



**Unitarian Universalist Church
of Medford**

**Annual Report
2014-2015**

Annual Report 2014-2015

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The most recent version of this report may be found online at this URL:
http://uumedford.org/docs/UUCM_2015_Annual_Report.pdf

Annual Meeting Agenda – June 7, 2015

1. Call to Order.
2. Chalice lighting and invocation.
3. Choose a moderator.
4. Act upon the minutes of the congregational meeting of June 8, 2014.
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.
6. To receive a report from the Board of Trustees regarding expenditures beyond the previously approved 2014-2015 operating budget.
7. Accept and approve the proposed financial operating budget for 2015-2016.
8. To approve amendments of the Constitution and Bylaws as presented to the meeting.
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.
10. New business from the floor.
11. Adjourn

WARRANT

For an Annual Meeting of the Congregation of the Unitarian Universalist Church of Medford to be held June 7, 2015 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 7th of June, 2015, 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 8, 2014;
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 2014-2015 operating budget;
5. To accept and approve the proposed financial operating budget for 2015-2016;
6. To approve amendments of the Constitution and Bylaws as presented to the meeting;
7. To accept nominations and vote on candidates for the offices of Trustee, Treasurer, Clerk, Collector, and Nominating Committee;
8. To elect delegates to the General Assembly of the Unitarian Universalist Association;
and
9. To act on such other business as may legally come before the meeting.

Faithfully submitted,

The Board of Trustees of the Unitarian Universalist Church of Medford

Cathy Collins, Chair

Susan Driscoll

Clare Gallop

Nancy Kurtz

Dana McNamee

Omri Schwartz

Minutes from June 8, 2014 Annual Congregational Meeting

- 1) The meeting was called to order by Nancy Kurtz, clerk, at 12:30 pm. Rev. Susan gave opening words and the chalice was lit.
- 2) Nancy Kurtz was selected to be moderator without objection. Ron Dallas served as clerk for the meeting.
- 3) Without objection, the minutes of the June 9, 2013 Annual Meeting were accepted.
- 4) The annual reports of the Minister, the Director of Religious Education, the Board of Trustees, and various committees were submitted in written form in the Annual Report available at the meeting, a link to which had been sent by email. By unanimous vote, the reports were accepted.
- 5) An expenditure to increase the hours for the DRE position to 13 hours per week to address programming for the older youth had been approved by the Board. This amount was approximately \$3,000 in excess of the previously approved budgeted amount.
- 6) Upon motion and second, and after presentations by members of the Search Committee and general discussion, those present voted 34 in favor and 2 opposed, as follows:

Voted: The Congregation supports the selection of Reverend Tess Baumberger as presented by the Board of Trustees and affirms the offer to her of a contract for a half-time ministerial position.

The Search Committee described the process used to screen and view applicants and described Rev. Tess's past experience in parish ministry and hospital chaplaincy. The proposed contract provides for Rev. Tess to conduct two services per month from September through June plus Christmas Eve. Other ministerial duties are included and the Board and Rev. Tess will monitor the time requirements to allocate that appropriately.

- 7) Geoff Ward presented the proposed operating budget for 2014-2015. The proposed budget reflects the change to a half-time ministerial position after the first month, which is the remaining month of $\frac{3}{4}$ time ministry for Rev. Susan. Staffing costs will otherwise remain unchanged. It includes an item for slate roof repair of \$4000. There is an increase in worship expenses to cover more guest speakers for Sunday services. There was a motion and a second to approve the budget.

Upon motion and second, it was moved to amend the budget to designate the amount of \$2000 in the fundraising budget for roof repairs and \$5500 without restriction. After discussion, it was voted 2 in favor of and 27 opposed to the amendment. The amendment failed to pass.

After discussion on the main motion, it was voted 35 in favor and none opposed to approve the budget for 2014-2015 as submitted.

It was suggested in discussion that the budget should reflect both additional revenue and additional expense for project using targeted fundraising such as the installation of the acoustic tiles for Benker Hall.

- 8) Liz Ammons presented the Nominating Committee's slate for Trustees and Officers as follows:
Trustees: Clare Gallup and Sue Driscoll. Upon motion and second, it was voted unanimously to approve their election to the Board of Trustees.

Upon consent of the congregation, it was voted to continue the following officers in their positions:

Clerk: Nancy Kurtz

Assistant Treasurer: Emily Hanna

Collector: Russell Tripp.

There was discussion of the need to have a Treasurer. The duties of the position were discussed. The treasurer needs to assist the Board in tracking the financial health of the congregation, work with the finance committee on investments and other financial matters, oversee the appropriate recording of income and expenditures, and provide a liaison between the finance committee and the Board, including the production of a monthly expense report for the Board. The treasurer would also oversee any audit of the financial records of the church. There being no nominations for Treasurer, the Board may appoint someone to this position.

