

First Unitarian Church Louisville, Kentucky



2017-2018 Annual Report to the Congregation

June 3, 2018

We are a church of reason and spirit, that
Witnesses for progressive faith,
Nurtures our community, and
Transforms our world.

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Board of Trustees Report

Members: Jill Sampson, Kristi Drehmel, John Grossman, Clare Gervassi, Kathy Drehmel, Nancy MacPherson, Ron Zorn, Brittney Blau

Statement of purpose/charge

The Board of Trustees is responsible for ensuring the facility, staff, finances are managed in ways that promote transparency, security and continuity of the church and its mission.

Primary responsibilities

- The Board is charged by the constitution with managing the membership of the congregation and reporting it annually to the UUA as part of this church's relationship with them. This includes maintaining the membership roles, adding new members and removing old members.
- The Board is charged by the constitution with developing and managing the operating and capital annual budget for each fiscal year and shall report the same to the congregation at the Annual Meeting.
- The Board is charged by the constitution to create, maintain and revise bylaws for the church and its committees and hold the committees and ministries accountable to those bylaws.
- The Board is responsible, in the event of a vacancy in the pulpit, for selecting an interim minister when needed, for establishing the process for selection of a settled minister by the congregation, for contract negotiations with a prospective minister, and appropriate recommendations to the congregation.

Accomplishments

- Welcomed an interim minister and formed a search committee to search in 2018-2019
- Formulated a capital spending plan for the next five years
- Balanced the annual operating budget for 2018-2019 and minimized amount of loan taken from Endowment in 2017-2018
- Welcomed new members to sign the book and submitted an accurate member count to the UUA with our annual information
- Formed a fundraising team and seeded them with money to host fundraisers including the service auction

Challenges that remain

- Work with the Ministry Council on the implementation of the strategic plan
- Work with the Ministry Council on revisions to the bylaws and policies
- Working to match staff job descriptions to the work the church needs to get done and identify ways to fill work gaps with contractors.

Submitted by: Jill Sampson

Capital + Campus Plan 2018 – 2025

With the successful completion of the Capital Campaign in 2017, the congregation had raised \$150K in funds to be used on future projects for the church and its campus. The Board and Resources team did research on what the building needs now and might need in the coming years. Through the course of this work over the 2018 year, the board heard from a lot of stakeholders and the overwhelming consensus is that this building in this location is critical to our mission and it will be well into the future.

A giant thanks goes out to the Resources teams that did the leg work of getting estimates, finding vendors, developing plans and other homework that any plan like this requires.

What we learned:

- The building needs some updates to make our space more welcoming, safe, rentable and comfortable.
- The worship space needs an update to make it more enjoyable on Sundays and rentable all week long. The social hall also needs to be brought up to the technical standards of the sanctuary to be more rentable and usable all week long.
- We need a plan to fund capital expenditures that crop up unexpectedly and/or help us to fulfill our mission in new ways.

The board voted in April 2018 to structure the remaining capital campaign funds as follows:

\$30,000 to fund 04 Equipment and Capital that the board manages.

This fund is how we support the wide variety of infrastructure of the church on an on-going basis. This amount will re-fund that account which is not funded by our regular contributions. Up to \$5000 from this fund may be used to seed new rental business.

\$100,000 to spend in 2018 – 2021 on directed projects proposed by Resource Ministry

- Sanctuary + Social Hall updates – risers, platform, projectors in social hall, etc
- Staff workstations + building IT infrastructure changes and updates
- Repairs + Upgrades to building and campus safety (steps, ramps, lights, fencing, landscaping)
- Re-Carpet first and second floor with carpet squares
- Kitchen updates that will promote rentals and usage by rentals

\$20,000 to fund the Resource Ministry work through 2025. This money will be controlled by the Resource Ministry to provide a welcoming and safe campus well into the future. It is hoped, but not required, that this money work to promote the full mission of the church and seed its growth in partnership with other ministry council groups.

Submitted by: Jill Sampson

Treasurer's Report

No report submitted

(See Finance Report, page 19)

Building Use Committee

Members: Barbara Creasy, Kathy Drehmel, Earl Reynolds, Claudia Runge

Statement of purpose

The Building Use Committee was tasked with reviewing current building use policies and adapting or creating new ones as needed.

Primary Responsibilities

- The committee reviews any large or unusual building use requests and makes recommendations to the Board.
- New policies include wedding and event packages which can be found on the webpage.

Accomplishments

- Met with a group wanting to rent multiple areas in the church for use by senior citizens. After multiple meetings and cost analysis, the committee felt that the group wouldn't be a good fit for our space.
- A thorough analysis using calendar data helped gather building use data.
- Worked with the Office Administrator when she had concerns about possible or current space use requests.
- Found a suitable group to rent room 106. (old nursery)

Challenges

- Balancing the conflict between supporting worthwhile organizations with free space against the need to produce income from renting space.
- Plan to clarify policies about building use by church members and friends.
- According to the calendar, we do not have a great deal of additional time/space available for paid rental groups.

Income from Building Use by Non-Church Rentals July 2017-June 2018

\$4,820.17 from Outside Groups (see definition in Building Use Data next page)

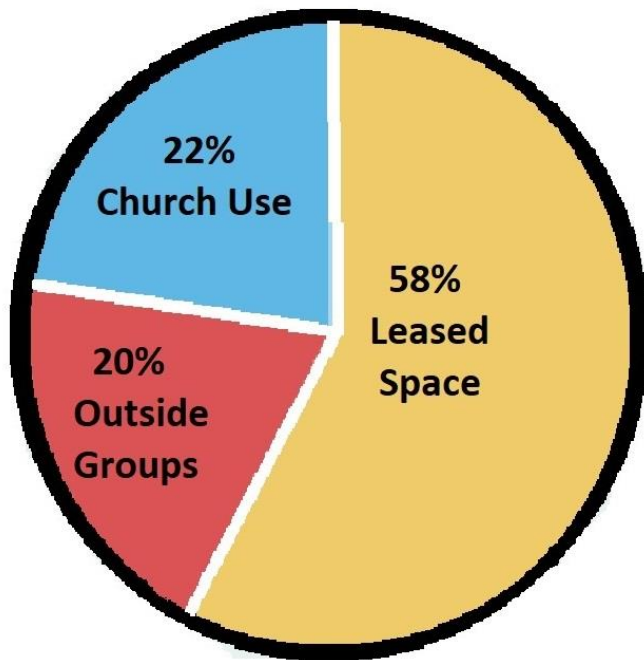
\$12,100.00 from Leased Space (see definition in Building Use Data next page)

