

**Unitarian Universalist
Community Church
Augusta, Maine**



**Annual Report
2017-2018**

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BOARD & COMMITTEE LISTS

BOARD AND COMMITTEE ON MINISTRY LISTS

Board Members

President, Martha Naber
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Clerk, Karen Foust
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Treasurer, Nancy Fritz
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Finance, Kathy Ann Shaw <Interim>
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Member-at-Large (2018), Dylan Voorhees
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Member-at-Large (2019), Liza Gottlieb
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Member-at-Large (2020), David Rand
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Youth Representative, Sara Chapin
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Jim Caldwell (2020)
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Facilities, Chair

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Invested Funds, Chair

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Stewardship, Chair

<Vacant>

Member-at-Large <Vacant>

History, Chair

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Leadership Development, Chair

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Jani Clark, Co-Chair

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Caring Cooperative

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Personnel Committee, Chair

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Religious Exploration

<Vacant>

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Pam Lombard

(**Literacy, Youth-to-Youth Initiative**)
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(**UUCS Mentor Team Leader**)

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Website Work Group

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Worship, Co-Chairs

Noah Gottlieb
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Annie Nessen Voorhees
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Greeting

Noah Gottlieb
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REPORTS - OFFICERS AND STAFF

CLERK'S REPORT

UUCU Annual Meeting Minutes June 4, 2017 UUCU Sanctuary

This annual meeting was held in conjunction with a regular service.
Please see the order of service for additional details.
All Votes unanimous unless otherwise indicated.

Annual Meeting Business:

Quorum is met.

Incoming and Outgoing UUCU Board Clerks confirm over 65 members present. Quorum for 178 total members is 54.

Nancy Fritz was elected moderator. **VOTE - approved.**

Nancy then reviewed the meeting process.

Committee annual reports. **VOTE – approved.**

Announcements

Handing out of surveys for session topics and social justice work.

Summer worship needs- greeters and hospitality

Nursery care and spirit play volunteers

Religious Exploration think tank survey results,

First Faith Café is September 8th – Chalice making.

Changes to By Laws and Committee changes led by Doug Rooks. **VOTE- approved.**

Included Long Range Planning Changes, Finance Committee Changes, and IRP and invested Funds being rolled into Finance Committee.

Current Budget Presented – **VOTE – approved.**

Presentation of proposed budget for 2017 – 18

Discussion regarding cut of small group committee chair and change in covering UUA dues. Most discussion focused around change of UUA dues.

Motion made to amend the proposed budget to require UUA dues be paid from the operation budget – **VOTE – amendment not approved** – 3 votes for motion – 60 + votes against motion.

VOTE – Budget presented by board for 2017-18 approved – 1 abstention, 2 objection votes, 60+ approve.

Doug Rooks - Appreciation of Church Leaders. Introduction of new leaders. History of committees and challenges.

Motion made to move on all leadership for next year on one ballot. **VOTE – approved.**

UUCC Annual Meeting Minutes (Continued)
June 4, 2017

Motion made for commissioning of leaders for 2017 – 2018 – **VOTE – approved.**

Board of Trustees:

President: Martha Naber

Vice President: Jill Watson

Treasurer: Nancy Fritz

Clerk: Karen Foust

Board member at large, term expiring 2019: Liza Gottlieb

Board member at large, term expiring 2020: David Rand

Youth Member: Sarah Chapin

Finance Committee:

Chair: Diane Smith

Member at large: Kathy Ann Shaw

Stewardship: No nomination

Invested Funds: Janine Bonk

Fundraising: Catherine Palmer

Committee Chairs:

Committee on Ministry: (Board / Minister)

Facilities: Don Naber

Building and Grounds Work Group: Bill Allen

History: Helen Zidowecki

Leadership Development: Gary Chapin

Membership: Kathy Kellison and Jani Clark, co-chairs

Music: Hannah Faulkner

Personnel: Michaela Loisel

Religious Exploration: No nomination

Small Group Ministry: No nomination

Social Activities: Cheryl Clukey

Social Justice: Dale McCormick

Worship: Noah Gottlieb

Recognition of Jenny McKendry for her leadership of the Saint Mark's suppers.

Recognition of Ida Gammon and Cheryl Clukey for years and years of service!

No further business is presented today.

Meeting adjourned.

Respectfully Submitted
Abby Lourie Board Clerk.

NOMINATIONS – LEADERSHIP DEVELOPMENT REPORT

UCC Nominations, 2018-19 Submitted by Leadership Development Committee

Board of Trustees:

President: Jill Watson

Vice President: Karen Foust

Treasurer: Nancy Fritz

Clerk: No nomination

Board member at large, term expiring 2019: No nomination to complete term ~~Liza Gottlieb (Existing)~~ <Stewardship Chair>

Board member at large, term expiring 2020: David Rand (Existing)

Board member at large, term expiring 2021: Nancee Campbell

Youth Member: Phyllis Clark

Finance Committee:

Chair: Kathy Ann Shaw

Member at large: Catherine Palmer

Stewardship: Liza Gottlieb

Invested Funds: Janine Bonk

Fundraising: No nomination

Committee Chairs:

Facilities: No nomination

Building and Grounds Work Group: Bill Allen

History: Helen Zidowecki

Leadership Development: No nomination

Membership: Kathy Kellison

Music: Hannah Faulkner

Personnel: Michaela Loisel

Religious Exploration: No nomination

Small Group Ministry: Michael Conley

Social Activities: Cheryl Clukey

Social Justice: No nomination

Worship: Annie Voorhees

The Leadership Development Committee is continuing to seek, and accept, further nominations.

TREASURER'S REPORT

The FY18-19 proposed budget and explanatory notes to be voted on at the June 3, 2018 Annual Meeting is attached to this report. The FY17-18 budget update through May 31, 2018 will be provided at the Annual Meeting.

PRESIDENT'S REPORT

President's Report 2017-2018

"Do you feel the excitement at UUCC? Do you experience vibrancy in the activities at UUCC? UUCC continues growing in so many ways to meet the wants, needs, and requests of "us". We are challenged by Rev. Carie to reexamine previous ways of being together and of our place in the neighborhood, city, state, and world of today. We are fed by worship, by social activities, and social action. "

The end of 2016-17 report began with the previous paragraph. And it applies to this year's report as well! We try new things, keep some and let others go. A few highlights are listed below.

- Nine Faith Cafes were held throughout the year using the UU principles as the themes. These were intergenerational times with foods, activities, and music shared together. Some were better attended, and many lessons were learned about such gatherings. Thank you Ginny Christie for the funding for these pilot times of building community and learning.
- Many visitors attended worship services throughout the year. Some stayed a while, some did not, and some have joined our congregation. The most recent new member ceremony had ten new members sign the book!
- The music program continues to enhance worship and social activities by offering wonderful choir and occasional orchestral music with a marvelous year end concert. The music director spent time with the RE program three times to work directly with the children who shared the music with the congregation!
- October 2017 was the "big storm" which took down the huge tree in front of the church building causing damage to the Judd House ramp and roof edge. It was a long time for the power to be restored, too. Hal Booth is creating a chalice from some of the wood. The building and grounds committee did a marvelous job helping with repairs and clean up. It has created a different look to the front of the church.
- The Stewardship Committee had no chair, so the Board and minister took on this role. At last count there were 97 pledging units, up from 93 last year, and a balanced budget to bring to the Annual Meeting! Thank you all for your ongoing financial support of UUCC to enable us to bring the ministry of love in so many ways to others.
- We had a change in the leadership of the Sunday RE programming with the resignation of Brigid Chapin in January. Thank you to Monique and a group of families who worked with Rev. Carie to plan vibrant programming for the rest of the church year. Many talented people in the congregation brought their talents and interests to share with the children during the class times together. Thank you all.

One goal the board continues to work on is to set up systems that provide transparency in all activities to the members and friends of UUCC. We want all at UUCC to understand how we operate, how the money is used, how decisions are made. We encourage your ongoing participation.

Rev. Carie's report to the board for April asks the congregation four thought provoking questions that will be used in the coming year to guide discussions about the future of UUCC. The questions are asking us to struggle with membership, welcome, connection and community as well as leadership; how to bring experiential, relevant, and innovative family ministries, multigenerational engagement, and lifespan faith formation to members, friends, and guests of UUCC; what social justice ministry is emerging at UUCC, and how are we called to organize ourselves to do this; and finally what new equation will inspire, strengthen, and sustain UUCC governance, and leadership?

At the end of this second year of being the President of the Board I want to thank all of you who have supported me by attending board meetings, by agreeing to be on a workgroup and by attending to the church's business on behalf of us all. Thank you, particularly, to Lynn Smith who has always said yes to any request for help I have made to her. What a wonderful resource she is for UUCC! I also want to acknowledge how supported I have felt working with Rev. Carie. We have formed a great team to work on UUCC issues.

Thank you for the opportunity to serve as your Board president.

Sincerely,
Martha Naber

MINISTER'S ANNUAL REPORT

“The State of Shared Ministry”

Unitarian Universalist Community Church
Rev. Carie Johnsen
April 2018

We are here to worship together...¹
to sing and to pray,
to be still and to be alert,
to encounter the exquisite treasures of being present in
this moment where hope and vision speak most clearly.

We are here to celebrate together...
to see in others their best,
to dream together of a world of justice,
to hold hands and hug,
to acknowledge hurt and to seek to heal.

We are here, all of us, to grasp a glimmer of the calling
that is ours alone in this world. To hear the whispered
words that are spoken only for us, that give us all the
clues we need to answer the call we were created for.

The messengers of our common calls come always in disguise.
Spoken to us by chance, by the soul, by the wind,
by times of trouble, by our joy. They are rarely silent.
We can't escape them. They wait, always patient, for us.
Even now.

¹ *The Place We Meet*, by David S. Blanchard

INTRODUCTION

This month's board report offers a comprehensive, though not all-inclusive, report of shared ministry at the Unitarian Universalist Community Church (UUCC). The hope is to draw a picture of the radically shifting times which require us to live into something new, something different, yet something equally meaningful and spiritually satisfying. To remain relevant, responsive, and sustainable in this time and place, religious institutions need to find ways to lean into the future with swift agility to the ever-changing demographics and landscape.

Over the past several years, we have engaged in intentional growth conversations and denominational programs. We have celebrated our growing ministries and wrestled with many challenges. Various leaders and members have participated in webinars, trainings, conversations, and programs addressing one or more of the topics discussed within. Few have had the opportunity to engage thoughtfully across the range of topics that keep us both inspired and challenged. This "*The State of Shared Ministry*" report gathers together internal and external conversations, observations, studies, learnings, and insights. The goal is to expand the number of people at UUCC who are engaging in this work.

Ministry has always been a dynamic and fluid engagement between time and place, people and Love/Community/Mystery/God. Over the past fifty years, the religious landscape in America has changed dramatically across all Christian denominations and religious traditions. Local and national demographics, along with culture and politics, impact the many expressions of our shared ministry. Equally, multiple internal (UUCC) and external (UUA, state, national) factors impact congregational life, membership, leadership, and governance.

The religious, cultural and political landscape is shifting beneath our feet and there are no clear answers how to walk on moving ground. Our task as a religious community is to develop new, creative, AND adaptive ways for showing up with our Unitarian Universalist Principles rooted in Love. Our task is to welcome, affirm, restore, equip, and send forth people to love boldly, act justly, and care deeply in a joyful and aching universe.

Our shared ministry is responding to the changing landscape with agility, compassion, and strength, and it is not quick or easy. We are taking risks and trying new ways of engaging our faith. At times it is chaotic and feelings are hurt. Some days we meet people where they are; some days we stumble and fall. Still, people are stepping up in small and extraordinary ways. Some of us are holding too much and some of us could share the work by taking up a piece of the whole. There are a number of people committed and passionate about this faith and this church; they are the threads that keep the tapestry of UUCC vibrant and dynamic.

I don't propose answers. I do however identify four areas of shared ministry—religious exploration, membership, leadership and sustainability—in which I suggest deeper discernment questions to guide our understanding of what Love/Community/Mystery/God is asking of us in this time and place. What ministry or ministries are we being called to live into now/next? Ultimately, the call may not be to all four areas, and in fact, may be to yet an identified area. In truth these questions will be more relevant once refined by leadership and congregation. This report and these questions are intended to offer places to begin the conversation, to begin listening to the heartbeat of all that is UUCC, and to listen to that something beyond and within our community.

This report expands upon the materials from the 2017 Religious Exploration retreat, 2018 Leadership retreat, and 2018 Shared Ministry Assessment. These four documents reveal the strengths and challenges, opportunities and vulnerabilities of ministry at UUCC. Together, they provide a fairly comprehensive assessment of shared ministry at Unitarian Universalist Community Church.

A NOTE ON WAYS TO MEASURE CONGREGATIONAL GROWTH: Throughout the report I will refer to the following five ways in which congregations grow.

- numerical—the number of people attending worship and programs, or number of members, pledging units/families
- maturational—the spiritual maturity of each member
- organic—a congregation's ability to maintain its health and engage the world
- incarnational—making real and living our values in the world
- associational—joint efforts with other UUA congregations, other communities of faith, and the wider community

A NOTE ON UUA DUES AND MEMBERSHIP REPORTING: The New Annual Program Fund (APF) request amount is no longer based on congregation's membership number. Instead it is based on ability to pay, so it is linked to the congregation's Certified Operating Expenditures. (This means as income goes up, so does requested amount. As income decreases and expenditures decrease, so does requested amount.) For more information

<https://www.uua.org/finance/apf/southern-central-newengland/formula>

EXTERNAL FACTORS

Religious Landscape

The 2016 report "America's Changing Religious Identity" from Public Religion Research Institute (PRRI)² documents the dramatic transformation of the religious landscape over the past 10 years. Among the major findings:

- White Christians, once dominant, now account for fewer than half of all adults living in the country.
- Maine's white Christian presence has declined from 67% in 2007 to 56% in 2016.
- Maine's top three religious groups include: 31% unaffiliated, 19% Catholic, 18% white mainline Protestant.³
- White evangelical Protestants, white mainline Protestants, and white Catholics are all in decline.
- Non-Christian religious groups and unaffiliated are growing.
- America's youngest religious groups are Muslim, Hindu, Buddhist, and non-affiliated. In contrast, white Christian groups are aging.
- White Christians have become a minority in the Democratic Party while white evangelical Protestants remain the dominant religious force in the GOP.
- Unitarian Universalists are 3% Republican, 33% Independent, 57% Democrat, and 7% other.

