



Unitarian Universalist Church of Medford

**Annual Report
2010-2011**

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Annual Meeting Agenda – June 5, 2011

1. Call to Order.
2. Chalice lighting and invocation.
3. Choose a moderator.
4. Act upon the minutes of the congregational meeting of June 6, 2010.
5. To vote on the request of Colleen Squires that the Congregation sponsor and participate in her ordination in the spring of 2012 in concert with First Parish Church in Dorchester and the Unitarian Universalist Urban Ministry.
6. Receive and act upon the written or oral annual reports of the Minister, the Director of Religious Education, the Board of Trustees, and various committees.
7. To receive a report from the Board of Trustees regarding expenditures beyond the previously approved 2010-2011 operating budget.
8. Accept and approve the proposed financial operating budget for 2011-2012.
9. Accept nominations and vote on candidates for the offices of Trustee, Treasurer, Assistant Treasurer, Clerk, Collector, and Nominating Committee.
10. To elect delegates to the General Assembly of the Unitarian Universalist Association.
11. New business from the floor.
12. Adjourn.

Warrant

For an Annual Meeting of the Congregation of the Unitarian Universalist Church of Medford to be held June 5, 2011 at 12:00 noon, or immediately following church services.

Greetings

You are hereby to notify and warn the members of the Unitarian Universalist Church of Medford, Massachusetts to meet in the Sanctuary on Sunday, the 5th of June, 2011, at 12:00 noon, or immediately following Church services, at which time and place the following articles are to be acted upon and determined exclusively by Voting Members, in accordance with and subject to the bylaws of the Unitarian Universalist Church of Medford.

1. To choose a moderator;
2. To act upon the minutes of the congregational meeting of June 6, 2010;
3. To receive and act upon the written or oral annual reports of the Minister, the Director of Religious Education, the Board of Trustees, and various committees;
4. To receive a report from the Board of Trustees regarding expenditures beyond the previously approved 2010-2011 operating budget;
5. To vote on the request of Colleen Squires that the Congregation sponsor and participate in her ordination in the spring of 2012 in concert with First Parish Church in Dorchester and the Unitarian Universalist Urban Ministry;
6. To accept and approve the proposed financial operating budget for 2011-2012;
7. To accept nominations and vote on candidates for the offices of Trustee, Treasurer, Assistant Treasurer, Clerk, Collector, and Nominating Committee; and
8. To elect delegates to the General Assembly of the Unitarian Universalist Association;
9. Such other business as may legally come before the meeting.

Faithfully submitted,

The Board of Trustees of the Unitarian Universalist Church of Medford

Geoffrey Ward, Chair
Michael Glenn, Vice Chair
Lourie August
Karen Johnston
Jim Kennedy
Mark Koenig
Nancy Kurtz

Unitarian Universalist Church of Medford June 6, 2010 Annual Meeting

The meeting was called to order at 12:30 pm by Nancy Kurtz, Clerk.

Rev. Hank Peirce opened the meeting with a prayer.

Agenda Item 3: Choose a moderator.

A motion was made, seconded and approved, Nancy Kurtz was appointed moderator and Mark Koenig as clerk pro tem to take notes for the meeting.

Agenda Item 4: Act upon the minutes of the congregational meeting of June 7, 2009.

The minutes were accepted as presented.

Agenda Item 5: Receive and act upon the written or oral annual reports of the Minister, the Director of Religious Education, the Board of Trustees, and various committees.

There were no oral reports, questions, or corrections. Receipt of the reports in the Annual Report was acknowledged.

Agenda Item 6. Elect two delegates to the UUA General Assembly.

It was moved, seconded and voted to elect Dan McKanan as a delegate to the UUA General Assembly.

Agenda Item 7. Accept and approve the proposed financial operating budget for 2009-2010.

It was moved and seconded to accept the proposed budget. After discussion and questions, it was voted to approve the budget by a vote of 29 in favor and 1 opposed.

Upon motion made and seconded, it was voted to charge the Board to present to the Congregation a balanced budget for 2011-2012 or a concrete plan to achieve a balanced budget for the following year, 2012-2013.

Agenda Item 8. Accept nominations and vote on candidates for the offices of Trustee, Treasurer, Assistant Treasurer, Clerk, Collector, and Nominating Committee.

Board of Trustees:

The Nominating Committee proposed the following slate for five open Board positions:

Mark Koenig to serve a one year term
Lourie August to serve a two year term
Jim Kennedy to serve a three year term

There were no floor nominations to the Board that were accepted by the nominee.

A motion was made, seconded and unanimously approved to elect the proposed slate for the Board of Trustees.

Church Officers:

The following nominations were reported for Church Officers:

Collector: Russell Tripp
Assistant Treasurer: Helen Silver

There were no nominations from the floor

A motion was made, seconded and unanimously approved to elect the proposed slate of Church Officers.

Nominating Committee:

Linda Squires, Gretel Monroe, and Sue Driscoll volunteered to continue serving on the nominating committee.

A motion was made, seconded, and unanimously approved to elect Linda Squires, Sue Driscoll and Gretel Monroe to the Nominating Committee.

Agenda Item 9. New business from the floor.

There was no new business.

Agenda Item 10. Adjourn.

A motion was made, seconded, and unanimously approved to adjourn the meeting at 1:15 pm.

