

# Annual Meeting Packet of the Unitarian Universalist Church of Roanoke

June 2, 2019

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

## Contents

- **Church Officers and Professional Staff**
- **Committees**
- **Church Officers and Professional Staff Reports**
- **Committee Reports**
- **Action Items**

## Church Officers and Professional Staff:

- President, Cy Dillon
- Minister, Alex Richardson
- Acting Treasurer, Carl Reed
- Director, Lifespan Faith Development, Alan Moore
- Personnel, Katherine Hoffman
- Music Director, Kerry Morgiewicz

## Committees:

- Caring, Sally Garber
- Endowment, Cynthia Petzold
- Connections (Membership), Nancy Brattain
- Shared Ministry, Jerry Trammell

## Agenda:

- Call to Order and Chalice Lighting
- Determination of a Quorum
- Approval of 2018 Annual Meeting Minutes
- Presentation and Vote on 2019-20 Budget
- Election of Officers
- Special Collections
- Goodykoontz Fund Expenditure
- Extinguish the Chalice and Adjournment

The Annual Meeting will be held at 11:45 am in the large sanctuary on Sunday, June 2. 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 2018-2019 church year, as well as action items for the coming 2019-2020 church year, which begins July 1. Please read through these materials, and plan to vote in person (or by proxy) on June 2.

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:***

As we close on the 2018-19 church year, I'm especially thankful for all that each of you did over the last twelve months to keep our congregation running well on a day-to-day basis while also wrestling with the question of what UUCR will become.

What you and our Board did to get new bylaws in place was valuable work. The weekly outpouring of volunteer effort to sustain and grow our Religious Education program has been remarkable. Your care of one another, especially as embodied in the work of UUCR's Caring Committee, has done much to heal both body and soul. Your showing up for Sunday worship again and again is testament to your commitment to keep UUCR's spirit strong. Your helping our Connections Team weave newcomers into the fabric of our community is invaluable. And certainly, important towards meeting the most basic of challenges has been your generous giving to our congregation. Thank you for all this and so much, much more that you do in all our Committee and Task Force Teams.

We start our new 2019-20 year with another Summer Minister, our second in the last three years. As Anna Tulou Orr leads in worship this summer, I pray that you will do all possible to sustain her and help her wrestle with the possibility of a call to become an ordained Unitarian Universalist minister. In so doing, you strengthen not only our congregation but also our larger faith. You do holy work.

I delight in what each of you does to share of your gifts and spirit with our congregation.

In the faith,  
ever thankful for the wonders of you,  
RevAlex

**President:**

This 2018-2019 church year has been a productive one for our congregation, and I want to begin my remarks with a sincere thanks to President-Elect Bob Egbert, who filled in ably for me when I was receiving medical treatment, allowing me to complete my term in office. The Board members also deserve recognition, especially those who agreed to serve a one-year term to keep our numbers in compliance with the bylaws until new bylaws could be approved and implemented. Your Board has served with a commitment to reaching decisions that benefit all of us, and they have consistently deliberated with open minds and mutual goodwill. Rev. Alex Richardson has been a great help to all of us along the way, and I have learned to value his advice as much as I appreciate his friendship and skill as a worship leader.

The year began on a positive note as we enjoyed the recently completed improvements to our parking lot, saw the successful end of our kitchen renovation, and replaced the fence along our back driveway. These projects were made possible by generous donations from members, and by the work of our staff and volunteers. As such, they are especially worth remembering.

Otherwise our finances this year were stable, though not because of increased fundraising. A mutually beneficial arrangement with our minister allowed us to redirect funds we had set aside for a sabbatical replacement to other budgeted items, and our Church Administrator has worked a reduced schedule on contract after deciding to devote more time to other business opportunities. These circumstances allowed us to complete the budget year in good shape, but do not necessarily mean future budgets will be easier to fund. The Personnel Committee is currently searching for a new Administrator, so we can expect that position's budget share to return to the level of last year. Looking ahead, we can be thankful that our Endowment Committee conducted a very successful campaign this year, ensuring increasing resources for our activities in the future. They deserve congratulations.

I want to express my appreciation to Megan Brauch for her faithful work on our behalf, especially during the time she has been under contract. She has been positive in her communication, and has worked hard to achieve good outcomes for our church. Another staff member deserving heartfelt appreciation is Beth Caruthers, who will retire from her position at the end of this year. Beth has been an integral part of our music program for many years, and we will miss her lighthearted approach and her willingness to serve. Thank you, Beth!

This has been a very good year for our music program, with the consistently good choir performances, the partnership with our sister congregation in Blacksburg, the choir's showing in Greensboro, and Carrie's leadership in music and worship. Rosalie Sutherland's artistry is another part of a musical experience that few congregations our size can boast. We simply must support these efforts as well as we can going forward. Our talented musicians should have the resources they need to excel.

This year we were able to revise our bylaws to reflect current policies and clarify lines of authority within the organization. The Board, especially Jimbo Harshfield, did a good job of listening to the membership, debating potential changes, and writing a proposal that our congregation could understand and endorse. These efforts brought three years of honest work by successive Boards to a positive conclusion. We can now focus on policies and practices to improve our operation with less confusion about who is responsible for what.

Speaking of focus, the coming year at UUCR holds promise for meaningful action on racial justice initiatives and partnerships. We can also expect much activity from our Green Team and a variety of community service groups offering things such as books for young readers and snacks that public school students can take home for weekends and vacations. Within our walls, the new writer's group has already created a safe and welcoming space for self-expression, adding to an already ample set of shared interest activities. In short, our members will maintain their commitment to making a positive difference in the Roanoke Valley, and the church will recognize and support their efforts.