9. New Business

On behalf of the congregation, Liz expressed the gratitude of the congregation for the outstanding interim ministry and contributions provided by Reverend Susan over the past two years.

With no further business to come before the meeting, upon motion and second, it was unanimously voted to adjourn at 1:34 pm.

Note: A quorum of the congregation was present. The sign-in sheet shows 36 members and 5 non-members were in attendance.

Respectfully submitted,

Ron Dallas

Clerk *Pro Tem*

Annual Report from the Board of Trustees – June 7, 2015

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 Religious Education, Finance, Property, Membership, and Worship committees, and 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 the proposed annual financial budget.

The UUCM Board started this church year with seven members, two new – Clare Gallup, Sue Driscoll, and five returning – Cathy Collins, Dana MacNamee, Omri Schwartz, Rebecca Kennedy, and Nancy Kurtz. Cathy Collins was elected President of the Board. Nancy Kurtz agreed to serve as Clerk as she has done for several years. During the year, Rebecca Kennedy resigned from the Board, as she and Jim moved to be closer to Jim's work. We chose not fill the vacant seat on the Board for the remainder of her term, as we still had a quorum and it did not impact our ability to function.

This was a year of transition, to a new minister and to half-time ministry. The Board has focused on the stability of the church during this transition, to ensure our continued presence here in Medford, and to provide a stable foundation for future growth.

Our financial situation is strong and stable, notwithstanding some larger than expected snow plowing and utility expenses. The Finance Team has provided the Board with a detailed report on our finances each month, and this has made our work much easier.

Our fund-raising efforts have helped bridge any gaps between our income and expenses, but more needs to be done. While many people worked hard on individual events like the Rummage Sale, we would be better served by a dedicated Fund Raising Task Force to oversee and schedule events throughout the church year. The Board has identified this as a priority, but we need the help of the congregation to make this happen.

We knew going in to this church year that the Worship Committee would shoulder more responsibility with half-time ministry, as more lay-led services and more guest speakers would be needed. They have proven to be more than up to the task. Our lay-led services have been some of our most interesting and compelling services of the year.

Music has continued to be an integral part of our worship. A new Music Committee has been formed and their recent Music Service was a wonderful, and hopefully recurring, part of our annual worship calendar.

Our RE program continues to be a strong and vital part of our church, and recently a new “one room schoolhouse” curriculum is being tested which should allow the continued vitality of the program while making better use of our volunteers and resources.

In an ongoing effort to be part of the greater community, we had a table at Medford Community Day, an event attended by over 3000 people. We hope to make this an annual event.

In April of this year, we met with the Gentle Dragon Preschool regarding their proposal to relocate their preschool to our building. We have begun discussions to determine whether this is a viable situation for them and for us. However, this will not happen for the 2015-2016 school year, and we will continue discussions to see whether this is a viable option for the 2016-2017 school year and beyond.

We have also completed many important administrative tasks that had taken a back seat in the past to more pressing financial concerns:

- Early in the church year we met with representatives from the UUA to discuss church administration, and they were helpful in clarifying the roles of the Board and the Minister.
- A revision to our by-laws to reflect our current realities is up for a vote at this annual meeting
- All staff members have current job descriptions and have had an annual review conducted by Rev Tess
- We have established a proper procedure for doing CORI checks, and are now doing CORI checks on RE teachers and others who work with our youth

On March 29, we held a very productive town meeting to get feedback from the congregation on how we are doing. With the congregation shouldering more of the load, our concern was the possibility of incipient burnout. From the feedback we received, there is, thus far, a sense of reward and satisfaction from this collaborative ministry that is more than making up for the increase in effort.

We owe a great deal of gratitude to Rev Tess, whose collaborative style has been invaluable in helping us to succeed in this transition. We look forward to continuing this collaboration next year.

Finally, we are blessed to be part of a community whose members generously share their time and talents with all of us. It is this act of sharing that allows our continued success as a spiritual community. Many thanks to all of you.

For the Board,

Cathy Collins

UUCM Board President

Minister's Annual Report to the Congregation

As the first year of our ministry together draws to a close, I reflect with pleasure on the events of the past several months. I can see how the seeds of ideas planted in the fall have sprouted, bloomed and grown throughout the year.

In August I set up my office and began meeting with the Worship Committee and the Board. From the start the Worship Committee wanted to have some trainings to help improve the quality of our lay-led services. We ended up having a series of three workshops for people interested in different levels of participation. At our Board meeting that month Michael Glenn presented an overview of the church's financial situation over the past several years. It was a helpful summary.