UUCS demographics align well with this picture—fewer younger people are religiously affiliated and churches continue to serve an aging Christian population. Over the past seven years, we have witnessed a rapid decline in families, further magnifying a growing and disproportionate number of members and friends above 60 years of age.

Political Landscape

Since my call to serve UUCS in 2009, I have witnessed a growing tension between public policy and Unitarian Universalist values, principles, and morals, both at state and federal levels. It is no surprise to anyone that we have responded to changing administrations at both the state and federal level with an increasing moral mandate to live our values through education, advocacy, and action on multiple issues.

Since the change of state administration in 2011, we had several members move out of Augusta for employment or to participate in more vital economic, social, and culturally diverse communities in the southern part of the state. The 2017 Presidential election was hard on our congregation. Some of our Trump supporters left the congregation, while Bernie and Hilary supporters experienced a strain on their relationships and leadership at church.

² <https://www.prrri.org/research/american-religious-landscape-christian-religiously-unaffiliated/>

³ While most Unitarian Universalists would not identify as Christian and denominationally we would identify as other or UU, our tradition fits best into the model of Protestant worship, congregational life, and governance.

The past year has called upon the congregation to engage their progressive and liberal religious values in relentless appeals to advocacy and action. The incarnational growth in our community is evident as members shift their volunteer energy to engage more regularly with one or more social issues. Newly awakened passion and purpose have pulled people's time, energy, and attention beyond the corner of Winthrop and Summer Streets. This is incarnational growth. People are truly living their Unitarian Universalist principles and values in the world more deeply. And, it has put a bit of strain on the leadership and volunteer resources within the congregation.

As a minister, it has been a steep, exhausting, and rewarding learning curve. Stepping up to new ways of ministry has both encouraged and inspired personal and professional growth I could not have anticipated. Most all aspects of my ministry have been stretched to their limits. Each emerging social issue and movement has required extra time for study to grasp the subject matter and understand what is at stake. Additionally each crisis/event (mass shootings, #metoo, #timesup, white supremacy, to name a few) requires a quick internal process so that I can bring a pastoral presence to a community in shock, dismay, pain, and outrage. This year I have witnessed and responded pastorally to an increased number of individuals living with symptoms of PTSD triggered by present day events and media coverage. The relentlessness of issues has called upon a deeper spiritual and psychosocial strength, resilience, and daily practice of silence and care.

Unitarian Universalist Landscape

Membership Statistics from the Unitarian Universalist Association indicate we are holding our own with the number of churches and with membership, whereas enrollment in religious exploration has dramatically impacted congregational demographics. ⁴

	Churches	Membership	RE Enrolment	Combined
1961	1035	151,557	77,546	229,103
PEAK 1968	1135	177,431	104,876	282,307
2018	1035	154,790	40,892	195,562

A closer look at regional demographics shows Maine is one of the four New England States (MA, CT, and NH) where Unitarian Universalism has experienced a decline. ⁵ Statistics show the large churches⁶ and southern churches⁷ are growing and maintaining membership while small to mid-size churches is declining, some at moderate to rapid rates. The UUA reports the common thread in growing congregations is the hire of a professional membership staff person.⁸ Enrollment in religious exploration programs has been declining nationwide since 2003. As one might expect, there are pockets of churches that are experiencing growth in both areas. In the wake of the political climate, some congregations have reported small to notable upticks in visitors, new members, and Sunday attendance this past year.

More data regarding UUA and UUCC membership and RE enrollment may be found at the end of this document.

Local Demographics

Augusta is a capital city of less than 19,000 people. Population and school enrollment in the area continue to decline as median age trend rises. The median household income in 2017 was \$39,455. Renter occupancy is at 47%. Home school enrollment is growing.⁹ In 2010/11 homeschool enrollment in the state of Maine was 4,731. By 2017/18 enrollments had risen by 1,127 students to 5,858. With a growing number of secondary refugees moving to the area, the number of children enrolled as English language learners continues to increase.

⁴ <https://www.uua.org/data/demographics/uua-statistics>

⁵ <https://www.uuworld.org/articles/membership-growth-2001-2011>

⁶ <https://www.uuworld.org/articles/member-decline-second-year>

⁷ <https://www.uuworld.org/articles/membership-flat-2013>

⁸ <https://www.uuworld.org/articles/80-membership-professionals>

⁹ https://a2zhomeschooling.com/thoughts_opinions_home_school/numbers_homeschooled_students/

INTERNAL FACTORS

Membership

With this report I bear witness to my nine years of ministry. For the past twelve years enrollment has risen from 191 members in 2007 to a peak of 218 members in 2011. The past four years have seen the most significant membership decline to a current total of 171 members as of April 18, 2018. As the UUA thinks through new ways to engage congregations in giving to the annual Program Fund,¹⁰ it will serve us well to find new ways to recognize and count membership.

Newcomers and Guests: The ebb and flow of newcomers and friends has become a bit of an enigma. In years past, the philosophy of membership as a journey-of-belonging fit well. Members arrived and entered into a process of welcome, orientation, and joining (membership). They attended a New UU class to learn about this uncommon denomination and signed the membership book. They sought ways to become connected and participate in the life of the church. Small group ministry, faith formation classes, choir, fellowship support, building and grounds work and fundraising events were all natural ways in which new folks become involved and cultivated a sense of belonging.

This linear process of becoming integrated into church life has been disrupted. The old practice (outlined above) has become an ineffective way of supporting newcomer integration. The most recent practice of meet and greet with the minister following Sunday services has been the most successful way to make important connections.

While guest numbers continue to be strong and visitors return, folks are not looking to participate in a traditional process of membership: welcome, orientation, and integration. UUCC visitors arrive with limited desire to learn the “tenets” of this faith, let alone become a book-signing member of the church. More people hang out at the edges and sometimes under the radar of the minister and membership committee. The membership committee and minister are trying a variety of new ways to connect with and get to know the newcomer. Learning what draws people to church, and what needs they arrive with, is elusive these day. Discerning what newcomers in central Maine are seeking from churches and what expectations they bring with them will be critical to sharing the good news of Unitarian Universalism and growing souls in central Maine.

Another way this new informal way of engagement may be impacting our community is with financial contributions. This year we have experienced a higher than usual offering plate and annual appeal income. There is some indication our recent newcomers are using the offering plate as an opportunity to give to the church; whereas the annual appeal response includes members and a few long-standing friends. As of this writing the annual appeal has welcomed twelve new pledgers, six of which are new friends and six are first time long-standing members or friends.

Communication As one might expect in this changing world, we are not alone in our continued to chase to engage effective communication methods. Postal mail is less a primary communication tool for many people. We are seeing fewer people respond to written invitations and communications. In the age of social media, being able to communicate via persons preferred modality (postal mail, email, phone, text, Facebook posts, etc.) gets more complicated and essential every day. Equally, most of us find ourselves inundated with communications. Screening, ignoring, and deleting messages, along with simple oversight of communications, bog down the best of us. Personal phone messages are, by far, the most effective way to connect with middle age and older folks, even if that means leaving a message. For the younger generation, it is social media and text.

¹⁰ The New Annual Program Fund (APF) request amount based is no longer based on your congregation’s membership number. Instead it is based on your ability to pay, so it is linked to the congregation’s Certified Operating Expenditures. (This means as your income goes up, so does your requested amount. As your income decreases and your expenditures decrease, so does your requested amount.)

<https://www.uua.org/finance/apf/southern-central-newengland/formula>

Discernment question: How are we called to share the good news of Unitarian Universalism? How will we embody a ministry of welcome, connection, community, and leadership? How shall we count the souls that grow and the souls we touch along the way?

Worship & Music

UUCC has a strong worship arts team (minister, RE staff, worship associates, pianists, choir, and orchestra) that brings a commitment and passion for meaningful and transformative services to this community. Their diverse ages, theologies, and skill sets contribute to the wide variety of messages, topics, music, and styles of delivery. The congregation has a willingness to experiment and be surprised by the variety of expressions and experiences of faith/no faith. Each Sunday, they move easily from a well-crafted sermon to an interactive engagement to a contemplative space with what appears to be eagerness and ease. UUCC likes to try new things, stay abreast of current topics and experiment with trends. UUCC membership is thoughtful with feedback without being critical or controlling. They give worship authority to the minister, who in turns collaborates with the team.

In Unitarian Universalist churches, worship strives to meet the deep need of humanity with the mystery and grace of Love/Community/Mystery/God. Worship also, as we say, strives to comfort the afflicted and afflict the comfortable. Unitarian Universalist worship has always been a prophetic space to call people beyond themselves, to call people to live the values of this faith in action, and to respond to the marginalized, the oppressed, and the suffering.

Responding to the social issues of the past couple years and the subsequent pastoral needs within the community has changed the way we lead worship on Sunday. This year, the familiar prophetic call to inform, educate, engage, and act has radically shifted time and space for restoring and equipping souls to sustain the ministry of love in a complicated and divided world.

People come to worship tired seeking sanctuary. They arrive with a deep longing to make sense of the chaos and confusion. They are reaching out to be restored and inspired. Unending social issues, injustice, and growing economic divide are overwhelming.

Worship and music are responding to this deep yearning by shifting from prophetic call to spiritually equipping and sustaining the people. To do this we have 1) added music from a variety of genres with instrumentalists and soloist; 2) added a contemplative service with increase space for silence and guided reflection; 3) engaged the principles as tools for spiritual practice; 4) focused on messages that respond to *resistance fatigue* with hope, affirmation, inspiration, and connections.

Lifespan Faith Formation¹¹

Children and Youth Religious Exploration Family participation in Sunday morning church (worship, RE classes) has undergone a radical shift over the past several decades. Gone are the days when families participated in church services and religious exploration every week, or even twice a month. In the past three years, we have witnessed a shift to families attending only once a month or among and between sports seasons and extracurricular activities. With the exception of a few families, children's presence is inconsistent and often unpredictable.

In 2010/11 UUCC had four classrooms—11:00 a.m. Spirit Play, an afternoon Youth program, a busy Nursery and summer Spirit Play. Today, UUCC has one classroom, an afternoon Youth program, and an active Nursery. In 2010/11 UUCC ran three OWL classrooms every two years. This year, UUCC offered one OWL class for teens. While the departure of a religious exploration director in 2011 precipitated much of this decline, shifting cultural and religious trends hastened a more rapid shift within five years. Congregations across the nation are experiencing similar declines, with many mainline

¹¹ Lifespan Faith Formation is an inclusive term used to capture the scope of spiritual and faith development throughout the lifespan.

congregations no longer offering children's programs. It may be true that having a long-standing religious exploration director stalled our decline.

With the most recent departure of a religious exploration coordinator (1/2018), we have sought to simplify classroom preparation and volunteer roles. Ministerial leadership has facilitated the emergence of Sunday programming supported by parent and member volunteers, along with expanded paid roles for the youth advisor and music director. Various volunteer roles have been assumed by a variety of members, friends, and staff including leading wisdom story, coordination of classroom activities and nursery teens and volunteers. We will finish the year with members sharing their personal spiritual practices with the children. Children will have the opportunity to explore birding, nature up close, yoga, meditation, music, movement, and dance.

Additionally the challenge of filling the position of a very part-time religious exploration coordinator is a common phenomenon in churches across the nation. Declining programs, aging church members, and conservative demographics make it especially challenging to find a person with liberal religious values interested in a primarily Sunday job.

While many congregations are considering multigenerational worship every Sunday, here at UCC, Sunday morning children's classrooms still appear to be preferred. The most popular Sunday programs have offered activity that engages Unitarian Universalist values and principles beyond a curriculum and, when possible, beyond the church walls.

Multigenerational Engagement: Faith Café's were a new initiative developed this year in response to the 2017 Religious Exploration Retreat. Various groups in the congregation planned a monthly multigenerational event. The event centered on the UU Principles and included guided activities for all ages, shared food, and quite often music. The attendance ranged from 12 to 70 members and friends. While the fall and early winter activities were most successful, it is unclear if weather events brought about a decline in the February and March events or if interest had waned. The general consensus is people who attended the events enjoyed the opportunity to intentionally engage across the ages. Event included chalice making, apple pressing, caroling, singing and storytelling, small group ministry, game night, jeopardy, environmental sustainability.

Multigenerational membership engagement: The past two years we have ushered in new successful faith formation programs: yoga, adult series (Death 2016/7, Sexuality 2017/8). They join the success of a growing music program (Choir, Orchestra), Seasoned Souls, and Elder Lunch.

Small Group Ministry: Over its twenty-year history, small group ministry has engaged 182 members. We cannot emphasize enough the organic and maturational growth that has impacted individuals and the congregation as a whole during this time, and small group ministry has experienced a numerical decline over the past decade. It is challenging to deconstruct several contributing factors: loss of Small Group Ministry staff person, shifting needs of a declining membership, additional opportunities to engage in congregational life, the deaths of several members, and increased advocacy and action on a number of social issues.

Discernment question: How are we uniquely positioned to bring experiential, relevant, and innovative family ministry, multigenerational engagement, and lifespan faith formation to the members, friends, and guests of UCC as well as the greater Augusta community?

Social Justice Ministry

Sorting through the passions of the people at UCC has always been a bit tricky. While the social justice committee has always been a disorganized and random group, members and friends of UCC have lived their Unitarian Universalist values and actively engaged their passions and convictions for a more just world. What is considered a UCC commitment

as opposed to a member's personal conviction has been blurred for as long as I can tell. No particular process distinguishes one from the other and often they are one and the same.

LGBTQ justice commitments are the closest thing to a congregation-wide issue. Maine Unitarian Universalist State Advocacy Network (MUUSAN) is the UUCC's closest association to an organized advocacy and action group.

No one would ever say that UUCC is not active and committed; however, there are no clear indicators to newcomers or "outsiders" what we are committed to and how they might get involved.

This past year, tremendous incarnational growth has been witnessed through the direct action and advocacy of multiple members attending rallies, speaking out on issues, and organizing events around a number of issues.