\$16,920.17 Total

Reports from Elected Bodies/Officers

Building Use Data *

- **Groups leasing space full time (1,534 hours):** Central Louisville Community Ministry (CLCM), Kentucky Religious Coalition for Reproductive Choice (KRCRC), Presentation Academy, Spiritual Israel and Its Army
- **Whole Church (84 hours)** Public use such as RE, Celebration of Life services, First Sunday Lunch, BLM vigil, Service Auction, Vespers, Picnic, etc.
- **Church Groups (512 hours)** using the building regularly such as: Board of Trustees, Ministry Groups, First U Book Club, Brownbaggers, CUUPs, Women's Alliance, Beloved Conversation, First U Choir, Immigration, Personnel Committee, Finance Committee, Intern Committee, and Solstice Singers
- **Non-Church Groups** using the Building regularly (**292 hours**): usually weekly or monthly: Travelers (AA), New Roots Fresh Stop Market, Kentuckians for the Commonwealth, Hands Across Louisville Planning Meeting, NA Planning Group, Roman Catholic Women Priests, Moms Demand Action for Gun Violence, Really, Really Free Market.
- **Special Events/One time use** and short term use (**225 hours**) includes three weddings, seven memorial services, three graduation ceremonies, two recitals, rehearsals by Ky. Black Repertory Theatre, banquets, meetings by Women to Women Kentuckiana, Gay Mens Chorus Retreat, Hands Across Louisville, Kentucky Student Environmental Coalition, and Kentucky Health Network.



Total Time: 2647 Hours*

Church Use (22% or 596 hours) includes Whole Church and Church Group Use combined.

Outside Groups (20% or 517 hours) includes non-church groups that meet regularly and non-church groups that meet once or for a short time.

Leased Space (58% or 1534 hours) includes CLCM, KRCRC, Spiritual Israel, and Presentation Academy.

* Data collected using the church calendar. If groups met without being on the calendar or for a different time than signed up for, it was not recorded.

Immigration Justice Leadership Team (IJLT)

Members: Kathy Kremer, Resources and team convener; Elizabeth Fairhead, Religious Exploration; Nancy MacPherson, Connections; Jane Martin Buckley, Worship; Trish Ramey, Mission and Outreach; Barbra Justice, at-large member; and Jasmine Walston, at-large member

Statement of Purpose/Charge

“Prepare, present and complete a discernment process for the congregation as described in the UUA’s Sanctuary Toolkit no later than May 31st, 2018. Once the discernment process is complete, the IJLT team will propose any necessary motions at the 2018 annual meeting.”

Accomplishments:

- Performed a physical assessment of the church building with the help of house and grounds team’s co-chair Joe Kremer in October 2017 and consulted First U’s insurance provider. IJLT concluded that First U does not have any unused space that can be set up and dedicated solely for an undocumented immigrant or family who may need sanctuary and remain unused while awaiting such a situation.
- Conducted a straw poll and learned that a majority of the congregation support participating in and contributing in some way to Immigration Justice work.
- Hosted various informational events and set up a web site that listed the original resolution, on-line resources, and a schedule of events. A Celebration of Life service and five workshops were held; local immigration attorney Ron Russell spoke at a public forum, and a conversation table was set up after each service in the Social Hall.
- The Board of Trustees approved IJLT’s request to represent First Unitarian Church and join the local Interfaith Coalition for Immigration Justice (ICIJ), a “coalition of individuals, faith leaders and diverse faith communities called by our conscience and by our context to respond actively and publicly to the suffering of immigrants in our community.” IJLT members met with and participated in ICIJ activities, including meetings with other ICIJ members, a public press conference, and training workshops. Through ICIJ, IJLT met with local organizations assisting immigrants in the area and gathered useful information regarding the effects of current policies and procedures on immigrants.
- Submitted a resolution to the congregation at the 2018 annual meeting. Resolved: “will continue to educate itself on immigration justice issues and explore ways to provide volunteer and financial assistance to a church that is offering sanctuary or to immigration advocacy groups.”

Immigration Justice Leadership Team (IJLT) Continued

Challenges that remain:

- The IJLT hopes that:
 - the congregation will call a summit of existing church social justice task teams and an immigration justice task team to balance all of these social justice activities and develop a system for the church members to contribute in meaningful and collective ways.
 - the Board, Ministry Council, the ministries, and every team to incorporate social justice activities into their work

Submitted by Kathy Kremer and Elizabeth Fairhead

Media and Technology Management Board Committee

Members: Dianna Ott, Del Ramey, Kris Phillip, Kathy Drehmel

Statement of purpose/charge

The Media and Technology Management Committee is charged by the Board with overseeing communications functions and making recommendations to the Board and Ministries regarding communications functions, technology selection, and policies for centralized messaging internally and externally.

Primary responsibilities

- Provide structure and policy for all internal church communications and content
- Determine and manage the rights issues associated with streaming audio / video of the service on the website
- Make recommendations for advancements in software, hardware, technology, or services to maintain and expand the reach for church communication
- Ensure the board and ministries are setting goals for their communications and are able to track metrics related to those communication goals.
- Ensure regular media operating costs and capital costs are estimated
- Create and maintain an Editorial Calendar and editorial team using modern technology to support internal and external communications
- Create and maintain branding images and logos that will be used in electronic and non-electronic media for the church.

Accomplishments

- Our new logo was designed and is now being used.
- Updated and installed (some) new equipment at the Tech Deck.
- Instituted new email system and created templates for effective use of this communications channel.
- Updated process and look and feel of announcement slides that are being used before Sunday services (and will be used for the announcement “Big Screen” which has been installed in the lobby).
- Created planning documents to help guide committees and church staff in communications/promotions/fundraising.