Submitted,

Nancy Kurtz,
Clerk

Annual Report from the Board of Trustees – June 5, 2011

The powers and responsibilities delegated to the Board of Trustees by the UUCM congregation, as specified in our church Bylaws, include:

- Appoint annually the chairs and other members of the Audit, Religious Education, Finance, Property, Membership, Ministry, and Worship committees, define their responsibilities and powers ...
- Appoint, from time to time, the chairs and other members of such special committees as it deems advisable, define the responsibilities and powers, and receive the reports of such committees ...
- Administer, directly or by delegation, all the affairs of the Church except as expressly provided otherwise in the Constitution and Bylaws and report its actions at the Annual Meeting, including a report of a proposed annual financial budget and a financial audit of the Treasurer's report.

These enumerated powers and responsibilities indicate that the Board's function is fundamentally one of administration and oversight. Most of our church's accomplishments flow from the management and leadership of its *members*, including individuals on the Board acting in that capacity. Board membership is accompanied by visibility, and the responsibility assumed having publicly declared oneself to be a community leader. The resulting interaction with the people in our community leads to a heightened understanding of personal and collective priorities, thinking and directions.

The Board started the church year with seven members – three new and four returning. In anticipation of Helen Silver leaving town in the spring, Nancy Kurtz was appointed to the Board early this year. She continued to serve as the church Clerk as well. Helen resigned from the Board and as the Assistant Treasurer upon her move from the Medford area in April. Last August the Board, Minister Hank Peirce and the returning Director of Religious Education Kimberly Wootan joined together for a day-long retreat. Laying the groundwork for the coming year had actually started well before then.

In the letter from the Board in last year's annual report we promised that "the Board will be proposing a balanced budget for 2011-12, or a far-reaching course of action which will balance the budget in 2012-13." At the ensuing Annual Meeting the church members voted to back this declaration with their own collective voice, mandating that the Board essentially do exactly this. Consequently, the Board-directed process for discovering the best way to honor that promise and directive was the dominant element of the church year.

The series of small group discussions, larger group discussions and congregation-wide presentations, along with the associated survey and meetings with staff, collectively labeled the "Jumbo process," was originally conceived in consultation with a member of the Unitarian Universalist Association (UUA) staff in March 2010. Particulars of the process are summarized on the Jumbo pages of the church's website. (Links: <http://uumedford.org/jumbo.html> and <http://uumedford.org/jumbo2.php?code=jumbo2011>.) Most members of the church community participated in some way, many extensively. The Board convened several times apart from our regular monthly meetings to plan the steps in the process, and to digest the feedback and results yielded by the process. Board members met with Rev. Hank and our other staff members, sometimes multiple times, regarding the transition to what clearly will be a differently operating church than we are accustomed to.

Before addressing church finance details, we will review some community highlights from the church year about to be concluded:

- Nine new UUCM members were inducted during the May 15th Sunday service. Linda Squires continued to tirelessly serve as chairwoman of the Membership Committee, ably abetted by Dan and Tammy McKanan. Linda, augmented by Tammy and other non-committee volunteers, was available as a volunteer coordinator and information clearinghouse for new and established community members during almost every Social Hour throughout the year.

- The 2010 UUCM summer season featured another set of compelling sermons by lay members of our congregation. Attendance was frequently high, to the point where the typically semi-sparse feeling of summer service pews gave way to a reasonably full appearance.
- Our Building & Grounds Committee oversaw a series of major repairs to the church building, many of them leftover business from the renovations of the first half of the 2000s. More details are provided in the financial discussion below and in the [B&G Committee report](#). The grounds around the church continue to look better and better, reflecting the efforts of the Committee and other volunteers.
- Our community Thanksgiving Pot-Luck, Winter Solstice Service and Easter Pancake Breakfast traditions were attended and enjoyed by many. The Pot-Luck and Breakfast are long-time traditions, while the Solstice Service was held for the second straight year after emerging from a long quiescence.
- Our Religious Education program served an increased number of UUCM children, as more new families with young children joined our community. Returning Director of Religious Education Kimberly Wootan implemented a new curriculum, trained many new RE teachers, and established a revised teaching cycle where a 1/3-year commitment, rather than the previous 1/2-year, was requested of the RE teacher volunteers. This resulted in more members being willing to volunteer to teach. Her experience and organizational talents are major assets to the church.
- Thom Lissey led our choir through his fifth successful year as UUCM Music Director. Four members of the choir, accompanied by Thom, performed at a Refugee Immigration Ministry benefit concert at the Melrose UU church in February. The choir will also perform at an RIM event at the Melrose UCC church on June 9, this time accompanied by former Music Director Russell Tripp.
- Fund-raising ratcheted up a level, with almost \$7,000 raised. A Pumpkin & Pie Sale was held in October, run by Jim and Rebecca Kennedy; a rummage sale was held in March, managed by Lourie August; an auction event was held in April, led by Mark Koenig; and a forthcoming barbecue in June is being run by the Kennedys, Jenn Vento and community newcomer Peter Taylor. The total amount raised by these efforts makes a critical difference in being able to retain valued staff hours.
- The number of outside parties regularly utilizing our buildings, principally the church itself, increased further. A second Morris Dance group and five new Al-Anon meetings became regular users. One-time and periodic space users also increased. We earned almost \$5,000 from the source this past year, and expect much more this year with a full year of use fees from the new groups.
- The Ferry Beach church-wide weekend was energetically and effectively organized once again by Mark Koenig and Troy Liston. Participants are running out of original superlatives to describe their experiences there.
- The Social Action Committee, as detailed in [their report](#), had another exceedingly active year, helping refugees gain asylum in and integrate into life in this country, while running several outreach and benefit programs during the year. The Social Action Committee and the Community Cupboard Food Pantry, the principal agencies via which the church extends itself to the outside world, provide a healthy, indeed essential, counterbalance against our community becoming too self-focused for our own good.
- The Community Cupboard Food Pantry, based in the church and co-coordinated by church member Liz Ammons and community member David Pinckney, continued to serve clients from the surrounding community week-in, week-out, who are struggling to survive in these economically difficult times. The typical number of families who come to the Pantry is 70-90 per week, while a sizable number more are served during the Thanksgiving turkey distribution. Pantry volunteers are about evenly split between church members and non-members from the surrounding community. The collaboration and the Pantry itself represent a major UUCM presence in Medford and beyond.