My social justice leadership style over the past nine years has served to inspire and equip members and friends to live their passions and convictions in the greater Augusta and world community. This leadership has included pulpit call to action, education on social issues through workshops and book groups, modeling advocacy at the State House and in the public square. Interfaith leadership has served to provide greater opportunity for members to align their UU values with a diversity of religious traditions. Opportunities have included interfaith worship, rallies, vigils, and speaker events.

Discernment question: What social justice ministry is emerging from UUCC's random and organic pathway to a more just and equitable world community? How are we called to meet the deep ache of the universe with bold and courageous Love? How are we being called to organize ourselves to support, equip, restore, and sustain the passions and convictions of the people?

Leadership and Sustainability

UUCC's organic growth is most observable in the systems established over the past nine years. In the wake of ministerial misconduct, ministers and leaders responded with the development and implementation of practices to cultivate a healthy community. Safe congregation and personnel policies, along with strengthened and transparent church policies, have served to provide greater clarity of process for minister, staff, and volunteer roles and responsibilities.

Kimberly Sweeny has often said the shortage of church leadership and volunteers is a math problem. With declining membership and growing elderly populations, there are just not enough people to maintain the church of the past. Congregations are left with the work of discerning which priorities/missions will drive the church resources (people, facilities, financial). The challenge: deciding what doesn't need to be done, reducing the number of tasks to be accomplished and meetings to be attended, simplifying the work, and letting go of traditions that no longer serve the community.

This year, UUCC functioned surprisingly well without an RE or Stewardship Chair. As I said previously, more people picked up parts of the jobs, and teams came together to get the work that needed to be done accomplished. The work was also simplified through ad hoc committees and members trusting others to get the work done. Leadership was able to rely on years of organic growth that has offered strong and reliable practices, structures, systems, and leaders to hold the whole.

Discernment question: What new equation will inspire, strengthen, and sustain UUCC governance and leadership?

IN CLOSING

I have one lingering thought regarding shared ministry at UUCC. It is often noted in systems theory that institutional change is difficult to maintain. It is natural for organizations to naturally seek equilibrium or status quo, and in fact, patterns of interactions within systems help to maintain equilibrium. My ministry of witnessing is limited to nine years. What additional observations might someone who has served UUCC over a period of 15 years or 20 years bring forward? What might additional insights from members present for 15 or 20 years reveal?

UUA and UUCC
Membership, Religious Exploration Enrollment, and Pledging
2007-2018

Fiscal Year	UUA Churches	UUA Members	UUCC Members	UUA RE	UUCC RE	UUA Combined	UUCC Sunday Average	UUCC Pledge Units	UUCC Pledge Total	UUCC % collected
2007	1,044	162,196	191	57,220	94	219,416	404			
2008	1,050	163,932	212	57,650	85	221,582	153			
2009	1,048	164,684	202	56,683	75	221,367	165			
2010	1,048	164,196	206	55,846	108*	220,042	173			
2011	1,046	162,796	218	54,671	106*	217,467	197			
2012	1,054	161,502	204	53,776	87	215,278	177			
2013	1,048	159,987	214	52,369	60	212,356	163			
2014	1,047	158,186	198	49,991	75	208,177	141	110	\$164,364	98%
2015	1,043	156,620	192	47,623	52	204,243	122	113	\$159,215	96%
2016	1,038	154,965	185	44,885	45	199,850	115	110	\$160,056	98%
2017	1036	153,574	186	43,291	43	196,865	113	113	\$158,558	96%
2018	1035	154,790	173	40,862	43	195,562	113	93	\$143,586	
2019										
% DECLINE	-1%	-5%	-9%	-29%	-54%	-11%	-26%	-15%	-13%	
% DECLINE from highest to lowest			-21%		-63%		-43%			

* Religious Exploration enrollment numbers for 2010 and 2011 may be inflated. These numbers reflected all children of families, not just registered children and youth.

ADMINISTRATOR'S REPORT

It has been my pleasure to continue to serve the UUCC Staff, Board of Trustees, Committees and members and friends of our church community for another year. I am honored to play a role in this community as we continue to evolve and extend our mission.

By: Lynn M. Smith

I have improved our office systems over the last year by:

Updating the **Church Calendar (on Google)** to reflect the space abbreviations implemented by the Communications Work Group last year.

Expanded our advertising policies and **media contacts** so that our special events can be advertised to the wider community by both printed media AND several online community calendars. This year Catherine Palmer was advertising her own Fundraising activities as she deemed appropriate.

Website. Continued to work with Helen Zidowecki to assume more responsibility of the regular maintenance of the Website.

Policy Manual. Reverend Carie and I reviewed and updated our policy manual, How our Church Works. The manual was distributed in Oct 2017.

Records Retention: A general Records Retention Schedule for Financial documents was approved this year by the Finance Committee. Some guidelines were provided by the History Committee of the documents they would like to keep. Nancy Fritz and I have been purging and shredding in accordance with the Retention Schedule with more work to do this year.

I plan to continue to improve office systems by:

Eliminate dual email entries. Generate the email list for the Weekly Bulletin and special announcements directly from our Database. NOTE: This was a goal last year but has not yet been achieved.

Website. I plan to work with Helen Zidowecki as part of the Communications Work Group to explore the possibility of a new website that will open up some greater possibilities for communication at UUC.

Facebook (Social Media) Begin utilizing our Facebook page to reach more people for events and services. This was a goal last year but we are addressing this issue as part of the Communications Work Group. We hope that some of this will be automated by the new website we are exploring. We will continue our work this year.

Purge and/or shred old records. Nancy Fritz and I will continue to purge and/or shred old documents this year as the Records Retention schedule is .fine-tuned.

As part of my duties, I am to report on the following contracts and missions of the church.

Cleaning Contract

We continued our contract with Clean Sweep (A Division of Motivational Services) in Augusta at the same rate as last year (\$754 per month). The contract includes: cleanings of all of our buildings at least once per week, cleaning supplies, roll towels and toilet paper, and a one-time per year carpet shampooing at the church and waxing of the Fellowship Hall floor.

Copier Contract

We are now in Year 2 of our 5-year lease on the office copier with A-Copi. We also contracted with A-Copi for the yearly copy contract at a cost of \$565.70. The contract allows for 70,000 b&w copies and 1,300 color copies. (b&w copies over 70,000 are billed at \$0.0068 per copy – color copies over 1,300 are billed at \$0.069 per copy). Overages on b&w and color copies are due at the end of each contract year (October). I negotiated a hold on increased for the first two years so our costs remained the same this year.

Share the Plate 2017-18

I am pleased to report on the congregation's commitment to our Social Justice program during FY 2017-18. Share the Plate donations are the collections generally taken on the 1st Sunday of each month.

Sep 2017	UUA Hurricane Relief Fund	\$ 523.20
Oct 2017	Mainers for Healthcare	\$ 254.00
Nov 2017	Mindful Queer Collective	\$ 419.23 + 253.65 = \$672.88
Dec 2017	Family Violence Project	\$ 601.25
Christmas Eve 2017	Bread of Life Ministries	\$ 364.00
Jan 2018	Augusta Warming Center	\$ 318.87
Feb 2018	CANMP	\$ 399.81

Mar 2018	Black Lives Unitarian Universalist	\$ 562.10
Apr 2018	Augusta Food Bank	\$ 490.52
May 2018	P.A.L.S. Animal Shelter, Winthrop	\$ 157.65

MUSIC DIRECTOR ANNUAL REPORT

By Bridget Convey

My third season as Music Director at the UUCC comes to a close. I reflect on what wonderful music we have made together, in collaboration with the UUCCOO and other community musicians. We had several musical highlights already this season and I look forward to our Spring 2018 Community Concert, in collaboration with the UUCCOO, to take place on May 6th.

We have continued to learn and perform choral music of different styles and periods, as well as continuing our collaborations with instrumentalists within our UUCC community. Our themes for this season were the “Seven Principles”, we sang large and smaller pieces that reflected these principles.

I continue to find great support and comradery amongst the musical community, which is a true joy. Our choir accompanist, Karen Foust, continues to be a patient and wonderful support to the choir. Her diligence and hard work are greatly appreciated.

Special mention of our guest instrumentalists is needed: Hannah, Sarah, Allison Foust (pitched water bottles), Stefanie Barley (violin and piano), Dale McCormick (cello), Edith “Ish” Bicknell (EWI), Sedona Kmen (violin), Moira and Marcelle O’Connor (voice), and Annie Nessen Voorhees (percussion). When asked, these musicians were more than willing to assist with the choir pieces and their talents and time are greatly appreciated.

The choir and instrumentalists presented a piece written by our own UUCC member and composer, Mark Goldberg, son of Bill Goldberg. It was wonderful to collaborate with Mark and bring his music into our sanctuary.

The choir and the UUCCOO collaborated more often this year. October 22nd, the December Music Service, February 4th (Stewardship Sunday), Easter, the Spring 2018 Community Concert (to happen on May 6th), and for Flower Communion (UUCC 25th Anniversary Celebration). When our musical forces join, great things happen! We are so fortunate to have such a vibrant musical community. I am looking forward to next season.

The choir has welcomed several new members this season. We look forward to welcoming even more new members in the Fall. All are welcome!

The choir sang the following featured pieces during the 2017-2018 season:

September 10, 2017: “Water” by Anders Edenroth
 With Hannah, Sarah, Allison Foust; pitched water bottles
 September 24: “True Colors” arranged by Deke Sharon
 With Moira and Marcelle O’Connor, voice

October 8: “Al Shlosa D’varim” by Alan Naplan

October 22: “Kyrie, from the Mass in D-flat Major” by Jason Tsichlis
 With the UUCCOO

November 5: “Love Has Broken Down the Walls” by Mark Miller

November 19: "If I Knew You" by Cynthia Gray
With Sedona Kmen, violin

December 3: Music Sunday
"O Magnum Mysterium" by Morten Lauridsen
With the UUCCOO
"Winter Solstice Round" by Reardon arr. by Jim Scott
"May There Be Peace" by Clarke arr. by Dan c. Gilbert
With the UUCCOO and Annie Nessen Voorhees, percussion

January 14, 2018: "Make Them Hear You" by Aherens arr. by Funk

January 28: "Generations" by Mark Golberg
With Stefanie Barley (violin), Dale McCormick (cello), Edith "Ish" Bicknell (EWI), Hannah Faulkner (electric keyboard)

February 4: "Connected" by Brian Tate

February 18: "Climbin' Higher Mountains" Spiritual arr. by Kirby Shaw
With Annie Nessen Voorhees, soloist

March 4: "Give Me Your Stars to Hold" by Richard Waters

March 18: "Shalom, Pacem, Peace" arr. by Ruth Elaine Schram
With Stefanie Barley (violin), Dale McCormick (cello), and Edith "Ish" Bicknell (EWI)

April 1: "Ubi Caritas" by Maurice Durufle
With the UUCCOO

April 22: "Ode to the Seasons (and to Change)" arr. by Eva Toller

May 6: Spring 2018 Community Concert
May 22: "Man in the Mirror" by Michael Jackson arr. by Emerson

June 10: UUCC 25th Anniversary
"Apple Blossom" by Doug Barley and Noah Gottlieb. Arr. by Dan c. Gilbert
With Stefanie Barley (violin) and the UUCCOO

Our choir roster for the 2017-2018 season:

SOPRANOS: Jacque Marcella Darling, Patty Dushuttle, Becky Harvey, Lusine Jagharian, Carolyn Ladd, Melanie Lanctot, Joelle Morris, Jenny McKendry, Moira O'Connor, Rachel Snow

ALTOS: Cheryl Abruzzese, Hannah Faulkner, Judy Gallant, Marilyn Gordon, Susan J. Parks, Sunshine Perlis

TENORS: Terry Lee Cairn, Charlene Cleven, Marcelle O'Connor, Marty Thornton, Annie Nessen Voorhees

BASSES: Hal Booth, Nancee Campbell, Jeff Janell, Mel Morrison, Doug Rooks

Accompanist: Karen Foust

GUEST ARTIST CONCERT SERIES 2017-2018 AT THE UCC

By Bridget Convey

Our Guest Artist Concert Series had a successful 2nd season! As I have mentioned before we have the best piano and performing space in Augusta. We are centrally located and easy to get to, why not embrace this by inviting wonderful guest musicians into our space. This was a collaborative effort between myself, the fundraising committee (headed by Catherine Palmer), and other fabulous volunteers!

These concerts are held on selected Saturdays from 4:00 PM TO 5:00 PM, followed by a light reception, a chance to meet our guest musicians.

During the 2017-2018 season we featured and welcomed the following musicians:

October 21, 2017: John David Adams, bass-baritone

With Bridget Convey, piano

American Nocturnes: In the Heart of the Evening

January 20, 2018: Christine Letcher, piano

With Bill Moseley, flute

Four Centuries of Keyboard Music

March 10: James M. Johnson, percussionist and composer

With the Erskine Academy Jazz Combo, Annie Nessen Voorhees, and Bridget Convey

James M. Johnson and Friends: Jazz and World Premieres

April 8 (Sunday): Joelle Morris, mezzo-soprano

With Timothy Burris, classical guitar

20th Century Folk Music for Voice and Guitar

I have already booked guest artists for next season 2018-2019. Here is what we get to look forward to:

September 22, 2018: Lisa Mayer and Sruli Dresdner, Klezmer!

November 10, 2018: Resinosa Ensemble: Joelle Morris (mezzo-soprano), Eliza Meyer (cello), and Bridget Convey (piano)

Winter 2019: James M. Johnson and the Erskine Academy Jazz Combo

Spring 2019: Anne McKee, violin

More details regarding our 2018-2019 to come in our newsletters and announcements...keep your eyes peeled. Word is getting out, and I have three guest artists lined-up for 2019-2020!

[SUNDAY MORNING RE COORDINATOR REPORT \(NO REPORT SUBMITTED\)](#)

Brigid Chapin, our Sunday Morning Religious Exploration Coordinator, resigned her position as of January 2018.

[YOUTH ADVISOR REPORT \(NO REPORT SUBMITTED\)](#)

No annual report was submitted.

REPORTS - STANDING COMMITTEES

FACILITIES COMMITTEE REPORT

Facilities Committee Annual Report 2017-2018

The Facilities Committee is in its second year of existence and continues to seek its place in the governance structure of the church. As its only member again this year, and having moved a further distance from Augusta efforts seemed somewhat constrained. Additional members would be welcomed.