To continue to underwrite both these worthwhile church-sponsored activities and worship experiences that emphasize individual freedom to explore approaches to faith, the area of focus that clearly needs the most attention is our financial planning. In spite of the balanced budget this year, and in spite of the success of the Endowment Committee, our fundraising is not keeping pace with our needs. In fact, even though we have had a good year in terms of adding new pledgers (Thank you, Tim Andriano.), we are falling behind previous years' pledge totals. As Past President Spike Harrison noted in his report last year, we need a committee to supervise stewardship on a year-round basis. I hope that we can elect a new Finance Vice President who will help the Board recruit a capable group for this essential task.

It is only fitting to end this report with praise for a member who has been the mainstay of our financial activities for decades. Carl Reed has donated countless hours keeping records, making sure our accounts are in order, planning budgets, and explaining all the complexities to Board members who have no background in fund accounting. Through all this, he has consistently been humble and thoughtful in his communication. All of us who have tried to fulfill leadership roles for the congregation have benefitted from Carl's dedication, accuracy, and patience. In the near future, I hope he can be free to enjoy singing in the choir more as he steps away from spending so much time managing our finances.

Respectfully submitted,  
Cy Dillon

### ***Vice President-Finance:***

#### **Report from the Acting Treasurer (in lieu of a VP Finance):**

#### **FINAL RESULTS FOR FISCAL YEAR 2017-2018**

For the fiscal year that ended 6/30/18: Operating income equaled \$262,300 and operating expense equaled \$270,200. These results equaled an operating deficit of \$7,900. This deficit equaled 3.0% of operating income. Total pledge income came to \$177,083 or about 68% of operating income. Cash deposits in checking and savings accounts on 6/30/18 totaled \$152,294 (excluding Endowment accounts), of which \$33,318 was in banking sub-accounts (temporarily restricted). See **Table 1** for a summary of financial data for the past four fiscal years.

Invested assets (Endowment funds) on 6/30/18:

Endowment General Fund	\$311,604
Goodykoontz Fund	\$ 30,739
Mission and Ministry Fund	\$ 94,566

**TABLE 1: Financial Results for the last 4 Fiscal Years**

Fiscal Year —>	2014-15	2015-16	2016-17	2017-18
<b>OPERATING BUDGET</b>				
Income	\$244,500	\$259,700	\$265,900	\$262,300
Expenses	246,900	254,600	276,600	270,200
Surplus/(Deficit)	(2,400)	5,100	(10,700)	(7,900)
Number of Pledges	113	128	131	103
Non-Operating Income	\$44,400	\$41,500	\$126,900	\$105,200
<b>RESERVE FUNDS</b>				
Accumulated Surplus	\$83,195	\$92,256	\$81,600	\$73,669
Reserve Accruals	11,993	17,093	24,093	24,093
<b>TOTAL RESERVES</b>	<b>\$95,188</b>	<b>\$109,349</b>	<b>\$105,693</b>	<b>\$97,762</b>
<b>Invested Assets</b>				
Endowment General Fund	\$282,207	\$288,556	\$305,140	\$311,604
Goodykoontz Fund	61,582	62,233	40,041	30,739
Mission & Ministry Fund	-	-	99,521	94,566
<b>Total Invested Assets</b>	<b>\$343,789</b>	<b>\$350,789</b>	<b>\$444,702</b>	<b>\$436,909</b>

*Note: Asset values are at fiscal year-end on June 30th*

## **CURRENT FISCAL YEAR 2018-2019**

The current year operating expense budget is \$282,350. The income budget is \$260,600. This is a deficit budget of negative \$21,750. With two months remaining in the fiscal year it appears that the actual deficit will be considerably less, perhaps around \$10,000 but that's just a guess.

The stewardship campaign for next year is ongoing, and far from complete at this writing (4/30/19), with 73 pledges totaling \$130,000. The projected final total is around \$175,000. The operating budget for next year will probably look about the same as this year, but has not yet been drawn up.

### **Acknowledgements**

The finance team currently consists of Assistant Treasurers Anne Marie Patterson and Martha Boswell, and Income Coordinators Chris Jordan and Bill Bestpitch. The positions of Treasurer and VP Finance are vacant. I am the Acting Treasurer, and continue to perform a number of VP Finance functions.

Respectfully submitted,  
Carl Reed, Acting Treasurer

### ***DLFD:***

The 2018-2019 church year was the second year of our three-year Faith Development curriculum plan. The theme for the year was Building Bridges to Neighboring Faiths.

The Lifespan Faith Development (LFD) team helped to define our vision through the development of UUCR's Faith Development Goals:

- Catalyze and nurture learning and growth
- Foster religious literacy and our individual and congregational UU identity
- Provide relevant, inclusive, multi-generational faith development opportunities
- Act as individuals to develop our social conscience and take compassionate steps to live our faith in community

Thanks to the 36 people who served as teachers and advisors in children and youth RE programs. The LFD team provided 340 hours of Sunday children's RE classroom instruction. Fifty-eight children and youth registered for 2018-19 RE programs. An average of 23 kids participated in children's RE classes and nursery on Sundays. Christine Yates spearheaded the development and execution of children's RE craft activities throughout the year. Childcare wage staff provided childcare for Sundays as well as for special events. Kids were given fresh fruit and opportunities for play and friendship-building. A committed group of teachers made a tremendous positive impact on the quality and success of RE programs.

Teacher development activities included teacher training and classroom policies, holiday dinner, teacher appreciation luncheon, and a new 'Teacher's Lounge' small group ministry. Three UUCR teachers have been fully trained as facilitators for OWL sexuality education classes for 8th and 9th graders to be offered this summer.