Fiscal Year 2011 Budget Review

The 2010-11 fiscal year deficit came in about \$8,600 over the amount budgeted. (As usual, numbers for the year about to be concluded are estimated, an unavoidable consequence of the church fiscal year ending almost a month after this Annual Report is published.) An examination of the spreadsheet below shows that some numbers came in favorably for the church; obviously those that came in unfavorably dominated.

The principal culprit was the major repairs to the church building, details of which are provided in the [Building & Grounds Committee report](#). The aggregate cost was almost \$15,000 more than budgeted for repairs and maintenance. Any rational accounting treatment of this spending, such as the Generally Accepted Accounting Principles (GAAP) used by American public companies, would not treat the expenditure as an operating expense, but rather as capital spending on long-lived projects. Nevertheless, cash out is cash out, and funding those projects entailed a further drawdown of the dwindling church financial reserves. All the projects except the sewer clean-out were projected to be necessary sooner or later. They all turned out to be sooner.

The other two major shortfalls versus the budget – meaning income amounts coming in less than budgeted or expenses greater – were snow removal and investment income. We expected a reversion to mean for snowfall and average temperatures after the mild 2009-10 winter; however, this past winter's snowfall reverted to and then overshot the mean by a large amount. The accumulated snow actually had to be carted away in February, as there was no more storage space in the driveway. We will be re-soliciting bids on snow removal this coming cold season in an effort to contain this expense. Despite the cold winter and spring and high oil prices, heating oil expenses came in well under budget, as our pessimism proved overly-developed in this case.

The investment income shortfall was a function of decreased average income-generating principal due to the deficit being larger than projected, and the continued near-zero interest rates prevailing throughout the year. Capital gains offset the lack of income to some degree.

This is a logical point to review the different church funds and how they interact with our budget. There are four funds worthy of any discussion: (1) the NPO Fund, generally referenced as the church “endowment” in the past, (2) the Ministerial Fund, (3) the Charity Fund, and (4) the Lawrence Fund. Here is a listing of the funds' recent net asset values, their restrictive covenants and the concomitant effect on our finances:

- **NPO.** NAV: \$157,600. No restrictions on withdrawal of principal or income. All income is accounted for as “investment income,” e.g., as discussed immediately above, whether withdrawn or not. (We have been withdrawing the income and a lot more, thus the budget crisis, Jumbo, etc.)
- **Ministerial and Lawrence.** Respective NAVs: \$306,400 and \$167,700. Only income, as defined in their respective covenants, may be withdrawn. Distributions from the funds are accounted for as income upon receipt by us. Use of Ministerial Fund income is confined to the compensation of a sitting minister. Ministerial Fund income has invariably been less than ministerial compensation, thus all distributions are counted as income.
- **Charity Fund:** Fund income, which is liberally defined in the fund's covenant to include realized capital gains, may be paid out at the minister's discretion to causes and church members in need. While the fund's terms do not preclude the financing of certain church expenditures, this has never been done. Thus the Charity Fund does not enter into church budget-related considerations.

Brief summarizing some other income and expense items: We received more than expected in gifts, for no particular reason that we know of. Fund-raising (assuming the June barbeque does at least modestly well) will contribute almost \$2,000 more than was anticipated. The DRE position not being filled until August resulted in a \$2,000 savings versus the amount budgeted for that position. And professional services came in \$3,400 under the amount budgeted for fiscal year 2011 because, in the end, we did not understand this category – a leftover from previous accounting regimes – very well. In the future, expenditures previously assigned to this account will be reallocated to other existing accounts and a new payroll service account. Payroll service expenses are highly predictable, being directly proportional to payroll itself.

