

**Unitarian Universalist
Community Church
Augusta, Maine**



**Annual Report
2021-2022**

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BOARD & COMMITTEE LISTS

BOARD AND COMMITTEE ON MINISTRY LISTS

Board Members

President, Kathy Ann Shaw
620-4082 (C)
KathyAnnShaw@roadrunner.com

Vice-President, Naomi Konesky- <Resigned>
(207) 649-9166
N_konesky@aol.com

Clerk, Karen Foust
(207) 441-8971
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Treasurer, Martha Naber
887-1104
treasurer@augustauu.org

Finance, Harry Grimmnitz
(207) 685-9270
hgrimmnitz@gmail.com

Member-at-Large (2022)–Kevin Kane
620-6664 (H)
215-2891 (C)
jkakane@msn.com

Member-at-Large (2023)–Terry Cairn
557-2557
tlcnaturalhealth@yahoo.com

Member-at-Large (2024)–Catherine Emery
232-6969
chdemccoll@yahoo.com

Youth Representative, Allison Foust

Committee on Ministry

Kathy Kellison (2022)
445-4415
kell6787@gmail.com

Michaela Loisel (2023), Chair
592-5655
MichaelaTLoisel@gmail.com

Erin McGrath (2024) <Resigned>
446-1544
Ballew.erin@gmail.com

COMMITTEE AND WORK GROUP LISTS

Communications / Website Work Group

Helen Zidowecki, Chair
582-5308 (H)
440-7707 (C)
hzmre@hzmre.com

COVID-19 Advisory Group

Betty Cairn, RN
StonehengeMaine@yahoo.com
(207) 215-6394

Terry Lee Cairn, ND, MSOM, Lac.
tlnaturalhealth@yahoo.com
(207) 557-2557

Harry Grimmnitz, MD
hgrimmnitz@gmail.com
(207) 685-9270

Don Naber, Ed.D
Ddonnaber1364@gmail.com
(207) 887-1104

Cathie Nielsen, MD
cathieenielsen@gmail.com
(207) 441-0248

Marty Soule, PA-C
martysoule@gmail.com
(207) 685-9270

Facilities, <VACANT>

Buildings & Grounds Work Group

Bill Allen, Chair
622-3868 (H)
699-6567 (C)
kwallen@gwi.net

Finance, Harry Grimmnitz
(207) 685-9270
hgrimmnitz@gmail.com

Fundraising, No Chair
Individuals leading events

Invested Funds, Nancy Fritz
(207) 213-3047
nfritz@roadrunner.com

Stewardship, <VACANT>

Member-at-Large
Harold Burnett
(207) 242-9111
Hburnett103@gmail.com

History, Chair
Richard Bridges
(207) 626-8134 (H)
(207) 458-3784 (C)
Auglaw@roadrunner.com

Leadership Development
Stefanie Barley, **Co-Chair**
stefbarley@gmail.com
629-8890

Cheryl Ring, **Co-Chair**
cherylringmaine@gmail.com
629-8889

Lifespan Faith Formation
/ Religious Exploration
(In transition)

Membership, <VACANT>

Music, Chair
Dale McCormick
242-9278
Dmccormick11@aol.com

Orchestra, Director
Dan Gilbert
620-0003
Dangilbertbass1990@gmail.com

Pastoral Ministry, Chair
Martha Pelletier
685-9592
Mjpell14@roadrunner.com

For Pastoral Emergencies, contact:

Chloë Briedé, Interim Minister
P.O. Box 8
Augusta, ME 04332-0008
623-3663 (W)
(757) 234-1303 (Pastoral Emergencies)
chloeucc@gmail.com

Caring Cooperative

For meal support:

Vacant – Contact Martha Pelletier
Pastoral Ministry Chair

For card requests:

Angie Blevins
462-5619
Enjoyart2Day@gmail.com

OR

Peggy Lamb
622-5174
plambflowers@outlook.com

Personnel

Michaela Loisel, Consultant
592-5655 (H)
michaelatloisel@gmail.com

Religious Exploration
/ Lifespan Faith Formation
(In transition)

Small Group Ministry, Chair
Michael Conley
248-7941 (C)
estherpearl67@gmail.com

Social Activities, Chair
Cheryl Clukey
441-0337 (C)
cherylclukey5@yahoo.com

Social Justice

Debbie Mattson, Co-Chair
557-2697
debbiemattson@hotmail.com

Michaela Loisel, Co-Chair
592-5655 (H)
michaelatloisel@gmail.com

Augusta Food Bank & Bridging the Gap

Stef Barley (co-chair)
629-8890
stefbarley@gmail.com

Carolyn Ladd (co-chair)
621-2362
No email

Capital Area New Mainer's Project

(UUCU Mentor Teams)

1st Team:

Leader: Marty Thornton
333-0938
Marty.thornton@gmail.com

2nd Team:

Leader(s): To be determined
In the interim, please contact:
Christine Little
445-7042
calittledance@gmail.com

3rd Team

Leader: Pam Lombard
458-4409
PamLombard@gmail.com

Kennebec Advocacy Team

Debbie Mattson
557-2697
debbiemattson@hotmail.com

Kennebec Valley Organization

UUC Rep. (Roberta Record)
623-2848
Rrecord2002@yahoo.com

**Maine Unitarian Universalist Social
Action Network (MUUSAN)**

Dale McCormick, UUC Liaison
242-9278 (C)

Dmccormick11@aol.com

**Neighbor to Neighbor Partnership
(St. Mark's Public Suppers)**

Catherine Palmer, Chair
458-7384 (C)
Catherinpalmermaine@gmail.com

Transitions Team:

Harold Burnett, Chair
(207) 242-9111
Hburnett103@gmail.com

Members: Susan Shaw, Kathy Kellison,
Karen Allen, Don Naber, Nancy Fritz,
and Martha Pelletier

Website Workgroup

Now part of the Communications/
Website Work Group—SEE ABOVE

Worship

Susan Burnett
242-9100
slcburnett@me.com

REPORTS – OFFICERS, STAFF & AFFILIATES

CLERK’S REPORT

DRAFT UCC Annual Meeting Minutes
June 6, 2021
10:00 to 11:30 am remote meeting via Zoom

Present: 62 UCC members and 2 UCC friends gathered for the Annual Meeting as Spiritual Practice.

Board Packet: A packet of information was sent to congregants on May 27, 2021 including the Annual Meeting Agenda; Proposed FY21-22 Budget; Nominations of Board of Trustees & Leadership; and Annual Report 2020-21 (which included board & committee lists, Reports of Officers & Staff; 2020 Annual Meeting Minutes, Committee Descriptions, and UCC Bylaws). An addendum sent June 4, 2021 included the Treasurer’s report through May 31, 2021.

Minutes:

As congregants joined the Zoom meeting, recorded music by Karen Allen was played. Rev. Bettina Lehovec offered a welcome and opening words. We lit the chalice with words read by Sara Hodgkins from Kathleen Rolenz. Rev. Bettina shared a brief reflection about how and when shall we come together.

I. Call to Order:

Board President Kathy Ann Shaw called the meeting to order at 10:13 am.

II. Establishing a Quorum:

Board Clerk, Susan Caldwell, confirmed with gratitude that a quorum of the membership was reached with 62 members and 2 friends participating in the meeting. A 30% quorum of 168 members is 51 members.

III. Electing a Moderator:

A motion was made by Kathy Ann Shaw to elect Nancy Fritz as moderator. Bill Allen seconded the motion. No discussion. A vast majority voting in favor was confirmed via a show of hands.

IV. Minutes of the 2020 Annual Meeting:

Nancy ran through the proposed mechanics of the meeting including zoom protocols. After presentations Nancy will ask for any discussion. Members can use the chat and/or raise their hands to be recognized. Voting will be conducted via a show of hands. Exact counting will only be used if there is a close vote. Jill Watson made a motion to accept the minutes from the 2020 Annual Meeting. Priscilla Jenkins seconded the motion. No discussion. A vast majority voting in favor was confirmed via a show of hands.

V. Report of Committees:

Marty Soule made a motion to accept the Report of Committees. Jill Watson seconded the motion. No discussion. A vast majority voting in favor was confirmed via a show of hands.

Hymn: Sing and Rejoice

VI. Report of the Treasurer

Nancy welcomed Martha Naber to report on the current status of FY20 financials. Martha began with gratitude to pledging members and those who have made donations and contributions this past year. She also thanked Nancy Fritz for being a mentor to her in learning the duties of Treasurer and also thanked Lynn Smith for her support and time.

Martha provided a brief summary of the UUCC May 2021 Treasurer's report – 92% of the year has passed. The fiscal year ends June 30, 2021. As of this time the pledges have kept up with budgeted expectations so there is a possibility that we may hit 100% target of pledges, which is impressive. Some exceptions to budget anticipated include share the plate as we have not been meeting in the sanctuary so a plate has not been passed, for example. Total income \$232,807 which is 95% of budget with much of June remaining. Total expenses are at \$172,366 with many expenses anticipated still in June including ongoing building renovations. Contract personnel line and program expenses are low due to the pandemic. Staff salaries are right on track.

VII. Vote on the Proposed Budget

The proposed annual budget for the FY21-22 year starting on July 1, 2021 was briefly reviewed by Martha Naber with the following notes:

Income:

- Annual appeal raised \$11,896 (over \$10k budgeted) in the past year. Next year's goal includes an anonymous gift of \$6,000 serving as match for the congregation to meet.
- The Rev. Carie Johnsen social justice fund is at about \$16,000 to date in honor of Rev. Carie's ministry. When the fund reaches to \$25,000 it will become a self-sustaining fund.
- There is an increase in the proposed monthly rent starting in October from \$800/month to \$1,000/month. The family was approved for a housing voucher to cover this expense.
- Total budgeted income is \$230,500.

