



UNITARIAN UNIVERSALIST  
CHURCH  
OF MEADVILLE  
2015 ANNUAL MEETING

CALL TO MEETING AND AGENDA..... 3  
ANNUAL MEETING DECEMBER 7, 2014 MINUTES ..... 4  
2015 MINISTER’S ANNUAL REPORT ..... 6  
2015 BOARD PRESIDENT’S ANNUAL REPORT ..... 8  
2015 TREASURER’S ANNUAL REPORT ..... 9  
2015 RELIGIOUS EDUCATION’S ANNUAL REPORT ..... 13  
2015 MISSION AND OUTREACH’S ANNUAL REPORT ..... 15  
2015 MEMBERSHIP COMMITTEE’S ANNUAL REPORT ..... 17

Our **COVENANT** is to be a loving, joyful community that nurtures spiritual growth, promotes compassion, social responsibility, and service in an atmosphere of mutual trust.

Our **MISSION** is to be a faith community devoted to love and respect, reason and justice.

## CALL TO MEETING AND AGENDA

Call to order, establishing a quorum

Approval of Minutes 2014 Annual Meeting.

Approval of Reports from Officers and Committee Chairs

Old Business

New Business:

Finance Committee recommendation regarding the Endowment Investment

Approval of Budget for 2016

Election of Officers for 2016

President                      Deborah Lehman

Vice President                David Anderson

Stewardship                  Peggy Bell

Treasurer                     Michel Wilcox

Member at Large             Stuart Rothman

Election of Trustee:

Jane Anderson

Board members who will be completing their terms.

Mission & Outreach Byron Herbert- Weed (serving 2nd year of 2 year term)

Clerk - Ariel Denman (serving 2nd year of 2 year term)

## ANNUAL MEETING DECEMBER 7, 2014 MINUTES

MEETING CALLED TO ORDER AT 11:40 A.M. IN THE ARTHUR ROOM. REVIEW AND APPROVE MINUTES OF 2013 ANNUAL MEETING.

**QUORUM OF 29 NEEDED. 46 MEMBERS PRESENT** Quorum was met.

The LEADERSHIP DEVELOPMENT COMMITTEE is charged by the Board to replace officers whose terms are set to expire on December 31, 2014. The following nominations were presented to serve on the Board from January 1, 2015 until December 31, 2016.

SECRETARY: ARIEL DENMAN

STEWARDSHIP: SCOTT BAKER

MISSION & OUTREACH: B HERBERT-WEED

There were no other nominations from the floor for any of the offices.

**RESOLUTION WAS PASSED TO THE ELECTION OF THE ABOVE OFFICERS.**

**CURRENT BOARD MEMBERS STAYING:**

PRESIDENT: DEB LEHMAN

VICE PRESIDENT: DAVE ANDERSON

TREASURER: MIKE WILCOX

MEMBER-AT-LARGE: JANA LANTZ

**CURRENT BOARD MEMBERS LEAVING:**

SECRETARY: PAMELA WILLIAMSON

STEWARDSHIP: LISBET SEARLE-WHITE

MISSION & OUTREACH: CATHY THOMPSON-ENGLAND

AMENDMENT TO VP REPORT: DEVELOPMENT COMMITTEE.

MOTION TO ACCEPT REPORTS AS SUBMITTED-CORINNE CHAFFEY. 2<sup>ND</sup> KAREN SCHREIBER. ALL ACCEPT. NO NAY. QUESTIONS OR COMMENTS ABOUT REPORTS? NO.

TREASURERS REPORT: MIKE WILCOX

ADDITION OF LEADERSHIP DEVELOPMENT AS A LINE ITEM.

SALARIES-STAY THE SAME AS 2014.

UU OMD DUES – REDUCED

PENSION PLAN – REQUIRES BENEFITS SAME AS MINISTERS IF OVER \$1000/MONTH.

THIS NOW INCLUDES JODI'S SALARY.