Fiscal Year 2010-11 Income and Expenditures, Realized vs. Budgeted

	FY 2011 Actual (Estimated)	FY 2011 Budgeted	Actual vs. Budgeted
Pledges	60,688	61,000	-\$312
Plate	3,937	3,300	\$637
Gifts	3,749	2,000	\$1,749
Fund-raising	6,971	5,000	\$1,971
Flower Sponsorship (net)	144	300	-\$156
Building Use	4,617	5,000	-\$383
Investment Income from NPO Fund	6,123	10,000	-\$3,877
Lawrence Fund Distributions	4,190	4,000	\$190
Other Restricted Fund Distributions	67	300	-\$233
Ministerial Fund Distributions	19,656	20,000	-\$344
Miscellaneous	78	0	\$78
Income	110,220	110,900	-\$680
Minister	68,008	68,008	\$0
DRE	22,432	24,472	\$2,040
Sexton	9,990	10,660	\$670
Administrator	3,160	3,400	\$240
Music Director	11,927	11,927	\$0
Nursery	1,130	1,140	\$10
Guest Ministers	300	600	\$300
Utilities & Heating Oil	19,390	22,000	\$2,610
Snow Removal	11,515	8,000	-\$3,515
Insurance	5,729	4,800	-\$929
Maintenance, Repairs, Enhancements	21,657	7,000	-\$14,657
Supplies, equipment, programming	7,632	8,500	\$868
Tucker Service	0	300	\$300
Publicity	0	1,000	\$1,000
Affiliations	7,120	7,000	-\$120
Professional Services	3,605	7,000	\$3,395
Expenses	193,595	185,807	-\$7,788
Deficit	-83,375	-74,907	-\$8,468

Fiscal Year 2012 Budget Proposal

Our community aligned on switching from our previous de facto financial planning philosophy of “build it and they will come” in favor of living within our means, after no more than a one-year transition period. The budget proposal below reflects the Board’s best efforts to put the new operating philosophy into practice, balancing priorities as best we could given the data and tradeoffs the world presented to us. As Winston Churchill famously stated in 1942, after the German offensive in North Africa had been turned back: “It is not even the beginning of the end. But it is, perhaps, the end of the beginning.”

Discussions were started in earnest at Ferry Beach about how congregation members will step up to fulfill some of the functions left open by the proposed reductions in staff hours. The Jumbo survey responses, consistent with what surfaced during the Café Conversations a few years ago, revealed an awesome wealth of untapped talent and ability within our community. The survey respondents’ identities are, however, (by design) unknown. We are counting on everyone to “out” themselves, as they deem appropriate given the importance and fit of our church in their lives.

We must be mindful against losing sight of our community vision and purpose – why we all are here – amidst the forthcoming activity and attention to details. The Board plans to have a staff member of the Mass Bay District of UU Churches lead a congregation-wide session in the early fall to address precisely this issue. Meanwhile, the projected deficit is still not down to zero, nor will the much smaller but still positive deficit happen by itself. It depends on a further increase in fund-raising and additional building users, for instance.

Like it or not, finances and the rest of our lives, including the spiritual element, are inextricably intertwined. Borrowing words from a former UUCM Treasurer:

“Finance is not a boring topic. It is about relationships. It is about how people use scarce resources in order to enrich their lives. It is about priorities, and the accomplishment of these priorities.”

We believe the wisdom of those words manifest itself in abundance this past year, and expect it to keep doing so in the coming years.

The creation of this year’s budget would have been far, *FAR*, more difficult absent the outstanding work of the Stewardship Committee during the pledge canvas for this coming year. Veteran community member Loren Bernardi organized the pledge drive. The drive was started in January, two months earlier than past practice, so that the Board would understand as accurately as possible the amount of pledge income to expect for the coming year. The Committee members visited each member of the church community individually, conveying the “Stepping Up for a Sustainable Church Community” campaign theme created by Loren. Pledges gathered totaled \$71,000, up \$10,000 (16%) from 2010-11. Staff cuts would have of necessity been greater than actually proposed without this increase. Thank you members of the Stewardship Committee.

Those wishing to see, for the first time or again, a full explanation for the proposed budget are invited to visit the Jumbo pages on the church website referenced above. Summary comments are included within the spreadsheet below for many budget items. Here are the proposal’s highlights:

- Minister compensation is reduced 25% vs. 2010-11. The understanding, depending on circumstances and with some details still to ironed out, is that this will look like a 3/4-time ministry when compared to the full-time ministry of the past 10 years.
- Director of Religious Education position is funded as 1/4-time, compared to 1/2-time previously.
- Director of Music position is funded at 1/8-time (every other service) vs. 1/4-time previously.
- Sexton is funded as a 12-hour per week position, compared to 16 previously.
- Church Administrator hours funded is left unchanged.
- Contributions to the UUA and MBD are cut 75% from our “Fair Share” amounts.
- Fund-raising is assumed to realize an increase of over \$3,000.

An objective assessment of the prudence of this year's and future budgets necessitates an analysis of our church's financial reserves. The net asset value of the NPO Fund – for all intents and purposes our sole source of discretionary, readily accessible reserves – is projected to be down to \$146,200 on July 1. Is this sufficient? Nobody can state this with certainty right now; history will be the ultimate judge. Estimates for the *known* building and grounds work required over the next several years are being gathered. They could add up to, judging by past repairs, \$25,000 or so. That would basically complete the renovations started 10 years ago. But our buildings are old, and we have to plan for additional work as time passes. Some will be handled under the annual operating budgets for repairs and maintenance. Other repair costs may be higher. And, of course, this coming year's planned deficit is calculated to deplete reserves by another \$10,000. The Board's assessment is that reserves are close to a minimum prudent level.