Challenges that remain

- Church hardware/software assets require more oversight and management by staff (as opposed to volunteer).
- Role clarity is needed in order to govern the church editorial calendar and tracking toward communications goals
- Clearly establishing an annual ‘operating’ budget for this work would help committee members set priorities and achieve more.
- Volunteer recruitment, training, scheduling and retention has been challenging

Submitted by: Dianna Ott

Staff Reports

Interim Minister's Report

Statement of purpose/charge:

Provide ministerial leadership while the congregation is in transition and preparing for its next settled minister

Primary responsibilities

- Continued work on strategic plan and implementation of the plan
- Review and recommend organizational changes needed to make better use of volunteer time and talents and focus congregational energies and funding
- Clarify a vision congruent with urban location and mission
- Overall, provide ministerial services of preaching and leading worship, pastoral care, committee and Board support, and supervision of staff

Accomplishments:

- In partnership with the Board and the Finance Committee, developed a budget for the coming year which reduced chronic deficits
- In partnership with the Ministry Council, reviewed bylaws and strategic plan to align ministry work, and introduced an evaluation system
- Supervised the Student Minister for the final year of service
- Convened a “summit” of social justice leaders and stakeholders to set priorities for justice work and develop new ways of organizing
- Began work on the universal tasks of a ministerial transition: e.g. celebrating and healing the past, strengthening organizational processes, preparing for a settled ministerial search

Challenges that remain:

- Further work on financial processes, especially around management of the church endowment and annual budgeting
- Continued organizational work to articulate a clear vision for the church and align church functioning with that vision
- Finding the right staffing configuration, especially with the retirement of the Building Supervisor and the ongoing challenges of developing more rentals

Submitted by: Rev. Dr. Kathy Hurt

Staff Reports

Director of Religious Exploration

Statement of Purpose/Charge

The Director of Religious Exploration (DRE) oversees all activities related to Lifespan Religious Exploration (LSRE) Program of the church. This overall responsibility involves conceptualizing, supervising, training and supporting members and friends in their spiritual journeys. The DRE is supervised by the Minister with input from the RE Ministry. She works with the Office Administrator and other paid staff and volunteers to improve church education opportunities.

Primary responsibilities

- Oversee LSRE Program, coordinate all RE activities, and administer the RE budget
- Facilitate child and youth participation in worship in coordination with Worship Ministry
- Recruit and train volunteers for RE
- Provide pastoral care for families in the RE program
- Attend all relevant meetings, including staff, RE Ministry, Worship Planning, and others
- Maintain RE records, including attendance, registration, and background checks
- Supervise paid RE staff and volunteers

Accomplishments

- Chose and implemented curricula for all ten RE classes, recruited volunteer Leaders with the help of RE Ministry, supported the launch of Beloved Conversations with Christe Lunsford
- Planned and implemented the annual regional Middle School Youth Retreat in September
- Revived the Middle School RE class with a new format in which they visit neighboring faith communities, attend MORSH, serve the church or community, and have a fun community-building day each month
- Increased our multigenerational reach by making One Room Schoolhouse multigenerational--second Sundays on the ministry theme of the month
- Took middle school youth to their first UU Con in Michigan, at which one was elected to the regional youth steering committee (HAYC)
- Brought my learnings from my first year of seminary to bear on our programming

Challenges that remain

- Adequately staffing our children's Sunday morning RE programming remains a challenge
- Engaging all members of the congregation, across the lifespan, in multigenerational activities
- Including social justice opportunities across the lifespan

Respectfully Submitted by Linette Lowe, DRE

Staff Reports

Office Administrator

Statement of purpose/charge

The Office Administrator (OA) maintains and develops administrative systems for the Church. He/she conducts and facilitates all administrative activities that support Church operations. The OA is supervised by the Minister and supports the day to day administrative work of the Church.

Primary responsibilities

- Coordinate with Office-Volunteers to ensure smooth access to the building by others, helping as they request with various tasks
- Coordinate with and assist staff members, the Worship Ministry and others to create the Order of Service for the weekly Celebration of Life and special occasions such as Vespers and memorial services.
- Communication: This includes by phone and email, sharing regular email updates such as the Joys and Sorrows, Midweek Update, and What's UUp updates; Methods: email, posted on Facebook and website, and snail-mailed.
- Coordinate Building Use: Work with staff, church members/friends, and community groups to schedule building use, including special occasions and ongoing activities.
- Supervise staff (Bookkeeper, Building Supervisor, and Custodian)
- Member of the Building Use Team established by the Board (*see report page 3*)

Accomplishments

- Oversaw calendar and building use, working with individuals representing approximately 80 church and community groups and individuals; addressed building use policies as a member of the Building Use Committee, and met with prospective renters.
- Supervised staff (Bookkeeper, Building Supervisor and Custodian) through a year that has been challenging for all of us.
- Sent out electronic and snail mail announcements of major events, electronic announcements of weekly news, and created the order of service for weekly services as well as special services such as Vespers and multiple memorial services.
- Began posting the weekly building use calendar on the counter of the volunteer area which allows groups to check where they will be meeting as well as provides information about building use for all.

Challenges that remain

- The church phone system is not working as well as in the past; the company that provided our phones no longer does so, and is no longer available for support
- Lack of accessible and reliable technology outside worship service time in multiple areas of the church has caused loss of desire by some individuals and groups to utilize First Unitarian for their activities.
- Possible impact of Building Supervisor's retirement

Submitted by: Barbara Creasy

Staff Reports

Building Supervisor

Statement of purpose/charge

The Building Supervisor maintains the physical systems of the Church, facilitating and coordinating maintenance activities.

Primary responsibilities

- Maintain the physical resources of the Church; supervise or coordinate needed repairs
- assist and coordinate with the Office Manager, Custodian, and House and Grounds for effective building use and maintenance

Accomplishments

- Monitored and complied with various state codes regulations requiring routine inspections and repairs as needed. (example: Fire system, Sprinklers, Stove hood inspection, elevator, security system) I coordinated inspections and repairs by specialists as needed.
- Organized and scheduled repairs and tasks needed within the building such as roof leaks, lock replacements, repairs to windows, and security needs. Replaced things, such as faucets, as needed.
- Coordinated with the House and Grounds frequently. They are an important yet sometimes ignored treasure.
- Researched and found best prices for supplies such as paper and cleaning products. I ordered and restocked supplies as needed.
- Worked closely with Office Administrator and the Resource Ministry

Note: I have retired effective May 31, 2018 after 12 years on the job. The people of First Unitarian that I worked with will be greatly missed.