DISCUSSION: Joyce Milberg “why are we allowing her hours to reach that?” Mike, “Jodi brings in a lot of rentals and is reducing office costs.” Lisbet, “it is a part of being a responsible employer.”

TREASURER to work with insurance company for the damages/expenses to fix the Minister's office.

DISCUSSION: Mike Thomson: “Why the difference in minister’s salary?” TREASURER: “An error in the way minister’s W-2s were filled out for the past two years. FICA will be reduced. Minister overpaid taxes for the past two years.”

John Stewart, “Budget is “best guess” and we should expect some changes.”

Corinne Chaffey, “concerned about worship budget being cut by \$800. If all speakers had expected honorariums, it will not be enough.” Joan Mason, “how much is the amount?” “\$800.” Joan is willing to make a restricted gift donation of \$400 to make up ½ of the cut amount.

Corrine Chaffey requested information on SHARE THE PLATE. “Where is it in the budget?” “\$2800” It is not shown as income or an expenditure because it is disbursed immediately— ½ to charity and ½ are non-pledge receipts. Jerry Almes, “What we are we doing for the community is reflected in SHARE THE PLATE.” Jerry suggests the use of a pie chart to show our contributions. TREASURER: “Can add a line item in the budget to show \$IN and \$OUT of SHARE THE PLATE transactions. Ray Stewart, “perhaps a footnote would suffice instead of adding a line item.” Alice Deckert, “Add the line item.” TREASURER: For accounting purposes-balance sheet-would rather do a line item.

MOTION TO APPROVE 2015 BUDGET—MARTY THAELER. SECOND—JOHN STEWART.

VOTE: ALL APPROVE—NONE OPPOSED.

NEW BUSINESS: NEW STRATEGIC LONG RANGE PLANNING TEAM:

RICK HOLMGREN, SUE GUM, KERSTIN MARTIN, JOAN MASON

MOTION TO ADJOURN – CARRIED

MEETING ADJOURNED @ 12:35.

## 2015 MINISTER'S ANNUAL REPORT

Di and I made a four day house-hunting visit in June, connecting with members from Meadville and Erie. On July 27 we headed to our new home in Pennsylvania. Thankfully eight people from both congregations helped us move into our apartment (a sweltering day). Our special thanks also for the furniture they loaned us – everything we needed other than the blow-up bed and coffee pot we brought from home and a TV we bought at Walmart.

**August** was very full, observing summer services at Erie and Meadville, bringing a service in each congregation, and a homily at the Corn Roast – a good opportunity to learn names and hear what people care about. Plus 33 meetings (not counting work with staff), joining the Pride parade, officiating the memorial of the beloved Fred Beebe in Erie, two lunch invitations in Meadville, a home visit, and an invitation to explore the beauty of French Creek. We still owe some promises of a nice dinner to those who helped with our move. You'll see below why we haven't yet managed that.

**September** The Labor day holiday gave me an opportunity for weeding in front of the Parish House – a task that relaxes me. I enjoyed “morning till dusk.” Di was in Dayton for a month, helping with family matters. While we don't know if the unidentifiable rash that covered my body afterwards was the result of weeds I might have been allergic to, it was quite uncomfortable. Thankfully a congregant helped me find a doctor. I continued working in pain while the Dr. tried to find the cause. I went through quite a few tests and three boxes of a \$42 cream that was too new to be covered by insurance. Thankfully the rash began to fade as Di returned, and I'm OK now.

Beyond that, September was quite active as both congregations were gearing up. I met with the *Meadville Minister's Association*, and plan to find a similar meeting in Erie. Given the needs of both congregations, I can't give priority to outside groups as a half-timer, so if anyone would like to be our representative to either group, I will introduce you, as laity are also welcome. New encounters were the *Memory Café* and the meeting of *Atheists and Agnostics* in Erie, as well as the *Pledge Drive* and my introduction to the *Creating Landscapes* after school program hosted in Meadville. I've committed also to attend every *Board Meeting*, plus the *Sunday Services* for Erie and the *Worship committee* for Meadville.