Expenses:

- Line 53/54 UUA requires UUCC to contribute \$1,000 to the UUA Interim Sabbatical Fund so the committee proposed taking this out of the UUA Annual Program Fund assessment.
- There are small changes in facilities and occupancy proposed, but nothing significant.
- Personnel: Line item 74 relevant to the contract minister – 5 of the 11 Sundays with Rev. Bettina Lehovc are in FY22. The Interim Minister joining UUCC on 8/2 and will serve the church for 11 months, so these expenses are for 11 months. We negotiated offering \$3,000 in moving expenses to the Interim Minister. Professional expenses include \$1,500 of the \$7,300 for required Interim Minister training. The staff salary increases recommended by Rev. Carie are reflected in this year's budget.
- The social justice committee will determine who gets the next \$1,000 donation from the Rev. Carie Johnsen social justice fund. This past year it was donated to MUUSAN.
- The budget proposed to the congregation on May 27, 2021 included a total expense line of \$239,892, which included a deficit of \$9,392. After the note regarding the deficit shared with the congregation via Eblast on June 2, 2021, a UUCC member couple who wish to be anonymous offered a \$4,500 matching challenge to fill the gap. In the next few days additional pledges were made to more than meet the matching challenge! At this time, the draft budget now shows no deficit, but rather a \$908 surplus! At this time we have 64 pledging units.

Harry Grimmnitz made a motion to approve the proposed FY21-22 budget. Catherine Palmer seconded the motion. Nancy asked for discussion.

- Hal Booth asked for confirmation that both the heat and electricity for the Drew House are paid for by the tenant and this was confirmed.
- Now that we have installed two new heat pumps we anticipate our natural gas bill to go down and our electricity bill to increase. However, we don't have data regarding specifics about the anticipated outcome. We believe that the overall heating bill will go down.
- Gratitude was expressed to Hal Booth for donation of the two heat pumps.
- Terry Cairn asked why the music line item anticipated expenses went down from \$1,500 to \$1,000. The rationale was based on the fact that there was a lot of expense last year related to conducting services remotely. As we anticipate going back to the in-person services in the sanctuary, we anticipate less expense associated with music as we return to singing together with also enjoying the choir and orchestra.

There was no more discussion. A vast majority voting in favor was confirmed via a show of hands.

Rev. Bettina offered words of gratitude and asked us to pause for a breath together. She read portions of a litany for becoming.

VIII. Leadership Development Report:

Stefanie Barley noted the co-Chair Cheryl Ring who wasn't able to attend the meeting. She expressed gratitude to those who accepted leadership nominations going forward as well as those who have served in the past. The list of nominees was shared on the screen. It was noted that our bylaws say that the Chair of the Finance Committee shall also serve on the Board. Harry Grimmnitz will hold that position in the coming year. Nancy asked if there were any nominations from the floor for any of these positions. There are no vacant positions. Debbie Mattson noted that Michaela Loisel serves as her co-chairs on the Social Justice Committee.

IX. Vote of Committee Leadership and Board of Trustees:

A motion to adopt the slate of nominees for church leadership (including the addition noted above) was made by Priscilla Jenkins. John Seksay seconded the motion. No further discussion. A vast majority voting in favor was confirmed via a show of hands. Congratulations and gratitude was expressed to all.

Commissioning of Church Leaders (with some of the leaders spotlighted)

Song: Let the Life I Lead Speak For Me

X. Introduction to the 8th Principle:

Debbie Mattson, Michaela Loisel, Hilary Neckles and Pam Lombard serve on the social justice committee. If others are interested in joining, contact Debbie or Michaela. The committee discussed the potential adoption of the 8th Principle with Monique McAuliffe recently and Debbie is introducing it to the congregation today. The congregation will be invited to future conversations on this topic in the coming year. We are not taking a vote or entertaining other discussion today. In 1985 the 7 UU Principles were adopted. This 8th Principle has been proposed starting with a congregation in New Jersey who is asking UU congregations to take a more pro-active stance against racism and towards radical inclusivity. Congregations throughout the region are considering this request. The social justice committee will lead the effort of UUCC's engagement on this question. Stay tuned for more in the next fiscal year.

We, the member congregations of the Unitarian Universalist Association, covenant to affirm and promote: journeying toward spiritual wholeness by working to build a diverse multicultural Beloved Community by our actions that accountably dismantle racism and other oppressions in ourselves and our institutions.

XI. Announcements, Recognitions and Milestones:

Worship Arts Team:

Michaela Loisel spoke on behalf of Susan Claska Burnett, Worship Chair, who is not able to be at the meeting today. The Worship Arts Team has done a phenomenal job throughout the pandemic in keeping us together when it was more important than ever during the pandemic. Susan took on Chair duties with enthusiasm and gratitude for working with Rev. Carie. John Seksay, Marilyn Gordon and Sara Hodgkins were very welcoming of Susan and have been a steady and consistent in offering a calming presence as well as their own poetry! Monique added to the team when she included her reflections in Sunday services. Marty Peters was noted as a hero and Naomi Konesky and her technical contributions were appreciated as well. As a whole this worship arts team has worked so well together helping cover for each other as needed. The musical contributions to our worship was raised up as a great contribution to our congregation throughout the pandemic. The significant work to develop videos (gratitude to Karen Allen) and include piano music as well as the choir and orchestra to our zoom services has been so appreciated. Thank you to Bridget Convey for leadership and also to Karen Allen, Karen Foust and Stefanie Barley for piano playing. This gift of connection and consistency in a time of uncertainty is so appreciated.

Drew Crew:

Kathy Ann Shaw praised the efficient and speedy work of the Drew Crew. Between the annual meeting of August 2020 to the family moving into the house in October, the crew worked hard for six weeks to prepare the home for tenants. Tasks included cleaning, sorting, hauling, repairing and coordinating much maintenance and renovations efforts. The work was complete and the Najar family moved in on October 2 just after the contract between UUCC and CANMP was signed. Much gratitude was expressed with all those who contributed: from CAMPN, Karina Escajeda, Abby Stratton and Tori Markewicz: and from UUCC, Matt Foust, Tom Waddell, Catherine Palmer, Kevin and Mary Kane, Michaela Loisel, Heidi Munro, Hal Booth, Rev. Carie, Carolyn Ladd, Jim Caldwell, Monique & Liam McAulliffe, Diane Pratt-Rossman, Helen Zidowecki, Lynn Smith, Naomi Konesky and Jenny McKendry, Marilyn Dunn, Bill Allen and Becky Harvey.

Announcements:

- Rev. Bettina and Monique are working on preparations for flower Sunday, June 13. Please take a picture of yourself with a flower and email them to Bettina at: blehovec@gmail.com
- The "tomato babies" fundraiser raised \$600 for the church with thanks to Dale McCormick and all those who purchased plants. Leftover plants were donated to Vassalboro food bank.
- Please pick up CLYNK bags outside by the church sanctuary doors so that you can contribute returnable bottle funds to the church. Let Hannah Faulkner know if resupply is needed.
- Thanks to Nancy Fritz for serving as moderator.

XII. Adjournment of the Meeting:

Claire Curole made a motion to adjourn. Kevin Kane seconded the motion. The business portion of the meeting adjourned at approximately 11:28 am.

Parting Hymn: This Little Light of Mine

Rev. Bettina Lehovec extinguished the chalice with parting words.

A postlude recorded by Karen Allen was shared and the meeting adjourned at 11:33 am.

Respectfully submitted by Susan Caldwell, Board Clerk

NOMINATIONS TO BOARD AND COMMITTEES – LEADERSHIP DEVELOPMENT REPORT

UUC Leadership Development Nominees for 2022-2023

Submitted by Stefanie Barley and Cheryl Ring, Leadership Development Co-Chairs

UUC By-Laws: Article 8. 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.

Board Officers:

President	Michaela Loisel
Immediate Past President	Kathy Ann Shaw
Vice President	Susan Burnett
Clerk	Catherine Palmer
Treasurer	Nancy Fritz, working in conjunction with contracted bookkeeper
Member at large-1 st year (2025)	Hal Booth
Member at-large-2 nd year (2024)	Catherine Emery
Member at large-3 rd year (2023)	Terry Cairn
Youth Representative	vacant

Committee Chairs:

Committee on the Ministry –	Chair - Vacant 2 nd member: Kathy Kellison 3 rd member: vacant
Finance	Harry Grimmnitz
Fundraising	Karen and Allison Foust
Invested Funds	vacant
Stewardship	vacant
Finance Member at large	June Zellers
Membership	vacant
Small Group Ministry	vacant
Worship Arts	vacant
Social Activities	Cheryl Clukey
Communications	Helen Zidowecki – incumbent
COVID Advisory	incumbents
History	Richard Bridges-incumbent
Leadership Development	Stef Barley and Cheryl Ring – incumbents
Music	Dale McCormick – incumbent
Pastoral Ministry	Martha Pelletier – incumbent
Social Justice	Debbie Mattson
Augusta Food Bank	Stef Barley & Carolyn Ladd - incumbents

TREASURER'S REPORT

Current treasurer: Martha Naber

The FY 2022-23 proposed budget (and any notes) will be provided with the Call to Meeting email packet. The FY21-22 budget update through May 31, 2022 will be provided at or before the Annual Meeting on June 5, 2022.