Challenges that remain

- Ensure that needed inspections, scheduling of repairs, and ordering supplies is carried on. Tasks that are done instinctively by me due to experience are new to those taking my place.
- Each user of the building needs to be concerned with the security of the building, taking care to lock up doors when leaving. It is expensive and time consuming to maintain an old structure in a cost effective manner so we need to try to catch problems as soon as possible, before more damage is done.
- I seek cooperation from the congregation leaving shared space as it was found, especially picking up food in order to keep bugs and mice out of the building.

Submitted by: Earl Reynolds

Ministry Reports

Ministry Council

Members: Maureen Taylor (Connections), Del Ramey(Mission and Outreach), Mary Ballard (Resources), Linette Lowe (Religious Education), Pam Middleton (Worship), Kristi Drehmel (Board)

Statement of purpose/charge

The Ministry Council coordinates the Ministry Program activities of the Church. These include: Worship, Connections, Mission and Outreach, Religious Exploration, and Resources Ministries. The Ministry Council is responsible for periodically reviewing the effectiveness of church programs, modifying existing programs and activities as needed, and recommending to the Board new programs and activities to serve the needs and interests of the congregation and to support Church goals.

Primary responsibilities

- Work with Ministries to align their goals and activities with the overall Church goals, vision, and mission.
- Assist the board with annual goal setting.
- Prepare and coordinate annual Ministry Council budgets.
- Provide a month update to the board in the form of a written report.
- Coordinate a Church calendar of events and programming.
- Coordinate production of annual reports by each committee and ministry.
- Coordinate staffing of all Ministries.
- Refer new ideas, opportunities, problems and information to appropriate individuals and groups.

Accomplishments

- Successfully coordinated Vespers service
- Hosted Connections Fair

Challenges that Remain

- Revising bylaws
- create more focused goals for the Strategic Plan

Submitted by: Kristi Drehmel

Ministry Reports

Connections Ministry

Members:

Brian Daly (Greeters); Gary Drehmel (Cards); Joan Johnson (Postcards to visitors)
Nancy MacPherson (Care Team, PowerChurch input); Trish Ramey (Nametags, Brochure,
& Newcomer Info cards); Claudia Runge (New member classes, Directory App)
Maureen Taylor (Chair)

Statement of purpose/charge

The Connections Ministry seeks and implements ways to nurture and enrich the involvement of members and friends in the life and activities of our Congregation. It works with the Minister(s) to attract, retain, and develop Church members and friends.

Primary responsibilities

- Providing Sunday morning greeters and social hour hosts.
- Identifying and welcoming newcomers, obtaining their contact information, and inviting them to return.
- Caring for congregational members and giving them someone to contact for celebrations and concerns; making all feel “connected.”
- Offering New to UU classes.
- Promoting volunteer opportunities and connecting interested congregants with them.
- Working on leadership and volunteer development, as well as group dynamics training.

Accomplishments

- Organized, staffed, & presented the first Connections Fair (September 3, 2017) to introduce friends and members to all the activities and opportunities First U offers for involvement, personal growth, and transforming our world
- Offered two well-attended New to UU classes: October 1, 2017 and March 4, 2018.
- Handled all aspects of the reception after Vespers—punch, food, decorations, and goodie bags delivered to shut-ins.
- Distributed the First Unitarian Church Directory App, and Claudia has kept it up to date (for all tech-proficient members and friends).
- Nancy and her hard-working Care Team have called, texted, emailed, and sent cards to our diverse membership, so all individuals know that someone at First U cares personally about them.

Challenges that remain

- Promote UU’s Midwest Leadership Training School, identifying possible attendees, and funding their attendance.
- Putting our bright ideas into action; we have lots of light bulbs going off at our meetings, but putting them into action is more challenging.
- Developing a Google Doc or some other template to keep count of our completed tasks—numbers of newcomers welcomed, newcomer information gathered on green cards, postcards sent out, care team contacts made, namecards made (and picked up), New to UU classes offered (to how many attendees), Vespers attendees fed at the reception, and volunteers signed up at the Connections Fair.

Submitted by: Maureen Taylor

Ministry Reports

Mission and Outreach Ministry

Members: Del Ramey, Trish Ramey, CLOUT team, Fresh Stop team, Black Lives Matter team, Mary Ballard, anyone with a cause.

Purpose:

Initiates and encourages social action on important social concerns by Church members...

Responsibilities:

Be aware of different communities' needs and issues, be visible to these communities, to other advocates working for these communities, to Metro Louisville organizations and government.

Accomplishments:

- Ongoing team passions - Black Lives Matter, CLOUT, Fresh Stop, ...
- Books and Breakfast - Regularly attend Books and Breakfast, primarily to listen, engage in discussions when appropriate, *never with my solutions*.
- Immigration - Attend DACA and immigration related rallies, protests, Interfaith Coalition for Immigrant Justice meetings. Have spoken at U of L library rally on both need for anyone with skills and on Dr. J. Blaine Hudson's own history of occupying U of L offices. Study group reaching out.
- Allies - Being an ally to various groups in Louisville, CLOUT, Louisville Showing Up for Racial Justice, REACT, Interfaith Coalition for Immigrant Justice, Affordable Housing Trust Fund, La Casita, Mijente, Planned Parenthood, Moral Revival...
- Moms Demand Action - Brought regular Moms Demand Action meetings to First U Lou. Participate in rallies, meetings, etc.

Challenges:

- You! - First U Lou's greatest asset is you and your energy, applied not here, but out there. What will bring you out, to the larger Louisville and Kentucky community?

Submitted by: Del Ramey, del.ramey@ieee.org

Ministry Reports

Religious Exploration Ministry (REM)

Members: James Jeffries, Clare Gervasi, Bethany Borgemenke, Christina Roberts, Elizabeth Fairhead, Micah Kavich, Linette Lowe, DRE

Statement of purpose:

The Religious Exploration Ministry is responsible for Lifespan Religious Exploration programming that engages people of all ages. Works in close cooperation with the Minister and the Director of Religious Exploration.