**OCTOBER** In addition to standard meetings as mentioned above, I worked with Erie in a service that included Reverend Brock from Girard, met with the Erie caring team, helped prepare for the Erie Start-up retreat with UU Consultant Evin Carville-Zimmer, and attended their Congregational meeting. In Meadville, prepared for Baby Dedication as part of the Christmas Eve service and collaborated with the Music Director for their part of the service. Began work to stream line my Order of Worship for Meadville as well as the Order of Service for Erie. Given the differences of format in each congregation, this

has been no small challenge, but I am confident that we are getting close. I'm glad we are not taking a cookie-cutter approach.

**NOVEMBER** Present for the Meadville Start-up retreat, also led by Carville-Zimmer. I'm learning more about the creative things the two Religious Education Directors are doing and anticipating the opportunity to attend their classes when possible. Cards, pastoral conversations, and "thank you" phone calls as time permits, in addition to standard work communications. I am interested in the opportunity for input on both websites, as appropriate. Had my first brown bag lunch conversation this month and would welcome more such opportunities. Di and I were invited to the *Creating Landscapes* Thanksgiving dinner, and we were thrilled with what they are doing. The Minister's Welcome Letter is now updated for each congregation.

As to Sundays, from August through December, each congregation will receive the UUA standard of eight Services for half-time. Come January, Interim Ministers start bringing sermons that address the transition period. This can be more interesting than you think. I hope to see you there!

Rev. Pam

## 2015 BOARD PRESIDENT'S ANNUAL REPORT

As we all know 2015 has been a year of change and growth for UUCM.

Early in 2015 the Board appointed a Strategic Planning committee charged with answering the question "What limits our growth and what supports it?" The report of the SPT was made available to the congregation in September. The team found that we have been growing both in numbers and the financial commitment of our members. They recommend we support one another in living our UU principles, nurturing spiritual growth, and allowing our light shine in the community. We can engage newcomers by demonstrating what Unitarian Universalism can offer both personally and for the wider community. Over the course of 2106 we hope to implement the specific recommendations of the STP.

In the spring our settled minister, Rev. Carmen Emerson announced her intention to seek another congregation, and moved on to a new post in June. Carmen's heart centered ministry provided a new model of ministry for our congregation. The absence of a settled minister created the opportunity for us to partner with the Erie church to hire an interim minister. Together with Erie we conducted a search for an interim minister and employed a seasoned interim, Rev Pam Allen-Thompson. Pam began service to our churches in August 2015. We have developed a good working relationship with the Erie congregation and the Erie Board. Shared ministry has been a growing experience which will inform our decision about the nature of ministry for UUCM going forward.

As part of the work of the Interim period the Board has formed a Transition Team to assist in the process of discerning a path for the future of our congregation. The team members, Rich Chafey, Rick Holmgren, Laurie Parendes, John Stewart, and Sue Gum; together with the Board, will set priorities and facilitate the congregation in discernment of our future path. The startup session for the Board and Team was held Nov. 22, with the assistance of our District consultant Evin Carvel-Zeimer.

During 2016, the Interim Period, the congregation will be asked to engage in a process to determine the nature of ministry for UUCM going forward. We have many options and decisions to make, ranging from a plans to make our light shine in the community, to addressing the out dated Parish house, to part time versus full time ministry. As part of the process we will establish a Search Committee for a settled minister by June 2016.

I encourage each member of the congregation to be present as we enter into discernment during the Interim Period. Together we will decide how best to sustain our beloved community.

Deborah Lehman

## 2015 TREASURER'S ANNUAL REPORT

The new accounting system is working very well. There is now an operator's manual for incoming treasurers. As approved in last year's treasurer's report, in almost all cases, if we don't use the restricted, or "tagged" funds in the year they are given, with few exceptions they will be applied to other budget accounts. The new operator's manual describes how this is done.

At the beginning of 2015, an extra \$2,835.86 was withdrawn from the endowment for the 2014 repairs to the minister's office. The bylaws permitted withdrawal of up to 5 percent of the endowment for emergency repairs, as long as provision was made to repay the funds. Sanctuary loan principle payments were increased by twenty five dollars per month until we are back on schedule and that portion repaid.