Facilities activities this past year focused on three concerns. The first was dealing with the loss of a major limb and then the entire large tree in front of the church. Buildings and grounds will have complete details. Facilities provided some arborist and building repair information only.

Concern two was the emptying of heating oil from the two tanks present in the Church and one in each of the two houses. Board permission was secured for Hal Booth to empty the tanks, an ongoing process, nearing completion. This averts the potential for an oil spill and its expensive clean up. Removal of the tanks is next. Fortunately two of them are spoken for by church members.

The last focus has been exterior lighting of the church, a request of the board. Securing the interest of a local electrician proved to be more difficult than anticipated. Ultimately Steve Finley of Finley Electric was the only electrical contractor of the half dozen plus contacted who responded positively to proposal requests. His choice was fortuitous as he brought in Norm Poulin of Rockwood Electrical Distributors who ultimately conducted a lighting audit of the entire church and both houses.

The exterior lighting needs of the church and building entrances featured prime considerations of safety, economy and light pollution minimization. Work at the church has recently been completed, and through Poulin and Finley contacts with Efficiency Maine the church has applied for a rebate to cover some of the material expenses. Poulin is also preparing a "work up" of lighting suggestions for the church interior as a second Finley proposal for future presentation to the church board. Poulin had no suggestions to upgrade the lighting in the houses beyond the installation of energy efficient bulbs in the fixtures.

Respectively submitted,

Don Naber

BUILDING AND GROUNDS WORK GROUP (NO REPORT SUBMITTED)

No annual report was submitted.

FINANCE COMMITTEE REPORT

Finance Committee Annual Report

At the end of the fiscal year the UCC Finance Committee consists of the Interim Chair, Kathy Ann Shaw, the Treasurer, Nancy Fritz, and chairs of the Stewardship Committee (currently open), Fundraising Committee, Catherine Palmer, and Invested Funds Sub-Committee, Janine Bonk. Traditionally a Member-at-Large (or more) joins the Committee but that position is currently vacant. Other members of constituent committees may attend as well. This year we have been fortunate to have Heather Lyon, member of the Fundraising Committee join. The Committee is rounded out by the addition of Reverend Carie.

The Committee was ably directed for the majority of the fiscal year by Diane Howard Smith. Kathy Ann Shaw (newly appointed), Member-at-Large was asked to take the role of Interim Chair in late winter.

The Committee meets monthly, on the second Tuesday of the month, with a break in the summer. The monthly agenda consists of committee reports and other new business. A retreat was held in February to discuss more substantial items.

During the new Chair's short time with the Committee the following items were taken on:

- Professional archiving of the Church's financial records
- Overview of deficits within the FY2018-19 budget
- Burgeoning discussions re: the Church properties and
- Means to add new At-Large members.

During the spring months the Committee focused on drafting the FY2018-19 budget, with advice from (and much hard work by) Nancy, to present to the Board.

FUNDRAISING SUB-COMMITTEE REPORT

FUNDRAISING SUB-COMMITTEE REPORT

Annual Meeting Report for Fundraising Committee
Submitted by Catherine Palmer, March 14, 2018

► **Work we did toward meeting our goal** of raising \$16,940 for annual church operations: We held 13 fundraising events, one of which was new this year – a wedding renewal ceremony for Harvey-Palmer set for June 30, 2018. In lieu of gifts, we have asked family and friends to make a donation to our church. Although we have reached only 42% of our revenue goal, as of this writing, we have eight (8) more events on the calendar plus our ongoing Hannaford card and CLYNK bag program to help us get there. My two-year term as Fundraising Chair ends on June 30, but I will continue to support the church fundraising by marketing Hannaford cash cards and assisting with all matters related to fundraising for a smooth leadership transition.

► **Work we plan to continue:** All fundraising events held in 2017-2018 will be offered in 2018-19, except the Harvey-Palmer wedding! Our December "Early Bird Holiday Fair" will be organized by Nancy Fritz and Martha Naber and will be called "Winter Wonderland." Plans are in place to create a separate space for vendors who donate ten percent of holiday sales to UCC.

► **How we worked with other committees:** We participated in all Finance Committee meetings, attended a board meeting, met with the Invested Funds subcommittee representative, and worked continuously with volunteers, who helped at all fundraising events. We acknowledge Heather Lyon, who stepped up to offer help at many events and attended our Finance Committee meetings as Fundraising co-chair.

► **Other information you want the Congregation to know about your work:** The Hannaford cash card program and annual auction generate more than one-half of our financial goal, but are not participated in fully by the Congregation. If we ask members to post more notices in the community, and add two or three more volunteers to help with each event, we could be certain to reach our objectives.

[INVESTED FUNDS SUB-COMMITTEE REPORT](#)

Invested Funds Subcommittee (IFS) Report FY17-18

During this church year, our committee—Annie Reiter, Jim Caldwell, and Janine Bonk (chair)—connected almost monthly, either by meeting in person or communicating via email. We also met in September with George Lapointe, our outgoing IFS Chair, and Peter Mendall, our Raymond James investment manager. In addition, Janine attended all but one of the Finance Committee meetings held to date.

At UUCC, we currently benefit from four trust and investment accounts, over which we have varying degrees of control. The **Adams Trust**, the **Ballard Trust**, the **Church Endowment**, and the **Facilities Account** aim to provide long-term, sustainable, and predictable income to our church's annual operating budget. They are generally managed for conservative growth, meaning the primary investment goal over time is for principal to exceed distributions and administrative management fees.

Adams Trust

The Adams Trust has been in place for many years, and UUCC is one of eight named beneficiaries. UUCC is named at 23%; the seven other beneficiaries are named at 11% each. Because there are so many beneficiaries, we do not have control over how the money is invested or managed. Held by U.S. TRUST, the total value was \$317,467 in December 2017, with the church's 23% portion of the principal equal to \$73,017. In recent fiscal years, we've estimated disbursement income from this trust at \$2,500.

Ballard Trust

The Ballard Trust was established by bequest through a will originally written in 1896, and it is currently managed by KeyBank National Association. While UUCC is listed as the sole beneficiary, Tufts University is named as a successor beneficiary should our church cease to exist. In December 2017, this trust was valued at \$217,333. (In the past, Wick Johnsen has suggested UUCC look into taking over management of these funds, likely through a legal process, in order to avoid paying Key Bank's fees.) Our annual church budget estimates disbursements totaling \$8,000 from this trust.

Church Endowment & Facilities Account

The Church Endowment is composed primarily of funds transferred in 1992 at the time of merger—combining monies held by the former Winthrop Street Universalist Church, with monies held by the former All Souls Unitarian Church located on King Street. The principal balance of this endowment is increased through *restricted* gifts to UUCC (for example, by an individual marking that designation on the Annual Appeal donation form), as well as through *unrestricted* gifts as so directed

by the Board of Trustees (such as 83% of Ginny Christie's bequest gift to UUCC in 2017). In September, we IFS members voted to move half of this account into the Parnassus Fund, in an effort to improve UUCC's Socially Responsible Investing. The IFS recommends an annual disbursement from this fund at 3-4% of the three-year rolling year-end average of the principal (though up to maximum of 5% is allowed). As of January 31, 2018, the balance in this account was just under \$340,000 (after an unusually bullish market period); and our current year's budget included a 5% disbursement of \$15,250.

The Facilities Account (formerly referred to as the Future Facilities Account) results from UUCC's contemplation of a major expansion or relocation in 1998 at an estimated cost of \$1 million. At that time, a capital campaign was conducted, leading to pledged gifts of about \$275,000. When it became clear the church would be unable to raise the \$1 million, the congregation voted to re-purpose the funds to (a) buy 71 Winthrop Street, and then (b) perform substantial renovations on all three of the church-owned properties. (Note: Approximately \$150,000 of this account was used for redesign and renovation of our church building in 2008.) As of January 31, 2018, the balance in this account was a little over \$23,000 (again, after the bullish market phase). With so little left in the account, the Finance Committee recommends that it be reserved for emergencies, and that regular maintenance or renovation be financed either through the annual operating budget or through dedicated fundraising. That said, our current year budget approved spending up to \$5,000 of this account on non-emergency building needs.

Both the Church Endowment and the Facilities Account are managed by the Mendall Financial Group, LLC, of Augusta (affiliated with Raymond James Financial Services). This year, the Board of Trustees charged IFS with making a recommendation on how to best manage these two accounts, and so we reviewed and compared three major investment approaches for these funds as follows:

1. Leave the funds invested as they are with the Mendall Financial Group;
2. Move the funds into the Maine Community Foundation's investment portfolio; or
3. Move the funds into the Unitarian Universalist Common Endowment Fund (UUCEF).

At the time of this writing, IFS is presenting option #3, to move the funds into UUCEF, before the Finance Committee for consideration.

[STEWARDSHIP SUB-COMMITTEE REPORT \(VACANT IN 2017-18\)](#)

This sub-committee remained vacant in 2017-18.

[HISTORY COMMITTEE REPORT](#)

UUCC Annual Meeting Report June 2018 History Committee Report

Prepared by: Helen Zidowecki

Committee members: Heide Munro, Helen McKendry, Helen Zidowecki.

Work the committee did towards meeting the Congregational Goals:

Sustainability: We have been working to involve this faith community in celebrating the importance and contribution of UUCC in the Augusta area, the state, and beyond as we transform how we do church moving forward. Our focus this year has been on the year-long twenty-fifth anniversary of the consolidation of the All Souls (Unitarian) and Winthrop Street (Universalist) congregations into the present UU Community Church in 1992. Committees and programs have been invited to consider the contributions in their areas as they prepare the annual report for this year. These notes are being compiled into a beginning history for this twenty-five period.

Basic references for the history of the congregation are the Annual Reports. These include Board and Committee reports as well as reports from some program areas that give a broader picture of congregational life and status. Other major historic resources are *The Flaming Chalice* articles and announcements.

We are logging a collection of historic literature about Unitarian and Universalism in general, and specifically related to Augusta and UUC. Some history items are in the UUC Library in the Committee Room. *Contact the church office or the History Committee for access to the items in the History Room.*

The History Committee budget contributed toward a purchase of *Universalists & Unitarians In Maine* by Rev. Peter Richardson (2017) that includes the history of the UU congregations in Augusta.

A number of people have been involved in doing oral histories this year. We will be cataloging these and drawing on them to share the meaning of our faith community beyond the meeting notes and reports. Thanks to Doug Rooks for his interest and assistance.

We have the *Memorial Book* to acknowledge people from the congregation who have died. We are working with Rev. Carie and the Board to identify and consistently acknowledge contributions of items and specific resources over the years.

Work we want to do and/or plan to continue into the new church year:

The History Committee has met about one Thursday a month in the Drew House. We need additional participants so that we can continue to organize our historical materials and make our history available. Please join and help us in this adventure where history gives meaning to today and the future. We expect to have some specific projects that might be of interest to you in the next year.

LEADERSHIP DEVELOPMENT COMMITTEE REPORT (NO REPORT SUBMITTED)

No annual report submitted.

MEMBERSHIP COMMITTEE REPORT

We are one of the committees of the church which you rarely encounter. Hopefully you met someone from this committee when you first came to church, as we try to reach out to everyone who signs a yellow card in the pew or the guest book in the foyer. You saw us front and center when you attended a new member welcome on a Sunday morning.

Our first event this year was to hold a retreat in the fall to begin to revision our committee, how it works and its goals. We had a wonderful discussion about attracting people to our community, ways we can welcome and embrace newcomers, and how to notice and respond when friends fall away from our community. We recruited a group of Welcome Associates who agreed to keep their eyes out for visitors at any event they attended. We recognize that not everyone who arrives at our door shows up on Sunday morning and to be the welcoming community we envision, we need to be alert at other times as well.

Unseen, but busy, we do reach out to new comers. This year we offered a dinner in the fall and a dessert reception in the spring to give newcomers an opportunity to meet leaders from the church and for us to learn more about how to be of service to them and connect them with ministries and programs they were seeking when they came to us.

In addition we held several Sunday morning receptions, either after the first or second service to meet with visitors. Our intention was to introduce ourselves to them and them to Rev. Carie. We will continue to explore ways to integrate newcomers into our community and to the areas where they are drawn.

Committee members this year included Kathy Kellison and Jani Clark , co-chairs and Janet Provost, as well as the dozen friends of the committee who agreed to step up to newcomers.

Kathy Kellison and Jani Clark

MINISTRY, COMMITTEE ON

Our Shared Group Ministry Evaluation 2018

1. What stands out for you about the ministry of the church?

- People feel that there is lots of love, support, and interdependence both from members and the minister. The church is making efforts to be more diverse in our message.
- There is a great array of ministry (e.g. youth led services, the women's march, social activities, etc.) and each is important and representative to the diversity within the church.
- There is an emotional attachment and members/friends are committed to UU mission. We minister to each other through connection. Bright ideas take hold and the church is innovative. Members gain energy from church.
- It is a church of many parts, with a message "come when you can, to that which suits you." We encourage participation, but it is not an obligation.

a. Members/Friends:

- There are many and varied opportunities to engage within the church and as an outsider.
- Worship leaders are diverse in age and number of years associated with the church. It is good having a high school student as a worship leader. The blend of ages and experience and talent brings energy to the church.
- Members provide good church services and draw attendance monthly when minister is away from the pulpit. Many members are happy to provide a lay service. It's wonderful that both our minister and our members/friends are skilled at engaging our congregation by leading church services.
- Overall committee/leadership is good; both with governance and social/spiritual groups

b. Minister:

- We hear: "Your minister is the voice of liberal religion in the State House" and we feel proud and grateful for her work.
- Minister's passion for her work, for this community, and for the UU faith is contagious.
- Minister has energized interfaith work in the Capital Area/Southern Kennebec area
- Minister offers support to groups, but doesn't oversee or micromanage them. Very healthy approach! This is different from many other churches.

2. What about UUCS ministry is working really well?

As shared above AND: Successful in being welcoming & warm and in fostering of unique abilities
Church provides opportunities to be interactional. A conscious effort is made to invite new people.

a. Member/Friend's contribution?