During the Jumbo discussions a frequently expressed preference was to sell one or both of our buildings (usually just the Osgood House) if that would preserve staff time from being cut. The implied reasoning was that the operating costs saved and income on the sale proceeds could be reallocated to staff compensation. Further investigation reveals that this tradeoff does not exist to any significant degree. For one, the operating costs no longer incurred running Osgood House would be substantially offset by increased church building operating costs. If a net cost savings was nevertheless plausible, then what could be done with the hypothetical sale proceeds? Let us say we sold Osgood House for \$400k, reinvested \$50k in the church building to make it fit for office and RE use, and invested the \$350k remaining. At today's interest rates the income generated would be about \$7,000 per year, *but ...* spending that income would mean ignoring the degradation in the real value of the sale proceeds due to (vastly understated by government statistics) inflation. Truly, to spend *any* of the income would involve covertly drawing down the principal from the proceeds. We all understand where that leads. This is the situation today. It may eventually change. We can revisit this and other building-related ideas.

The above focused solely on costs. Osgood House's value to the church is substantial, considering that we use the space for offices and storage, and that we feel the RE program requires that space now and for future growth. Meanwhile, the possibility of finding a full-time user for one of the Osgood House rooms remains.

We wish to thank former Assistant Treasurer Helen Silver, new Assistant Treasurer Emily Hanna, church administrator Lynn Battinelli and Collector Russell Tripp. Their continual work of setting up, executing and tracking the transactions entailed in running UUCM makes this whole planning process possible. The implementation of any project or plan – Board-directed, committee-sponsored, or informally generated – requires that *someone* pick up a shovel and dig. Without Helen, Emily, Lynn and Russell doing the spadework we would be stumbling around in the dark.

Sincerely,

Geoff Ward,
For the Board of Trustees

Fiscal Year 2011-12 Proposed Budget

FY 2011-12 Budgeted Amount

Explanation

Pledges	71,004	Final number from Stewardship Committee
Plate and Other Gifts	7,900	Slight increase, per recent trends
Fund-raising	10,000	\$3,000 increase over 2011-11 (estimated)
Flower Sponsorship (net)	300	
Building Use	8,800	Agreements in place plus some additional
Investment Income from NPO Fund	4,200	Lower principal; continued low interest rates
Lawrence & Other Restricted Fund Distributions	4,200	Continued low interest rate environment
Ministerial Fund Distributions	21,000	Planned withdrawals
Miscellaneous	200	
Income	\$127,604	

Minister	51,000	3/4-time ministry
DRE	12,930	1/4-time position
Sexton	8,515	12 hours per week position
Administrator	3,160	Unchanged vs. previous year
Music Director	7,461	1/8-time position (every other service)
Payroll Service	1,300	Proportional to staff compensation
total staff-related	\$84,366	
Nursery	1,140	Two nursery attendants for every service
Utilities & Heating Oil	19,400	Winter/spring no worse than this year
Snow Removal	9,000	Revised contract; less snowfall than this year
Insurance	5,729	Level with 2010-11
Maintenance, Repairs, Enhancements	7,500	Assumes no multiple major repairs
Sunday Service-related expenses	1,500	Includes guest speakers
Supplies, Equipment, Programming : RE	2,500	
Supplies, Equipment, Programming: General & Administrative	4,500	25% reduction
Affiliations (UUA, MBD)	1,750	75% reduction
Expenses	\$137,385	

Deficit **-\$9,781**

Annual Report from the Minister

Report

This has been a stressful year for everyone at the church, especially those of us in leadership. The Board of Trustees took the charge by the congregation to balance our budget very seriously. The JUUMBO process worked hard to involve everyone in asking important questions and then using those answers in fulfilling the that charge. As the minister of a church with this much stress it has been very difficult to carry all of it. It has been a hard year to be the religious leader in this community as I have felt that my ministry has been discounted at times this year and I struggle to keep positive.

But as I wrote to the board in December, this is the darkest time of the year, the time when it is easy to lose hope. All of us have personal struggles that we are dealing with, employment issues for ourselves or our spouses, the health of family members, and other concerns. It is too easy to lose sight that this challenge is just that, a challenge. It is not oblivion, it is not the end of all things, it is a challenge that we all must face together for the good of the church, and more importantly for the good of you. It would be easy to give up, to sell everything, to take a shortcut, but you need to know that you can do this and that this church can survive in difficult times and flourish. Remember that the light will return, that is why we celebrate at this time of year. "After all seas have storms, clouds have lightning, and roses have thorns."

Let me spend the rest of my report talking about the future rather than this past year. The proposal put forward by the Board has come from a lot of hard work and can begin to balance our budget, and their work has started can help to give us some clues into the direction we need to go in. But we need to have a clear and ordered plan to so, and also know what really lies before us. If the congregation goes ahead with the cuts in staff it is important for the members of the church to not only step into roles previously filled by staff, but to envision a new way for us to be a church. Not only does each committee need to re-imagine how they do what they do, but also to understand how what they do fulfills the mission of the church. Each one of us needs to re-imagine what it is we do to fulfill the mission of the church. What is the mission of the church? What is our purpose? That is an inquiry I believe that we need to work on if we want to have a church that survives more than just financially.

Having been your leader these last eleven years I believe that it is imperative for the church to have an outside leadership expert from the Mass Bay District of Unitarian Universalist Churches come and begin a visioning process for the entire congregation as early in the next church year as possible. It is important for us to set goals and create a three- or even five-year plan for the future of the church.

Do not waste this opportunity that this year may give the congregation. Being financially solvent does not make us a vibrant community. It helps, but having a reason for being, and having a road map on how to get there that include fiscal responsibility can make this congregation with a long and healthy future.