Our 2015 budget will be balanced at year end. We are still drastically short in receiving pledges, but increases in rentals and fund raising receipts were higher than budgeted. It was hoped that the significant ministerial expense savings in 2015 would result in no withdrawals from the endowment, but the projected shortfall in pledges received is over \$13,000. Cuts in expenses primarily resulted from sharing the interim minister with the UU Church of Erie. However committee chairs and the office staff also made significant savings in many budgeted expenses. The projected Dec. 31, 2015 balance for the endowment at both UU Boston and Marquette after the 2015 withdrawals will be approximately \$300,000. This means that the maximum withdrawal for 2015 would be \$15,000. Since no allowance in the projected pledges for 2016 that may not be received, no endowment withdrawals are budgeted. It has been a goal of this board to eliminate dependence on the endowment for ordinary expenditures in favor of saving for emergency expenses and possible renovation or replacement of the Parish House.

Full realization of ministerial expense savings will be realized in 2016. The first seven months of 2015, the ministerial expenses were as projected in the 2015 budget.

Stock market performance this year caused a slight decrease in the endowment value even before withdrawals. UU endowment handling costs are larger than they should be compared with those of lower cost index mutual funds. Once funds are withdrawn for handling costs, there is less chance for recovery of market losses. At present the finance committee is investigating the possibility of moving the endowment fund to such a fund but we aren't ready at this time. We'd like the approval by the congregation to make the change at the end of this year if we can find a reputable handler and suitable index fund.

It will be important in the future to maintain continuity of the accounting system. In November the board authorized some sharing of treasurer responsibilities with the office administrator, if she has time in her workload to include those duties. She would not have the authority to sign checks, but would have the authority to prepare them. It would be the responsibility of the treasurer to oversee and verify all transactions and sign all checks. She could also prepare some of the required reports. Unfortunately, time has not permitted her inclusion this year but early next year I hope to install this procedure.

	Approved	Projected	Proposed	Changes	
<u>Income Budget Accounts (Receivable)</u>	<u>2015 Budget</u>	<u>Actual 2015</u>	<u>For 2016</u>	<u>from 2015</u>	<u>Notes</u>
.1 Fundraising	\$ 2,500	\$ 5,184	\$ 3,000	\$ 500	
.2 Endowment Receipts	10,000	6,106	-	(10,000)	1
.3 Non Pledge Receipts	2,800	2,978	3,000	200	2
.4 Other Income	-	-	-	-	
.5 Pledges Budgeted	121,235	108,722	90,000	(31,235)	3
.6 Next Yr. Prepaid Pledges	-	(13,166)	-	-	4
.7 Rent Receipts	3,000	3,000	3,000	-	
.8 Restricted Gifts	1,981	476	2,881	900	5
.9 Transfers from accrued accounts	-	8,624	-	-	4
<b>Total Budget Receivables</b>	<b>\$ 141,516</b>	<b>\$ 121,924</b>	<b>\$ 101,881</b>	<b>\$ (39,635)</b>	
<u>Expense Budget Accounts (Payable)</u>					
01 Min Discretionary	\$ -	\$ (546)	\$ -	\$ -	
02 Min Health Insurance	8,800	6,585	3,324	(5,476)	
03 Min Housing Allowance	24,000	16,250	5,400	(18,600)	
04 Min Lieu FICA	3,185	2,758	2,161	(1,024)	
05 Min Life Insurance	400	278	217	(183)	
06 Min LTD Prepay	-	(72)	283	(283)	
07 Min Pension	4,642	3,885	2,825	(1,817)	
08 Min Professional Exp.	4,500	3,105	2,825	(1,675)	
09 Min Salary	22,421	22,600	22,850	(429)	
Subtotal Minister	<b>\$ 67,948</b>	<b>\$ 54,843</b>	<b>\$ 39,885</b>	<b>\$ (28,063)</b>	
11 Keyboardist	\$ 3,000	\$ 2,475	\$ 3,000	\$ -	
12 Keyboardist FICA	230	189	230	-	
13 Music Director FICA	368	368	-	(368)	6
14 Music Dir. Prof. Expense	200	-	900	700	6
15 Music Director Salary	4,806	4,806	-	(4,806)	6
16 Music Special	200	875	600	400	
Subtotal Music	<b>\$ 8,804</b>	<b>\$ 8,713</b>	<b>\$ 4,730</b>	<b>\$ (4,074)</b>	
21 DRE FICA	\$ 546	\$ 546	\$ 276	(276)	7
22 DRE Prof. Expense	1,000	-	300	(700)	
23 DRE Salary	7,136	7,136	3,600	(3,536)	7
24 RE Committee	500	639	300	(200)	5
Subtotal RE	<b>\$ 9,182</b>	<b>\$ 8,321</b>	<b>\$ 4,476</b>	<b>\$ (4,706)</b>	
30 Social-Outreach-Mission	\$ 500	\$ 16	\$ -	\$ (500)	2
31 Board Expense	300	-	300	-	
32 Fellowship	500	223	300	(200)	
33 Leadership Develop.	850	-	-	(850)	
34 Fundraising Expense	200	1,382	200	-	
35 Membership	250	200	300	50	
36 Pledge Drive Expense	750	584	300	(450)	
37 Publicity	600	402	200	(400)	