BOARD PRESIDENT'S REPORT



Your Board of Trustees, with a youth member this year and a representative from the Finance Committee, worked hard throughout the year to serve the congregation. But clearly that work cannot happen without partnerships within the broader church community.

Probably the key work of the Board this year has been to welcome our **Interim Minister, Chloë Briedé** to the UUCC community and with other leadership groups such as the Interim Transition Team and the Committee on Ministry (CoM), to help her navigate the internal workings of the church.

In the late fall/early winter the Board welcomed Claire Curole as our **Community Minister**. Rev. Curole was a long-time member of the UUCC before she left for her studies. She was ordained jointly by the UU church in Brunswick and the UUCC in 2019. Although Rev. Curole has served in this role for a few years it was nice for the Board to have a formal introduction to her and her role at UUCC.

Since we had no Stewardship Chairperson this year, the Board once again launched a Stewardship campaign. The campaign **Aspire for UUCC** kicked off in March, in advance of preparing the FY2022/23 budget for vote by the congregation at the June Annual Meeting. The goal of the campaign was an *aspiring* \$175,000. (It's not too late to send that pledge sheet in!)

The Board was also quite surprised in the spring to have Minister Chloe announce to us that she would be **leaving at the end of the church year** rather than staying for the two-year interim period that we had all expected. So, what to do now?

Knowing that members of the congregation would have the same kind of mixed emotions (and confusion), that the Board had, we with the assistance of the Committee on Ministry (CoM), held two **listening circles**. Participants were very clear that they did not want to engage a contract minister **or** hire a one-year interim minister to complete Minister Chloe's term. It seemed clear to the Board that seeking a two-year interim minister was again on the horizon. This also meant that the initial work in developing a committee to search for a settled minister, usually initiated in the second year of an interim cycle, would be put on hold. Most believed this to be a prudent thing to do.

So, what to do now ... again? Back to the process, guided by the Unitarian Universalist Association (UUA), to hire a two-year interim minister. Members of the Board, Terry Cairn, Kathy Ann Shaw, former Board President Jill Plourd, Harold Burnett, Dennis Maddi and Priscilla Jenkins now sit on the new **Interim Minister Search Committee**. Our application has been submitted. We are now reviewing materials from applying ministers and interviewing candidates. The timeline is intense, and the committee will spend hours in that short amount of time. All should be worth it, and we hope to welcome a new Interim Minister who will start ministry in August.

As you all know, at a very exciting service in April the congregation opened the church to a **hybrid service!** Although the Board voted to accept the final plans to open the church kudos to the COVID-19 Task Force and the Worship Arts Team (not to mention Minister Chloe who single handedly found greeters and coffee makers for the first few services!!) This couldn't have happened without any of them so let's all express our deep gratitude. There have been "a few" kinks but what a blessing to be together. If you have comments or questions, as is always the case, please feel free to contact a Board member.

Lastly, the Board, again in a critical collaboration with CoM contracted with Rev. Paul Langsten-Daley to provide two **restorative justice sessions** to address wounds still present from the past and fulfill a promise the Board made and has been a long time coming.

As of the submission of this report the gatherings have yet to happen, but I quote Rev. Paul in a proposal he sent us at the beginning of the process: *"Harm can take many forms, from unintended micro-aggressions, to hostile or even violent contact. The restorative process can be used for situations in which a party feels harmed by another in word or deed no matter how long the issue has been (seemingly) dormant. The impact of the conflict on the congregation can have long-term effects and addressing these conflicts early, with fair process in relatively safe containers, can help to resolve and/or defuse the conflict and repair the harm done."*

But the delivery of Rev. Paul's sessions will not be the end. He will work with the Board for six more months to make sure that the lessons that we will have learned can provide action steps and a toolbox that we can refer to.

This is my **last report** as your Board President. I hope that in some small way I have served you well. All the best for a joyous and blessed summer.

Respectfully submitted,

Kathy Ann Shaw
Board President

INTERIM MINISTER'S REPORT

Thank you! Thank you for your dedication to this community. Thank you for your welcoming of me and my ministry. Thank you for your participation and your conversations. Thank you for continuing to create the magical fabric of this community.

Beloveds, we have done a lot this year. The pandemic was extremely hard on the community. As a result, we saw a decrease in energy and worship participation. For most of the year, we worshiped on Zoom. The Worship Arts Team and Pianists, along with the staff, worked hard to create vibrant online worship. I am proud of the various services we put together this year. For example, the worship arts team put a lot of work into a New Year's Poetry Service featuring members of our community and their original pieces.

While the pandemic is not over, we have made strides in reopening. In April of 2022, we reopened our buildings for worship and small group meetings. The Worship Arts Team did a great job setting up our live streaming technology. We see approximately 30-40 people at in-person worship and around 15 people on our live stream. I think it's also important to note that we have transitioned from having two services on Sunday before the pandemic to one service at 10:00 am. I hope this one service helps the community feel more united in its worship.

In conjunction with the pandemic, we have also been in interim times. Rev. Carie left the congregation in May 2021, and we were served briefly and skillfully over the summer by Bettina Lehovec. I started at UUCG in August of 2021.

I spent my first couple of months with you entering the system and gaining your trust. I appreciate those who took the time to meet with me one-on-one in my office, at coffee shops, at the Hallowell waterfront, in your homes, and on zoom. You helped me fully understand the history and the importance of this community. I also felt your love and devotion to this community's future. So again, I am grateful for your trust and welcome.

Because we are in interim times, the congregation has five interim tasks. I want to review where I believe the church is in terms of these tasks.

Coming to Terms with History

With the help of the transition team, we spent time with small groups looking at the congregation's history. We had good participation in our listening circles, with significant help from the Small Group Ministry program. This process highlighted why folks became involved with the UCC and what keeps them there. We saw responses like community, fellowship, diversity, and spirituality, plus programs like music, small groups, social justice, and religious education.

We also heard about the conflict. While the events of the conflict happened over two years ago, the pandemic has stifled the congregation's movement towards recovery. We heard about the range of emotions from that time, including how raw the conflict still feels to some people.

Working with the board, we are holding restorative justice circles in May of this year. We hope this will answer calls in the congregation for a mediator and give space to continue to process those raw emotions. The restorative justice facilitator, Rev. Paul Langston-Daley, will also provide us with concrete steps for moving forward.

I do not know what the future will hold for UCC with this conflict. However, my guess is that time will help. I have observed some relationships in the congregation come back together, and I have hope that negative feelings will slowly dissipate as the congregation moves into a new interim ministry and a new settled ministry.

Discovering a New Identity

As we moved through history, the transition team and I began to get the sense that the congregation's current mission statement and other vision documents do not match the current state of the church. Some of this is size-related. UCC was a program-sized church and has transitioned back into a family-sized church. UCC has also experienced transition, both ministerial and because of the pandemic. Its identity has shifted, and a new one needs to be established. I hope this will be a goal for the subsequent interim period.

I also hope that you will consider your outward-facing identity. For example, the church building needs attention and beautification. While Buildings and Grounds does its best to keep the building up, it would be helpful for the larger church community to reinvest itself in caring for an aging facility. I also hope that the congregation will pay more attention to areas like the website and social media presence. Like the building, these outward-facing pieces of UCC's identity need attention and can help you engage and attract new people to the community.

Shifts of Power/Leadership Changes

UCC has seen some shifts in power. Along with a decrease in attendance, the church has also seen a reduction in leadership involvement. The church still has a solid and energetic group of committed leaders. Because of the pandemic, though, it does not have more people to fill their spots as they transition from one role into another or even take breaks from leadership. I do not believe this problem is rooted in a lack of leadership development pipelines but instead comes down to size. UCC, in its current iteration, is not at a size to sustain its current leadership efforts. I hope that the UCC will

consider steps like reducing the size of the Board of Trustees to free up leadership and match the recent attendance numbers.

Rethinking Denominational Linkages

Some congregations struggle to fully utilize the resources available through the Unitarian Universalist Association (UUA). UUCC, from my vantage point, is well connected to the UUA and uses its resources well. I do not believe this is an area of work for the church.

Commitment to New Leadership and a New Future

This task is the transition from UUCC's past leadership and minister into new leadership, minister, and vision for the future. With work on mission and vision, UUCC will be well positioned to move into its new future. I encourage those who may feel uneasy about all the transitions to hang with the church through the next couple of years. It is moving in an exciting direction, and I hope you will find your seat at the table.

Thank You!

I am continually grateful for this church community. So many people are willing to step up and help at a moment's notice. I am also inspired by the love you show one another. Love is one of the big reasons UUCC is here!

I am also grateful to the church's leadership. A big thank you to Kathy Ann Shaw for your devoted service this year as Board President. It would be hard to name every committee and leader, but I am grateful to all of you. You are what keeps this congregation moving forward and will ensure that it has a bright future.

Finally, I want to thank the staff. Bridget, Lynn, and Monique, you each bring talent and deep care to your positions. I can tell that you each love the church deeply. I am grateful for your work through these challenging years of the pandemic.

Goodbye

It feels bittersweet to be leaving UUCC after just one year. As I said before, I am very grateful for your welcome and openness to my ministry. I appreciated your zest for transitional work and your love for your church. While I had hoped that my life might keep me in Maine another year, life had other plans! I will miss you all. I have deeply loved and appreciated being your minister for this year.