- Many are willing to share the talents and gifts that they have.
- Lay leadership is impressive in helping to support many events for our congregation (e.g. Faith Cafes)
- Groups provide major contributions—e.g. Buildings & Grounds, Seasoned Souls, SGM, Sangha, Choir, Yoga, Peace Jam & youth led services/activities, and on... These groups benefit the individuals in them as well as giving back to the church/community.

b. Minister's contribution:

- Minister is very active in the community and is still available to minister to individuals with home visits, consultation, and support.
- People enjoy all different kinds of church services, not just one type, and minister provides that variety.
- Minister's willingness to share from her own vulnerability in life often lends depth, form, and structure to the service and her work.

3. What about UCCs ministry could be improved? Gaps?

- Great variety of opportunities/activities – the greater the number of options, the higher the attendance and (paradoxically) the more exhausting it can be for some of the leaders and participants; self-care is important (no reason for guilt) "There is a lot" (quote from a child). Others agreed with the thought that some people's energy is being depleted and said "Especially families". Concern about overlap of events expressed by some.
- Need more volunteers for committees, leadership, RE. Sometimes too much is asked of volunteers so people might be afraid to volunteer. Are our leaders too exhausted? Support tends to be easier than leadership. We need more leaders. There are committees lacking chairs.
- Engage first from the heart, then from the intellect/mind.
- General societal stigma about going to church – can we change this by making church more fun? By making church "cool"? Attract more children/youth – movie nights? Mini-kid service? Sport games prevent some from attending church.
- Adults need to listen to youth (sometimes youth feel they are not heard/their voices are not valued)
- Some believe SGM needs to be revitalized, too insular? include younger members?
- Consider recording services in some way for those who cannot attend

a. What role should members/friends play?

- Some people leave feeling they have not made friends within past year. Are we too clique-y during social hour? Are we too clique-y in general? Are we accepting/warm to all?
 - Designate people to reach out to newcomers—over, over, and over again. To help them connect into the social aspects of the church.
 - Should we provide structure within large gathering so that people can connect? (not all people feel connected in large gatherings).
 - Maybe initiate circle suppers/rotating people and homes.
 - Continue with Faith Café.
 - Provide more adult RE classes developed by the UUA. Continue with topical series like elder sexuality, etc. other topics developed by church members.
 - Be aware of the messages we give that may shun those with different political points of view (e.g. those with leadership role in service and attendees wearing or speaking political messages during church)
 - We need to continue to nurture intergenerational relationships throughout the congregation.

- Maybe offer programs focused on young adults - including intellectualism, personal growth, challenges, maybe reaching out to local universities?
- Loss of significant pledges. Broaden fundraising sources (not just from within the church)?
- Consider combining advertising and outreach with other churches. It is important to maintain our central values while trying to gain public appeal.
 - Create pulpit exchanges with other faiths?
- Are we using our buildings and other resources as well as we could?

b. What role should the minister play?

- Increase our social media presence, we could have a UCC Facebook page for instance, and we haven't stepped up into new ways. We would get more people from wider community if events open to others were posted on the page. Communication of activities within the church could be enhanced, better coordinated.
- Continue with small discussions between services at Judd House and clarify invitation to these discussions: experienced members? Minister reach out to those who to may attend.
- Continue with Faith Café.
- Continue with topical series like Jesus, elder sexuality, etc. developed by church members & minister & advertise to the greater community. Educate congregation about the many adult RE classes developed by the UUA

• **How is the UCC doing in effectively bringing our ministry to the greater community?**

As shared above AND: We continue to well with our involvement e.g. migrant and immigrant communities, Community suppers, Marches, Equality Maine, MUUSAN, and on...

Make announcements on MPBN community calendar?

a. Congregation contribution? :

- The church allows us to bring in people from the outside to have events and meetings and gives us a format to contribute service in return, gives methods to provide financial support to the church,
- We're given space and feel well supported.
- Concerts are ways to bring in outsiders, also we opened church during woman's march, gave space for other political causes.
- Multiple outside groups that we are involved in were cited as evidence of our presence and outreach in the community.

b. Minister contribution?

- We are very appreciative & supportive of our minister's strong and active presence in the greater community. She's everywhere and offers so much that many of her offerings we don't even hear about.
- Minister's social justice presence & actions in interfaith groups and in the statewide minister association brings our ministry to the wider community.
- Minister put us on the map for social justice – especially with her testimonies at State House and her arrest at Susan Collins' office .
- Minister was instrumental with the UU Youth Group Trip to Guatemala - which involved four other churches and their youth groups.

Overall impression of one note taker was that people are pleased with the methods and styles of the minister and how she has conducted services and her ministry. There is a desire for enhanced communication and coordination and concern about lack of participation in certain areas of leadership, some people being tapped to do things. Questions of whether it is time to let things go, but few concrete examples other than considering building usage and how RE is delivered

MUSIC COMMITTEE REPORT

Annual Report for the Music Committee: 2017-2018 Church Year

MUSIC HIGHLIGHTS

In coordination with Rev. Carie and the Worship Committee, Hannah Faulkner represented the Music Committee to arrange times for available musicians to provide special music during worship services on the Sundays when the UUCC Choir and the UUCC Orchestra are away. Below is a list which includes some of the special music that occurred after last year's annual report was published, together with this year's musical offerings. (We apologize to those we have missed - your musical gifts are also appreciated!)

More songs for 2017 Spring and Summer —Accompanied by Bridget Convey, Mary Sullivan sang "Love Walked In" by George and Ira Gershwin and "Beim Schlafengehn (Time to Sleep)" by Richard Strauss on April 23. Stefanie Barley, Annie Voorhees and Hannah Faulkner performed Robert Vandall's piano trio "Triple Dip" on July 16. On August 13, Annie Voorhees led a pop-up choir singing Brian Tate's "Take Down These Walls."

2017-2018 Church Year:

September 17—To enhance Rev. Carie's theme of "Trees and Other Beings," Becky Harvey joyfully sang the beloved Rodgers & Hammerstein melody, "The Hills are Alive with the Sound of Music."

October 22—Accompanied by Hannah Faulkner, Dan Sorensen movingly sang "September Song" by Kurt Weill as his heartfelt goodbye to our congregation. Anticipating a steep decline in his health prior to passing, he announced that this would be his last time singing at UUCC of Augusta.

October 29—Pianist Alex Mathieu played two piano solos by J.S. Bach: the D minor Prelude and Fugue from the first book of the Well-Tempered Clavier (written in the early 1720s).

November 15—Annie Voorhees sang appropriately stirring music for the day's theme—"Justice: White Supremacy."

November 26—For Peter Mendall's theme, "Priming the Pump of Goodness," Marilyn Gordon and Hannah Faulkner presented two Bassoon/Piano duets. Their Prelude was "Themes from the Water Music" by G. F. Handel. Following the Embracing Meditation, they played, "The Water Is Wide" by Cecil L. Sharp, arr. by James Taylor and Don Grolnick.

December 17—Alex Mathieu gracefully performed a Chopin Ballade during this meditative "Quiet Refuge" service.

Christmas Eve—The UUCC Occasional Orchestra provided Christmas carols for the evening.

January 7—In a duet, Annie Voorhees and Melanie Lanctot inspired all by singing, "Step by Step the Longest March."

February 11—Pianist Alex Mathieu played the first movement from Beethoven's "Tempest" Sonata, a dramatic movement in D minor which carries the mood and energy of a storm.

April 8—Jasmine, granddaughter of Ken Farrington, touchingly sang "7 Years" by Lukas Graham.

Thank you to all the musicians in the congregation for your time and talent. We look forward to another music-filled year.

Respectfully submitted,
Hannah Faulkner
Chair, Music Committee

PASTORAL MINISTRY TEAM REPORT

Lay Pastoral Ministers: Nancee Campbell, (Caring Cooperative) Gary Chapin, Tracy McNaughton, Martha Pelletier, Helen Zidowecki

Pastoral Ministry at UUCC

The Unitarian Universalist Community Church (UUCC) is committed to providing a caring, helpful response to the needs of our members, friends, families and community. While the Minister is available to meet with members and friends for pastoral care the ongoing needs of the growing community requires a more expansive caring community.

The lay Pastoral Ministry Team (PMT) was started in 2011 to respond to the pastoral needs of UUCC. Members of the Pastoral Ministry Team are members and friends of UUCC who have a desire to be present to the community during times of stress, grief and change.

The lay Pastoral Minister is an extension of the Minister not a substitute. When serving in the role of lay Pastoral Minister, he or she represents the church as the Minister would. He or she is committed to providing an expansive pastoral response to the community. One lay Pastoral Minister takes up the work of organizing the Caring Cooperative which includes arranging for rides to church services, congregational events and providing meals to families when they are sick and in times of grief.

The Pastoral Ministry Team is prepared to provide *confidential, caring and compassionate presence to members and friends of UUCC during times of grief, loss, life changes and stress. The team is prepared to respond to the communal needs of the congregation, disheartening community events and social issues of our times. Pastoral responses to the community have included holiday grief service, holiday delivery of poinsettias to grieving families and individuals, honoring our elders.*

Adult Series: Sacred Sexuality a Journey of a Lifetime.

This four-month series offered by the Pastoral Ministry Team was a huge success for our community. This series included looking at the stories of love, body along with sexuality of aging and a panel of LGBTQ+ youth. This series offered 25-40 people an opportunity to talk about and engage in a variation on adult OWL.

What we learned: members and friends are looking for substantial and meaningful topics to deepen their personal spiritual experiences and relationship.

The Pastoral Ministry Team will pass the baton to a new organizing group for the 2018/19 series. The topic will be Faithful Finances.

PERSONNEL COMMITTEE REPORT (NO REPORT SUBMITTED)

No report submitted.

RELIGIOUS EXPLORATION COMMITTEE REPORT (VACANT IN 2017-18)

There was no Religious Exploration Committee in 2017-18.

SMALL GROUP MINISTRY COMMITTEE REPORT

Prepared by Michael Conley, Committee Chair

Twenty years ago, Small Group Ministry (SGM) took root at UUCC and continues to be a vital part of the congregation's ministry. Many group members, in fact, have been participating since the inception of the program, as new members have joined. And the lesson plans, generated both from within this church and many other UU congregations throughout the country, continue to expand into the many hundreds, giving our groups a virtually limitless supply of topics that can be explored.

Along with this enviable history of participation among hundreds of UUCC members over the decades. Groups change and evolve. Two of our long-term groups disbanded when their leaders, Mildred Stengel and Dan Sorensen, died. Some of the members have joined or considered joining other groups. Two other groups, facing some attrition, have considered merging. The men's group, on the other hand, continues to be an important part of both the SGM nucleus and in the lives of the members since 2010. Two of the longer term groups continue to remain strong, adding new members. New leaders emerged for three groups, with the previous leaders remaining in the group. The groups shared their meaning and activities during the Sunday Service in October.

Small group ministry was part of the February Faith Café, offering five varied simultaneous sessions around the UU Principle of "search for truth and meaning." This provided experience with small group ministry.

Clearly, more outreach is needed to revitalize SGM participation and new outreach efforts, including regular messages in the Sunday Announcements with the order of service and Fellowship Hour have resulted in several new members or those very interested in finding a group. The Small Group Ministry Committee continues to meet every month, plus holding leadership events on a quarterly basis. The *Small Group Ministry Handbook* was revised in October 2017 and is on the clipboard in the pews, and in the vestibule table.

UUCC continues to be a member of the Unitarian Universalist Small Group Ministry Network, contributing session plans and articles to the wider UU community, as well as benefiting from resources (www.smallgroupministry.net).

The Committee Chair wishes to thank the longstanding members, Helen Zidowecki and Linda Findlay, plus our newest member, Judy Gallant, for their support and guidance in this effort.

SOCIAL ACTIVITIES COMMITTEE

Another year of a variety of fun, educational and artistic events.

Sept: PondTown Poets

Oct. 8th: Singing Your Favorite Hymns with M. Naber

Oct 15th: Historic Presentation: "Maine's Malaga Island"

Nov. 12th: Jill Greenlaw and Isabella Ucci discussion on their charity trip to India to work with young girls in sports.

Nov. 22nd: Harvest Supper

Dec. 9th: “SLIME” Workshop for Kids and adults

Dec. 10th: Movie (Robin Hood)

Jan. 19th: “Come Sing A Song” with A. Voorhees

Feb.: Book Author scheduled but got cancelled.

March 6th: Brazilian Cooking Class with Georgeanne Barley

March 30th: Dinner and a Movie (LION) with Judy McCown and Cheryl Clukey.

April 22nd: Book Talk with Doug Rooks

May 18th: “Paint Night” for NON Artists

Also under the Social Activities Umbrella are the following:

Monthly Craft Circles with M. Naber et. al.

Monthly Elder Lunch (Marilyn Dunn)

Weekly Gentle Yoga (w/ Debbie Mattson and Janet Sawyer.)

Cheryl Clukey, Social Activity Chair

SOCIAL JUSTICE COMMITTEE REPORT (NO REPORT SUBMITTED)

No annual report submitted.

WEBSITE WORK GROUP REPORT

Website Work Group Report: UUCC Website (www.augustauu.org, website@augustauu.org)

Prepared by: Helen Zidowecki, **Chair, Website Work Group**

Work Group Members: Lauren Mier (Webmaster), Lynn Smith (UUCC Administrator)

Since the work of the website work group is so closely tied to the communication goals and shares members, please see the Communication Work Group for the work that was done this year regarding the website and the work that we plan to do in the coming year.

WORSHIP COMMITTEE ANNUAL REPORT

The Worship Committee has had a busy year!

This year we are Noah Gottlieb, Annie Nessen Voorhees, Peter Mendall Sr., Heather Lyon, Karen Nielsen, and Hannah Faulkner as Music Committee chair.

Noah began the year as chair, later inviting Annie to share the load by participating as co-chair.

This year, we all leaned into our diverse styles to help craft worship services, both in a collaborative manner with Rev. Carie Johnsen, and more independently with lay leaders and visiting guests.

Hannah graciously scheduled special musical guests for the Sundays without choir; highlighting the talents of our congregation regularly.

This year, we used our 7 principles as monthly themes for worship, deepening our congregational knowledge of why we are here as a church community.