38 Worship	1,200	485	1,500	300	8
39 Child Care	600	382	500	(100)	
Subtotal Board Expense	\$ 5,750	\$ 3,674	\$ 4,100	\$ (1,650)	
41 OMD Dues	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	
42 UUA Dues	1,000	1,000	1,000	-	
Subtotal Dues	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	
51 Electric	\$ 1,600	\$ 2,030	\$ 2,100	\$ 500	
52 NFG Church	2,000	1,485	2,000	-	
53 NFG Parish House	4,500	4,768	4,750	(250)	
54 Water-Sewer	650	568	600	(50)	
Subtotal Utilities	\$ 8,750	\$ 8,851	\$ 9,450	\$ 700	
61 Custodial FICA	\$ 237	\$ 262	\$ 245	\$ 8	9
62 Custodial Wages	3,100	3,425	3,200	100	9
63 Custodial Supplies	800	979	800	-	
64 Properties Expense	4,000	1,184	2,000	(2,000)	
65 Security	500	503	500	-	
	Approved	Projected	Proposed	Changes	
<u>Expense Budget Accounts (Payable)</u>	<u>2015 Budget</u>	<u>Actual 2015</u>	<u>For 2016</u>	<u>from 2015</u>	<u>Notes</u>
66 Snow Removal	1,000	1,355	1,250	250	
67 Storm water Fee	650	635	650	-	
Subtotal Properties Expense	\$ 10,287	\$ 8,343	\$ 8,645	\$ (1,642)	
71 All Insurance	\$ 6,000	\$ 6,443	\$ 7,000	\$ (1,000)	
81 Office Administrator FICA	\$ 995	\$ 913	\$ 995	\$ -	
82 Office Administrator Wages	13,000	12,479	13,000	-	
83 Computers & Technology	500	250	-	(500)	
84 Copier Fees	800	517	500	(300)	
85 Mailing Expense	300	248	300	-	
86 Office Supplies	900	559	500	(400)	
87 Payroll Processing	-	-	-	-	
88 Phone & Internet	1,500	1,716	1,700	200	
89 Employee Pension Expense	1,300	1,253	1,300	-	
Subtotal Administration	\$ 19,295	\$ 17,436	\$ 18,295	\$ (1,000)	
91 Other Expenses	\$ 200	\$ -	\$ -	\$ (200)	10
92 Painting Loan	3,300	3,300	3,300	-	11
Subtotal Other & Loans	\$ 3,500	\$ 3,300	\$ 3,300	\$ 300	
Total Budgeted Expenses	\$ 141,516	\$ 121,924	\$ 101,881	\$ (39,635)	

The proposed budget included here includes some of the following changes as noted above:

1. Endowment withdrawal is eliminated unless pledge receipts again fall short.
2. Share the plate is included in the proposals. Due to the elimination of the Social-Outreach-Mission budgeted amount, one or more months could be dedicated for this purpose.
3. Budgeted pledge receipts are included at full value.
4. These two accounts will automatically be transferred to 2016 at the 2015 closing.
5. Some of the unused restricted funds for Jerry Almes' memorial will be applied here in 2016.