In September we began our regular worship services with our annual Water Communion. Later in the month we had a table at Medford Community Day. Youth from the congregation did some face-painting and we handed out information to a number of people.

In October we initiated the process of doing CORI checks on Religious Education Teachers. Nancy Kurtz was instrumental in that effort. We had a church retreat which was both informative and productive. Vivian began planning a Music Team to help support the music program of the church. They began meeting with the Worship Committee later in the year. The staff created a covenant about how to work together to serve the wholeness and health of the church.

In November I continued making connections with local clergy, Unitarian Universalist and Interfaith. We had a lovely Thanksgiving service, complete with a pumpkin bread and cider communion, followed by a great community dinner. You do food very well! Linda Malik spoke with me about starting Chalice Circles in the church. We started laying the groundwork, along with Lourie August when we realized there was interest enough for at least two groups.

December brought the holidays and some new members to the church. We had a great holiday pageant, a Winter Solstice Service, and a Christmas Eve service together.

In January the staff decided to send out a monthly newsletter to the congregation. Our first worship training had approximately 18 participants, which is wonderful. David Concepcion and I led a memorable (for me and I hope for you) service for Martin Luther King Jr. Day, and a number of us attended an event at the West Medford Community Center, sponsored by the NAACP. Two Chalice Circles began meeting.

February saw weather bad enough for us to cancel a Sunday service. We had the second in a series of conversations with the minister after services. I attended an intensive professional development conference in Monterey, California.

By March Vivian and the Music Team were forming a band. She brought in a Klezmer band for our very lively Purim service at the beginning of the month. There was dancing! On the Board and elsewhere we talked about ways to strengthen the lines of communication in the congregation. The

Distribution of Minister's Hours 2014-15



Religious Education committee took a step back and starting thinking about transforming Sunday School in ways that meet the needs of a small congregation without exhausting our volunteers. I began sending out cards in response to joys and concerns shared during our services.

April brought Easter and the return of spring. Our stewardship drive, begun in March, continued with weekly testimonials from our members. These were both touching and inspiring. I began the process of conducting staff reviews. The Music Team continued to provide special music for services when Vivian was not with us. I completed the first round of CORI checks on Sunday School teachers and youth group leaders. All is well.

In May we welcomed several more new members to the congregation. Sara and the Religious Education Committee piloted a “one room schoolhouse” approach to Sunday School, a model many smaller congregations are using to provide vibrant religious education to children and youth, in ways that are life-giving for teachers and volunteers. We completed Staff Reviews and wrapped up the Stewardship Drive.

Looking back, it has been a busy and productive year. We made it through a long winter and are enjoying the fruits of our labors. I look forward to our next year together!

Respectfully submitted,

Rev. Tess Baumberger

May 2015

Annual Report from the Director of Religious Education

The Unitarian Universalist Church of Medford (UUCM) Religious Education (RE) offered programming to children through age 18 this 2014-2015 program year. We had 34 students registered. For our youngest RE class (ages 4-7) we offered “We Are Many, We Are One.” Our second age grouping (ages 7-12) made use of the curriculum “Amazing Grace: Exploring Right and Wrong.” On Sunday evenings, UUCM offered a middle school (ages 12-15) Our Whole Lives (OWL) human sexuality class to the community. Our high school (HS) age youth met on Sunday mornings using a small group ministry approach with “Sharing the Journey: Small Group Ministry with Youth” being used as a resource.

The Religious Education Committee (REC) kept sight of their goal of fostering relationships between the children/youth and the wider church by planning regular multigenerational worship with the Worship Committee. A highlight of our multigenerational services was our “No-Rehearsal” Christmas Pageant, directed by Worship Committee chair Susan Jirhad. Young people were regular leaders and participants in this year's multigenerational worship services and community events. In fact, three of the high school age youth attended the January worship associate's training. It is encouraging to see UUCM youth taking leadership in worship, and ownership in the life of the church.

In order to bolster a sense of empowerment among the HS youth, a small group ministry model was used to structure their time together. As a result, the youth elected to meet on Sunday mornings for small group ministry twice a month, attend the worship service one to two times a month, and if possible, participate in leading elements of the worship service at least once a month. One of our HS age youth will be graduating this year. To recognize her transition from youth to young adult, and to encourage her continued relationship with the church, a bridging ritual will be included in this year's RE Sunday worship service.