Rev. Carie has beautifully guided us toward ever more collaborative processes; utilizing the individual talents and interests of each member of the worship team.

We remain a group of familiar voices, settling the congregation in each Sunday with consistent and creative greetings and information.

We continue to highlight members of the congregation through the chalice lighting and other readings, as well as keeping the sanctuary in candles and batteries.

We have attempted, sometimes successfully, to bring technology into church through multimedia. We are hoping to improve our dexterity with bringing recorded content into worship.

This year, we say goodbye to several members of our team, who have served long, wonderful terms: Noah, Heather, Karen, we thank you for your deep commitment to the UUCCA, and send you off with love and appreciation. Also, special thanks go to Ida Gammon who is always there for us, on or off the committee. Ida, we appreciate you!

We have a slate of new worship associates awaiting training, and are now in the process of scheduling summer worship.

See you this summer!

OTHER REPORTS

COMMUNICATIONS WORK GROUP

Annual Meeting Report June 2018 Communications Work Group (CWG)

Prepared by: Helen Zidowecki

Communications Work Group Members: Helen Zidowecki, Chair
Lynn Smith
Kathy Kellison (CWG Rep on Leadership Council)

The **Communications Work Group (CWG)** has met the third Wednesday of each month.

The Ad hoc Communication Work Group Charge was established May 2016 for one year to further the Congregational Goal regarding communication: "We are a congregation that is transparent in its decisions and actions. We strive for communication that is abundant, clear, compassionate, and inclusive."

Our initial work was to:

- 1) review current communication practices and policies.
- 2) review implementation and education process of policies with leadership and membership.
- 3) explore ways to improve community interest, readership and engagement.

The Work Group accomplished much during its first year but recognized that there was much more work to be done. We recommended to the Board that:

1. The Communications Work Group continue, specifically to assess, receive, and process communication concerns in the congregation.
2. A representative of the Leadership Council be part of the CWG to assist with dissemination of changes in the policies and procedures and communication concerns. <We also felt we needed to work with the Leadership Council to determine where the work of communication resides.>
3. Review of current communication practices and policies in *How Our Church Works* be an ongoing process. Revisions and additions would be made as they are needed, working with the Office Administrator, Minister and Board.
4. Increase the use of social media, and website capability and current technology as a key in exploring ways to improve the interest and engagement within our church as well as in the larger community.

The Board approved the continuation of the Communications Work Group for another year.

Work we have done this year:

Continue to address communication concerns in the congregation.

The Communications Work Group continues to tend to communication items as they arise. Examples: Change in parking options at JUCC was noted in newsletter and posted in buildings. Also, with the occasional use of an "off premises" location

for large events (such as Celebrations of Life), a notation of a church event and the venue will be posted on the church doors.

Work with the Leadership Council and determine where the work of communication resides.

The Communications Work Group has focused on the Leadership Council as a vehicle to engage and connect leadership. Kathy Kellison was named the CWG representative on the Leadership Council. Kathy's work on behalf of the CWG has included attending Leadership Council meetings, communicating with the Leadership Council, and encouraging the Leadership Development team to emphasize the importance of participation in the Leadership Council and of communication in general as the Leadership Team recruits new leaders.

We have been working specifically with the Minister (Rev. Carie Johnsen), the Vice President as the chair of Leadership Council (Jill Watson), and others as needed. Unfortunately, several of the Leadership Council meetings were moved to larger leadership meetings, and the specific discussions of "where the work on communications resides" was deferred.

Continue to review current communication practices and policies

Policies and Procedures: The extensive revision of *How Our Church Works* was published late fall by Rev. Carie and the Office Administrator. This publication of policies and procedures involved in the work of the congregation is available at the following locations:

- Church - Committee Room by the Mail Slots and by phone in Kitchen
- Drew House by phone (Kitchen area)
- Judd House —Minister, Administrator, RE office and copy room.
- On the website (Church Life, Church Governance).

How Our Church Works was posted on the website in a manner that is easier to access and review (as well as maintain). Revisions have been made and publicized since the initial posting.

The *Personnel Manual* was revised in December 2017 by Rev. Carie. The manual has been placed on the website (Church Life: Governance) following *How Our Church Works*. The manual is comprehensive, applies to full and part time employees, and provides consistency.

The new Rental Policy approved by the Board in December was posted on the website, along with the new Rental Agreement.

Communication Methods: We worked on defining the major communications publications in order to maximize awareness of church programming.

As noted in the April *Flaming Chalice*:

"The publication of events and activities that consistently reaches the broadest constituency is *The Flaming Chalice*. It is sent electronically or by mail to members, friends and visitors; is on the website; and is available in the vestibule. The process for getting information on events in the Communications Cycle is

- Calendar: Get on to the calendar early through the church office to ensure space.
- Newsletter: third Monday every month for the following month. Example: April 16 for events through May, sent to newsletter@augustauu.org
- E-Blast: Wednesday in weeks before and of the event, sent to admin@augustauu.org
- Sunday Announcements in Order of Service: The week of the event, sent to admin@augustauu.org
- Post-event notations and inclusion in Annual Reports are encouraged.

The Publications Chart/Communications Cycle are on the website under Communications.

The Administrator (Lynn) works closely with the Newsletter editors (Bill Byrne and Roxanne Reed) to monitor the information about our activities and present the information in a clear and engaging publication.

Identifiers: In our first year, a group (including the CWG) developed space notations to indicate the location where events are being held. This year, we have added a couple of locations that were missing and modified a couple of codes. We have also focused on abbreviations commonly used to be sure our notices are clear and inclusive to people outside (go beyond just) the congregation. Example: We changed the abbreviation “SGM” to “Small Group Ministry”.

Task 3) Increase the use of technology and social media. Various discussions have occurred throughout the year. The Communications Work Group has expressed to the Board that we are assessing how social media connects with and enhances communication within and beyond our community.

In addition, we are exploring website changes that will allow leaders to be able to update their own sections of the website. This increased involvement by leaders will require ongoing discussion, orientation, and collaboration by those involved.

Our recommendations for 2019:

The Communications Work Group recommends that:

The CWG 1) continue working on items already in process; 2) be able to address items as they arise; and 3) continue monitoring the effectiveness of communication as the congregation evolves and technology changes. We recommend that the Communications Work Group be designated a regular committee of the church with the charge of continuing this important work.

[GODDESS/EARTH CIRCLES REPORT](#)

Prepared by: Helen Zidowecki

Goddess/Earth Circles meets monthly on Sunday after second service, usually in the Fellowship Hall. Gatherings are open to all genders, and youth and adults. The gatherings include time for personal sharing, sharing of food, connecting and deepening ritual, and reflection on story of a goddess or earth cycle event as it applies today.

Work towards meeting the UCC goals: Inspiration and Engagement, and Interconnectedness.

Following are meetings and Sunday Services for the last year.

July Summer Connection of Goddess/Earth Circles, an informal time around the picnic table in the side yard.

August 27 Summer Service, with a focus on Harvest Goddesses. Harvest has many implications and goddesses from around the world and several phases.

September 24 Women and Wisdom . How do we acknowledge our own wisdom? What is or can be the role of wisdom of women in this time?

October 29 Women of Wisdom Luncheon. We moved to the more informal Luncheon format for welcoming new Women of Wisdom and sharing our wisdom from the last year. This event is open to the congregation. The *Women of Wisdom 2017* booklet is available on request. (See below for more description of WOW.)

November 26 The focused on moving toward winter and planning a Winter Solstice service.

December 24 Winter Solstice Sunday morning Service, the oldest celebration of Light and Dark.

January 28 Laksmi, A Hindu Goddess of Wealth and Prosperity, introduced by Heide Munro.

February 25 was canceled due to weather.

March 25 Lilith, A Hebrew Goddess, introduced by Nance Caldwell. This includes Lilith as a demon-goddess, her place in the two creation stories, and relationship of Eve and Lilith.

April 29 Hekate, a Greek Goddess, introduced by Helen Zidowecki. Hekate is a powerful triple goddess of the Moon, Earth, and Underworld. We explored the wisdom or crossroads.

Women of Wisdom come from the ancient recognition of the croning. The word crone is derived from the word cronus (time) and recognizes wisdom gained through life experiences. Twenty-one women have been 'crowned' or recognized over the years at UUCU. We invite older women in the congregation to reflect on how they acknowledge and share their own wisdom. We welcomed Kay Fritz as a WOW. We reflected on the wisdom of two of our crones who died this year, Alice Gifford and Mary Perkins. And Ruth Butts and Lois Whitcomb moved from the area.

Resources: Books and resources on feminist theology, goddesses and earth circle are in a designated section of the Library in the Committee Room. Information from our various gatherings and services is available on request and on the UUCU website.

In the next year, we would like to make goddess and earth circle spiritually available for youth and children and families.

PEACEFUL HEART SANGHA



**MINDFULNESS MEDITATION: PEACEFUL HEART SANGHA
2017 – 2018**

All are welcome at Peaceful Heart Sangha – young and old, those who have never meditated and longtime meditators – including our congregation and the wider community.

- Every Monday evening, 6:30 – 8 at UUCC
- Every Thursday morning, 8 – 9:30 at River Studio, 332 Water St, Hallowell

Since we last offered an Annual Report for UUCC a few years ago – we have had much growth in many ways:

- We have a larger more even mix of men and women who attend regularly.
- This March we celebrated our Ten year anniversary as Peaceful Heart Sangha!
- This year we began offering monthly mindfulness practice sessions for children and youth again, as we have many times over the years.
- We have more Peaceful Heart Sangha (PHS) members who have participated in and shared about their practice with the Five Mindfulness Trainings during UU services at UUCC and at the UU Church in Brunswick. We have also reached out to other UU churches to offer our service.
- Several PHS members continue to share practices and offer classes and meditation sessions in their homes, in their place of work, through adult education, and at other sites.
- There has been a quarterly gathering of our Maine sangha community in the tradition of Thich Nhat Hanh at UUCC for about 10 years
- We have deepened our connection with other Maine sanghas and as a wider community we have invited Blue Cliff monastics to join us again in Maine in September (at UUCC on 9/29/18 and at the Maine Coast Waldorf School in Freeport on 9/30/18).
- Marty continues the quarterly mentoring group in her home for OI Aspirants around the state.
- Members of PHS who have been ordained into the Order of Interbeing include: Lorna Doone in 2013, Mary Rankin in 2015 (*she started Full Moon Sangha in Farmington in 2012*), Greg Fahy in 2016 (*he started the Hallowell branch of PHS in 2012*), and Lynn Deeves in 2017. Other OI members who were mentored include Sally Keene from Kennebunk and Susannah Ristine from South Portland. Current PHS Aspirants to the Order of Interbeing include Pam Robson and Janet Favor.
- We had our second arrest of a member of PHS for Civil Disobedience. Greg Fahy was arrested in 2011 for supporting Occupy Maine in Augusta and Marty Soule in 2017 for sitting in with Rev Carie Johnsen and other Moral Movement Maine faith leaders at Senator Collins' office in Portland to try to convince Collins to vote against a huge US Tax Bill. Of note, Dharma Teacher, Peggy Smith of the Camden sangha, was also arrested in 2017 for the Moral Movement Maine Tax Bill Protest in Collins' Lewiston office.
- We continued our annual January Intensive and our annual trip to Blue Cliff Monastery in February.
- We continue to have biennial June retreats at Nurture Through Nature in Denmark, ME. Next will be in 2019 and will probably again include Dharma Teachers from NH, Michael Ciborski and Fern Dorresteyn.
- During sangha we continue to read: *Together We Are One; Honoring our Diversity, Celebrating Our Connection*

- In Spring 2017 we made our first donation- \$300 - to the Afghan family supported by UUCG CANMP Family Mentor Team to cover summer activities for the 4 children, including summer camp, soccer, swimming, and piano lessons.
- We have continued to make regular donations to express our gratitude to UUCG and to the Thich Nhat Hanh Foundation.
- We continued supporting and using our scholarship fund and helped sangha members to travel to and participate in sangha related events (Days of Mindfulness, retreats).

RIGHT RELATIONS WORK GROUP

Right Relations Work Group did not meet this year.

SMALL GROUP MINISTRY COORDINATOR (NO REPORT SUBMITTED)

The Small Group Ministry Coordinator position was not funded this year.

UCC COMMITTEE DESCRIPTIONS & GROUP FUNCTIONS

Following are descriptions of Committees, or a reference to a Bylaws section. Additional information about these Committees and other groups within UCC are on the website. (See www.augustauu.org) Contact information for the Committees chairs is shown above.

BOARD OF TRUSTEES

See Bylaws Article 10 Board of Trustees

BUILDING AND GROUNDS COMMITTEE

The Building and Grounds Committee (BAG) manages the care of and improvements to the property owned by UCC. Join the workdays and special work crews. With a wide variety of things to be done, from cleaning and raking, to painting and repairing, from providing refreshments for work crews, be part of making our facilities reflect our enthusiasm for our community and our faith. The Responsibilities and Activities of the Buildings and Grounds Committee are:

1. Develop and implement a program of routine and preventive maintenance for Church property and grounds; currently at 69 and 71 Winthrop Street and 6 Summer Street in Augusta
2. Submit a report to the Board in September that outlines any major repairs or improvements recommended and includes a program for routine maintenance.
3. Solicit bids with contractors or businesses for work necessary to maintain Church property and equipment, as specified in the annual plan and the safety and building access policies. In the case of bids likely to be over \$1000, the Committee must receive Board approval before soliciting bids. The Board must approve any contract over \$1000.
4. Implement UCC policies on safety, security and accessibility.
5. Designate one member to be contacted when an emergency situation on one of the Church properties requires immediate attention. This person will respond to the emergency, consulting as necessary, and contact appropriate services to stabilize or fix the immediate situation. This person will promptly report any and all actions taken to the chair of the BAG, who will also report to the board as soon as practicable. The BAG will maintain a list of preferred services / businesses to be called, and provide a copy for the church office.
6. Arrange for snow removal and grass cutting, and carry out other routine grounds work
7. Annually solicit bids or prices for heating oil for all church buildings and purchase oil as provided by the annual budget. If a pre-buy is recommended, consult with the Treasurer and Board Chair to provide the necessary cash flow.