6. The Music director's salary will be eliminated. If she is willing, she will be asked to perform choir director duties for a professional fee of \$300 per occurrence three times per year in March, September, and December.
7. The RE director's salary will be reduced to \$300 per month.
8. The worship committee budget was increased due to the need for extra speakers.
9. The Custodians wages are scheduled to increase to \$10.75 in 2016.
10. This account is no longer used.
11. As the bylaws require, we must repay the emergency funds withdrawn for the minister's office repairs and furnace repairs. The extra principle amount repaid is \$25 per month.

Any other increases in the above amounts could be funded through additional gifts from the congregation. We have made a lot of progress this year, but we still have challenges to overcome.

Respectfully Submitted,

Michel P. Wilcox, treasurer

## 2015 RELIGIOUS EDUCATION'S ANNUAL REPORT

We have combined the children into one classroom, and the older children have enjoyed assisting the younger as needed.

We have had wonderful support from three people who have been regularly teaching. A big thanks goes out to Lisbet Searle-White, Sue Gum and Ariel Denman for their time and caring.

Also, the children have been singing in church. We have been working closely with Mary Lynne Peters to prepare our musical offerings.

We have been using a “Harry Potter” themed curriculum this RE year. The curriculum has a social action component and consequently RE hosted a book drive this fall as part of our battle against illiteracy.

### *About the Curriculum*

Most parents believe that it's important to instill social responsibility in their children, but it can be difficult to find meaningful sources or projects for children to become involved. In addition, many social action projects are not relevant to children and a lack of relation can lead to a lack of engagement.

There are many reasons why it's good for children to participate in social action projects:

- Most children have a natural desire to be fair and to right wrongs, and social action reinforces this desire.
- Involvement now is more likely to lead to involvement later; children will likely feel more motivation to take action in the future.
- Learning to work together to achieve a goal allows one to feel empowered.
- Taking action alleviates feelings of helplessness. Children learn that they can achieve results on their own.
- Working to better the community and the world leads to higher moral development and more defined citizenship skills.

The question then becomes how to empower children to become more motivated, passionate about and engaged in social action. Children require activities and discussion that immerse them, engage them, and allow them to become passionate about what they are learning.

The Harry Potter series of books by J.K. Rowling are an excellent way to immerse children in the idea that one can work to make the world better.

We are hoping to continue with this curriculum into the next year.

Rachel Meerson, DRE

## 2015 MISSION AND OUTREACH'S ANNUAL REPORT

1. Redesign the banner to reflect our current congregation
2. Focus on GA/DA and getting the congregation excited about the possibilities of greater faith connection
3. Review the Covenant and revise it to reflect the views and needs of the current congregation.

These are the Goals of M&O

**The Banner is a way to knock out 2 birds with one stone.**

One stone being a lack of visual art in the sanctuary. Once it is created it could stand in the choir loft beside the pulpit or in the entryway where we keep the name tags. Just a few suggestions.

The Other stone is visibility and branding. The banner that we have is severely outdated and has no connection to the Current Congregation.

With the new banner we can use themes reflected in it to use in other areas such as publications (Oracle and B&B) and the website.

### **Focus on GA/DA**

I believe that seeing and experiencing GA will help boost involvement in the church. Big meetings such as seminars and trainings allow for a rejuvenation in the workplace, so this would work in the same arena.

For some a 5 day trip is not feasible, but there are other opportunities to connect with the larger community.