A successful OWL human sexuality program concluded in May with a potluck celebration for the students, their families, and teachers. OWL parents noted that their children now have stronger relationships with their UUCM peers, and with congregation as a whole. Many thanks for the dedicated work of parent coordinators, Jeanne Feeley and Molly Ruggles. Thanks must be extended also to the OWL teacher team: Lourie August, Dal Coger, Mary MacNamee, and Steve Schmidt. Now that our middle school age teens have completed OWL they are invited to join the HS age youth on Sunday mornings. With the goal of ushering middle school students into the youth program in mind, plans have been made for all of the UUCM teens to attend a Wednesday evening worship service the First Parish of Cambridge, and to visit the Medford Royal House.

Criminal Offender Record Information (CORI) requirements for RE teachers were fulfilled by late winter this program year. This was a significant step toward meeting the safe congregation guidelines as outlined in the UUCM's Safe Congregations Handbook. The active support of the UUCM board, and Rev. Tess Baumberger made this progress possible.

Creating a Director of Religious Education (DRE) and REC covenant was a joint goal of the REC and myself at the start of the program year. With reflection and discussion, we decided that rather than creating a new covenant at this time, we would continue to rely upon the UUCM covenant and the RE agreement we developed with Rev. Susan Milner last year. This freed us to focus our energy on developing a program that will allow us to provide high quality RE that is sustainable for a small church. Numerous small churches in the New England region are using a one-room-RE-schoolhouse/centers model for RE on Sunday mornings. I piloted this model on Sunday, May 24 using a curriculum developed by the UU Church of the Larger Fellowship (CLF), RE Express. There were 13 children, ages 18 months to 17, years in attendance that day. The REC and I will meet next month to consider the outcome of the pilot class. New England Region Director of Life Span Faith Formation, Karen Bellevance-Grace, is aware of the changes that UUCM is trying-out, and she has assured me that we are headed in sensible direction.

In closing I will share a final highlight: Tufts Tisch scholar and Boston Mobilization intern, José Garcia, worked the youth group this spring. On his final visit with us he shared a community organizing workshop that he developed based on his previous conversations with UUCM youth. Our teens had their identities as community leaders nurtured. They found that bullying of gay, lesbian, bisexual, and transgender (GLBT) teens in Medford was a problem they all had witnessed, and wanted to change. We only began the discussion what types of action (systemic change, direct service, protest, etc.) they could take as a group to make Medford a better place for GLBT teens. Perhaps this step can be revisited next fall.

On behalf of the congregation, I extend sincerest thanks to our Religious Education Committee members: Karen Johnson (chair), Elizabeth Dowey (secretary), Jeanne Feeley, Mary MacNamee, and Joi Wolf. Their steadfast commitment to the vitality of UUCM via the RE program cannot be valued highly enough. Our Sunday morning RE teachers also deserve the congregation's deepest gratitude. Many thanks to RE teachers: Lisa Bouley, David Concepcion, Jeanne Feeley, Karen Johnson, Molly Ruggles, Dan McKanan, and Linda Schwetz.

Respectfully submitted,

Sara Bossen

Director of Religious Education

Review of Fiscal Year 2015 Finances

Fiscal year 2014-15 was our first year with a ½-time minister – a major element of our church’s plan for and commitment to financial sustainability. The nominal deficit of about \$3,000 is sustainable in the intermediate term. It was, however, larger than planned. To offset budget deficits in recent years, we have withdrawn money from our Ministerial Fund, whose income and capital can be tapped to help pay the minister’s salary. The drawdown from the Ministerial Fund was over \$4,000 larger than planned. (This fund is not small – see the Funds summary below – but also not infinite.) For this fiscal year we estimate that we will have taken close to \$20,500 from this fund, about \$4,500 more than was planned. When expected income does not materialize or unbudgeted expenses are sustained we have no choice but to withdraw money from our reserves to meet our expenses.

The snow removal and heating expenses associated with the harsh winter just past accounted for greater than \$3,100 of excess expenses vs. what was budgeted. One expects – and hopes – that this will not be the typical experience going forward. Also, despite an extra budgetary allocation for major roof repairs, expenses associated with our buildings maintenance and upkeep overran the budget by some \$1,000 when the Osgood House water heater required replacing late in the fiscal year, adding \$1,500 to that category’s total. Property and casual insurance policy costs increased, while workers compensation insurance premiums paid decreased on account of our good – claim-free – record.

On the income side of things, the indisputable bright light was a surge in building use fees earned. UUCM benefited from a diaspora of users driven by the sale of the building previously owned by the Congregational Church of West Medford, when that church building’s new owner chose not to renew the agreements with many of their users. We also continue to generate increasing interest from potential one-time and regular users over time, to the point where conflicting use requests often leaves us unable to accommodate all requests.