Church Ministry

For the third time in two years we have run the very popular *Spirit in Practice* curriculum, put out as part of the UUA Tapestry of Faith program by the Unitarian Universalist Association. This class allowed members to explore the variety of spiritual expression found within our theologically diverse faith. We ran the class for 9 weeks and then held our final class during the church retreat at Ferry Beach.

In January Lori Gardinier and I attended "Creating and Revitalizing Lay Pastoral Care Teams" with Rev. Sue Phillips, a workshop offered by the Mass Bay District. We believe that what we learned here will help our caring committee. Kimberly Wootan has begun the *Cakes for the Queen of Heaven* curriculum which is a woman-honoring adult RE curriculum created by Rev. Shirley Ranck. It examines pre-Judeo Christian cultures that may have worshiped the female as divine.

Linda Squires continues to be a tireless worker as head of the Membership Committee, to whom much praise should be given.

Kimberly Wootan has been a wonderful addition to the church staff, her vision and experience that she brings. She has been working with a new Religious Education Committee and has been both training them and aiding them in finding what direction the program will take in the near future.

Lastly the congregation has once again spent a weekend away at the Ferry Beach Camp and Conference Center in Saco, Maine.

Professional Enrichment

I have remained active within the local chapter of the Unitarian Universalist Minister's Association and have also been meeting monthly with Rev. Larry Peers a Unitarian Universalist minister and a Senior Consultant with the Alban Institute, an independent center of learning and leadership for America's congregations.

I also worked with the Rev. Sheldon Bennett of United 1st Parish in Quincy (UU) in his role as a Good Officer of the UUMA in working to resolve conflicts that came up between myself and members of the Board.

I have also worked as a mentor with the following Unitarian Universalist clergy:

David Horst (1st Parish Malden, Massachusetts)

Tony Lorezen (Pathways UU Church, Keller, Texas)

Kristen Christensen (King's Chapel, Boston, Massachusetts)

I have continued with my roles on the board of UU Mass Action, which endeavors to educate, organize and connect social actions among Unitarian Universalists and create an influential moral voice in our state. As well as a part of the team of Unitarian Universalist leaders who are attempting to restart the 1st Parish Church in Norton, Massachusetts. This is an exciting and daunting proposition, but it is beginning to slowly take shape and have worship services and begin to once again to spread the good news of our faith to a community that has been without an active UU congregation for decades.

I attended the yearly General Assembly in Minneapolis last year and will be attending this years meeting in Charlotte, North Carolina in June.

Lastly my family is healthy and the girls are growing in their love of Ferry Beach and in their identity as Unitarian Universalists.

Rites of Passage performed by Rev. Hank Peirce during this year.

Dedications

Teagan Chan on June 5, 2011; daughter of Meghan and Ken Chan

Weddings

Mark Koenig and Troy Liston at Ferry Beach Camp and Conference Center, July 17 , 2010

Mary Sbuttoni and Robert Sullivan, Jr. at UUCM February 12, 2011

(non-member weddings)

Lindsay Friebely-Bursack and John Blake at Cambridge, August 28, 2010

Monica Lupo and Luke Hoagland at Cambridge, September 25, 2010

Nina Braten and Aaron Cutter at Boston, September 26th 2010

Elisabeth Lindsay and and Nan Bell at UUCM, April 19 , 2011

Funerals

Mary Ella (Turner) Russell May 5th , 2011

Mary began attending our church after the Second World War and was an active member until she moved to Vermont to live with her youngest daughter. She died with her family around her and a cat on her lap.

Funds raised for charity

This year's "It's Not *Your* Birthday" project raised funds for two charities: (1) Bridge Over Troubled Water, which serves high risk, transitional teens and young adults who may have left home, not finished high school, have no where to live, eat, or shower. Bridge offers counseling, meals, transitional housing, community, job placement, and free medical services. It also has housing, and services for young mothers. This is very important as it is the only organization to help this age group with these services in this area. (2) The Unitarian Universalist Partner Church Council Student Scholarships in India received the second gift, our sponsorship will cover tuition and books will pay for one student to attend all four years of college.

The money we raised after the devastating earthquake in Japan was sent to the the Unitarian Universalist Service Committee's UUSC/UUA Japanese Earthquake Relief Fund. The Association Sunday funds went to the UUA's Leap of Faith program with the aim of creating mentoring relationship between our churches.

Here is is the tally of the funds collected:

It's Not *Your* Birthday: \$ 3,159

Association Sunday: \$ 321

Grayson Scholarship: \$ 583

UNICEF: \$ 93

Total: \$ 4,156

Worship and Music

This year we worked with having a common theme each month, adopting a specific topic for a month and focusing on it in depth in worship.

Monthly Themes

November : Gratitude

March : Forgiveness

December : Unity

April : Transcendence

January : Vocation

May : Vision

February : Transformation

June : Truth

Music Director Thom Lissey has once again done a fantastic job adding a wonderful, creative and artistic component to our worship and to the life at the church. Thom would also like to acknowledge the members of the volunteer choir for all their hard work and commitment during the past year. The choir led music for the Winter Solstice service in December as well as most Sunday services.

Other Speakers

Daryl Bridges

Steve Schmidt & Susan Jhirad

Christian Schmidt

Attendance

We have averaged 68 adults plus children each week since the start of the church year in September.