In your service,
Chloë Briedé, Interim Minister

AFFILIATED COMMUNITY MINISTER

It has been a year of transition and uncertainty for us all, as we roll into the third year of the COVID pandemic. After several years of working multiple part time jobs in health care ministry, in late November I began a position at Central Maine Medical Center in Lewiston, serving as a full time Staff Chaplain. With my colleagues, I provide spiritual and emotional support not only to patients and their families, but also to staff members in many roles within the hospital. I also write short reflections about twice a month for the hospital system weekly staff newsletter. In my role as Staff Chaplain I recently gave the invocation at the opening ceremony of CMMC's new Cancer Care Center, which will open for patient care later this spring.

I am currently coming to the end of my service on the executive committee of the Northern New England chapter of the UU Ministers' Association, where I have been Tech Administrator for the last three years. I'm grateful to my colleagues for this opportunity to serve.

I led worship with UUCC on April 10th, 2022, which was our second Sunday back in the sanctuary, using the new hybrid worship format. "The Gospel According to Starlings" used the nature metaphor of author and activist adrienne maree brown (Emergent Strategy, 2017) to further a deeper understanding of covenant. I am currently participating in an ad-hoc task force exploring the role and function of covenant within our congregation in order to make recommendations to the Board for the spiritual health of our community during this time of transition.

I continue to be in affiliation with the Board of this Congregation, and after Minister Chloë Briedé's departure I will again establish a collegial covenant with our next contracted or settled minister in the due course of time. In accordance with those covenants and the expectations of the Ministerial Fellowship Committee of the UUA, I have been meeting approximately monthly with a committee of three congregational members toward the goal of preparing my first renewal-of-fellowship packet which we plan to submit in the fall. A big thank you to Stefanie Barley, Jim Caldwell, and Cheryl Ring for their willingness to support my ministry in this concrete way.

Submitted,
Rev. Claire Curole
Chaplain, CMMC, Lewiston ME

CHURCH ADMINISTRATOR'S REPORT

Church Administrator's Annual Report 2021-22

By Lynn Smith

At this time last year, the church was energized with the expectation of re-opening our campus and resuming in-person services and then –BAM—the floor dropped out from under us once again when COVID-10 morphed and kept us from our reopening goal. I am sure I was not alone in feeling deflated and discouraged and lonely. Our physical separation continued as we continued virtual gatherings on Zoom

Fortunately, Minister Chloë arrived and began to settle herself as a compassionate and competent presence and we could begin to see a hopeful path forward. We kept doing church the best we could as our expectations flip flopped between the possible and the improbable. We kept inching closer to a new beginning. Throughout all this, we continued to hone our capacity for resilience, adaption, kindness, love, compassion and forgiveness.

It seemed so far off that we would be able to meet again – and it WAS! It was nearly another full year, but WE MADE IT! We began in-person services in April 2022 led skillfully by the Worship Arts Team and Minister Chloë. Their efforts at reinventing themselves all over again and learning yet another technology skill set was amazing.

Conversations were being held by the Transitions Team to look at our past, present and future and it began to be possible to see a path forward, a rebirth, a renewal of our church community.

The skills we have learned will be needed as we move forward into yet another new chapter. As we all know, Minister Chloë is leaving us after only 1 year of what we anticipated would be a 2 year term. While we certainly wish her and her fiancé the very best, we are left searching, yet again, for another two-year interim minister. Chloe's early departure was disheartening as we were just beginning to gain footing and surely reopened wounds from the loss of Rev. Carie for many.

As I read the other annual reports it is hard to imagine all we have endured over this past year and all we have accomplished. It has been my privilege to continue to serve you all during these difficult times. Over this second pandemic year, I did the best I could to support all of you (members and friends, committees and work groups, board of trustees, staff and Minister Chloë. I strived to be a stable presence, but honestly, stable was debatable at times. I missed deadlines, messed up the calendar, made numerous mistakes, forgot to return calls and missed some time from work for restorative purposes. In truth, I lost it a few times. I did what I could when I could - as I am sure we all have.

I like to think I'm on more stable ground and ready to take this next journey with all of you. We have some difficult, though energizing, restorative and promising discussions and efforts ahead of us to build a new future together in this community. Some of those steps will include upgrading the technology and office systems that support my work and the church as a whole. Thank you to the following groups for exploring these systems with me this fiscal year: the Communications Work Group (Helen Zidowecki and Kathy Kellison) and the current and past members of the Technology Work Group (Diana Scully, Linda Findlay, Mary Kane, Jill Plourd, and Chloë Briedé). Thank you all for your help!

Onward we go...

MUSIC DIRECTOR REPORT

By Bridget Convey

As my seventh season as Music Director at the UUCC is coming to a close, I reflect on another pandemic year. The UUCC music program was given the opportunity to transform itself, once again! The choir began outdoor rehearsals at the end of August 2021. We continued rehearsing outside as the weather permitted. Our hearty choir members bundled-up, rain and sleet fell upon their heads, brisk winds blew their sheet music, but they prevailed. My multi-tasking skills were tested. Moving the video camera with one hand, the other hand on the keyboard, trying to direct the singers with body movements, all while being masked. I wished I could have grown one more arm, oh well. Many thanks to Hal Booth for supplying his electric keyboard, speaker system, and piano stool to sit on. Hal's generosity of time and commitment is greatly appreciated by our choir members, and I am extremely grateful.

Karen Allen continued to wear many hats, and not only on Easter Sunday! She edited our outdoor choir videos for our Zoom church services, she accompanied the choir at our outdoor rehearsals and for our outdoor musical selections at the in-person services. Karen also created fabulous collaborative musical videos for Music Sunday on December 5, 2021.

Our season began with the In-gathering service/Water Communion on September 12, 2021 and will end with Flower Communion on June 12, 2022. Throughout the season our outdoor choir offered many musical selections, musicians from our UUCCOO shared special musical gems and projects with the congregation and choir. It is always a joy having our musicians collaborate! Our interim minister, Chloë, was wonderful to work with this year and she also participated in our Music Sunday music video by singing!

I eagerly wait for the choir and UUCCOO to be back in-person in the sanctuary. Until then, we will continue to do what we do...be fabulous!

LIFESPAN FAITH FORMATION COORDINATOR REPORT

By Monique Bergère McAuliffe

We began our year in all virtual space again as a result of the continued high incidence of the pandemic Covid illness in Maine. We welcomed in our Interim Minister Chloë Briedé who brought positive leadership, support and dedication to leading us through it. With the collaborative help of our Covid-19 Advisory Group, staff, the Worship Committee and the tech savvy, we safely re-opened UUCCA in April 2022. We are also live streaming our service to accommodate people wishing to attend virtually.

This fall I collaborated with our Social Justice Committee around their work of introducing and educating the congregation on the 8th Principle. I put together a UU Current Events educational series surrounding this topic that would finish just prior to their February Social Justice church service. I invited members and friends to come and learn with me in a once a month virtual Zoom series in November, December & January covering the topics: Covenanting for a Beloved Community, Community of Communities, and The 8th Principle.

1. UUA's vision of Beloved Community
2. UUA's movement towards a vision of our UU Church as a Community of Communities - what does it mean and what does that look like?
3. How are they all connected to the evolution and development of the transforming 8th Principle.

In October, I sent out 2 links for Nov. and Dec. topics to be viewed prior to the meeting. I had originally planned to offer a mutual zoom time to view the links together but, not surprisingly, the feedback I received was that people were feeling Zoom exhausted. Hence, I offered to view the links at your leisure from home and attend the first round table discussion in Nov. I offered 2 possible times/day to meet: 11/16 @ 5:30 pm and 11/19 @ 10:30 am. Unfortunately, no one attended the 11/16 zoom meeting and I had 1 RSVP for 11/19 so we decided to cancel and cover 2 subjects in Dec. Then, due to scheduling conflicts and the holiday bustle we decided to host 2 Round Table discussions on the topics in January. Both Zoom sessions had a good turnout. Here are all four of the links shared:

<https://sanjoseuu.org/frequently-asked-questions-what-is-beloved-community/>

<https://www.uua.org/leadership/library/communities>

<https://www.8thprincipleuu.org/origin>

<https://www.youtube.com/watch?v=byqcvX9ZRBA>

I also co-led with Interim Minister Chloë on the UU Intergenerational “Guest at your Table” series. The theme for 2021 was: ***Now is the Time for Courageous Change.***

This is an educational and fundraising program developed by the Unitarian Universalist Service Committee (UUSC). Each Sunday Service we introduced a short biographical video of one of 4 leaders of grass root Human Rights Organizations that UUSC partners with. We learned their story and in turn, nurtured connections to our UU principles and built awareness about social justice and human rights. This series began on Sunday 11/21 and closed on 12/5.

I brought Guest at Your Table materials and resources to our 1:00 Pumpkin Bread and Cider Social @ Mill Park following our 11/21 Church Service, others were mailed out.

I coordinated with the Augusta Family Violence Project for our annual “Adopt a Family” gift fundraiser. Members and Friends rose to the occasion for another successful gift giving event!

I virtually attended the UU sponsored December seminar:

COMPASS: Navigating the Paths to Liberation Together

This event was for: lay leaders, religious professionals, adults, youth, members of congregations, and anyone else who was interested in diving into an exploration of interdependence in UU theology and practice; To find our collective “compass” as we explore interdependence as a path to wholeness. Inspired by work surrounding Article II, 4 areas of study were covered: *Our Shared UU Values, Mission & Purpose of UUA, Our Shared Covenant, Our Resources of Inspiration*

Through centered conversations and interactive workshops we explored: Understanding your faith and changes over the last 2 years - Is the UU and your church's mission and vision keeping pace with change; The UU development of models for healthy conflict and fear of conflict: How to balance Individuality with Interdependence and Authentic Welcome - what might this look like?