March 27-28 in Niagara Falls, there is a Joint district assembly for the Ohio-Meadville and St Lawrence districts.

There will be worship and workshops focused on our region.

### **Covenant**

Our faith is based on covenants together, when covenants are not revisited or refreshed they become dormant and ineffective.

During this time of self-rediscovery as a community, we should have conversations around our covenant.

Does it speak to us? Does it inspire others? Do we remember it?

### **Committee Updates:**

The RE committee has reformed and have been working on obtaining clearances to comply with the newest regulations from the state.

The worship committee has been working hard to fill up the Sunday calendar. Worship is now chaired by Karen Schreiber-mason.

Membership has been revitalized by Beth Wilcox, who has been keeping in touch with members who we haven't seen in a while, along with making new connections with new attendees.

Fellowship has not been rekindled, if you feel called to this work you are invited to do so. Coffee hour coordinator is now in the sturdy hands of Pam Williamson, she may be in touch with you about offering coffee hour.

## 2015 MEMBERSHIP COMMITTEE'S ANNUAL REPORT

This report covers the time period from late August, when I started working on membership, to the present. Not long after Rev. Pam arrived, we met to discuss several tasks to be completed, three of which I mentioned during a Sunday service in the fall. Here is a rundown of the whole list we discussed and what has been done to date:

**Visitors:** As visitors' cards get turned in each Sunday, Jodi forwards the information to me, and she also records that data in the office. I send personal, handwritten notes to each visitor on Monday, and I also forward the information to Pam. To date, I have sent notes to 16 visitors.

**Members and friends:** With Rich Chafey helping me, we identified a list of 18 members and friends who have not been seen for a long time. To date, I have sent out 11 personal notes to them, and I have left phone messages for one family. As I get time, I will be sending out 12 more notes.

**Bulletin boards:** I have done one bulletin board which supported the theme of the recent pledge drive. The one I had planned to do to celebrate Thanksgiving would have been beautiful, in my humble opinion, had I gotten it up.....Well, onward, to the next idea. I would like to do the next display to recognize our newest members – more on that later in this report, so stay tuned.

**PR:** Thanks to generous members, we have had 8 public service announcements running on WQLN in November to promote our church, and 8 more will run in April. Another member just reported that she has purchased another 8, so I will be in contact with WQLN to schedule those for broadcast also.

**Posters:** Posters went up on Allegheny's campus to invite students, faculty, and staff to UUCM. And a few posters were placed in town. (Ask Rich Chafey what happened to the one at the Market House.).

**Projects still pending:** I have not yet contacted *The Tribune* about **running an ad** promoting our church, although we do get that one line on the church directory page every week. I am holding off for a bit to see if we can afford a larger, nicer presentation.

I plan to redecorate **the visitor's table** and put it on the far wall of the dining room with a sign on the wall above it. It will have name temporary name tags and visitor's cards available, along with the usual UU brochures.

In January, I would like to **update our membership roll** by contacting friends and members, via a formal letter, who have been absent for a long time to see what their intentions are. **We currently have 118 people on record as members**, but several live out of state, so it would seem unlikely that they would want to remain on the roll. We also have a few folks who are in the process of reevaluating their relationship with us, so that needs to be cleared up as well.

**Here is the really good news.** Several visitors who have been attending regularly have expressed an interest in a UU101 class and possible membership. So in January we hope to get that going with help from Lisbet Searle-White and Rev. Pam.

**Reports to the Board:** Each month I send an email report to the board to let them know how things are progressing with membership. I hope this improves communications and eliminates duplication of efforts as we go through this transition period. May I suggest that if other committees aren't already doing this, that they might want to try it? Or, perhaps committee chairpersons could be invited to give a very brief report in person at the beginning of board meetings from time to time. Seeing as I'm the one who says I don't like meetings, I can't believe I just suggested that.

**Thank you:** I can't thank the congregation enough for the wonderful job you do looking out for each other and for welcoming our visitors at coffee hour. It helps so much when we work together.

Respectfully,

Beth Wilcox