Christmas Eve: 110 adults, 30 children

Easter: 83 adults, 30 children

Addendum from the Music Director

Music Director Thom Lissey would like to acknowledge the members of the volunteer choir for their continued hard work and dedication during the past year. Thanks to both the “regulars” – Janice Dallas, Hank Driscoll, Lynn Knight, Nancy Kurtz, Anna Seleny, Helen Silver, Jenn Vento and Geoff Ward – as well as those who joined the choir for a service or two: Lucia Holmes-Duquette, Joanne Perpetua and Martha Sandler. As always, anyone is welcome join the choir for any length of time!

The fifth annual Grayson Sunday in March was again the occasion for some special music-making during the worship service. Featured were soprano soloist Nancy Kurtz and her daughter, Esther Viola Kurtz, playing oboe in works by Bernstein and Poulenc, joined by Thom at the piano.

Members of the choir performed this year at the UU church in Melrose and will be performing in the week after the annual meeting at the Melrose UCC church, on both occasions for events supporting the local cluster of the Refugee and Immigration Ministry. In February, they sang with members of both the UU and UCC choirs in Melrose, and in June will sing on their own.

Thanks also to Russell Tripp for accompanying the choir for the June event in Melrose. This year, Russell has again been filling in for Thom on his Sundays off, which also provides a chance for the congregation to hear Russell play music on the church organ.

For the second year in a row, the choir also led music for a special Winter Solstice evening service of readings, chants, ritual and meditation. We were happy to note an increase in attendance for this year’s service.

Younger members of the church also shared their musical talents on Christmas Eve, and will do so again during the coming Religious Education Sunday in June. If there are others who would like to perform during a service, please let Thom know. All ages, instruments, and styles of music are welcome!

Annual Report from the Director of Religious Education

Registered Children : 55

Average Attendance : 25

This has been a very dynamic year. This Fall I reorganized the Religious Education (RE) office. I sorted files, packed curriculum, and organized the books. I created a yearly calendar for the religious education program. I created an Excel spreadsheet to track the children’s RE program budget and attendance.

One of the ways to save money in an education program is to organize the supplies. I have found that RE Programs always have an abundance of things scattered across the children’s designated spaces, and it is hard to keep track of all the bits and bobs. Many times, things will get reordered a few times if you don’t have a specific place for them. So I organized all of the supplies in the RE closet. On a funny note; in this church I have found enough pencils to last 10 years!

I have introduced a parachute and church kickball to the children. It has been so much fun seeing the kids work together to solve the moral problems that arise when we are of different ages and stages of development when playing games with rules and competitive objectives. They are learning that typical gym games can be educational as well as fun!

The next event was to organize the teacher recruitment and children's registration. I created a spread sheet with all potential RE students and families. I then created a calendar for teacher recruitment, mapping out the shorter blocks for the teachers and setting the teacher training dates for the year. They went very well, and I got great feedback on ways to recruit future teachers. We had 25 teachers this year!

This year the children participated in three social justice projects. We had a very successful program for the veteran's homeless shelter in Somerville. The director of the shelter Mark Alston-Follsbee came to visit the children's chapel. The following week children made 35 lunches. Children learned the importance of education from participating in the Pennies for Peace project. The children raised \$73 by hosting a tea party during social hour. We had a very successful Easter canned goods hunt. The children really enjoyed being outside and we collected two big Tupperware full of food for the pantry.

The children were concerned with the prospects of the congregation selling Osgood house. I help organize for someone from JUUMBO to come and talk to the kids about the process the church is going through and the options' that were presented to the adults. The board decided for now to forestall selling the building where the children have their classes.

Lastly I would like to thank everyone for helping me reintegrate into this lovely and hardworking community. To Diane Dmytryk and Chris Fiorello for working so hard in the beginning of the year to get the program reorganized. Thank you to Sue Driscoll and Craig Sandler for stepping into leadership roles half way through a very robust year. A thank you to Daryl Bridges for doing a little bit of everything, from the youth advisor par excellence to buying supplies for snack! And a thank you to all the nonparent, parents and children here at UU Medford for making this job full of excitement and so rewarding!

Respectfully submitted,

Kimberly Wootan,

Director of Religious Education

Supplementary Report from the Religious Education Committee

Members of the Religious Education committee include Craig Sandler and Sue Driscoll (co-chairs), Daryl Bridges (secretary), and Lori Gardinier. Molly Ruggles has also expressed an interest in joining. Karen Johnston served as liaison from the board to the RE Committee.

During the past year we wrote job descriptions for the Director of Religious Education and the members of the RE Committee. We assisted the DRE in the development of the calendar for the past year; helped recruit this year's crop of teachers; planned for and help implement the social justice components of the RE program; and provided information for members about the R.E. committee and its work. In recent weeks, we have discussed and planned for the transition to a program incorporating a reduced number of D.R.E. hours.

Annual Report from the Membership Committee

The membership committee consists of Linda Squires, Tammy McKanan, and Dan McKanan. All year long we greet church visitors to our Sunday service as they enter and leave the church. A Committee member, wearing a red apron, also serves as a clearinghouse for volunteer opportunities and information station during social hour throughout the year. During the 2010-2011 church year we held two membership classes. Nine new members joined the UUCM on May 15. They are the following:

Rita Bamford
Robert Hayes
Beano Chapman
Emily Hanna
Sarah Lawrence-Chapman
Nancy Lawrence
Pat McGauley
Molly Ruggles
Omri Schwartz

Annual Report from the Committee on Ministry

Members: William Stevenson, Troy Liston and Elizabeth Dowey

The Committee on Ministry is established in the agreement between Rev. Hank and UUCM. Its purpose is to offer support to Rev. Hank, discuss pastoral concerns among the congregation, offer input he may not receive through his normal channels of communication, and outline plans to respond to those identified needs in the church community.