The amount received from pledge contributions continues to gradually rise each year, although it once again came in well under the nominal total amounts pledged during the canvass. As noted in the proposed budget for this coming fiscal year below, henceforth we are building in such an assumed shortfall into our forward projections. Somewhat more puzzling, the amount collected from plate collections and other non-pledge gifts and contributions was both well under what was budgeted and what has been collected in years past.

Thanks to financial markets continuing to work their way higher, the income from the church’s unrestricted fund – known as the NPO Fund – was \$2000 higher than expected. That amounted to an approximately 4% yield on that fund’s principal value, although some of the income came in the form of realized capital gains. In November the Committee members met with Mark Shephard, the founder and head of LPL Financial, the custodian and manager of the NPO Fund and Ministerial Fund – primary constituent funds of the church’s endowment. We were gratified by the level of thought we found had been devoted to what is a comparatively small asset pool in the scheme of things, however important it might be to us. Thank you to Mark and the other folks at LPL.

The Finance Committee members wish to acknowledge Assistant Treasurer Emily Hanna, church administrator Lynn Battinelli and Collector Russell Tripp. Their week in, week out work in setting up and tracking the transactions behind the aggregate numbers discussed in this report and in the proposed budget for the coming fiscal year is absolutely necessary for our operations and planning.

Sincerely,

Geoff Ward and Michael Glenn,

UUCM Finance Committee

Review of Church Balance Sheet

Principle church assets are comprised of our properties and their contents, and four major church funds. Those funds are: (1) the NPO Fund, which functions as a reserve fund in our financial planning; (2) the Ministerial Fund, (3) the Charity Fund, and (4) the Lawrence Fund. Below is a listing of the funds' net asset values on 5/31, and their respective influence on our finances. NAVs change due to income generated, fluctuations in the market values of fund assets, investment management fees and withdrawals from the funds. The NPO, Ministerial, and Charity Funds are managed by LPL Financial, located in Winchester, Massachusetts. The Lawrence Fund is managed by PNC Bank of Pittsburgh.

- **NPO Fund.** NAV: \$ 110,782. No restrictions exist on withdrawal of principal or income. Income from interest and dividends is accounted for as investment income in the budget report.

Contained within this fund are segregated gifts totaling \$10,500 to be used to support our music program. Also, approximately \$500 in tuition collected from OWL program participants in excess of program expenses, set aside in a fund for use in defraying future OWL teacher training costs, notionally resides in the NFO Fund.

During this year, the NAV of this fund has declined from \$112,249 to \$110,782. The change in NAV reflects income of net of management fees, unrealized capital losses, and a withdrawal in July 2014 of \$2,000.

- **Ministerial Fund.** NAV: \$242,898. Distributions from the funds, determined by the trustee in consultation with LPL and representatives from the church, are accounted for as income upon receipt by us. Use of distributions from the fund is limited to contributing to the UUCM minister's compensation.

During this year, the NAV of this fund has gone from \$261,489 to \$242,853 (5/1). This decrease of \$18,636 to-date will probably reach \$21,500 by the end of the fiscal year on June 30. Factors for this decrease include investment management fees of \$1,385. The main reason, however, for this fund's NAV decrease is that this year's budget includes a planned withdrawal of \$17,100 from this fund, in order to balance expenses. Thus we have withdrawn \$16,800 from the fund's principal (in planned monthly installments of \$1400), and \$3,400 out of its dividend and interest income. We needed to withdraw another \$3,000 this winter to meet a cash shortfall.

The proposed budget for 2015-2016 include a reduction of this planned withdrawal from the Ministerial Fund, to \$12,000.

- **Lawrence Funds.** NAV: \$175,470. Distributions from the funds, as determined by the trustee (PNC Bank of Pittsburgh) are accounted for as income upon receipt by us. There is no restriction on the use of the distributed income, once received.

- **Charity Fund.** NAV: \$50,737. 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. The Fund's terms do not preclude the financing of certain church expenditures, but this has not been done to date. Thus the Charity Fund does not enter practically into church budget-related considerations. This fund's value remained relatively constant during the past year.

- UUCM is also the beneficiary of three small funds, whose most recent NAVs total approximately \$5,768.

The Finance Committee's investment philosophy in the past several years has been extremely conservative – aimed at limiting any risk of capital loss. We have not made risky choices, gambling that the market will rise. One consequence of this approach, of course, has been reduced current income from the funds.