Primary responsibilities:

Plan policies and approve lifespan programming, provide safety measures and equipment for all classrooms, maintain an adult religious education program, support and coordinate youth program activities, contribute to annual evaluation of the DRE and prepare annual report and budget input

Accomplishments:

- Planned and coordinated 4 well-attended classes for children and youth
 - P-1: Treasure Hunting Take 2
 - 2-4: Spirit of Adventure
 - 5-8: Youth-led group of service, learning and fun, including hosting Youth Retreat in Fall and attending regional Youth Retreat in Michigan in Spring
 - Multi-generational One Room School House
- Planned and coordinated 6 very well-attended classes for adults
 - “Cakes for the Queen of Heaven”
 - “Faith like a River”—UU history curriculum
 - Unconditional parenting discussion group
 - Neurodiversity
 - World Religions
 - Multi-generational One Room School House
- Planned and executed whole-congregation celebrations: Chalica Service (December 3, 2017) and All Church Picnic (May 27, 2018)
- Safety and preparedness review conducted in Fall: provided training and reviews of all procedures, posted safety procedures, conducted emergency drill
- Worked with Worship Ministry to encourage more roles for children and youth in the service, i.e. chalice lighters, MFAA, benediction, readings, ushers’ assistants.

Challenges that remain:

- Finding members to fill seats on ministry--three seats remained unfilled. Finding volunteers to help in the children and youth classes.
- Attracting and maintaining older youth group
- Revitalizing service opportunities for multi-generational groups

Submitted by: Elizabeth Fairhead

Ministry Reports

Resource Ministry

Members: Resource Ministry includes the following support teams: House and Grounds, Aesthetics, Churchyard Friends, Kitchen Wizards, Archives, and Solar Array. The chair of Resource Ministry is Mary Ballard.

Statement of purpose/charge:

The Resource Ministry supports the operations of the church, specifically the ongoing upkeep of the physical plant and campus.

Primary responsibilities:

Routine maintenance and repairs of the building and grounds; beautification projects to enhance the appearance and function of the building and grounds; preservation of the church's architectural and historical integrity; maintenance of the church kitchen; organization of archival records; addition and maintenance of solar panels; assistance with short and long term Building and Grounds maintenance plans, and corresponding budget requirements.

Accomplishments:

- Worked together to submit proposals and bids for twenty one Capital improvement projects;
- Installed electrical wiring for TV screen and auxiliary use in the lobby, and provided ongoing repair and maintenance of the building and grounds as needed or requested;
- Culled, cleaned, and sold books no longer of value to our First U library;
- Coordinated efforts to bring the labyrinth to the courtyard, maintain beauty and bloom on church grounds, and expand native area along York Street side of church;
- Won the 2017 "Kilowatt Crackdown" award for reducing energy usage, lowered the church's CO2 emissions by 6,628 pounds of carbon dioxide in the air by producing 3,314 kilowatts of electricity from 14 solar panels, which is approximately 4% of the energy used;
- Continued to sort through archival boxes.

Challenges that remain:

- Recruit and train additional (and hopefully younger) members;
- Reduce trash left by campers, improve sanitary conditions and security of church grounds;
- Implement physical and behavioral changes that will lower the church's energy usage, and improve on correct use of the recycling cans.

Submitted by: Mary Ballard

Ministry Reports

Worship Ministry

Members as of June, 2018 (# of years on ministry): Jane Martin Buckley (6), Brian Daly (6), Lee Wells (6), Pam Middleton (chair - 5), Clare Zigner (3), Debbie Hess (<1), Pat Harrod (<1). Moved away during 2018 - Linda Berry (2).

Statement of purpose: The Worship Ministry works with the Minister to improve the spiritual environment of the church, and attract and retain members and friends through the presentation of quality worship services.

Primary responsibilities:

- Plan, coordinate and conduct the Sunday Celebration of Life (COL) with lay leadership and/or guest speakers once a month.
- Plan, coordinate and conduct COL with lay leadership and/or guest speakers in the absence of the minister (vacation, illness, sabbatical).
- Assist in the planning and coordination of every COL as the minister requires/requests.
- Coordinate with the choir director and accompanist for music that reflects the theme and mood of the COL.
- Support the minister with volunteers in every COL. This includes worship associates, chalice lighters, ushers and tech deck. Chancel decorations were our responsibility last year. This year they are being handled by the Aesthetics Committee.
- Help plan and manage the logistics of every service, including the creation of the OOS, creation of the slides and arrangement of the sanctuary.
- Help plan, manage, coordinate and staff the Vespers Service annually.
- Assess quality of worship services, including minister messages, music content and functioning of volunteer roles such as ushers, tech deck, and chancel decor and choreography.
- Plan, practice and supervise Emergency Procedures during worship services.

Accomplishments:

- Planned and conducted with completely lay leadership 15 COL.
- Assisted non-ministerial staff in planning and conducting 3 COL.
- Assisted in planning, provided and coordinated volunteers for Vespers.
- Recruited, trained and managed volunteers for Ushers, Chalice Lighters, Worship Associates, and Service Coordinators

Challenges:

- Making video technology integrate seamlessly with our slide presentations, and creating attractive, readable, and informative slide presentations for use during the service.
- Recruitment of new members, given that we will lose 3 experienced members this year.
- Maintaining appropriate written records for both function and history.

Submitted by Pamela A Middleton, Worship Ministry Chair 2016-2019

Other Committees

Endowment Trust

No Report Submitted

From last year's report: Background & Purpose

The Endowment Trust was established on June 2nd, 2003 by First Unitarian Church to ensure the long term viability of the Church. Three members are elected to staggered three-year terms to invest and grow the endowment of the Church. One requirement of the Endowment is to provide an annual disbursement of five percent to the Church in support of its operations. The Endowment Board was also tasked to loan funds to the Church when financially necessary and at a rate that provided a financial return to the fund. An initial \$530,000 was deposited in the Endowment Trust.

Other Committees

Finance Committee

Members:

Uwe Eickmann, Devi Pierce, Kathy Kremer. Members are appointed for staggered three-year terms. Members may serve two consecutive terms. The Treasurer serves as an ex-officio, voting member of the committee. This year John Grossman is our Treasurer.

Statement of purpose/charge

The Finance Committee oversees and directs the financial affairs of the Church.

Primary responsibilities

- Recommend annual budgets to the Board of Trustees and work with the Board in presenting the budget to the Congregation.
- Advise the Board concerning church finances.
- Conduct and/or arrange an annual review of all Church finances.
- Arrange triennial audits of Church finances.
- Coordinate collections and offerings from worship services and other meetings.
- Coordinate follow-up of annual pledges to ensure collections are accomplished.
- Working with Stewardship and the Endowment Committee, promote grants and bequests to the Church.