Several well-established Adult RE programs continued operating successfully and, for the most part, autonomously: Living the Questions, Non-theists, and Earth Friendly Fridays. The Writer's group and the Community Singing Circle have continued to grow. The Universal Sangha was established, and Intro to UU classes were offered in Fall and Spring. Women's and Men's groups and health and movement classes meet regularly.

YRUU met irregularly but six different youth took on various service roles in the church: as teachers, childcare staff, teen RE assistants, and greeters; youth participated in social events, social action, and in Youth Advocacy Committee leadership. Youth were supported by the congregation on trips to The Mountain and SUUSI. Youth helped plan a Summer Civil Rights Road Trip.

Our new Middle School Youth Group began meeting in the fall and continued monthly activities through the year in parallel with a parent potluck. Six middle school youth will bridge into high school next year. Middle School youth and other congregants visited multiple house of worship for different faith traditions. The youth wish to invite our hosts from the Out-of-Church Experiences (OOCEs “ooh sees”) to visit our church for worship and a potluck this summer.

The LFD team continued to develop online planning and administration tools. Curriculum materials and forms have been shared online to minimize paper waste and honor our 7th principle. These resources are being documented and maintained for use by future LFD staff.

The LFD team continued to build communications vehicles through a faith development prospectus, the weekly faith development newsletter, contributions to weekly and monthly church newsletters, more presence before and after worship, and experiments with web and social media presence

The LFD team led the organization of the Safety Team, which conducted evacuation and shelter-in-place exercises and participated in training activities. The LFD team has produced shelter and evacuation maps for each floor / room.

The DLFD continued professional development through collegial meetings with local, state, and regional UU staff, with UUA and LREDA (Liberal Religious Educators Association) coursework in curriculum development, innovation, administration as leadership, UU history, teacher development, and UU identity. At the Southeast LREDA Chapter Meeting at the Mountain, UUCR’s DLFD was elected Vice-President, and has now served the first year of a four-year commitment. The DLFD volunteered significant time in support of local and regional environmental justice, racial justice, prison justice, and refugee support efforts, often in collaboration with congregants and faith partners.

The LFD team collaborated closely with the Minister, staff, the Board, lay leaders, committees, to work together in support of common goals.

Bonnie Evans grew further into her role as LFD Administrator. Some of her personal highlights include the successful fundraisers for YRUU, out of church visits to other churches, the children's holiday play and, seeing the wonder and joy on the faces of the children in class.

The 2019-2020 year will be the third year of our three-year Faith Development curriculum plan. The theme for the year will be UU Identity.

Respectfully submitted,

Alan Moore, Director, Lifespan Faith Development

## **Personnel:**

The 2018-19 Personnel Committee consisted of Katherine Hoffman (chair), Bruce Johannessen, Judy Nelson, and Rev. Alex Richardson (ex officio).

These were our activities:

- We consulted on and helped draft the relevant revisions to the bylaws that were approved this spring.
- Megan Brauch resigned in November. With Board consultation and approval, we redefined the Congregational Administrator position to a streamlined position of Office Administrator that will focus on the implementation of Power Church software. Megan has stayed on under contract during the transition. The new hire is in process at the date of this report. On behalf of the church, we are deeply grateful to Megan for her hard work and kindness over the past three years, and her willingness to help during the transition.
- In consultation with Kerry Morgevicz and the Board, we redefined the Assistant Music Director position. After this year, Kerry will be assisted by an accompanist, who will work on contract. We are very grateful to Beth Caruthers for her many years of service to the music program.

In the coming year, we plan to undertake a thorough review of the Personnel Policy Manual.

Respectfully submitted,  
Katherine Hoffman

## **Music Director:**

This report is divided into three sections, Sunday Services, Outreach, and Challenges.

### Sunday Services

- The Music Director led four services this year, including all elements plus the music:
  - Two summer services
  - Two regular church season services
- The Music Director worked with Anna Tulou Orr to create two other services during the church year
- The Music Director worked with Alan Moore and the LFD team and Beth Caruthers and the Good ENUF choir to create the children's Christmas play
- The choir sang a minimum of two Sundays a month during the year 2018-2019 year
- The choir sang for summer services during the summer of 2018 with a mixture of Appalachian folk, American folk, camp songs, and pop
- The Good ENUF choir sang for six services this year
- Many new and returning guest musicians participated in our Sunday services both in conjunction with suggestions from the congregation, and by solicitations from out of the area musicians
- The MD provided piano music when there was no choir or guest musician

### Outreach and Fellowship

- The choir had a "welcome back" picnic at the beginning of September
- The choir participated in an old-fashioned gospel sing at St. Elizabeth's Episcopal just down the road. We sang many Appalachian songs and enjoyed a potluck dinner.
- The MD worked with UU choirs in North Carolina to take our choir to the South East Choir Festival in Winston-Salem. Fourteen of our choir members went down to WS and participated in a weekend long event. They rehearsed and performed *Missa Brevis Pro Serveto*, a Mass for Unitarian Universalists with a 100 plus voice choir. They also performed as the UUCR choir two selections on a Saturday night concert. The MD choir had great enthusiasm for this event.
- The music director proposed to the UU choir of the NRV that they join together to present *Missa Brevis* for the congregations of Roanoke and NRV. These two performances took place this spring with a full chamber group. A



large contingent of members of UU Roanoke went to Blacksburg to hear the mass and fellowship with their fellow UUs.

- The choir went Christmas Caroling in the Grandin area and had a Christmas party afterwards.