My Spring season was filled with reopening activities. With the help of some of our teens, I revamped and cleaned up our Nursery room. We currently have 3 active Nursery Care Teens.

I re-established our child friendly space in one corner of Fellowship Hall with a children's rug, table, chairs and shelf with coloring supplies, puzzles and child friendly manipulatives. This space can be used for RE and as a children's space during future coffee hours or church events.

On Easter Sunday I had children's craft activities available and 2 teens, Moira and Shae O'Connor, hosted an Easter Egg Hunt! I have been hosting children's craft activities following the Wisdom Story each Sunday since and will continue to 6/12. Due to scheduling conflicts of having 2 teen Caregivers each Sunday over the summer we have decided there will be no summer Nursery Care.

We are celebrating our Youth Bridging Ceremony in person this year. Yay! It was scheduled for 5/8 but we had to reschedule to 5/29 due to positive Covid testing for one of the families. All recovered and are well.

RE youth and children's programming is a work in progress; I have had 2 parents reach out about OWL and COA for 2022/2023. I continue to have conversations with my UU colleagues about collaborating on some of these programs but distance logistics has complicated our weekly scheduling for OWL. Now that our church has reopened, I look forward to collaboratively developing sustainable youth/children's programming and interactive workshops/camps. Looking towards the future!

Before I leave for my summer break, I have been actively brainstorming about possible CLFF programming for next year. 3 topics have been raised:

1. The 4 interlocking aspects of Oppression: Ideological, Institutional, Interpersonal and Internalized. Once a month, taking a deeper dive into each of the 4 interlocking aspects of oppression and maybe reinforcing each month's topic during a service too. Our neighbor, the Holocaust Human Rights Center is just 1 example for some supportive resources.
2. The other is a book group on the UUA bookstore's Common Read: *Defund Fear: Safety Without Policing, Prisons, and Punishment*. In *Defund Fear*, Community leader and lawyer Zach Norris shifts the conversation about public safety away from fear and punishment and toward growth and support systems for our families and communities. The UUA Common Read has developed some discussion materials to go with this book.
3. The 3rd one is a once a month platform for Sharing our Gifts/Talents/Skills! What might that look like?

Let's keep brainstorming together! Reach out to me about your interests!

As we experience this time of Interim Ministry in our Church, let us remain open to the process of "*not losing*" something, but "*making space*" for something - with open minds, curiosity and anticipation.

Sowing the Seeds,

M. Monique Bergère

"We are not human beings having a spiritual experience;

We are spiritual beings having a human experience"

Pierre Teilhard de Chardin

REPORTS - STANDING COMMITTEES / WORK GROUPS

COMMUNICATIONS WORK GROUP / WEBSITE WORK GROUP

Report by: Helen Zidowecki, Chair

Other members: Lynn Smith, Church Administrator; Kathy Kellison

In these changing times, we constantly consider communications -- previous, present and as we move forward. Factors include transparency and inclusivity, who receives communications when and how, and support for the minister, administrator, staff and leadership. This also includes opportunities for interaction, feedback and engagement from the community. Communication involves all of us.

Please keep up with life and events at UCC through

--The Weekly E-Blast (Wednesdays afternoons via church e-mail)

--*The Flaming Chalice* (newsletter), several times a year, via church e-mail with limited mailed copies. We altered the timing of our Spring/Summer issue to June, after the Annual Meeting, to capture news as we continue to move through our transition period.

--The Sunday Announcements (at the end of the Sunday service).

--The UCC website

In addition to ongoing communications, we focused on specific areas this year.

A **Technology Work Group** was created and authorized by the Board to work with Lynn Smith, Church Administrator, to address the needs that are critical to the work of the Administrator, the Minister and the congregation, and to the sustainability of UCC. The needs include calendar and data management, phone, website, and social media.

The following questions formed the basis of the work. What do we want the systems to do? How would these systems fit with our vision for our future? How do we want to work together and how can different technology facilitate that work? What resources are available --(those that we know and those we have not yet discovered?)

The Technology Work Group review of several systems is being followed by a more intensive review toward developing recommendations and plan implementation.

The related work of updating our website is being considered separately. The current website went live in 2011 and is in critical need of a technology upgrade. Lynn Smith and Helen Zidowecki are considering what is available from the UUA for website assistance for congregations, as well as other sources. The other major part of website revision is the content. Content updates can be made ongoing. Content changes have been made in several areas this year, such as Worship, Small Group Ministry, Goddess/Earth Circles, Social Justice. E-Blasts, Newsletters, Annual Reports, and now Board Minutes, get posted regularly to the website.

“Transitions in UCC Culture” was prepared in response to a question on communication at a Board open discussion after a Sunday Service: The focus is acknowledgement of the change from Sunday Service as the major communication point to multiple ways people connect with our events and activities, with or without participating on Sundays. How we make information available to everyone presently involved and engage people from the wider community is a critical factor for consideration in this time of transition.

The UUCB Directory was distributed in October 2021. Help us keep communications flowing to you - As you change your mailing or e-mail addresses or phone numbers, remember to inform the church office immediately. Contact Lynn if you did not receive the Directory electronically or would like a printed copy (207-622-3232, Admin@augustauu.org) It is our hope that our new church management systems will off a "live" online church directory to keep information more current.

FACILITIES COMMITTEE REPORT

The Facilities Committee is not presently active. The work of maintaining the buildings is managed by the Building and Grounds Work Group. Please see the B&G report below.

BUILDING AND GROUNDS WORK GROUP <UPDATED>

Prepared by: Bill Allen

Committee members: Bill Allen, Marilyn Dunn, Matt Foust, Becky Harvey, Caroline Ladd

Work done this year -

- Thanks to all who helped with the yard cleanup days.
- Thanks to members of the committee for mowing the lawn.
- A group of church members worked to get the church ready for in person services. They cleaned the kitchen and rearranged chairs in the sanctuary.
- Pine Tree Food Equipment serviced the dishwasher.
- Hal Booth and Angie Blevins replaced a wall light above the piano.
- New technology allows people to live stream church services from their homes.
- Matt and Bill rebuilt a section of fence behind the garage.
- Marilyn is painting a screen door which was outside the Judd House kitchen.
- Special thanks to Marilyn, Becky, and Carolyn Ladd for their work on the garden, and the bushes around the church.

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

- Respond in a timely way to special requests or emergencies.
- Clean out and organize the garage and basements
- Stain the outside of the church
- Repaint the railings and risers of the Judd House ramp.

Anyone interested in painting or staining should contact Marilyn Dunn – maine2007@hotmail.com.

FINANCE COMMITTEE REPORT

[Submitted by Harry Grimmnitz, Finance Committee Chair]

The Finance Committee has oversight of multiple areas of the church's fiscal health and is composed of:

Harry Grimmnitz – Chair
Harold Burnett – Member at Large
Nancy Fritz – Invested Funds
Wick Johnson – Planned Giving
Martha Naber – Treasurer
Catherine Palmer – Fundraising

Finance:

- FY 21-22
 - Despite the hardships imposed by a second full year of on-line only church services, our membership has shown strong support for our church by fulfilling their pledge commitments.
 - Our invested funds did very well until the global downturn that began in January, providing the church with \$28,500 in income for our operating budget.
 - All other sources of income were significantly decreased by our lack of in person participation.
 - Although our expenses were also reduced by having the church closed, our income was reduced more than our expenses resulting in an expected deficit in this year's budget and eliminating any chance of a carryover into the FY 22-23 budget.
- FY 22-23
 - The committee recognized that the job of the volunteer Church Treasurer has become unmanageable and unsustainable.
 - The committee reviewed the numerous functions performed by the treasurer.
 - The position has become so onerous that it is very difficult to recruit volunteers.
 - Our current treasurer is leaving the position at the end of this FY.
 - The committee recommended, and the Board approved, hiring a bookkeeping firm to take over all of the QuickBooks functions from the treasurer & the church administrator.
 - The committee formulated a Budget for FY 22-23.
 - This includes:
 - A 3.3% cost of living raise for staff.
 - Expenses for hiring a bookkeeping firm.
 - Significantly reduced income from pledges and fundraising resulting in a large budget deficit.
 - The committee is committed to searching for new sources of funding as well as ways to reduce our expenses.
 - We are applying for a Federal program called the Employee Retention Credit that may provide several thousand dollars in payroll tax credits to the church.
 - As a last resort, we have proposed withdrawing money for our operating budget from:
 - Initially, our savings and money market accounts
 - And as a very last resort, from our endowment principle at the UU Common Endowment Fund.
 - 2022 -2023 will be a critical year. As we transition away from COVID we must get our budget back in balance or face very challenging decisions.

Fundraising:

- A successful Pie Sale last November and Holiday Fair in December launched our Fundraising program this fiscal year.
- The Hannaford card program remained in full swing and the goal of \$4,000 in contributions for UUCC Operations is in sight. More than 25 participants ask the UUCC to reload money to their Hannaford cards, which generates bonus income from Hannaford without any extra cost to our members.
- The CLYNK program is also running smoothly with \$400 already donated from returnable bottles.
- Lastly, a "modified" Work Crew-only auction raised another \$1,400 for the church.

Stewardship:

- Annual Appeal raised \$12,220 including a \$6,000 match from an anonymous donor.
- To date, the Stewardship campaign brought in 57 pledge units worth \$124,910 with a goal of ultimately achieving \$130,000.

Planned Giving:

- The committee is formulating a Guide to Holistic Stewardship which will bring together the various ways of contributing to the success of our church both financially and by contributing time and energy.

Invested Funds:

The UUCC has four sources of investment income ... the Adams Trust, the Ballard Trust, the Rev. Carie Johnsen Social Justice Fund, and the UUCC Endowment Fund.