Accomplishments

- Prepare and propose an annual budget to the Board
- Coordinate 'plate' offering-collection for weekly services.
- The committee has or will contribute less than fair-share assessments to the UUA based on contributions received from pledges during the year.
- Contribute funds to the Ministry Council from the annual church budget from the Operating Fund. The Ministry Council is then responsible for its financial activities.
- Inform the Congregation on a regular basis as to the financial condition of the Church.
- Plan dissemination of information to the congregation about the financial needs and goals of the church and about the financial responsibilities of members, including support of the General Fund, the Capital Fund, the Endowment Fund, and other fund raising efforts.
- Review monthly finance reports prepared by Church's bookkeeper, Michael Purintun.

Challenges that remain

Submitted by: John Grossman

Other Committees

Personnel Committee

Not Submitted

From Last Year's Report: Statement of purpose/charge:

The Personnel Committee oversees personnel functions, including involvement in hiring all church employees with the exception of the Minister, and makes recommendations to the Board about personnel policies and issues.

Stewardship Committee

Members: Devi Pierce, Jill Sherman, Kathy Gapsis, Susie Ems

Statement of purpose/charge:

The Stewardship/Fundraising Committee is the fundraising arm of the Church which coordinates and approves fundraising including the stewardship drive, events, grants, and contracts.

Primary responsibilities:

- Plan and implement Stewardship Pledge Drive.
- Plan fundraising events. Ensure events are aligned with the purpose of the Church and meet all state and federal regulations.
- Evaluate effectiveness of fundraising and stewardship drive.
- Develop grants.
- Update Board periodically on stewardship/fundraising data.

Accomplishments

- Planned and completed a successful Stewardship Drive. Pledges for the 2018-2019 fiscal year came in at \$191,000, improved from last year and more than anticipated.
- Planned and implemented a fundraising concert with singer/songwriter, Tret Fure.
- Planned and implemented a fundraising book sale through In Spirit Book Store.
- Assisted with Annual Service Auction.
- Compiled all data regarding fundraising events and stewardship drive.

Challenges that remain:

- Develop more profitable fundraising events.
- Educate volunteers regarding the Stewardship Drive and to recruit volunteers for the committee.
- Explore grant possibilities and other sources of funding.

Submitted by: Devi Pierce, Chair, Stewardship/Fundraising Committee

Groups

Brownbaggers

Interested members and friends at First Church gathered in the church library on the second Monday of the months September 2017 to June 2018 at about 11:40 AM or so to socialize and have a "Brown Bag" lunch. From 12:00 Noon to 1:00 PM we listened to folks present interesting programs.

Members: Gary Drehmel and interested members and friends at First Church

Statement of purpose/charge

We gather in the church library once a month to socialize and have a "Brown bag" lunch followed by interesting people presenting programs.

Accomplishments (Speakers/programs)

- Visited with our interim minister Rev. Kathy
- Listened to John Findling and Cassandra Culin tell us about the 1939 New York World's Fair
- Heard author Kevin Gibson tell us about *Secret Louisville*
- Bob and Vicky Ullrich discuss their book, *Germans in Louisville; a History*
- heard Bob Hill talk about his nursery, "Hidden Hill"
- Janice Molnar told us about the lore and the era of the steamboat and the Howard Steamboat Museum
- Kathy Johnson fill us in on the events leading up to the First World War
- Jasmine Walston educate us on the plight of immigrants.

Challenges that remain

If these topics sound intriguing consider joining us in September 2018 – June 2019.

Submitted by: Gary Drehmel

Groups

Book Club

About the Club:

- UU Book Club meets the second Monday of every month in the Parlor.
- The participants of this book club suggested titles for books and voted on books to read and discuss. Book selections have been made through June 2018. The books alternate between fiction and non-fiction.
- Discussion leaders are the people who suggest each book when the group votes on titles. At our December meeting we shared holiday stories, poems, quotes, creative pieces and treats.
- There were normally between 5 and 10 adults in attendance each month.

Books read and discussed July 2017-June 2018

- *Homegoing* by Yaa Gyasi. Discussion leader Del Ramey
- *Born a Crime: Stories from a South African Childhood* by Trevor Noah. Discussion leader Trish Ramey
- *Mudbound* by Hillary Jordan. Discussion leader Trish Ramey
- *Sacred Depths of Nature* by Ursula Goodenough. Discussion leader Kathy Rogers
- *Plot against America* by Philip Roth. Discussion leader Rita Sasse.
- *Life's Work: A Moral Argument for Choice* by Dr. Willie Parker. Discussion leader Rita Sasse
- *Reluctant Fundamentalist* by Mohsin Hamid. Discussion leader Clare Zigner
- *A Colony in a Nation* by Chris Haynes. Discussion leader Jill Sampson
- *Unfinished Man* by Jim Wayne. Discussion leader Jill Harmer
- *Book of American Martyrs* by Joyce Carol Oates. Discussion leader Carol Uebelhoer
- *Daring Democracy: Igniting Power, Meaning and Connection for the America we Want* by Frances Moore Lappe and Adam Eichen. Discussion leader Kathy Rogers

Submitted by: Kathy Rogers

Groups

CUUPS

CUUPs – Covenant of Unitarian Universalist Pagans

The First UU CUUPs Group is a free and open community of people who practice Earth-Centered Spiritualities. All of those who follow a positive path, from beginners, to those well versed in the old ways, are always welcome here.

Members: Leaders are Ron Zorn and Debra Gilbert. Our classes and public rituals are always free and open to the public at large. We welcome new faces almost every time we meet and fill a spot, in the community, for those new to Paganism to drop in and join a group of like-minded individuals to explore this path.

Purpose/Charge:

- Hold public Sabbat Celebrations throughout the year. “Turn the Wheel” every six weeks at Sabbat Ritual Celebrations
- Welcome the church community as well as outside visitors, who may not attend our regular church services but are beginning to explore Earth based traditions and attend CUUPs. (regular attendance of 25-35 attendees)
- Participate in Sunday Church services, Earth Day Service, and Vespers service

Accomplishments:

- Our classes this year (held on the first and third Wednesday of the month) Topics were Astral Projection and Lucid Dreaming, Palm reading and other forms of scrying, Cord Magick, Energy Movement and Reiki, and Tarot Reading
- Network with others in the Pagan Community, participate in the local Pagan Pride Day (several of our CUUPs members participate on the local executive board) which is held in September, attend regional and national Pagan events and Debra is a member of the National CUUPs Board.
- We are proud to be a part of the First UU Church family.