Fiscal Year 2014-15 Income and Expenditures, Estimated* Realized vs. Budgeted

	FY 2014-15 Estimated*	FY 2014-15 Budgeted	Actual vs. Budgeted
Pledges	60,300	65,000	-\$4,700
Plate and Other Gifts	2,910	6,000	-\$3,090
Fund-raising	4,696	7,500	-\$2,804
Flower Sponsorship (net)	90	150	-\$60
Building Use	18,490	12,500	\$5,990
Investment Income from NPO Fund	4,990	2,050	\$2,940
Restricted Fund Distributions	4,075	4,040	\$35
Ministerial Fund Distributions	20,540	17,100	\$3,440
Drawdown of Music Program Fund	1,500	1,500	\$0
Income	117,591	115,840	\$1,751
Minister	37,406	37,400	-\$6
DRE	14,603	15,275	\$672
Sexton	8,485	8,800	\$315
Administrator	3,015	3,425	\$410
Music Director	11,056	10,500	-\$556
Payroll Service	2,105	1,100	-\$1,005
Workers Compensation Insurance	1,201	1,614	\$413
Total Staff-Related	77,871	78,114	\$243
Utilities & Heat	14,407	13,400	-\$1,007
Snow Removal	7,996	5,800	-\$2,196
Property & Liability Insurance	6,554	5,950	-\$604
Buildings & Grounds Maintenance, Repairs, Upkeep	7,070	6,000	-\$1,070
Sunday Service	2,610	2,500	-\$110
Religious Ed Supplies & Programming	740	600	-\$140
General & Administrative Supplies, Services, Equipment	3,735	3,800	\$65
Affiliations	200	200	\$0
Expenses	121,183	116,364	-\$4,819
Deficit	-3,592	-524	\$3,068

* Full fiscal year projection based on actual income and expenses through May 31.

Annual Report from the Worship Committee

Our Worship Committee, composed of myself, Nancy Kurtz (our Board representative), Russell Tripp, David Parker, Elaine LaMacchia and Ann Heintz worked as a team with our new minister, Rev. Tess Baumberger, for the full church year. It has been a happy collaboration, with contributions given and received on all sides. Creative ideas flowed from Rev. Tess and everyone else on the Committee. In addition Rev. Tess led three trainings, in January, February, and March, for members of our congregation who wanted to lead or participate further in our services.

Since our minister is half-time, such collaboration has been essential. In addition, our Director of Religious Education, Sara Bossen, and Music Director Vivian Montgomery have attended many of our meetings, contributing creative ideas for music and multi-generational and regular services alike. We now have a “music group” composed of Brendan Shea, Melissa Radzynski, Nancy Kurtz, Andey Amata-Kyvni, Molly Ruggles and often others, who in cooperation with our excellent musicians Vivian and Russell and our choir, have provided “special music” at our services.

Our services have been led by Rev. Tess, guest ministers from our community and elsewhere – Laura Randall, Sara Millspaugh, Colin Bossen, drummer-minister Matt Meyer, and Ilene Gillespie – and lay members of our own congregation, including Tammy and Dan McKanan, Carol Schachet, David Parker, Steve Schmidt, David Concepcion, Robert Hayes, Hannah Schwarzchild, Linda Malik, Rita Bamford, myself, Ann Heintz and her band of poets, Vivian Montgomery and her band of musicians, and many others who contributed their voices and their hearts to our group lay services. Some of our group services such as “My One Wild and Precious Life,” the poetry service, the wonderful all-music service featuring women composers, and the most recent Memorial Day service, featuring Judy Lipperman, Ilene Lerner, Elaine LaMacchia and Tammy McKanan, have received strong accolades.

We now have a full slate of volunteer lay leaders to for our summer services, with Russell Tripp volunteering to provide the music as he so consistently and generously does. Andey Amata-Kyvni and Molly Ruggles have also volunteered to do music for some summer services. We are always happy to have new members of the church come forward who might like to take part in a service, either through a reading, Time for All Ages, all or part of a sermon.

In short, our Worship Committee, with the leadership of our minister, and the help of countless members of the congregation, has turned the fact of having a half-time minister, as prescribed by our financial constraints, into a positive opportunity to have a different kind of church. From all appearances and feedback it seems to be working well, and we look forward to that continuing.

Respectfully submitted

Susan Jhirad, for the Worship Committee

Annual Report from the Caring Team

With our transition to a half-time ministry with Rev. Tess, the Caring Team became more amorphous and called upon the assistance of many individuals. Robert Hayes regretfully left a more active role to pursue full time studies. Steve Schmidt continued to serve as the “point person,” although as indicated above many more people have become active in addressing the needs of our congregation.

The most frequent need for care was for rides to church and most of the needs were met without having to go to a general call for care via the Announcement email.

As was the case last year much caring within the UUCM community is being provided “behind the scenes,” and the Caring Team is not involved. This, I believe, reflects the reality and success of our congregation’s shared ministry. With this fact in mind it is suggested that instead of Caring Team the caring activities of UUCM now be referred to as our Caring Ministry.

Steve Schmidt will continue to serve as the contact person for the shared Caring Ministry of UUCM.