Our Endowment Fund, managed by the Unitarian Universalist Common Endowment Fund (UUCEF), has come about over many years as members and friends gifted the church in their wills, and other occasional gifts to the fund. The fund balance on March 31, 2022, was \$348,869. The UUCC received \$16,633 in investment income during the current fiscal year.

Both the Ballard Trust and the Rev. Carie Johnsen Fund are managed by the Maine Community Foundation. As of March 31, the Rev. Carie Johnsen Fund totaled \$15,918. An additional \$10,613 in donations received during the spring is being sent to the Community Foundation in May, bringing the total to \$27,531. UUCC received \$1,000 in investment income.

The Ballard Trust value on March 31 was \$257,386. UUCC received \$8,765 in investment income for the current year.

UUCC is one of several beneficiaries of the Adams Trust which is managed by the Bank of America. During the current fiscal year, we expect to receive \$3,094 in investment income.

---Submitted by Nancy Fritz, Invested Funds Chair

HISTORY COMMITTEE REPORT

“Capturing our history as we make it!”

In April 2021 we moved to the first floor in Judd where we share the History Conference Room with congregational leadership and have additional storage space in the back room on the 1st floor.

The moves gives us opportunity to organize and disperse items. Our intent is to make the items in our history, including the stories, more accessible. A number of the ideas that we noted in the 2021 Annual Report are being carried into the next church year as we continue our work to re-organize our various collections to be easier to locate and utilize.

History has been a bit more visible in the last few months. The Soul Matters Packet for November, with the theme “Holding History”, included an overview of UUCC history, where to find more information, and questions and activities to explore our history.

In addition, the History Committee developed 15 Tidbits for the Transition Team’s focus on our history as we move forward. Several Tidbits were included in a few E-Blasts. The entire set still needs to be made more available, along with the answers. The Tidbits can also be expanded with input from the congregation. What areas of our history need coverage?

With the reopening of the church facility, you will find some changes in room arrangements and designations. The History Committee worked with the Reopening Work Group and the leadership to create signs for various spaces. These will provide some notes to explain the designations, especially for spaces with names from historic Unitarian and Universalist congregations in Augusta. We had hoped to have the signage completed by now and are making it a priority in the next few months.

The *Memorial Book* holds remembrances of our community participants who have died. This includes obituaries, services of life and other notations for at least the last forty years. There are gaps in our collection. Please contact the History Committee for information and/or to contribute. The *Memorial Book* is in the History Committee room.

Please see the History section of the UUCC website at <https://www.augustauu.org/minister-staff-and-church-life/history/>
Contact us with comments, questions and suggestions. And join us as we work to make our history accessible.

History Committee: Richard Bridges, Chair;

Members: Heide Munro, Helen Zidowecki

MEMBERSHIP COMMITTEE REPORT – (NO REPORT SUBMITTED)

No report submitted.

MINISTRY, COMMITTEE ON

Members: Michaela Loisel and Kathy Kellison (Erin McGrath -for part of the church year)

The purpose of the Committee on Ministry (CoM) is to strengthen the quality of ministry within the congregation, focusing on all aspects of our shared and professional ministry.

The CoM met monthly with Interim Minister Chloë Briedé to discuss routine concerns as well as the more weighty challenges of keeping the congregation connected and spiritually nourished as the pandemic continued to keep us physically apart. We also paid attention to lingering tensions that arose after the conflict that surfaced prior to the church closure in February 2020. In addition, we continued the work of understanding our culture of White Advantage and its impact on the shared ministry of our Congregation. As with many liberal faith communities, this is work we are called to do.

We responded to some of these concerns by:

Exploring Congregational Covenant: After studying and considering the importance of being in covenant with one another, CoM requested and the Board approved the formation of a small group to work with Kathy Kellison to determine a process for creating a congregation-wide covenant. She was joined by Claire Curole and Alison Foust. They are currently connecting with groups and committees to find out if and how each group is using a covenant. From that they hope to identify some of the values that are widespread in our community. The intention is finally to work with the entire congregation to craft a covenant that states the promises that we want to make to one another and explains who we are as a community. We hope that this work will clarify our identity and strengthen our community connections.

Recognizing that conflict is an opportunity to strengthen relationships and build community, and that we need to develop skills in this area, the committee joined with other UU's to explore ways to respond in healthy, effective ways to this not uncommon, community concern. Attending a two-day UUA workshop "From Reactivity to Resilience: Doing our Inner Work in Congregations", we were reminded that we are not alone in needing to address internal conflict. Many congregations – some in the state of Maine - are actively looking for ways to work through difficult conflict situations. Doing our inner work as a congregation is an ongoing, essential process that will strengthen our shared ministry and the resilience of our congregation. As we develop skill in managing the reactivity that is a normal response to conflict, we will become more adept at responding to the stresses inherent in any community.

Joining with the Board, the Transition Team and our Interim Minister, we were involved in engaging the congregation in a restorative process circle with an outside moderator/facilitator. Our hope is that congregants have taken full advantage of the opportunity to share their own experiences and listen to that of others in a spirit of appreciation, respect and understanding. With this as our first opportunity to learn to manage conflict in a new way, we hope we are moving toward becoming a community that is actively practicing the art of living the grace of love.

MUSIC COMMITTEE REPORT – (NO REPORT SUBMITTED)

No report submitted.

PASTORAL MINISTRY TEAM REPORT

Lay Pastoral Ministers: Martha Pelletier, Helen Zidowecki, Tracy McNaughton, Peggy Lamb

The Unitarian Universalist Community Church (UUCC) is committed to providing a caring, helpful response to our members, friends, families, and communities. While the minister is available to meet with members and friends for pastoral care, the ongoing needs of our community require a more expansive network. Due to personnel changes, however, we will not have a minister contracted to provide pastoral services this summer, so please contact a lay pastoral minister directly when in need of care.

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

The lay pastoral ministers' work is an extension of the minister's work, not a substitute. Lay pastoral ministers represent the church as the minister would. We are committed to providing an expansive pastoral response to the community, including rides to church services and events, meals in times of illness and grief, and cards in times of joy and sorrow.

The Pastoral Ministry Team also provides confidential and compassionate presence during times of grief, loss, life changes, and stress. This year, as in years past, we held a holiday "Quiet Refuge" service, where grief during the holidays is recognized and met with compassion. Other Pastoral Ministry responses to the community have traditionally included forums on topics of broad concern and events to honor our elders.

The Pastoral Ministry Team has been busy this year, mostly responding to needs around illness and death; our church has lost several beloved members this year. We continue to reach out to those who may be experiencing loneliness, recognizing that the isolating effects of the pandemic still linger.

This year, as always, our team strives to anticipate and meet the evolving needs of the UUCC community.

PERSONNEL COMMITTEE REPORT (NO REPORT SUBMITTED)

No report submitted.

SMALL GROUP MINISTRY COMMITTEE REPORT

Small Group Ministry continues to be a vital part of the mission of the UUCC, never more so than during these past couple of years. With the sanctuary having been only reopened on a limited basis and the normal pace of church activity slowly accelerating, SGM remains a strong bonding activity for its members.

There are currently five active groups and their membership has remained very stable over the past 12 months.

Among the many activities that the groups participate in, there are a few that need highlighting. The first is the series of leadership meetings, generally three or four meetings that occur during the year. These are designed to bring up topics of interest to the groups, inform them of any upcoming events, such as the annual fall church service, and to hear any concerns that the groups might be having. Our last leadership meeting, held in February, was especially powerful. We had input from a variety of other committees, such as Social Justice and Pastoral Care, which helped to strengthen our SGM ties to the UUCC community.

I think that the committee will agree that our greatest joy is putting together the church service, generally in October. All of the groups contribute to the whole and the results are invariably a thoughtful and provocative event. The November SGM Sunday service offered some hope and inspiration in how to maintain strong personal and spiritual bonds in this fraught world. We addressed "Reconvening in a New Reality: We Were, We Are, We Can Be". The groups shared their powerful stories of their own spiritual evolutions over the years.

A number of the groups have returned to the more intimate face-to-face meetings as circumstances allow, which are the backbone of SGM. Zoom meetings have had a very positive impact nonetheless in keeping attendance consistent and engaged, especially during the winter months when travel can be problematic.

In my group, for instance, we have continued to make the meeting semi-weekly, rather than twice monthly, a small incremental bump certainly, but one that was enthusiastically agreed to by the members. What these Zoom meetings have allowed is that members with busy lives raising young families and another member (me!) who has moved to North Carolina, an opportunity to keep these special bonds of friendship and spiritual intimacy intact. Attendance has never been stronger, too!

We have been blessed to have the enthusiastic support of Minister Chloe during her abbreviated time here. She has attended all the Committee meetings and helped to facilitate the Zoom aspects of our quarterly Leadership gatherings.

With the erratic waning of Covid, we are anticipating a renewal of our in-person gatherings, while keeping the Zoom option open as the need arises. We are also encouraged that the church is looking to acquire a laptop with the Owl camera to take this technology to the next level.

As always, the Small Group Ministry Committee is looking to increase its impact on life at the UUCC, and we would welcome new members and groups to join our special movement.

Respectfully submitted by Michael Conley, chair, Helen Zidowecki, Linda Findlay and Judy Gallant

An individual Small Group leader report:

For the past year, I have participated in the SGM Leadership meetings led on zoom by Michael Conley, as the nominal leader of my own Small Group since our founder, Helen Wing, died.