### Challenges

- The acoustics of the large sanctuary continue to be a problem.
- Storage space in my “office” and in the closet downstairs continue to be a challenge. People tend to treat the closet as general storage for the church.

Respectfully submitted,  
Kerry Morgiewicz

## **Committee Reports**

### **Action Advocates:**

The Action Advocates encourage members and friends of UUCR to phone, write or visit their federal or state legislators on topics that relate to our seven principles.

This year we held two events: in September, we sponsored a church-wide potluck to encourage everyone to volunteer and campaign for candidates in the fall election.

We set up information tables after Sunday service during the state legislative session in January. We provided information on issues under consideration in the session, which included the bill name and number, contacts and sample scripts.

Respectfully submitted,  
Judy Nelson

### ***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) Congregational Values Workshop, 09/2018 – Performed a Values Workshop with the congregation to determine the core congregational values. The results from this workshop will be used by the board to guide decisions and to craft a new Congregational Mission Statement.
- 2) Annual Congregational Assessment – 2019 is the third year this survey has been conducted. The survey format was adapted from the Hartford Institute for Religious Research materials. At the time of this writing, the survey is still active. To date, we have received over 68 responses for a return rate of approximately 33%. Responses will be shared with the Board. The SMC will prepare 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.
- 3) SMC continued to encourage committees to set goals and communicate them to SMC. SMC posts the goals on the Church’s bulletin board.

Members of the Shared Ministry Committee (SMC) as of May 2019 are: Barbara Bockner, Sarah Divers, Esther Johnson, Anne Perrin, Jerry Trammell (chair), and Don Wages. RevAlex serves on SMC ex-officio. Many thanks to Jerry for his service as Committee chair this year, and to Barbara and Lynn Yates for completing their terms.

Respectfully submitted,  
Barbara Bockner

### ***Endowment:***

#### Endowment Fund

During 2018, the Endowment Fund balance fell from \$319,000 to \$288,000, a decrease of \$31,000. Factors contributing to the decline were the bear market in late 2018 and the distribution of \$12,000 to the UUCR Board from the Endowment Fund to help cover a shortfall in the general operating budget. Although the current balance of the Endowment Fund is still above the inflation-adjusted principal, our anticipated contribution to the general operating budget for the 2019/20 fiscal year will bring the Endowment Fund balance quite close to the minimum balance required by state law for endowments. Since distributions from the Endowment Fund cannot exceed earnings, the Endowment Committee may need to reduce or suspend the annual distribution from the Endowment Fund to the Board.

Gifts to the Endowment Fund for 2018 totaled \$1,600.

#### Seven Principles Fund

The Seven Principles Fund consists of the Goodykoontz Trust Fund and the Mission and Ministry Fund. There were no significant gifts to either fund in 2018.

The Goodykoontz Fund balance decreased from \$40,000 to \$21,000 in 2018 due to spending on capital improvements.

The Mission and Ministry Fund decreased from \$94,500 to \$87,500 during 2018. This \$7,000 drop resulted in equal parts from the bear market and M&M Committee grants to the Racial Justice Team and the V Day Project.

#### Endowment Committee Accomplishments

The Endowment Committee fulfilled all of the goals it set for itself in 2018.

Members met with the UUCR Board in October 2018 to review and explain our plans and procedures to new Board members.

The committee revised and published a new Endowment Fund brochure, Donor Intent Form, Donation Record, and Goodykoontz Fund Disbursement Request form, and continued work on committee policies and procedures.

On three consecutive Sundays in late Fall, committee members made a series of presentations to familiarize the congregation with the purpose of the Endowment Fund, the importance of gifts to the Fund and how donations to the Endowment Fund are made and used. Endowment Committee members were available following these presentations to field questions and solicit feedback from potential donors. A focus group provided a valuable exchange of ideas with the committee. These efforts have resulted in increased gifts and pledges to the Endowment Fund.

The committee continued to ensure that all of the assets under its stewardship were invested appropriately.

In fulfilling our fiduciary duty, we have begun tracking the effects of inflation on the Endowment Fund to ensure that the purchasing power of the principal is not eroded.

The committee distributed the maximum allowable amount of the Endowment Fund to (4% of the rolling average value, or \$12,000) to the Board for its use during the 2018/19 fiscal year.

The Endowment Committee met frequently during the year and provided meeting minutes and reports to relevant members of the Board. A member of the Endowment Committee also sits on the Mission and Ministry committee.

### Future Directions

We will meet regularly to work on the following:

Continue to encourage donations to the Endowment Fund.

Establish an Endowment Committee presence on the UUCR website to provide information and to facilitate donations to the Endowment Fund.

Present a series of educational sessions for those interested in learning more about the Endowment Fund.

Continue to carefully monitor the status of the Endowment Fund investments in light of the volatile stock market and inflationary pressures to ensure that we are preserving the principal of the Endowment Fund.

Provide continued fiduciary oversight of the Goodykoontz and Mission & Ministry Funds.

Revise and update the Endowment Trustee managed funds Investment Policy Statement.

Conduct all other regular Endowment Committee functions.

Respectfully submitted,

Cynthia Petzold, Chair (term ends 6/30/22)

Ann Hackworth (term ends 6/30/19)

Lowell Inhorn (term ends 6/30/21)

Bert Spetzler (term ends 6/30/20)

### ***Caring Committee:***

Throughout the church year, the Caring Committee has helped UUCR members and friends facing difficulties, illness, and hospitalization. Deaths occurred among extended families of nine members, friends and staff members. During this year we said good-bye to longtime member, Liz Stone. As of May 1, the Caring Committee has assisted in receptions for two memorial services. We have also provided many mailed greetings, transportation, cooking and companionship. With the addition of our new refrigerator, the Caring Committee has established a frozen food pantry for members and friends in need during an illness or family emergency.