Annual Report from the Buildings & Grounds Committee

Members: Maria Muller (chairperson), Geoff Ward, Mary Stevenson, Rita Bamford

The Building and Ground Committee's agenda this past year was dominated by repairs to the church building, some of which had been anticipated and others which required unexpected attention. The fiscal year 2011 church financial summary above shows that close to \$22,000 was spent on repairs and maintenance, versus the \$7,000 originally budgeted for this category. The following major projects were completed or are near completion as this is written: (1) The repair and re-shingling of the east exterior wall of Benker Hall, which was needed to avoid very costly damage to the large stained glass window; (2) repair and replacement of the copper roofing in the area above the "quiet room" area; (3) repair of the water damage to the quiet room, caused by the (previously) leaking roof; and (4) cleaning out decade's worth (perhaps a century's worth!) of roots from the church's sewer line. The total cost of these four projects was \$19,400. The Benker Hall outside wall and copper roof were both flagged as needing work by the consulting architects for the major church renovations of the first half of last decade, while the quiet room ceiling damage resulted from delaying too long our acting on the consultant's recommendation.

We believe the following repair projects are advised over the next several years: (1) repairing and re-shingling of the west exterior wall of Benker Hall; (2) repairing the church roof area over the side entrance; (3) repaving the older part of the church driveway between the rear of the church and the neighbor's retaining wall; (4) replacement of the old and leaky main church sewer line; and (5) replacing the sump pump in the church basement next to the boiler. Some of these can be handled inside the standard repairs and maintenance budget. Others may require a special budget set-aside. We are obtaining estimates for these projects as this is written.

Outside, the appearance of the grounds around the church continues to upgrade as previous plantings mature, with incremental plant additions and rearrangements, and as overgrown trees and brush are thinned out. Our grounds and building exteriors are the face we present to the outside world. The complements volunteers working outside get paid by passers-by signal that the face is pleasant.

The Committee members wishes to thank all the volunteers who helped during the year. A special “thank you” to Clare and Dana Gallup, whose landscaping crew performed the 2011 spring cleanup of the grounds which would otherwise have required scores of volunteer-hours.

Annual Report from the Social Action Committee

Much of our work this year was concerned with immigrant justice.

We worked as members of the Metro North Cluster of the Malden’s Refugee Immigration Ministry. Core Cluster members were Michael Glenn, Susan Jhirad, Lori Gardinier and Heather Gomez. Over the year our Cluster helped support two young Rwandan women, Valentine and Clarisse, both of whom received asylum, as well as an older asylum-seeker from Uganda, Mary. Mary is still awaiting asylum. We also helped an Iraqi refugee family who settled in West Medford and an asylum-seeking couple from Uganda who currently live in Everett. Other church members actively involved in this work included Geoff Ward and Maria Muller, Bill Barbeau, Robert Hayes and Hank Driscoll.

Our whole church participated in RIM’s fall flower bulb fundraiser, raising \$575. Our Mother’s Day flower sale fundraiser raised \$800. In addition, Reverend Hank contributed \$1,000 from the UUCM Charitable Fund he administers to RIM in early 2011 to help secure the Ugandan couple’s apartment.

Other immigration-related events this year included a February 27th meeting of UUCM members interested in immigration work, a showing of the film *9500 Liberty* on April 9th, and a talk by our former member Michael Sandberg on May 11th, entitled “How Immigration Works.” We are proposing that the church pursue the UUA’s six session study program on immigration, beginning in September.

Members of the former Task Force on Immigration joined to bring two Sunday services on immigration to Unitarian Universalist churches in Melrose (October 17th) and Wakefield (January 23rd). Both these churches responded by becoming involved in RIM themselves.

We also participated in the Boston chapter of the New Sanctuary Movement that we helped found. Michael Glenn spoke at the NSM Clergy Breakfast at the First Parish Church (UU) in Cambridge on October 21st (Rev. Hank attended the meeting as well), and Hank Driscoll attended NSM monthly meetings in Boston as our representative.

Several members of our church work with the Medford-based English at Large program as volunteer English tutors. These include Susan Jhirad, Heather Gomez and Michael Glenn. Rita Bamford has been teaching basic English to the Haitian elders who come to Manny Exilhomme’s Wednesday lunch program.

In addition to this work around immigration the SAC presented the film *Princess Mononoke* as a family-film on October 23rd. The much-acclaimed Japanese animated film raises profound questions about the relationship between civilization and the environment. We also supported the talk arranged by church member Gretel Munroe “Why and How We CAN Create a Carbon-Free and Nuclear-Free Future” on June 3rd.

At the end of this year, the Social Action Committee reorganized as an umbrella Social Justice Committee. We will be open to sponsoring programs in the coming year that deal all sorts of social justice – immigrant, environmental, racial, gender, GBLT, economic, peace, food and so on. Our hope is to have at least one program a month.

Michael Glenn