Our SGM members have stayed connected, via zoom, throughout the pandemic and, lately, in person again. We have formed a tight and loving circle of relationships, celebrating our joys and compassionately sharing our sorrows. Our trust and intimacy have deepened.

Perhaps the format of Small Group Ministry sessions has helped to make that happen. Perhaps it's been the regular and repeated get-togethers with each other in a setting where no more than eight people ever joined the group. Forming deeper

connections is more possible with fewer people than it is in large or impersonal groups. We take time for deliberate and consciously open listening, and we feel safe when speaking some of our most personal feelings and thoughts.

We are all grateful for the existence of Small Group Ministry in our lives.

Stefanie Barley

SOCIAL ACTIVITIES COMMITTEE

Another year of COVID-19 closures and mandated distancing has continued to prohibit social gatherings. As restrictions are being lessened and hopefully lifted and the weather is improving, planning for social activities will resume. Some discussions are already underway to plan a "Movie Night" sometime soon.

Cheryl Clukey

SOCIAL JUSTICE COMMITTEE REPORT

Report submitted by co-chairs: Michaela Loisel and Debbie Mattson

The Social Justice Committee maintains relationships with National, Statewide, and local social justice groups and often responds to the leadership of the various groups. Our members are liaisons to Maine Unitarian Universalist Social Action Network (MUUSAN); Kennebec Advocacy Team, associated with the Friends Committee on National Legislation; Capital Area New Mainers Project (CANMP); and UU the Vote.

During the 2021 Annual Meeting, the Social Justice Team introduced the 8th principle which has been adopted by many churches, though not the UUA: *The 8th Principle affirms and promotes journeying toward spiritual wholeness by working to build a diverse, multicultural Beloved Community by our actions that accountably dismantle racism and other oppressions in ourselves and our institutions.*

We responded to the need of the 8th principle within our faith. The development and promotion of the 8th principle is one response to issues of hiring within the UUA; the recognition that most UU congregations are primarily European-American in membership, culture (especially music), and leadership, even when located near diverse communities; and the urgency to dismantle racism within ourselves, our congregations, and communities. We re-introduced the 8th principle during our February service. We are committed to leading the congregation in examination and actions towards dismantling racism within ourselves and our congregational practices.

We responded to Afghanistan immigrants settling in Augusta as three of our SJC members became part of a CANMP Family Mentor Team. Through friendship, the team helps the family navigate settling in a new country.

We responded to MUUSAN in partnering with the Wabanaki Alliance to promote passage of the so-called Sovereignty bill, LD 1626 "An Act Implementing the Recommendations of the Task Force on Changes to the Maine Indian Claims Settlement Act." SJC sponsored a letter writing forum and advocated at the legislature for the bill's support. According to the advocacy efforts tracked by MUUSAN, UU's generated 70 testimonies before the Legislature's Judiciary Committee, 141 communications with legislators, 125 communications with the Governor's office, and 11 letters to the editor. Although the

bill fell short of passage, the unprecedented public, media and faith-based support promise to bring the bill back until it is ultimately made into law.

We responded to the Kennebec Advocacy Team by lobbying to end the Authority to Use Military Force and return the constitutional authority to congress to declare war, rather than allowing a single president to make this decision.

We responded to the war in Ukraine by helping raise money to provide housing, food, and supplies to people as they fled the war.

We chose Wabanaki Reach as this year's recipient of the Rev. Carie Johnsen Social Justice Award. The mission of Wabanaki Reach is: "We support the self-determination of Wabanaki people through education, truth-telling, restorative justice, and restorative practices in Wabanaki and Maine communities. We design our structures and processes to be responsive to Wabanaki communities and beneficial to Wabanaki people."

In addition, the Rev. Carie Johnsen Social Justice Fund is now a self-sustaining fund; enabling the congregation to give \$1,000 or more to a social justice organization without diminishing the fund.

Thank you everyone for your generous contributions and work towards social justice.

Our Social Justice outreach also includes the following programs.

Angel Food Network Public Suppers Feed 85 Families Monthly

Once a month, the kitchen at South Parish Church in Augusta is abuzz with UUCU and other volunteers to help Meal Coordinator, Carlene Kaler, assemble bagged suppers for the community. It all begins with an email to recruit volunteers about a week ahead of time, then Carlene chooses a menu and picks up donated supplies from the Augusta Food Bank. Sometimes, she and her husband pre-cook food in their home.

An average meal might be American chop suey, chicken goulash with either rice or noodles, rolls, vegetables and dessert. Expenses include rent, supplies and food. About eight volunteers, on average, show up to prepare the food, package desserts, rolls and the meal, bag the meals, deliver meals at the door, and then cleanup.

Carlene and Jenny McKendry, who have coordinated this service work for a decade, now need a new coordinator to begin training in August. If interested, contact Sue Gayne at gaynesns@gmail.com.

Submitted by: Catherine Palmer

Collections to Addie's Attic (part of Bridging the Gap) and The Augusta Food Bank

When the pandemic started, our church spaces were restricted to no entry, which effectively stopped the collection of donations, and delivery of those items, to the charities our congregation has supported for quite some time.

After about a year, we notified people that they could bring contributions to the Judd House, which had re-opened on a limited basis. Lynn Smith kindly offered to let that happen.

Now, as of a couple of months ago, we are again accepting donations for Addie's Attic and The Augusta Food Bank, and the collection boxes are in the coat room, ready to receive food, clothing, basic essentials, and more. Lists of things that

these organization particularly desire are posted in the coat room and also have been published in emails. Notifications have appeared in the weekly e-blasts.

Carolyn Ladd and Stefanie Barley will deliver those donations that have been left in the coatroom boxes on a periodic schedule. Thanks to all contributors for your generosity.

Respectfully submitted,

Stefanie Barley

WORSHIP ARTS COMMITTEE

Transition is the mantra for the worship arts team. The church started with Chloe Briede day as our interim minister. The church year is ending with Chloe leaving for California.

Partway through the church year technology was revisited and a black box was ordered for streaming. The church building was opened for services! The instructions for worship associates were dug up, as refreshing our memories was necessary on what to do in person. John Seksay, Marilyn Gordon, Sara Hodgkins and Monique Bergere returned to in church services. Susan Burnett has not been an in person worship associate – the west called and she answered for a few months. Martin Peters continues to oversee technology

The summer services are nearly filled with volunteers from the church. Many thanks to those willing to step up to the pulpit.

Karen Allen attended worship arts meetings as a liaison between musicians and the worship arts team.

A big thanks to Stefanie Barley, Karen Allen, Karen Foust, Hannah Faulkner, Bridget Convey and Dale McCormick for the beautiful music this year.

Transitions continue with Susan Burnett stepping down as the worship arts team chair and a new interim minister coming on board. We are getting really good at this transition thing.

Respectfully submitted,

Susan Claska Burnett

OTHER REPORTS

COVID-19 ADVISORY GROUP

The past 12 months we've witnessed the "whipsaw" effect of the COVID-19 virus' dramatic ability to mutate and stay at least one step ahead of our defenses. We began last summer believing that our national immunization program was on track to make COVID a historic footnote. Then came widespread vaccine hesitancy leading to vaccine skepticism leaving large segments of the population unvaccinated. By autumn, the delta variant became widespread leading to large spikes in hospitalizations and deaths. Just before Christmas, the omicron variant took over and took off with a vengeance, infecting both the vaccinated and unvaccinated and overwhelming health care resources.

Throughout this roller coaster ride, the COVID-19 Advisory Group has endeavored to keep up with the changing landscape and look for ways to safely resume in person indoor worship. We have tried to stay current regarding medical and public health recommendations as each phase of the pandemic came into view and played out. Our overriding goal has always been to protect the health and safety of our members and staff.

Last summer, we developed a plan to reopen the church that was adopted by the Board in August with the hope of reopening in the early fall. However, the delta wave of COVID hit just as that plan was being implemented and the amount of community transmission of COVID quickly exceeded our metrics. Case numbers and hospitalizations continued to exceed our metrics throughout the autumn and winter.

Each month during the fall and winter, the Advisory Group met with church staff and leadership in an effort to strategize when and how we could safely resume in person, indoor gatherings. We investigated installing a ventilation system in the church building to reduce the risk of airborne infection, but found that the cost would be prohibitive.

In March, the Advisory Group developed a new reopening policy incorporating refined metrics based upon the federal CDC color coded community guidelines that was adopted by the Board. On April 3rd, the church held it's first in person, indoor worship service in two years. We are continuing to offer a hybrid model of in person and "live streamed" Sunday worship services each week.

The Advisory Group is continuing to re-evaluate our policies and guidelines and refine how they apply to a variety of different situations including church related groups and renters of our space. It is our intention to remain nimble and adapt as quickly as possible to ongoing changes in the public health situation.

The COVID-19 Advisory Group: Betty Cairn, Terry Cairn, Harry Grimmnitz , Don Naber, Cathie Nielsen, Marty Soule

GODDESS/EARTH CIRCLES REPORT

This has been a year of discernment on the changing role of women and broadening sources for spiritual journeys. The gatherings have been essentially the fourth Sunday of the month, 1-2:30pm by UUCU zoom. We are anticipating having at least some of our gatherings in person as that option becomes available again.

Our Summer Connections on July 25, August 22 and September 26, and additional special sessions on August 29 and September 12, reflected on the situations for women in Afghanistan after the withdrawal of US troops and the passage of abortion legislation in Texas. We considered UU writings, the meaning of womanhood and how these relate to Goddess spirituality. What was the meaning of these events for us and the impact on our own spirituality?