The Caring Ministry, on behalf of the Congregation, would like to extend a heart-felt thank you to all those who helped provide care for fellow members and friends of UUCM.

Respectfully submitted for the Annual Report by the Caring Ministry

Annual Report from the Buildings & Grounds Committee

There were a couple of semi-major expenditures made this past year which were nominally “unexpected”; however, it is the nature of being stewards of a building complex of the size ours is that we always in fact expect *some* repair or the other of this nature to arise of the course of 12 months.

Our Committee report in the recent church newsletter, viewable in the “Committees and Groups” section at http://uumedford.org/newsletter/newsletter_2015_03.html#p4, summarized the work done up until that point in the church year, and I will refer people there for details. In brief:

- The back driveway received its every-other-year patch job, which is performed in lieu of a comprehensive – and expensive – repaving job.
- Roof damage stemming from falling tree branches and simple age was repaired.
- Kevin LaMacchia, husband of church and Worship Committee member Elaine, contributed his professional electrician skills to a number of projects around the church interior and exterior.

Left open at the end of that newsletter report was the resolution to the Osgood House plumbing situation, it having then just been discovered that the pipes feeding the bathrooms had frozen and burst at multiple points despite our best efforts to effect a workaround that would avoid such. We now have a plan and concomitant bid to reroute certain key pipes away from the uninsulated outer walls of the Osgood addition that encloses the bathrooms. The pipe material will allow some expansion in the event the pipes nevertheless freeze. This will enable the bathrooms to be used all winter long, although prudence will still prescribe shutting off the water during prolonged extreme weather conditions.

Finally, the Osgood House hot water heater needs replacing. It was installed 16 years ago, and thus was living on borrowed time. This comes under the expected unexpected category cited above.

As always, I would like to extend special thanks to all those who helped with our grounds cleanup efforts during the year, and to those who contributed to keeping the church grounds and interior areas looking presentable. The many trees, shrubs and plants surrounding our buildings are nice, but they require work to keep them from overstepping their bounds so that they remain an asset rather than a liability. Special thanks to Rita Bamford, Andey Amata-Kyvni, and Hanna Schwarzcild for leading the charge against the invasive black swallowwort which was bidding fair to take over the Osgood House back yard. Finally, thank you to our sexton, Fred Humphries. Fred’s dedication to his job and our church goes well above and beyond the official charter of his position, and his reliability and alertness is an ongoing help and comfort.

Respectfully submitted,

Geoff Ward,

Building & Grounds chairman

Annual Report from the Social Justice Committee

This year the Social Justice Committee organized a communal read and discussion of Sandy Tolan's *The Lemon Tree*, led by our chair, Hannah Schwartzchild. The reading and three concurrent discussions helped inform the dozen or so people who participated in the group about the history of the tensions between Jews and Palestinians in the Holy Land. Church members also traveled to the Theodore Parker Church in West Roxbury to hear Rabbi Brian Walt from Philadelphia speak about this topic. Some members signed a letter to Senator Elizabeth Warren, urging her to consider Palestinian rights in the West Bank and the Gaza Strip, and some members joined a delegation of Boston-area Unitarian Universalists, led by Diana Digges and Rev. Ralph Galen to Senator Warren's office to discuss this and other related issues with her leading staff member.

We also showed several movies in the fall of 2014. These included: "Chasing Ice," an environmental film about the globe's melting glaciers; a film, about water as a resource, called "Blue Gold: World Water Wars"; and "When I Came Home," a film about homeless veterans. This last program also featured a staff member from the New England Center for Homeless Veterans. Members of the Committee organized a winter clothing drive for the veterans at the center.

Members were also active throughout the year on the campaign against mass incarceration, working in cooperation with the Task Force on Mass Incarceration of the Arlington First Parish Church.

On June 14, right after the last service of the regular church year, our church will be hosting a presentation by Josephine Bolling, author of *The Penalty for Success: My Father Was Lynched In Lowndes County, Alabama* – the story of the murder of the author's father in the 1940s.

Submitted,

Michael Glenn

Annual Report on Fundraising

This year's fundraising events included the church Rummage Sale and the auction. As is typical every year, our Easter breakfast also raised a modest sum for the church. We held another breakfast in November, modeled after our long-running Easter breakfasts, which raised a small amount. Clare Gallup's annual sale of poinsettias and a "Snow Mountain Rainbow" raffle, wherein church members were invited to speculate on when the snow pile next to the port-cochère would finally entirely melt away, also were among our fundraising efforts.