Blessed Be,
Ron and Debra

Groups

Women's Alliance

Members of Executive Committee: Pam Middleton (treasurer), Kathy Gapsis (Vice President), Linda Parry (Secretary for partial year), Holly Hogue (Secretary for partial year), Rita Sasse (new secretary), Kathy Johnson (archivist), Kris Philipp (historian/photographer).

Statement of purpose/charge

First Unitarian Church Women's Alliance is an organization for the women of the church that strengthens the bonds of friendship within our ranks, and also strives to do some good for our community.

Primary responsibilities

Our bylaws charge us to have meetings once each season

Accomplishments (no more than 5, to be listed in bullet form—not an essay)

- Fall meeting (Yogurt and Muffin brunch; Speaker from Moms Demand Action Against Gun Violence)
- Winter meeting (Speaker author Sue Ballard, *My Blessed, Wretched Life, a biography of Kentucky frontierswoman Rebecca Boone*)
- Spring meeting (Social Justice "Shower" - Give gifts or make donations to a local charity)
- Pie Sale - benefited the Central Louisville Community Ministries and Breakfast for the Clinic Escorts
- Awarded Grants from fundraising reserves to church initiatives, local initiatives and national/international initiatives.

Challenges that remain

- have another women's retreat (Fall 2018)

Submitted by: Jane Martin Buckley

Official Records

2017-2018 Transitions

Births

Nora Jean Drehmel

Child Dedications

Silas Cobbs

Francis Gervasi

Lyle Batcheldor-Borgemenke

Berwyn Batcheldor-Borgemenke

Butch Batcheldor-Borgemenke

New Members

Lisa Carvis

Lincoln Crum

Terra Meek

Kathy Davidson

Susan Ems

Patricia Harrod

Barb Kaminer

Roger Ohlman

Millie Peters

Alexandra Quintela

Deaths

Myrrandha Arkaen

Martha Latta

Susan Moffett

Kailoa Pulupeike

Natalie Schreiber

Suzi Schuhmann

Clare Van Landingham

Minutes of the Annual Meeting June 4, 2017

Opening at 12:37pm by Christe Lunsford with Opening Words and Chalice lighting

- Christe reviewed some of the changes and new members as well as those who passed over in the past 12 months.
- Calling the meeting to order and verification of Quorum count by Jill Sampson at 12:41 Quorum verified 67 folks

Old Business

- Minutes of last meeting motion, Jane Martin Buckley; second from Clair Zigner to accept the minutes from 2016. Voted taken and passed by vote.
- Endowment – Loan from ourself has been repaid back to the endowment. \$622,000 in the endowment.
- Capital Plan- \$90-\$100,000 left in the account from capital campaign.
- Strategic plan – Board has a draft of a strategic plan –It has 5 parts and the Board has begun working the draft. It was put together by a group appointed by the Board with the help of a consultant and will go out to the congregation in the future.

Delegate instructions were reviewed prior to the new business by Jill Sampson.

- Timing is important and respectful discourse is expected when discussing motions – 2 minutes is the expected time for speaking. Total Discussion will be timed and voted on to extend the time.
- You cannot amend an amendment. An amendment is an insertion of new words or a striking of words.
- Vote to adopt the rules – passed unanimously.

Official Records

New business

Electing a new slate of board members and endowment members:

- Board Secretary – Clare Gervase (One Year term)
- Board Treasurer – John Grossman (One Year term)
- Board Member at Large – Ron Zorn (Three Year Term)
- Board Member at Large – Brittany Blau (Three Year Term)
- Endowment – Dianna Ott – (Three Year Term)
- Nominating – Devi Pierce – (Three Year Term) Lois Allen (Three Year Term)

Motion to accept the slate for board – discussion. Beverly Moore had a parliamentary inquiry about accepting nominations from the floor. Jill asked for the open floor nominations. None came forward – voting passed with all yes votes. Endowment nominations from floor asked – none came forward – voting for slate and passed with all yes votes.

Budget Presentation

45 minutes is the time for discussion including the review of proposed budget.

John Grossman, treasurer, presented the proposed budget which was passed out to the congregation in paper form. Challenges are again evident and was presented by John. Expense exceeds the pledged income by \$48,398 in the projections for 2017-2018 fiscal year. What you are voting on today determines our directions going forward.

Our capital fund has around \$100,000 to use for building improvements. We also have the endowment fund which gives us 5% off the top to the operations budget.

Motion 1 – John Grossman – Move \$20,000 of remaining fund from capitol campaign to operating fund. Second by Clare Zigner.

Discussion – Lisa Willner – wants clarification of what will not be done on the building if we move \$20,000. John stated that nothing pressing will be left undone

Pam Middleton – investment income is zero. Is there a reason why that line has no value? John Grossman stated that internal accounting set up a stock fund; which was left to accumulate earnings. Those stock funds are now being sold and will shift the value to the pledge funds, which eliminates the line item.

Claudia Runge spoke against the motion. The money earmarked for the capitol fund was for that. Pledges for that fund should stay in that fund. Folks gave this money for the building and now we are voting to shift the cash to operations. Money should be shifted from somewhere else.

Official Records

Jasmine Walston noted we have proven we can repay ourselves. Maybe that is more appropriate than shifting the capitol campaign money around.

Del Ramey – noted the first motion is short of the total amount. There is another \$28,000 coming.

John stated that the three motions were to be as followed noted on the agenda.

John Peabody – noted that last year shortfall was handled out of the endowment fund. Are shortfalls yearly and why not just look at long term fix? John Grossman answered that this year is a pivotal year and we are looking to do so going forward.

Cassandra Cullin-Ellison – Capitol Campaign money – we had many items we wished we could do. She was just stating concerns

Beverly Moore – is in favor of not touching the capitol campaign – Endowment use and transfer of funds is a better move in her opinion.

Pam Middleton recapped the last year expectation on the handout. It looks like we have money. John answered that is if from a legacy death benefit.

Amy Winstead – is there anticipation that we have additional items from the capitol campaign that needs to be done. Are we expecting to have another? Answer is that the capitol campaign comes along every 10-12 years.

Procedural motion by Jasmine Walston to postpone vote on this motion until we consider the next motion. Second by Beverly Moore. Ruled possible by parliamentary officer. Claudia Runge questioned the rules. Jasmine Walston's motion is withdrawn and second removed.