The Women of Wisdom Celebration on October 31 incorporated two focuses. The first was the review of description of the phases of the lives of the Goddess and our lives as women. We started this study in the spring of 2021 with moving from the Tri-goddess to Four Phases by adding the phase of Sage after Crone. The full description is on the UUCC website: "Phases of the Goddess and Our Lives" in September 2021.

We are keeping the Croning recognition as a celebration in our phase structure. We welcomed Heide Munro as a new Crone. We also honored Phyllis Cudmore, who was croned in 2012 and died on July 5, 2021. Since the mid-1990's twenty-four women in our congregation have been croned, five had died, and 17 continue as part of Goddess/Earth Circles.

The second focus of the WOW Celebration was compiling the five years of Women of Wisdom books (2016-2020). We used this reflection of wisdom as we created our WOW Book for 2021. This is available to Goddess/Earth Circles participants.

Our November 28 session focused on the Goddess and Gratitude.

Goddess/Earth circles led the Sunday morning service on December 28, 2021. Frequently the theme of services at this time of year is on Winter Solstice. This year we considered the broader theme of Yuletide, from Solstice to Twelfth Night (New Year's Eve). This is probably the holiest time of the year, considering the celebration from many traditions and cultures. These focus on light and dark, survival, community and family, and attributes for living.

Goddess/Earth Circles started the new year with an Introduction to Wicca that evolved into a series, led by Mary Shifman. A constant question is "what does Wicca have to offer UUs on a spiritual journey?"

January 23 and February 27 Overview of Wicca:

March 27 Mysticism and Spirituality, and Karma and the Afterlife

April 24 Ancestry

May 22 Magic, Ethics and Morality

June 26 Other Topics for Consideration, including looking at Transcendentalism, a significant focus in UU history.

Goddess/Earth Circles focuses on Goddess, women's lives and earth-based spirituality. All ages and genders welcome. More information and resources are on UUCC website at <https://www.augustauu.org/minister-staff-and-church-life/goddess-continuing/>

You are welcome to join us. Contact Helen Zidowecki (582-5308, hzmre@hzmre.com).

PEACEFUL HEART SANGHA

Peaceful Heart Sangha meets every Monday evening from 6:30-8 and Thursday morning from 8-9:30 via zoom. We enjoy sitting and practicing with each other via zoom and look forward to meeting in person again. We will meet on May 10 to discuss how and when we will begin meeting in person while including members of our sangha who cannot attend in person.

We practice 20 minute sitting meditations, enjoy a mix of special readings, recitations, audio/video sharings, musical offerings, deep relaxation, etc., and have a special time for sharing from our hearts.

We stop, calm, rest and heal together so that we can more wisely sort through what is most important for us to be doing at this moment in our lives. At the same time, we nourish our needs for beloved community and connection.

To quote our teacher, Thich Nhat Hanh:

“It is important for us to stay in touch with the suffering of the world. We need to nourish that awareness through many means – sounds, images, direct contact, visits, and so on – in order to keep compassion alive in us. But we must be careful not to take in too much. Any remedy must be taken in the proper dosage. We need to stay in touch with suffering only to the extent that we will not forget, so that compassion will flow in us and be a source of energy for our actions. If we use anger at injustice as a source for our energy, we may do something harmful, something that we will later regret.”

On May 1 we offered a UUCC service focused on the Five Mindfulness Trainings - ethical guidelines that can help us live peaceful, wholesome, and happy lives while also reaching out to support and create much needed changes in our world.

Please feel free to join us for sangha anytime!

Write to peacefulheartsangha@gmail.com or martysoule@gmail.com with your questions or for updates about zoom/in person gathering details.

SEASONED SOULS

Seasoned Souls is still going strong, after more than a decade of existence at UUCC!

We are a study/support group for elders (those eligible for Medicare) dealing with issues related to aging. Older adults find themselves dealing with physical, mental, emotional and other changes that differ from those of our earlier years. Together we explore books, poems, articles and stories that provide spiritual support for this process. We've found that really listening to one another, laughing, and crying together create connections that transcend the individual.

This group meets year round, twice a month, from 10:30 A.M. to noon on the 2nd and 4th Wednesdays.

Meetings have always begun with an extended check in, often our richest time together. It has always been an open group, with people welcome to come and go, but usually with a solid core of 12 to 14 members who have developed great affection for each other.

With the advent of Coronavirus, members learned to use Zoom and were able to continue our meetings on a regular basis.

Seasoned Souls welcomes guests. Members talk about very interesting topics, helping us to stay alive and well, to deal with losses and gains, to keep perspective, and mostly to offer caring and support to each other. As our Covenant, read at the beginning of each meeting, says, “We come together in this space made holy by our presence. In the safety of this circle we celebrate each other’s strengths and accomplishments. We revel in each other’s joy..... We hold each other’s pain with loving hands. We offer support, not solutions, criticism or advice. We listen to understand, not to respond..... We will conduct ourselves in accordance with UU values.”

Respectfully submitted,

Stefanie Barley, Co-Chairperson

TRANSITIONS TEAM

At this time last year we were bidding Carie thanks and good wishes and processing what her absence would mean for us, while we awaited the arrival of Chloe. Our wait ended in August and soon thereafter the Transition Team assembled and, with her, began what we figured would be a two-year process of reviewing who we think we are as a community, charting goals for the future, and advertising for and interviewing who we hoped will become our new settled minister. Unfortunately along the way Chloe's and our plans splintered, when she announced that she would be joining her partner, now fiancé, and soon-to-be spouse in California this year and would not be returning for a second year with us. Her news put the transition in transition, but not before together we'd accomplished much.

And as happy, yet conflicted, as Chloe is for her new life phase, we were both saddened for our loss, for she has brought stability and warmth, to a congregation wrestling with unresolved conflict and physical separation, as we endured Covid-forced worship and community on Zoom, week after week. Nonetheless the Team had abided the UUA-suggested script and spent much of the fall reviewing UUCC's history and planning what became a series of listening sessions centered on members' sense of where we've been and where they'd like us to head. Though open sessions were scheduled, what worked best was when two members of the Transition Team, a facilitator and a scribe, sat in on existing Small Group Ministry and Seasoned Souls meetings, and then also hosted several Coffee Hour offerings. Key findings were then collated and shared with the congregation, including the following:

- During the last 10 years our demographics have change considerably, with now virtually no children and young families. Our community is now dominated by those over 60 years old.
- The community's political and social justice activism has been invigorating and divisive.
- We've been dogged by conflict, and suffer from some of our past abuses. In addition, the processes of resolving those conflicts forced some members to shut down or leave.
- The personally antagonistic behavior of many community members displayed during the political policy debate stunned and hurt many.
- The COVID shutdown has been painful and harmful to the community. We miss being together, sharing rituals, singing and listening to music. Small Group Ministry, Seasoned Souls, Book Group, etc., where folks still gather in small groups, have been very supportive.
- There is no other community quite like UUCC. It feels like family. Friends are here. Commonalities are shared. Support is sought and provided.

Chloe's announcement arrived just as the Transition Team and Chloe were formalizing an interim appraisal questionnaire for the UUA, beginning to pivot toward a discussion of reviewing UUCC's vision and mission, and helping renew in-person worship. Our most recent project was a sit-down with the entire staff, to review their experience and ambitions, much as the congregation had done during the listening sessions. As we go to press a search committee is interviewing for a new two-year interim minister, with the likely outcome that we the Transition Team, less Chloe, will help that new interim pick up the pieces and lead us forward.

Harold Burnett, Susan Shaw, Kathy Kellison, Karen Allen, Don Naber, Nancy Fritz, and Martha Pelletier

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.

Updates to the Small Group Ministry and Social Justice Committees were made during this FY 2021-22.

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 UUCC 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 UUCC 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 <RELIGIOUS EXPLORATION TRANSITIONING TO LIFESPAN FAITH FORMATION>

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 Chair, 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;
5. Select organization for the Annual Award from the Rev. Carie Johnsen Social Justice Fund (Below is more information about the Fund);
6. Solicit the UUCC congregation and wider community each year for contributions to the Rev. Carie Johnsen Social Justice Fund; and
7. Recommend appropriate public releases concerning social issues for Board of Trustees approval.

The Rev. Carie Johnsen Social Justice Fund was established in May 2021. The Maine Community Fund administers the fund. Each year a \$1,000 or a total of 4% of the fund (whichever is greatest) will be awarded to an organization that advances social justice in Maine. The 4% will be calculated from the total of the fund as of December 31 of the previous year. The Social Justice Committee will announce the recipient of the award each year in February; the award will be dispersed at the same time. The goal of the Social Justice Committee is to maintain \$25,000 or more in the RCJ SC Fund. The RCJ SC will self-sustain at \$25,000 with an annual award of \$1,000.

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

No Bylaw Changes are being proposed.

BYLAWS OF THE UNITARIAN UNIVERSALIST COMMUNITY CHURCH

Bylaws of the Unitarian Universalist Community Church Augusta, Maine As amended, June 2019

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, member-at-large, the Treasurer and members representing Invested Funds and Stewardship are elected by the membership to one-year terms. 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 three (3) members, serving staggered three-year terms. One member will be appointed to the Committee on Ministry each year. Before each annual meeting, the Minister will submit a list of three (3) active church members to the Board of Trustees. The Board will choose one member from this list for appointment to the Committee on Ministry.

Section 2. The Committee on Ministry shall select a chair from among its three members.

Section 3. Vacancies in the Committee on Ministry occurring in unexpired terms shall be filled by the same method specified in Section 1.

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
Revised 6/19 to include amendments passed at the June 2, 2019 Annual Meeting