Five members of the Committee have continued the format for sharing the joys and concerns of the congregation through Lifelines. Members and friends can write their joy or concern in the Lifelines book, which is on the altar table or contact a member of the Committee or the church office. The member doing Lifelines makes sure that all items are noted in the Lifelines book. The Lifelines book is a great record for our congregation, and has been a great help in writing this report.

This year we have worked on updating the Memorial Service pamphlet, and will continue this work with a Wedding Pamphlet.

We have found that our shared leadership model has enabled each of us to best use our respective talents. The Committee continues to recruit and coordinate volunteers to assist individuals with caring needs and recognizes all those other UUCR community members who share the responsibility of caring for one another.

We are blessed with the contributions of these dedicated committee members: Sheri Bernath, Betty Bright, Beth Caruthers, Jane Harrison, Dick Hawkins, Judie Lallmang, Lucy Lee, Kathy Ratliff, David Riley, Kitty Schear, Terry Smith, Linda Wallis, and Linda Wood. We are also grateful for the support of RevAlex and Megan Brauch, Administrative Consultant.

Respectfully submitted,  
Sally S. Garber

### ***Family Promise:***

UUCR is one of many local church congregations that make up an interfaith hospitality network organized to serve area families with children who are homeless. The nonprofit that provides these services is called Family Promise. Hildy Getz, Joan Wages, and Erin Dove are the coordinators for this program at UUCR. They work together to recruit volunteers from our congregation to serve meals and provide hospitality for several days on a quarterly basis. There are usually 10-12 UUCR volunteers each quarter.

Respectfully submitted,  
Hildy Getz

### ***Green Team:***

The Green Team maintains an email list of 40 UUCR members. Of that, nine regularly participate in GT activities. Most of our discussions and decision-making is done through e-mail or through meetings during coffee hour at church. In the past 12 months, the Green Team has conducted the following activities and events:

#### Earth Friendly Friday

Eleven Earth Friendly Friday programs were held, in cooperation with the Roanoke Group of the Sierra Club. The programs covered a variety of environmentally related topics. Every EFF program is free and open to the public. Our average attendance is between 30 and 40.

#### Climate & Clean Energy Rallies

We have held five Climate & Clean Energy Rallies on our street corner at Brandon & Grandin. Participants hold signs that advocate action to prevent or reduce global warming and promote clean, renewable energy such as solar and wind power. On average, six members participate. At this writing, another rally is scheduled for 4/28/19.

#### Church Recycling

The Green Team has a sub-group of volunteer recyclers. These volunteers go through the trash and recycling bins weekly to ensure that recyclable materials are sorted in accordance with Roanoke City guidelines.

#### Earth Day Roanoke

In April of 2018 and 2019, The Green Team had a table at the Earth Day Celebration in Grandin Village. There we offered the public information about the Green Team and UUCR as a whole, inviting people to visit the church on Sunday.

## Explore Park Clean-Ups

The Green Team volunteers participated in trash clean-ups at Explore Park in October 2018 and April 2019.

## Virginia Conservation Network

At the request of the Green Team, the church became a member of the Virginia Conservation Network <http://www.vcnva.org/> . The VCN is an alliance of 120 organizations in Virginia that have a conservation focus (all or in part).

Respectfully submitted,  
Bob Egbert

## ***Mission and Ministry Fund:***

The committee charged with stewardship of this fund, which functions as a subset of the endowment, made two grants in the most recent year. The grants were as follows:

(1) \$2000 to the Racial Justice Team. The Racial Justice Team's mission is to facilitate UUCR's evolution into an anti-racist congregation, which promotes racial justice within the church and in the larger community. To that end, it has developed two White Supremacy Teach-Ins (held in Feb and Nov 2018) and wanted to bring a UUA anti-racism program to UUCR. It sought the funding to cover the expenses involved in consulting (which could include visits) with other UU congregations in the region which have used various programs to help us select the program most appropriate for UUCR. Most of the funding is being used to cover expenses for attending trainings to enable the team to run the program/workshop we select or to have trainers come to UUCR for this purpose and any expenses required to implement the workshop/program at UUCR. The program would be a single event but part of an ongoing effort.

(2) \$1500 to the V-Day Project. The V-Day project is a global effort to put an end to violence against women. In connection with its mission to end violence against women, V-Day Roanoke is a local chapter of the worldwide movement. It sought funding to stage a production of *The Vagina Monologues* as well as screening *City of Joy*, a Netflix documentary about the refuge built for survivors of rape in the Democratic Republic of Congo.

The committee plans to solicit requests for funding with a deadline of September 15, 2019. The requests will be funded at up to 7% of the fund's total value as of that date.

Respectfully submitted,  
Margie Garber

### ***Racial Justice Team:***

The Racial Justice Team's goal is to facilitate evolution of UUCR into an anti-racist congregation which:

1. Sees racial justice work as a natural expression of its religious tradition's values and beliefs.
2. Offers regular opportunities for all members to explore racial justice issues.
3. Works toward developing deep and mutually fulfilling partnerships with other faith communities and coalitions working for racial justice.