FINANCE COMMITTEE

Oversees the financial health of the congregation so that we can live out our mission, including several subcommittees: The Stewardship, the Fundraising, and Invested Funds. The responsibilities and activities of the Finance Committee are found in the See Bylaws Article 12, Finance Committee

Responsibilities and activities:

1. Prepare an annual budget proposal for consideration by the Board of Trustees after soliciting input from the minister, church staff and the Board of Trustees. The first draft of the budget will be available for the board's April meeting, and the Finance Committee will make any revisions before the board's May meeting, in preparation for the June annual meeting for the fiscal year beginning July 1.
2. Lead the annual canvass of the membership, through the Stewardship Subcommittee with a designated chair, and reporting on the status of annual pledges to the Board at intervals prior to consideration of the budget.

3. Meet at least quarterly throughout the year, and, where necessary, make recommendations to the Board concerning adjustments to the budget.
4. Make recommendations to the Board of Trustees regarding whether to conduct an independent audit or financial review or compilation of church financial records.
5. Create a Gift Acceptance subcommittee.

The chair of the Finance Committee is selected through the Leadership Development Committee and serves on the Board of Trustees. The Treasurer serves ex officio on the Finance Committee.

The STEWARDSHIP SUBCOMMITTEE conducts the annual canvass and is designed to function as part of the Finance Committee.

The FUNDRAISING SUBCOMMITTEE conducts events each year for the support of the UUCU annual budget. Events are also intended to build community among congregation members.

Responsibilities and activities:

1. Conduct both recurring and special fund-raising events.
2. Consult with the Finance Committee or Treasurer to propose a fund-raising goal for the following year.
3. Inform members about fundraising events through the newsletter, announcements, and bulletin boards.
4. Publicize events to the broader community.
5. Coordinate the calendar with the Social Activities Committee and others, as needed.
6. Recruit members to assist with events.

The INVESTED FUNDS SUBCOMMITTEE manages the financial investments of UUCU in a fiscally and socially responsible manner, as defined by the board of trustees.

Responsibilities and activities:

1. Develop and implement a written plan for managing investments, revised annually and submitted to the board for approval.
2. Provide information and consultation with the Treasurer at least quarterly.
3. Consult with the Finance Committee during its preparation of annual budget.
4. Advise the board of trustees in all matters relating to financial investments.

One member is chosen each year through the Leadership Development Committee. At least three members, each serving a three-year term.

HISTORY COMMITTEE

The History Committee collects, preserves, verifies and makes accessible the rich history of Universalism and Unitarianism in Augusta and how that history informs who we are as a congregation today. The entire congregation helps capture history as we make it.

The History Committee Responsibilities and Activities:

1. Acquire, catalog, archive, maintain, and preserve historic records, artifacts, and historic items belonging to the Unitarian Universalist Community Church. This includes collecting oral histories to record first-hand experiences and feeling of important events.
2. Promote the preservation of currently generated historic documents and artifacts. This includes collecting information about ongoing activities and congregants, and creating a Book of Remembrance containing short histories, pictures, and contributions of members who have died.
3. Advise as requested regarding donations and disposition of church artifacts.
4. Promote knowledge and appreciation of congregational history and heritage through periodic displays of historic documents and artifacts for the church community, articles in the Newsletter, and special History Events.

5. Establish working relationships with the Kennebec Historical Society and the State of Maine Library Archive department.
6. Prepare a chronological record of the UUCC and its antecedents

LEADERSHIP DEVELOPMENT COMMITTEE

See Bylaws Article 8 Nominations for Elections

MEMBERSHIP COMMITTEE

The Membership Committee welcomes visitors to UUCC, documents current membership, seeks and new members, and provides information about the Church's faith and congregation to interested persons. You are invited to assist with greeting and hospitality on Sunday mornings.

The Membership Committee responsibilities and activities:

1. Oversee the maintenance by the Office Administrator of an accurate, easily accessible, and up-to-date list of active members of the Church and a list of others with an interest in UUCC.
2. Coordinate the Hospitality and Greeting Subcommittees to plan and arrange for: greeting Sunday attendees and providing relevant information.
3. Provide nametags, literature, newcomer packets, and newsletters for Sunday service.
4. Arrange Sunday coffee hours between services, and after summer services.
5. Seek new members.
6. Welcome, communicate with, and plan activities for newcomers where information about the UU faith can be shared.
7. Promote an awareness of our Church within the larger community, and publicize the programs, events, and activities of the Church for members.

MINISTRY, COMMITTEE ON

See Bylaws Article 14 Committee on Ministry

MUSIC COMMITTEE

Plans, oversees and supports musical offerings and activities at Sunday services and on other occasions.

The Music Committee responsibilities and activities are:

1. Work with the minister and Worship Committee to support the life and ministry of the church through music, and advocate for the music program.
2. Make sure that the musicians have the physical resources they need (sheet music, instruments) and that these are in order and well-maintained.
3. Oversee the scheduling of pianists for worship services, and promote communication with the congregation.
4. Prepare a yearly budget request, and advise Board of Trustees on musicians' pay.
5. Maintain a connection with the larger community of UU musicians through UU Musicians Network (UUMN) membership and, when possible, attendance at the UUMN annual conference.
6. Sponsor and assist with musical events.
7. Musicians are supervised by the minister and the board president. Music for worship, other than hymns, is selected by the musicians in consultation with the minister or worship leader.

PASTORAL MINISTRY TEAM

The Unitarian Universalist Community Church has a team of trained lay Pastoral Ministers who provide an extension to the Minister's pastoral presence. They offer a caring response to emergencies that affect individuals, families and the congregation as a whole, as well as issues within our community. The Team provides a connection to the church for members and friends when worship service attendance becomes impractical or impossible. Some members bring our church's values and concerns out into the wider Augusta community.

The CARING COOPERATIVE TEAM is led by a trained lay Pastoral Minister who is skilled in accessing needed resources within and beyond the congregation. This team facilitates the good works and assistance of the congregation when a member or friend is dealing with times of hardship, loss, illness or stress.

PERSONNEL COMMITTEE

Purpose: The responsibilities of the Personnel Committee include: advising and consulting with the minister on staff related employment matters; developing and participating in selection processes for paid staff; reviewing and revising job descriptions and personnel policies and practices.

Membership: The Committee will consist of a chair appointed by the Board of Trustees and the Minister, as well as at least two other members of the Church. At least one member will have knowledge of and experience with personnel practices, laws and policies.

Meetings: The Committee will meet on an as needed basis as called by the Committee Chair or Minister.

Hiring and Selection Processes: The Committee will facilitate hiring processes for the paid staff to include: Office Administrator; Religious Exploration Coordinator; Youth Advisor; and Music Director. Interview panels will include membership from the Personnel Committee; Church member with subject matter expertise and other members to be determined.

The hiring panel will:

1. review job description of vacant position
2. discuss desired tasks and competencies
3. draft and circulate a recruitment bulletin
4. establish a selection plan to include interview questions and experiential demonstration/presentation as appropriate
5. conduct interviews
6. contact references; and
7. make hiring recommendations to the Board of Trustees.

Other Committee Responsibilities:

- Consult with and assist the Minister with personnel issues including job performance concerns, staff development, disciplinary matters;
- Assist Staff with personnel related concerns or complaints;
- Develop and update personnel policies and Employee Handbook;
- Conduct exit interviews with departing staff;
- Participate in annual retreat and staff development related initiatives.

RELIGIOUS EXPLORATION COMMITTEE

Supports the Religious Exploration staff in developing lifespan RE programming.

Responsibilities and activities:

1. Brainstorm with the [staff] on new ideas related to all aspects of the RE program;
2. Make consensus recommendations on the direction and implementation of lifespan RE programming;
3. Provide input to the [staff] and Board on financial decisions relevant to lifespan RE programming;
4. Ensure that RE activities run smoothly during scheduled and unscheduled absences of the [staff];
5. Coordinate certain functions during the year, such as the cookie walk, Easter activities and the spring RE volunteer appreciation.

SMALL GROUP MINISTRY COMMITTEE

Works to ensure the vitality of the UUCC Small Group Ministry program as it furthers the mission of the church.

Responsibilities and Activities:

1. Assisting the SGM Coordinator, particularly in maintaining contact and working out issues that may arise in groups or the program
2. Recruiting and supporting leaders for Small Group Ministry (links, facilitators, topic writers);
3. Maintaining regular contact with SGM groups through their links, and offering support and information
4. Updating, creating, and revising the sessions, handbooks, and other materials used by Small Group Ministry
5. Ensuring open access to and making information about SGM available to the broader church community
6. Offering new opportunities to explore SGM, including Sunday Open Group and events such as potlucks and workshops.

SOCIAL JUSTICE COMMITTEE

The Social Justice Committee promotes social justice, equity and compassion through words and actions. The committee uses the time, resources, and leadership of members to forge connections with and provide service to our community and the wider world. The Social Justice Committee Responsibilities and Activities:

1. Provide forums, study groups, presentations, youth activities, etc. for UUCC members to learn about social issues;
2. Maintain resources for UUCC members seeking information;
3. Identify and provide leadership for projects and actions that further its purpose;
4. Work with other organizations with similar goals; and
5. Recommend appropriate public releases concerning social issues for Board of Trustees approval.

IMMIGRATION WORK GROUP

The IMMIGRATION WORK GROUP plans programs to raise awareness around issues of immigration, refugees and migrant worker justice and partners in activities with non-profit organizations and others with similar interests. The Group encourages and provides opportunities for action and advocacy relating to immigration issues. UUCC has: *welcomed migrant farm workers with a summer picnic * reached out to Muslim neighbors. *made an award to Green Thumbs Farm in Fryeburg for its excellent relations with migrant farm workers.

MAINE UNITARIAN UNIVERSALIST SOCIAL ADVOCACY NETWORK (MUUSAN)

In a denomination that is characterized by social activism, we are called to bring our values to bear in the public arena – in the State Legislature, in the news media, in the development of policy, in the pursuit of justice. And they do influence legislation and public policy.

Realizing that we cannot take on every issue and solve every problem, we have chosen three areas of public policy on which to focus our initial interest:

- **Democracy in Action*, including voting rights, electoral processes, such as Instant Runoff Voting, and Clean Election laws.
- **Health Care*, including costs, insurance coverage, MaineCare, implementation of the Affordable Care Act, and Single Payer options.
- **Climate Change*, in all its likely guises, including rising sea levels, radical changes in agricultural practices and yields, and effects of higher temperatures on land values and the tourist industry.

NEIGHBOR TO NEIGHBOR PARTNERSHIP

UUCC partners with St. Mark's Episcopal Church to help reduce hunger and poverty in the local neighborhood. UUCC members generously support the following St. Mark's programs: the Angel Food Network (UUCC Summer Suppers), the Augusta Food Bank, Essentials Pantry, specifically with a quarterly Diaper Drive.

WEBSITE WORK GROUP

The UUCC Website has two primary functions:

- Inviting people who are searching for information about Unitarian Universalist and/or a connection to come and see what we have to offer.
- Providing a communication network and prominent resource for people who are already involved with UUCC.

The information on this website is written by those involved with the respective programs and committees, and/or taken from UUCC publications, including the *Program Book* and *How Our Church Works*.

Following privacy and Safe Congregation practices,

- Contact information may be used only when an individual's permission is obtained. The exception is for UUCC staff, where name, e-mail and phone number may be listed. Sending an article or announcement with personal information included will be considered consent.
- Personal information submitted by a second party will not be included unless the second party has provided written or emailed consent.
- Additional contact information may be available in the church Directory for members and active friends. Request for that information can also be made through info@augustauu.org and will be forwarded to the individual.
- Photos of activities involving people will not include identifying information, unless permission is specifically given by the person.

For a more complete policy regarding identification of individuals and use of pictures see the accompanying sections for administrative policy.

WORSHIP COMMITTEE

The Worship Committee responsibilities and activities

1. Assist the Minister in planning, implementing, and evaluating the worship program.
2. Make arrangements for guest speakers and other persons participating in worship program.
3. Coordinate summer programs.

BYLAWS OF THE UNITARIAN UNIVERSALIST COMMUNITY CHURCH

SUMMARY OF RECOMMENDED 2018 BYLAW CHANGES (NONE)

No changes to the Bylaws were recommended.

BYLAWS OF THE UNITARIAN UNIVERSALIST COMMUNITY CHURCH

Bylaws of the Unitarian Universalist Community Church Augusta, Maine As amended, June 2017

Article 1. Name

The name of this religious society shall be the Unitarian Universalist Community Church of Augusta [UUCC hereafter]

Article 2. Purpose

The purpose of the UUCC shall be to worship and operate consistent with our mission and vision.

The *mission* of the UUCC is to worship, learn, and minister together embracing diversity and religious freedom.

The *vision* of the UUCC is to:

- enhance spiritual growth;
- provide a respectful religious home for all ages;
- join in celebration and friendship;
- be a common voice for justice;
- share the light of our principles with the wider community

We also:

- affirm, defend, and promote the worth and dignity of every person;
- promote and provide religious exploration for all in our congregation;
- promote a deliberately diverse and inclusive congregation that welcomes and supports all forms of respectful, loving, age-appropriate relationships: gay, lesbian, bisexual, transgender or straight; and
- create an inclusive ministry in the community and work against oppression in all its forms.

Article 3. Non-Discrimination Policy

The Unitarian Universalist Community Church of Augusta, Maine declares and affirms its responsibility to promote the full participation of persons in all activities and in the full range of human endeavor, without regard to race, color, gender expression, disability, affectional or sexual orientation, age, or national origin and without requiring adherence to any particular interpretation of religion or to any particular religious belief or creed, in accordance with our safe congregation policy.

Article 4. Denominational Affiliation

This church shall be a member of the Unitarian Universalist Association of Congregations and of the Northern New England District of the Unitarian Universalist Association of Congregations.

Article 5. Membership

Section 1. Any person 13 years of age and over may become a member by signing the membership book and

declaring him/herself in sympathy with the purpose of this church, participating in congregational life, including congregational meetings, making an annual pledge, and transmitting this information to any officer of the church. The person will be acknowledged as a voting member by the Board of Trustees at its next scheduled meeting.

Section 2. The Board of Trustees may remove members from the rolls if:

- the member has not attended or financially supported the church for over a year's time; and
- there is no positive response within 30 days to a written notice asking if the person wishes to remain an active member or be removed from the rolls.

