 · Sunday cash offering	4,000	4,000	0
Total 4100 · NON-PLEDGE CONTRIBUTIONS	9,000	12,000	-3,000
4200 · FUNDRAISER INCOME			
4201 · Service Auction	14,000	14,000	0
4202 · Kroger rewards program	3,500	4,000	-500
4205 · Other Fundraisers	0	0	0
Total 4200 · FUNDRAISER INCOME	17,500	18,000	-500
4300 · CHURCH USE			
4310 · Church Use	5,000	2,000	3,000
4312 · Cellular leases	41,400	41,400	0
Total 4300 · CHURCH USE	46,400	43,400	3,000
4400 · OTHER INCOME			
· ENDOWMENT Distribution	11,500	2,700	8,800
T O T A L I N C O M E	273,000	283,100	-10,100

EXPENSES	FY 2018	FY 2017	Change
- ADMINISTRATION			
5102 - Office supplies & misc	1,600	1,600	0
5104 - Postage	800	800	0
5106 - Telephone	1,800	1,800	0
5108 - Copy machine contracts	3,600	2,700	900
5110 - Internet & computer	2,000	920	1,080
5112 - Advertising	300	300	0
Total ADMINISTRATION	10,100	8,120	1,980
- BUILDINGS & GROUNDS			
5202 - Maintenance	7,600	7,600	0
52xx - Utilities_Electricity & Gas	8,000	9,000	-1,000
5208 - Utilities_Water & Sewer	800	600	200
5209 - Utilities_Stormwater fee	700	700	0
5210 - Janitorial supplies	500	850	-350
5211 - Janitorial contract service	9,700	10,700	-1,000
52xx - Groundskeeping service	3,000		3,000
Total 5200 - BUILDINGS & GROUNDS	30,300	29,450	850
5300 - UUA G.I.F.T. PROGRAM			
5302 - UUA G.I.F.T. PROGRAM	8,600	13,600	-5,000
Total 5300 - UUA G.I.F.T. PROGRAM	8,600	13,600	-5,000
5400 - FINANCE / ACCRUALS /			
5402 - Prop/Liab Insurance	3,600	3,600	0
5212 - Maintenance accrual	0	2,000	-2,000
5712 - Minister Sabbatical accrual	536	7,000	-6,464
5406 - Service charges & misc finance	500	200	300

5454 · Fundraising + Miscellaneous	550	550	0
Total 5400 · FINANCE & FUNDRAISING	<u>5,186</u>	<u>13,350</u>	<u>-8,164</u>
5500 · COMMITTEE EXPENSES			
5504 · Fellowship & Coffee	900	900	0
5501 · Committee expenses -other	1,100	1,100	0
Total 5500 · COMMITTEE EXPENSES	<u>2,000</u>	<u>2,000</u>	<u>0</u>
5550 · BOARD EXPENSES			
5551.1 · IT Upgrade	0	4,000	-4,000
5552 · Contingency items & gifts	1,100	600	500
5554 · Leadership development	1,500	500	1,000
5556 · Personnel Committee	220	220	0
5559 · Strategic Task Force	0	5,000	-5,000
Total 5550 · BOARD EXPENSES	<u>2,820</u>	<u>10,320</u>	<u>-7,500</u>
5600 · LIFESPAN FAITH DEVELOPMENT			
5602 · LFD Program materials & supplies	1,700	2,700	-1,000
5603 · Adult faith development	1,000	2,000	-1,000
5604 · Teacher education & development	400	400	0
5610 · Youth groups	500	2,500	-2,000
5612 · Sunday AM child care	2,600	2,600	0
5613 · Other committee child care	1,260	2,260	-1,000
Total 5600 · LIFESPAN FAITH DEVELOPMENT	<u>7,460</u>	<u>12,460</u>	<u>-5,000</u>
5700 · SUNDAY WORSHIP			
5702 · Sunday Services committee	3,600	3,600	0
5704 · Music program	3,050	3,050	0
5705 · Altar supplies	300	300	0

5711 - Audio-visual equipment	500	500	0
Total 5700 - SUNDAY WORSHIP	7,450	7,450	0
PAYROLL	FY 2018	FY 2017	Change
MINISTER'S PACKAGE			
· Salary & Benefits	83,018	83,018	0
Total MINISTER'S PACKAGE	83,018	83,018	0
STAFF SALARIES			
6510 - Congregational Admin	27,300	26,000	1,300
6530 - Dir Lifespan Faith Dev	28,000	29,716	-1,716
6540 - Music Director	24,000	22,815	1,186
6541 - Music Director_bonus	3,000	3,000	0
6550 - Asst Music Dir	4,146	4,146	0
6552 - Youth Advisor	5,511	5,511	0
6570 - Church Assistant	2,946	2,946	0
Total 6500 - SALARIES	94,903	94,133	770
EMPLOYEE BENEFITS (other than Minister)			
Employer share FICA	7,260	7,089	171
Health Insurance	7,500	7,500	0
Disability Insurance	988	815	172
Retirement	2,715	2,777	-62
Music Dir Professional Expense	700	700	0
DLFD Professional Expense	2,000	2,000	0
Total EMPLOYEE BENEFITS	21,163	20,880	282
TOTAL PAYROLL	199,084	198,031	1,052
TOTAL OPERATING EXPENSE	273,000	294,781	-21,781
OPERATING SURPLUS / DEFICIT	0	-11,681	

UUCR Official Proxy

MEETING OF THE MEMBERSHIP
June 4, 2017

To the Clerk of the Board:

In accordance with the Unitarian Universalist Church of Roanoke bylaws, as amended February 20, 2011, I hereby designate the member indicated below to cast my vote on any business coming before this meeting.

The Member and Proxy hereby consent to this designation by affixing their signatures.

Member Name

Signature of Member

Date

Designated Proxy Name

Signature of Designated

Date

Unitarian Universalist Church of Roanoke

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