Our work this year toward achieving this goal included:

1. Developing and conducting the second White Supremacy Teach-In, held on Nov. 11.
2. Reviewing racial justice programs and curricula available from the UUA and other sources to see which might be appropriate for UUCR. This review led us to recommend "The Pledge to End Racism" program to the UUCR Board. The Board approved entering into a partnership agreement with First Unitarian Universalist Church in Richmond to bring this program to Roanoke. A training for Pledge workshop leaders and a Sunday service to initiate the program are tentatively scheduled for Fall, 2019. Both will be conducted by administrators from the Richmond program. We hope to offer the first workshop in either late Fall, 2019 or Spring, 2020. We are currently working to develop a partnership with one or more predominantly African American churches or community groups to share leadership with us on this project.
3. Exploring and publicizing opportunities to collaborate with other groups within and outside the church on racial justice issues and encouraging participation by others in the congregation in racial justice activities. To this end, we have created a Racial Justice bulletin board, displayed in the social hall after each Sunday service, to provide information on events, meetings, workshops, reading materials, and other opportunities for congregants to become more aware of and more active in racial justice activities.

Respectfully submitted,  
Lorraine Fleck

### ***Connections Team (Membership):***

Connections Team members: Nancy Brattain (chair), Lydia Woerner, Judy Robertson, Chris Yates, Hildy Getz, Lois Traver, Betsy Biesenbach, Kitty Schear

The Connections Team has met on the 2<sup>nd</sup> Tuesday 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. Created a new UUCR tri-fold brochure for newcomers and outsiders. It provides an overview of who we are, our principles, services, and opportunities. The brochure is given to all newcomers as well as distributed at various outside event the church participates in, for example Earth day.
3. We hosted two 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 the fall at the Church with 23 attending. The 2<sup>nd</sup> one was held at in April with three attending.

4. Facilitated and/or supported the following social activities:

November – Intro to UU class

December – New Member Sunday (18 new member) and all church potluck

March – All church potluck

April – Intro to UU class

May – Volunteer and Stewardship Celebration, UUCR Church Picnic

5. Facilitated the joining of new members, with the assistance of a Board members and/or Rev Alex., thirteen individuals joined UUCR this year as of April 28.

Respectfully submitted,  
Nancy Brattain

***Diversity Action Group:***

We sponsored a speaker for a Black Sorority on Nov. 29<sup>th</sup>, 2018 at Roanoke College. The speaker was Jim Wallis, author of *America's Original Sin: Racism, White Privilege and the Bridge to a New America*. In attendance were a mixture of people from both the black and white communities. It accomplished our goal of combining both communities. We contributed \$1000 towards this event. That leaves \$800 left in the budget for the last cycle of funding. When and if another opportunity presents itself, DAG would like to use the remaining dollars for a similar event.

Respectfully submitted,  
Barbara Smith

***RAM House:***

Roanoke Area Ministries (RAM) provides 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. "RAMmer Jammers" (UUCR volunteers) regularly help serve lunch at RAM House. Website: [www.raminc.org](http://www.raminc.org)

Respectfully submitted,  
Alice Davis

## ***Reading Seeds:***

Reading Seeds is trying to do its part to give children from low-income families in the greater Raleigh Court neighborhood a better chance at reading success. Reading Seeds is staffed entirely by volunteers who work with local schools; TAP Head Start, a preschool and childcare program which serves young children from working families who live in poverty; and two local collaboratives, Congregations in Action and Star City Reads.

We are happy to say that Reading Seeds will end the 2018-19 year in June having chosen, purchased, delivered, and distributed books weekly throughout the calendar year to over 80 young children at TAP Head Start's Raleigh Court Child Development Center and twice monthly during the school year to approximately the same number of elementary school children in our neighborhood schools. This distribution of more than 5000 books this year is significant, as research shows – and advice from local researchers supports – that children with larger home libraries are more likely to become successful readers. Tremendous gratitude for the following:

- weekly volunteer readers, book labelers, and distributors from inside and outside the church;
- tremendous commitment and effort by Reading Seeds volunteers to take care of all administrative and direct service duties;
- coordination between Reading Seeds leadership and the church office and staff to publicize and assist with select Reading Seeds initiatives; and
- generous donations equivalent to approximately \$18,000 a year, all outside of the church budget (but including funds from the church's Mission Fund) and much of which raised from outside donors unrelated to the church and solicited/applied for by Reading Seeds volunteer leadership.

Latest numbers show that while several local economic indicators continue to improve, child poverty rates in the City of Roanoke are still greater than twice that of the state: three in 10 children across the city lives in poverty. One in six lives in deep poverty, with an annual household income of \$12,550 or less for a family of four. More than one in five children arrived at kindergarten without meeting reading readiness benchmarks. More than one in three children from low-income families do not read on grade level in third grade. Reading Seeds has been pleased to be a part of the efforts to get at-risk children ready for school and help them become strong readers.

Respectfully submitted,  
Amy Hatheway



## **Nominating:**

The following is the proposed Board slate for 2019-2020. The entire Board and Endowment committee are listed for informational purposes. **Only positions noted by an asterisk (\*) are being voted on.** The President and President-elect are each one-year terms, but part of a two-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.

<b>Board</b>		
<b>Position</b>	<b>Name</b>	<b>Term Expiration</b>
President	Bob Egbert	2020
<i>*President Elect</i>	<i>*David Perry</i>	2021
<i>*VP Finance</i>	<i>*Gary Mason</i>	2021
At Large	Katherine Hoffman	2020
At Large	James Rosar	2021
<i>*At Large</i>	<i>*Nomination from floor</i>	2021
Board Clerk	Jeanne Larsen	2020

*\* indicates positions being voted on at the 2019 annual meeting*

<b>Endowment Committee</b>		
<b>Position</b>	<b>Name</b>	<b>Term Expiration</b>
Chair	Cynthia Petzold	2022
Committee member	Bert Spetzler	2020
Committee member	Lowell Inhorn	2021
<i>*Committee member</i>	<i>*John Shelton</i>	2023