Total proceeds from fundraising for the year are expected to be almost \$4,700, the lion's share of which were generated by the UUCM Rummage Sale held on April 11 of this year, having raised over \$3100. Lourie August once again coordinated the event with the assistance of many who helped organize, price, sell, and clean up. Of course the sale depended also on the many generous church and outside community members who donated items to be sold. The auction raised \$865.

Annual Report from the Membership & Community Life Committee

Part of our Community Life work involves welcoming newcomers to the church – both after Sunday services and also at church events. Regular welcomers this year included Annette Bloom, Tammy McKanan, and Brian Wolf. Other members active in welcoming newcomers include Michael Glenn, Susan Jhirad, Steve Schmidt and Geoff Ward. Each year, as time passes, a number of newcomers decide to join the church. Members of the Community Life team help facilitate this as well. This year we were very pleased to have the following new members join our church: Andey Amata-Kynvi, Cheryl Harwood Bell, Monty Hill, Benjamin Hosking, Ilene Lerner, Judy Lipperman, Karen Roust, Melissa Radzynski, Brendan Shea, and Peter Wyers.

During the past church year, the community life sub-committee organized several events. In September, a welcome-back cookout was held at the Osgood House after church. The annual Halloween costume party was a special treat, with numerous volunteers organizing games and activities for the attendees. The night concluded with scary stories and dancing to Halloween themed tunes.

In November, we rolled back the clock and hosted a '50s themed sock hop. Members of the church dusted off their saddle shoes, poodle skirts and letter sweaters for this fun event. In the spring, the group helped out with the church auction.

Fiscal Year 2015-16 Budget Proposal

This coming fiscal year's proposed budget can be construed as the 2014-15 budget adapted for recent experience. As usual some income and expense items are predictable with a fair degree of precision, such as staff compensation, whereas certain significant items are largely out of our control, such as the cost of heating and snow removal during the winter season. Also, expenses associated with urgent building repairs whose timing is uncertain arise from time to time. Select items not already commented on in the discussion of fiscal year 2014-15 finances are noted below.

Income. In years past we have listed the total amounts pledged during the canvass drive in the proposed budget. Our consistent experience, however, is that the amounts finally contributed total several thousand dollars less. We are now building that slippage into our official projection. A fall fundraiser complementing our annual rummage sale and auction is built into that category's projection.

Importantly, the Finance Committee has trimmed its proposed withdrawal from the Ministerial Fund for the 2015-2016 budget to \$12,000. This amount is in excess of the expected income from this fund. We felt it was important to highlight this, as ongoing unprecedentedly low interest rates have severely limited the income from this and all church funds which collectively constitute our endowment.

Expenses. Raises of 2% have been built into staff compensations, whether from salaries and benefits or from hourly rates. Having completed contemplated church roof repairs it is anticipated the maintenance and repairs will revert to closer to historical experience. Lower fuel prices fortuitously offset some of the effects of the historically cold 2014-15 winter. Our guess is that revisions to the mean for prices and temperatures will result in level spending in that category this coming fiscal year.

Fiscal Year 2015-16 Proposed Budget

FY 2015-16 Budget Proposal

Explanation

Pledges	62,500	Pledged amount less standard slippage
Plate and Other Gifts	4,000	Approximate FY 2014-15 expected total
Fundraising	7,500	Assumed major fall event
Flower Sponsorship (net)	100	
Building Use	16,000	Slightly less than FY 2014-15 total
Investment Income from NPO Fund	4,000	Slightly less than FY 2014-15 total
Lawrence & Other Restricted Fund Distributions	4,040	Level with FY 2014-15
Ministerial Fund Distributions	12,000	Reduction in planned withdrawals
Drawdown of Music Program Fund	2,000	
Income	\$112,140	

Minister	38,000	1/2-time ministry for all 12 months
DRE	15,580	Full year @ 13 hours/week
Sexton	8,800	Level hours with FY 2014-15
Administrator	3,200	Level hours with FY 2014-15
Music Director	10,900	1/8-time position (every other service)
Payroll Service	2,200	Level with FY 2014-15
Workers Compensation Insurance	1,400	Level with FY 2014-15
total staff-related	\$80,080	
Utilities & Heating Oil	13,400	Level with FY 2014-15
Snow Removal	6,300	FY 2012-13 experience
Property & Liability Insurance	6,550	Level with FY 2014-15
Buildings & Grounds Maintenance, Repairs, Upkeep	5,000	Lower roof repair expense
Sunday Service-related expenses	2,750	Guest speaker fees, social hour coffee, etc.
Religious Ed Supplies & Programming	1,100	New OWL program supplies
General & Administrative Supplies, Services, Equipment	3,800	Level with FY 2014-15
UUA/MBD contribution	200	Nominal contribution
Expenses	\$119,180	

Deficit **-\$7,040**