Section 4. Any member may withdraw his/her membership at any time by so notifying the Clerk of the church.

Article 6. Authority

All authority rests in the membership and is exercised through the meetings of the membership except as herein delegated.

Article 7. Membership Meetings

Section 1. The business meetings of the congregation shall be referred to in these bylaws as "membership" meetings, and shall be open to all.

Section 2. An annual membership meeting shall be held on the first Sunday in June of each year. Copies of an Annual Report (containing reports from the Minister, Director of Religious Exploration, Clerk, Board of Trustees, Treasurer, and committees, election information, and bylaws) shall be made available at the church 10 days before this meeting. Budget and end-of-year financial materials shall be available at this meeting.

The business shall be:

- to elect Officers of the church, Members-at-Large of the Board of Trustees, Chairs of all standing Committees, except the Committee on Ministry, and all other elected positions.
- to hear the Minister's annual report and other reports scheduled by the Board;
- to vote on the proposed annual budget of the church; and
- to transact any other necessary business for which notice has been given.

Section 3. Special membership meetings may be called by the Board of Trustees for any purpose deemed important for the maintenance and/or enhancement of the church.

Section 4. The Board of Trustees shall call a membership meeting if petitioned in writing by twenty percent (20%) of active members. The request must state the business to be considered, and actions at the meeting shall be limited to the stated purpose. The meeting must be held within 30 days of the request.

Section 5. Notices for all membership meetings shall be transmitted at least 10 days prior to the date of such meetings, and shall include a description of the subjects to be considered, date, time, and location.

Section 6. Thirty percent (30%) of the active membership shall constitute a quorum.

Section 7. Voting at membership meetings shall be afforded to members only. Voting shall be by ballot upon any issue, upon request by any member. Except where otherwise specified here, the outcome of votes will be determined by a simple majority of those present and voting.

Section 8. The Board of Trustees shall select a member of the church to act as a Moderator during membership meetings.

Section 9. The rules contained in Robert's Rules of Order, Revised shall govern in all issues as to which they are applicable, to the extent that they are consistent with these bylaws or special rules of order adopted by the active members in the course of the membership meeting to which said special rules of order are to apply.

Article 8. Nominations for Elections

Section 1. The Leadership Development Committee shall serve until the final election of the Board of Trustees. The President of the Board of Trustees shall convene the first meeting of the Leadership Development Committee to deliver the charge to the committee, and answer any questions.

Section 2. The Leadership Development Committee shall nominate the officers, members at large of the Board of Trustees, chairs of standing committees, and member-at-large of the Finance Committee.

Section 3. The Leadership Development Committee shall publish the slate of qualified candidates 10 days prior to the General Elections annual membership meeting. The Committee shall, of possible, avoid nominating persons to a third consecutive term and shall nominate for the chairs of the committees persons who have served on those same committees for at least one year.

Section 4. Nominations for the Board of Trustees positions may be made by petition of ten (10) active members to the Clerk of the Board. This list will be published prior to the election and shall be made available at the church at least one week in advance of the General Elections annual membership meeting. Such nominations shall be included in the slate for the position to be filled.

Section 5. Nominations for any position may be made from the floor at the General Elections annual membership meeting.

Article 9. Officers

Section 1. The elected officers shall be:

- President
- Vice President
- Clerk
- Treasurer.

Section 2. All officers must have been members for a minimum of one year.

Section 3. The President shall:

- preside at meetings of the Board of Trustees;
- be the chief executive officer;
- delegate responsibilities to others as appropriate.

Section 4. The Vice President shall:

- chair the Council on Leadership
- discharge the duties of the President in his/her absence;
- aid and assist the President in his/her administrative duties; and

- succeed to the Presidency for the unexpired portion of the term upon the death, resignation, or removal of the President.

Section 5. The Clerk shall:

- provide for the written record of all proceedings of the Board and meetings of the church;
- issue notices of meetings;
- conduct the correspondence of the Board;
- verify the membership list prior to all membership meetings, and determine the proper quorum requirement, and determine the proper numerical vote required for all issues; and
- be an ex officio member of the Membership Committee.

Section 6. The Treasurer shall:

- be custodian of all monies and securities;
- present the current financial statement at each meeting of the Board and the membership meeting at which there is a vote on the proposed annual budget;
- keep a full and accurate account of all receipts and disbursements and present these records upon reasonable notice, except for identification of individual pledges;
- submit the books to be examined annually by a person(s) designated by the Board;
- be bonded at the expense of the church; and
- serve as an ex officio member of the Finance Committee in preparing budget recommendations for the next fiscal year.

Article 10. Board of Trustees

Section 1. The Board of Trustees shall consist of the officers, the immediate past president, members-at-large, youth member, and the Chair of the Finance Committee. Ex officio members shall include the Minister and the Director of Religious Exploration. The immediate past president shall serve for one year.

Section 2. Vacancies on the Board shall be filled by appointment of the President, subject to approval of the Board. Persons appointed to fill vacancies shall serve until the next membership meeting.

Section 3. The Officers of the Board of Trustees shall serve a one-year term. There shall be three members of the Board of Trustees elected at large by the membership for staggered three-year terms. One member shall be elected each year. There shall be one youth member of the Board of Trustees elected at large by the membership for a one-year term. Members at large will serve as liaisons to the standing committees. Board members and officers will not serve as chair of standing committees, except for the Finance Committee.

Section 4. The members of the Board of Trustees shall assume office immediately following the vote of the slate of officers at the General Elections annual membership meeting. The Board shall have its first organizational meeting at the next regularly scheduled Board meeting.

Section 5. The Board shall hire and dismiss all employees of the church not elected by its members, and shall determine conditions of employment.

Section 6. The outcome of votes of the Board shall be determined by a simple majority of those present and voting.

Section 7. Attendance at Board meetings is a necessary function of all members of the Board of Trustees.

Resignation from the Board may be requested by the President with Board approval if an individual's absence interferes with the workings of the Board.

Section 8. The Board of Trustees shall:

- conduct and approve all business transactions of the church, consistent with these bylaws;
- implement the decisions and policies of the membership, guided by the Strategic Plan;
- ^a establish such policies and appoint such persons and committees as necessary to achieve these functions and fill vacancies among committee chairs until the next annual meeting;
- maintain a balanced budget with the provision that the Board may make changes to the annual budget not to exceed 10 percent of the total; and
- publish a written annual report.

Section 9. A quorum of the Board shall consist of two-thirds of the positions filled at the time of the vote, provided that at least one-half of the Board's positions as specified in these bylaws are filled.

Article 11. Council on Leadership

The Council on Leadership consists of the chairs of all standing committees, and is chair by the vice president of the board. It shall meet at least three times a year and will set goals and coordinate joint activities among the various committees, and carry out assignments as directed by the board.

Article 12. Finance Committee

Section 1. The Finance Committee assists the board in overseeing the financial affairs of the church, including its annual budget, stewardship, endowment, gifts and bequests. It will submit recommendations for the annual budget, and conduct reviews at the request of the board.

Section 2. Membership. The committee chair and a member-at-large are elected by the membership to one-year terms. The chairs of the Invested Funds subcommittee, Stewardship subcommittee, Fundraising subcommittee, and the Treasurer serve ex officio. The committee chair also serves on the Board of Trustees, for a one-year term. Vacancies will be filled by the board, with the consent of the committee.

Article 13. Standing Committees

Section 1. The Board of Trustees shall authorize other committees necessary to carry out the business of the church and will keep a list of committees and the charges of the respective committees. This list will be posted in the church and will be included in the annual report of the Board of Trustees. All authorized committees will submit a report for the church's annual membership meeting. No members of the congregation shall chair more than one standing committee.

Article 14. The Committee on Ministry

Section 1. The Committee on Ministry shall be comprised of four (4) members, serving staggered two-year terms. No members shall serve more than two consecutive terms. Two (2) members will be appointed to the Committee on Ministry each year. One member will be chosen by the Minister from a list of three (3) active church members submitted by the Board of Trustees. One (1) member will be chosen by the Board of Trustees from a list of three active church members submitted by the Minister.

Section 2. The Committee on Ministry shall have a chair nominated by the Committee members and approved

by the Board of Trustees.

Section 3. Vacancies in the Committee on Ministry occurring in unexpired terms shall be filled by the Board of Trustees, in consultation with the Minister.

Section 4. The purpose of the Committee on Ministry is to strengthen the quality of ministry within the congregation. The Committee on Ministry focuses on all aspects of the congregation's shared and professional ministry.

- the Committee shall meet regularly in a non-crisis, goal-oriented manner with an agenda to explore the various concerns and challenges of the Minister/Congregation relationship and the Congregation's own role and agreed-responsibility in shared ministry.

- the Committee shall assist and support the Minister in his/her plans for professional development, continuing education, sabbaticals, etc. The Committee shall alert the Board to any emerging concerns between the Minister and Congregation.

- consult with the Minister and submit an annual compensation recommendation to the Board of Trustees; and

- the Committee shall promote and facilitate healthy relationships in all aspects of professional and shared ministry. The committee shall receive, investigate and respond to all matters affecting the shared ministry of the congregation and the professional ministries. The Committee shall alert the Board to any emerging concerns.

Article 15. Minister

Section 1. A candidate for the office of Minister of this church shall be nominated as outlined in the Article of these bylaws concerning the Ministerial Search Committee. The Minister shall be called by means of a vote at a membership meeting held for the purpose of decision on a candidate nominated by the Ministerial Search Committee. The Minister shall be considered to have indefinite tenure upon election by the membership.

Section 2. A contract detailing the terms of agreement between the Minister and the congregation shall be proposed by the Ministerial Search Committee, agreed to by the Board of Trustees, signed by the officers of the church, and shall be reviewed annually by the Board of Trustees.

Section 3. A Minister may be dismissed by a two-thirds vote of the members present at any meeting convened for that purpose. In the event of a potential dismissal, the advice of the Unitarian Universalist Association of Congregations and the Unitarian Universalist Ministers Association will be sought.

Section 4. The Minister shall continue his/her duties for 90 days after written notice of resignation is received by the President, or after membership decision for dismissal, unless it is mutually agreed otherwise.

Section 5. The Minister shall:

- be in the fellowship with the Unitarian Universalist Association of Congregations;
- have primary responsibility for worship and other religious ceremonies;
- be an ex officio member of the Board of Trustees
- be available for advice and guidance of members and committees when requested;
- in consultation with the President, supervise all employees and maintain written jobs descriptions for each position, and coordinate the administrative and communicative aspects of the church;
- report at the annual membership meeting any matter which seems pertinent to the general welfare of the church, and make such recommendations as in his/her judgment may be appropriate; and
- keep complete and accurate vital statistics (that is, marriages, dedications, and deaths) concerning the

membership.

Article 16. Ministerial Search Committee

Section 1. In the event of a vacancy in the office of the Minister, the members of the church shall elect a Ministerial Search Committee.

Section 2. The Ministerial Search Committee shall consist of seven (7) members of the church. Two (2) members of the Committee will be selected by the Board of Trustees, and five (5) members will be elected from the membership at a special meeting following the rules for selection of the Leadership Development Committee.

Section 3. The membership shall instruct the Ministerial Search Committee regarding the general terms of agreement that it shall tentatively negotiate; a tentative salary shall be approved by the membership prior to any interviews.

Section 4. The Ministerial Search Committee shall:

- consult with appropriate members of the Unitarian Universalist Association of Congregations and the Unitarian Universalist Ministers Association;
 - conduct a membership survey;
 - interview potential candidates and select one;
 - make necessary arrangements to ensure the candidate has reasonable knowledge of and acceptance of the church, its membership, finances, and Bylaws, and of the community at large;
 - agree tentatively in writing with the selected candidate regarding the terms of agreement;
 - nominate such candidate, with the Board of Trustees' concurrence, at a membership meeting called for the purpose of decision on that candidate, and present the terms of agreement for action at that meeting;
 - prepare a contract containing the detailed terms of agreement, in consultation with the candidate, and propose it to the Board of Trustees;
 - assist the new Minister to become settled and acquainted in the community; and
- comply in all matters with the UUCU Non-Discrimination Policy.

Section 5. Any vacancies on the Ministerial Search Committee can be filled by nomination of the President with the Board of Trustees' approval.

Article 17. Calling a Minister: Quorum and Plurality of Call

The Ministerial Search Committee shall present a Ministerial Candidate to the membership. The minister shall be called by at least an eighty percent (80%) vote of the voting membership present at a special congregational meeting held for that purpose. The vote to call a minister shall be by written ballot. One half (1/2) of the members eligible to vote shall constitute a quorum at such special congregational meeting.

Article 18. Fiscal Year

The fiscal year shall be set at July 1 through June 30 of each year.

Article 19. Bylaws and Amendments

Section 1. Suggested changes for these bylaws shall be submitted to the Clerk, and if approved by the Board of Trustees, shall be presented to the membership.

Section 2. These bylaws may be amended by a two-thirds vote of the members present at any membership meeting, provided that written notice of any proposed change is included in the notice for that meeting, at least 10 days prior to the meeting.

Section 3: If for five years no amendments shall have been made to these Bylaws, the president shall appoint, with the concurrence of the Board, a bylaw committee to review this document.

Article 20. Dissolution

In the event of dissolution and liquidation of this corporation, either voluntarily or involuntarily, the Board of Trustees (in the event of voluntary dissolution) and the appropriate public official (in the event of involuntary dissolution) shall transfer any surplus in excess of the corporation's outstanding liabilities to the order of the Northern New England District, Unitarian Universalist Office for Maine, New Hampshire, and Vermont, 10 Ferry Street, Suite 318, Concord, NH 03301.

Revised 8/04 to include amendments passed at the June 6, 2004 Annual Meeting
Revised 6/05 to include amendments passed at the June 5, 2005 Annual Meeting
Revised 3/09 to include amendments passed at the March 9, 2009 Membership Meeting
Revised 6/10 to include amendments passed at the June 10, 2010 Annual Meeting
Revised 6/12 to include amendments passed at the June 3, 2012 Annual Meeting
Revised 6/13 to include amendments passed at the June 2, 2013 Annual Meeting
Revised 6/17 to include amendments passed at the June 4, 2017 Annual Meeting