*\* indicates positions being voted on at the 2019 annual meeting*

<b>Nominating Committee</b>		
<b>Position</b>	<b>Name</b>	<b>Term Expiration</b>
Committee member	Spike Harrison	2020
Committee member	Claire English	2021
Committee member	Anna Tulou Orr	2021
<i>*Committee member</i>	<i>*Georgianne Vecellio</i>	2022
<i>*Committee member</i>	<i>*Cy Dillon</i>	2022

*\* indicates positions being voted on at the 2019 annual meeting*

# ACTION ITEMS

## **2019-20 Slate of Nominees**

Presented by Nominating Committee: above

## **Special Collections Ballot for 2019-20**

Presented by Special Collections Committee: below

## **Congregational Vote on Goodykoontz Fund Expenditure:**

We need congregational approval to spend monies from the Goodykoontz Fund for our AV system improvement and related sanctuary upgrade. We have a bid of \$10,600 and plan to seek two additional bids.

## **Congregational Vote on approval of proposed budget for 2019-20**

Presented by Acting Treasurer below

## ***Special Collections Report***

## **Special Collections Ballot for 2019-20**

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 select 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 which were selected for funding in the current year (Planned Parenthood, Family Promise, West End Center, Roanoke Area Ministries) are not eligible for funding next year so do not appear on the ballot. Dates in parentheses indicate when the agency received prior special collections.

## **Please vote for up to four.**

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

### **Blue Ridge Land Conservancy Kids' River Days**

The Blue Ridge Land Conservancy's Kids' River Days is a program that gets local schoolchildren out of the classroom and into our rivers and streams. They learn how to use insects and other small animals living in the water to tell if it's clean or dirty. They also learn about the effects of pollution, why it's important to protect water quality for our neighbors downstream, and the importance of trees and plants in keeping water clean. Approximately 750 children from Roanoke City, Roanoke County and Salem Public Schools will participate in these fun and memorable one-day field trips on local conserved lands. It's our way of teaching "respect for the interdependent web of all existence of which we are a part."

<https://www.blueridgelandconservancy.org/bay-days--river-days.html>

UUCR contacts: **David Perry, Bill Hackworth**

### **Blue Ridge Literacy (June, 2010; March, 2014; March, 2018)**

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.

<http://blueridgeliteracy.org/> UUCR contacts: **Jimbo Harshfield, Ninon Hentz, Carol Rowan, Jerry Trammell**

**Family Promise** (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.

[www.familypromiseroanoke.org](http://www.familypromiseroanoke.org)

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

**Habitat for Humanity** (June, 2008; March, 2013; December, 2017)

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 which 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.

[www.habitat-roanoke.org](http://www.habitat-roanoke.org)

UUCR contact: **Bill Haddad, Bert Spetzler**

**Legal Aid Society of Roanoke Valley** (September, 2011; June, 2015; June, 2018).

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.

[www.lasrv.org](http://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

<http://www.newhorizonshealthcare.org>

UUCR contact: **Eileen Lepro**

**Planned Pethood Clinic and Adoption Center** (June, 2017)

The goal of the Planned Pethood Clinic is to stop the needless destruction of healthy dogs and cats by reducing pet overpopulation. The clinic provides low-cost spay/neuter services and has performed over 50,000 spay/neuters since opening in 1999. The Adoption Center rescues dogs and cats from area shelters and also accepts "owner surrender" animals. Rescue pets are thoroughly vetted and spayed/neutered and then adopted out locally or transported for adoption to states where there are fewer unwanted pets. The center has rescued almost 12,000 dogs and cats since opening in 2007 and also works with local animal protection agencies to identify and prosecute animal cruelty cases. Sponsored by the Franklin County Humane Society, the clinic and shelter serve all of SW Virginia.

<http://plannedpethoodrockymount.com/about.html>

UUCR contact: **Marybeth Chaconas**

**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.

[www.roact.org/casa](http://www.roact.org/casa)

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

**St. Francis Service Dogs** (March, 2017)

St. Francis Service Dogs is an internationally accredited non-profit organization whose purpose is to assist children and adults with disabilities become more independent and self-sufficient through partnership with a professionally trained service dog. Though it takes on average two years and \$25,000 to prepare and certify a service dog, the St. Francis service dogs are provided to their partners for free. The effect is profound.

[www.stfrancisdogs.org](http://www.stfrancisdogs.org)

UUCR contact: **Susan Anderson-Hodges**

**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 in order to obtain medical care or have forensic evidence collected and, if she chooses to report the assault, providing support throughout the legal process.

[www.sararoanoke.org](http://www.sararoanoke.org)

UUCR contact: **Barbara Horton**

## FY 2019-20 PROPOSED BUDGET

	2018-19	2019-20	Change
I N C O M E	(current year)	(next year)	
<b>PLEDGE INCOME</b>			
Annual Stewardship Campaign	176,000	181,000	5,000
Shrinkage adjustment	-6,000	-6,000	0
Pledge, extra donations	4,000	4,000	0
<b>Total · PLEDGE INCOME</b>	<b>174,000</b>	<b>179,000</b>	<b>5,000</b>
<b>NON-PLEDGE CONTRIBUTIONS</b>			
Non-Pledge donations	6,000	6,000	0
Sunday cash offering	4,000	4,000	0
<b>Total · NON-PLEDGE CONTRIBUTIONS</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>
<b>FUNDRAISER INCOME</b>			
Service Auction	15,000	15,000	0
Corporate rewards programs	2,600	2,600	0
<b>Total · FUNDRAISER INCOME</b>	<b>17,600</b>	<b>17,600</b>	<b>0</b>
<b>CHURCH USE</b>			
Church use	3,000	3,000	0
Cellular leases	44,400	44,400	0
<b>Total · CHURCH USE</b>	<b>47,400</b>	<b>47,400</b>	<b>0</b>
<b>ENDOWMENT DISTRIBUTION</b>	<b>11,500</b>	<b>10,000</b>	<b>-1,500</b>
<b>TOTAL INCOME</b>	<b>260,500</b>	<b>264,000</b>	<b>3,500</b>