Motion 2 - Move \$20,000 from the endowment into the general operating fund, in addition to what would normally be the expected disbursement.

Del Ramey wants to postpone the vote until both the money motions are discussed and taken care of.

Endowment, fundraising and capitol. Jasmine has **re-motio**ned to take the endowment vote, fundraising, and capitol last second by Missy Trammel. Discussion call the question – all vote yes, no no votes

Motion 3 – second by Claudia – Amend the proposed budget to show this \$20,000 + \$20,000 = \$40,000 on the income side, balancing the proposed budget within 10% of the expected costs.

Discussion by Debra Gilbert – thoughts of giving to an endowment fund was originally expected that the funds would not be touched interest only.

Official Records

Bob Ballard – question

Claudia Runge – also clarified that she realizes that things change and the thoughts about the endowment fund allows us to spend some of the original funds.

Motion 4 Claudia moves to make the amount from the endowment fund to \$40,000 to cover the shortfall. Sean Wilson Hanes. Discussion ensues.

Discussion Del Ramey – opposed the motion. Bev Daley is in favor of the motion. There are many improvements that need to be made. This will also help with rental of the building.

Kathy Thackeray stated in favor of the amount that will not touch the capitol monies.

Kathy Kremer is against the amendment not to use the endowment fund principal and work with the interest only. Suggests that the % may be increased but not touch the principal – Trish Ramey supports the use of the endowment fund if necessary.

Possibly fundraising efforts could be more effective. Jasmine Walston is in favor of the amendment. Cassandra Cullen-Ellison supports the amendment and is excited to discuss the capitol funds usage in the future.

Brian Daley supports the amendment. He stated that he was one of the original authors and this is not the intent of the original plan but we have to take steps, maybe as a loan. He suggests we need to go to root cause and actually fix the problem with our fundraising or pledging. What can we do in the future to insure sustainability in the finances?

Creative ways to increase income for the church.

Motion 5 – Clair Zigner 5 minutes longer second by Jasmine - voted and carried

Continued by Jane Martin Buckley – in favor of the motion but suggests the next board take steps to take a good look on how to turn that around.

Kristen Drehmel – we need to take a look at how to grow our memberships to help sustain the budget.

Call for the question – amend the amount of money from the endowment to \$40,000. Simple majority vote. Yes carried with several no's passed by vote.

Motion 6 Jasmine motion to repay the \$40,000 with 5% interest simple rate, back to the endowment within 5 years of the calling of the settled minister beginning service here at First UU. Brian Daley second

Discussion – Pam Middleton – question about timing.

Official Records

Mary Ballard – cannot support this amendment as she does not want to repay with additional funds again.

Brittney Blau – What happens if the new minister does not stay for 5 years?

Brian Daley – in favor of the motion – in repaying the 5% does not mean that we are funding the repayment ourselves but making sure the church moves in the direction to that end.

Jasmine Walston – what does it look like to potential ministers with this loan? Do we look stronger? Her opinion is that we do look stronger. We repay when we can.

John Grossman – supports the additional fund raising but not the loan

Maureen Taylor – capital campaign – we paid that loan back why not again.

Claudia Runge – if we vote to repay, we are looking at 7 years for the payback. Reminds us that we are in a building with no mortgage. We should be able to pay it back.

Beverly Moore – Intention to payback is great but if not it should not matter. The functioning of the church is paramount.

Vote on the payback amendment 5 years payback with 5% simple interest. – Vote taken – 33 yes - 19 No

Vote on the \$40,000 withdrawal from the endowment fund (with the amendment above) 48 yes – 5 no (45 were required and 48 voted to pass)

Motion 7 by John Grossman to add additional campaign fundraiser to balance shortfall of budget motion – second by Clare Zigner amendment \$8398. Ricky Blau second specific voted and passed.

Dianna Ott is interested in discussing additional fundraisers to add income into the church. These also allow for additional members to come into the church.

John Findling – is asking if this is for a pledge drive or some other type of fundraising effort. John just wants to balance the budget.

Motion 8 to have the additional fund raising – voted and passed

Clair stated that community events can work and not always a pledge drive.

Trish Ramey – questioned why our past efforts fell short and the answer is participation.

Official Records

Motion 9 Return to the capitol campaign motion to vote – Del Ramey motion with John Findling amendment that the additional fundraising. The motion is to take that amount from the capitol campaign of the \$8398 dollars

Cassandra would rather see the money

Susanna Atwood – asked which gets most interest capitol or endowment fund – this may have a bearing on the vote. John Scruton answered no interest on the endowment but we do get income. This year the stock market is good so the ROI has been good. Capitol campaign .02 % is just in a bank account.

Claudia Runge is speaking against the spending of capitol – as it is expected that it will be spent.

Trish Ramey – OK with money coming from the capitol campaign to cover the shortfall.

Clarification Del Ramey – Clarifying his amendment – only goes to the \$8398 dollars

Beverly Moore states that the details need not be made today.

Call the question – shortfall \$8398 dollars should come from the capital campaign No's carried the question

Vote on the original first motion to take 20,000 from capital fund – no's carried it.

Motion 10 by John Grossman to approve our budget as amended to have a balanced budget Second by Brian Daly.

Discussion Pam Middleton – discussed surplus of line item in the budget that says “surplus from previous year.” John discussed addressing the surplus line item. There is no need to have a line item. It is just a surplus but not a promise. They can change as this is a plan not a promise.

Vote and yes carried

Kathy Kremer – Video was shown about immigration.

Motion 11 proposal – Charter to compassion by the Louisville Metro Council and city of Louisville. Request to the congregation to offer physical sanctuary. (copy of actual motion attached to minutes). Sean Wilson Hayes – Second. Claudia is in favor of this motion.

This does not mean we take in someone into the church to live but many other advisory items. Jill Harmer is in favor of this motion. Del Ramey is in favor of this program and motion.

Official Records

Clare Zigner has questions of the team. Answer is to get us ready for next year.

Jasmine Walston's son-in-law is in danger of deportation so this is a personal item for her.

Call the question yes passed.

UUA Request by Jasmine Walston to tell who the delegates to UUA convention are.

Rodney and Jasmine Walston, Jill Sampson, Pam Middleton are delegates to the UUA in New Orleans.

Minutes submitted by Ron Zorn

Financial

The Budget Report will be distributed and discussed at the meeting.