## EXPENSES

### ADMINISTRATION

Office supplies & misc	2,000	2,000	0
Postage	800	1,000	200
Telephone	1,300	900	-400
Copy machine	3,600	3,100	-500
Internet & computer	2,500	2,500	0
Advertising	300	300	0
<b>Total · ADMINISTRATION</b>	<b>10,500</b>	<b>9,800</b>	<b>-700</b>

### BUILDINGS & GROUNDS

Maintenance	7,600	7,600	0
Utilities_Electricity & Gas	7,200	7,350	150
Utilities_Water & Sewer	600	600	0
Utilities_Stormwater Fee	700	700	0
Janitorial supplies	800	800	0
Groundskeeping Service	4,000	4,000	0
<b>Total · BUILDINGS &amp; GROUNDS</b>	<b>20,900</b>	<b>21,050</b>	<b>150</b>

### UUA DUES

Annual Program Fund	3,000	4,000	1,000
<b>Total · UUA DUES</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>

### FINANCE & ACCRUALS

Property/Liability/WC Insurance	3,600	3,600	0
Maintenance accrual	100	100	0
Minister Sabbatical accrual	100	100	0
Service charges & miscellaneous	500	500	0

Payroll Service	1,800	2,000	200
Fundraising	400	400	0
<b>Total · FINANCE &amp; ACCRUALS</b>	<u>6,500</u>	<u>6,700</u>	<u>200</u>
<b>COMMITTEE EXPENSES</b>			
Committee Expense - Other committees	600	600	0
Fellowship & Coffee Hour	900	900	0
<b>Total · COMMITTEE EXPENSES</b>	<u>1,500</u>	<u>1,500</u>	<u>0</u>
<b>BOARD EXPENSES</b>			
Contingency items & gifts	600	0	-600
Leadership development	1,500	1,500	0
Personnel Committee	220	220	0
<b>Total · BOARD EXPENSES</b>	<u>2,320</u>	<u>1,720</u>	<u>-600</u>
<b>LIFESPAN FAITH DEVELOPMENT</b>			
Program materials & supplies	7,000	4,750	-2,250
Adult faith development	1,750	1,500	-250
Teacher education & development	400	1,800	1,400
Youth groups	1,000	1,200	200
Sunday AM childcare	3,000	3,200	200
Other childcare	500	400	-100
<b>Total · LIFESPAN FAITH DEVELOPMENT</b>	<u>13,650</u>	<u>12,850</u>	<u>-800</u>
<b>SUNDAY WORSHIP</b>			
Sunday services committee	3,600	3,600	0
Music program	3,000	3,000	0
Altar supplies	400	400	0
Audio-visual equipment	250	250	0
<b>Total · SUNDAY WORSHIP</b>	<u>7,250</u>	<u>7,250</u>	<u>0</u>

## PAYROL

MINISTER'S PACKAGE	85,680	87,400	1,720
<hr/>			
<b>STAFF SALARIES</b>			
Congregational Administrator	28,320	0	-28,320
Director of LFD	29,040	29,621	581
Director of LFD_Bonus	3,750	3,750	0
Music Director	24,798	25,294	496
Music Director_Bonus	3,000	3,000	0
Asst Music Director	4,230	0	-4,230
LFD Administrator	5,625	5,738	113
Church Assistant	3,006	1,050	-1,956
<b>Total · STAFF SALARIES</b>	<b>101,769</b>	<b>68,452</b>	<b>-33,317</b>
<hr/>			
<b>CONTRACT EMPLOYEES (no benefits)</b>			
Office Administrator	0	20,800	20,800
Accompanist (choir)	0	4,000	4,000
Janitor	9,600	9,800	200
<b>Total · CONTRACT EMPLOYEES</b>	<b>9,600</b>	<b>34,600</b>	<b>25,000</b>
<hr/>			
<b>EMPLOYEE BENEFITS (other than Minister)</b>			
Employer share FICA	7,785	5,237	-2,549
Health Insurance	3,750	0	-3,750
Retirement benefit	4,445	3,083	-1,362
Professional Expense_Music Dir	700	700	0
Professional Expense_Dir LFD	3,000	3,000	0
<b>Total EMPLOYEE BENEFITS</b>	<b>19,681</b>	<b>12,020</b>	<b>-7,661</b>
<hr/>			
<b>TOTAL PAYROLL</b>	<b>216,730</b>	<b>202,472</b>	<b>-14,258</b>
<hr/>			



<b>TOTAL OPERATING EXPENSE</b>	282,350	266,342	-16,008
<b>OPERATING SURPLUS / DEFICIT</b>	<u>-21,850</u>	<u>-2,342</u>	<u></u>

OFFICIAL PROXY

Unitarian Universalist Church of Roanoke

2015 Grandin Road SW

Roanoke, Virginia 24015

MEETING OF THE MEMBERSHIP

Date of Meeting:

June 2, 2019

To the Clerk of the Board:

In accordance with the Unitarian Universalist Church of Roanoke bylaws, as amended May 9, 2013, 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 and Date

\_\_\_\_\_  
Designated Proxy Name

\_\_\_\_\_  
Signature of Designated Proxy and Date