

**UNITARIAN
UNIVERSALIST
FELLOWSHIP
OF ATHENS**

**ANNUAL COMMITTEE
AND GROUP REPORTS**

2010-2011

FINANCE COMMITTEE

Committee Chair: John Stewart

Committee Members: Susan Atkinson, Marco Messori, John Muthe, Jackie Pierson, and Jim Ponsoldt

Ex-Officio Members: Rich Clark and John Bleyle

Accomplishments since May 1, 2010:

1. Financial reviews. The committee reviewed the financial documents submitted by the Treasurer monthly. These documents were forwarded to the Board.
2. Requests for funds. Throughout the year, the committee reviewed and submitted recommendations to the Board on various requests for funds outside the normal budget process. These included such items as; additional funding for the new Minister's and Congregational Administrator's health insurance, additional funding for a permanent pianist, and seed money for the annual Harvest Dinner.
3. Annual Budget. The committee developed the 2011 budget by receiving requests from all committees and staff members. This was begun with a request in late July for input and a second request to scale back the monetary value of the requests. The second request was done as the initial response was too large and could never be achieved by our income. At the time the budget was being developed, the Stewardship Committee was receiving 2011 pledges from the Fellowship members. When that was finalized, the committee had to scale back the funding distribution to balance the income and expenses for 2011. The resulting proposed budget, basically keeping the doors open and paying the staff at the 2010 salary level, was passed to the Board following the November meeting.
4. Internal review. A proposed external audit/review of the Fellowship's financial situation was dropped as too expensive and after receiving guidance from UUA in Boston that it was probably only needed when a bank required one. A three person team from the committee conducted an extensive review of the financial files, processes, and procedures during February - April 2011. The review was finalized and a report provided to the Board in early April.

I would like to express my thanks to all the Finance Committee members for their contributions as all added to our accomplishments. A special thank you goes to our minister, Alison Eskildsen, as she brought new and innovative ideas to the discussion. Without her, the committee would not have accomplished all that it did.

MEMBERSHIP COMMITTEE

Committee Chair: Larry Dendy

Committee Members: Harry Schomberg, Joy Schomberg, Stu Fors, Kay Giese, Cathi Doherty, Chip McDaniel, Susie Weller

Barbara Stewart—Board Liaison

Richard Gottlieb—Small Group Ministry Liaison

Accomplishments since May 1, 2010:

*19 new members since May, 2010

*3 New Member Recognition Ceremonies

*3 New UU classes

*Replenished supply of brochures for Visitors/Membership Table and UU pins for new members; purchased copies of booklet *Unitarian Universalist Pocket Guide* to give to New UU participants

*Created and began distributing packet of information about UUFA for visitors

*Progressed on creating packet of information to give to new members when they sign Membership Book

*Formalized procedure for new members to sign Membership Book (they now sign the Book at the front of the Sanctuary in presence of Rev. Alison, Fellowship president and members of Membership Committee)

*Created new name tags (blue) to identify friends/visitors

*Progressed on creating new name tags for members

*Developed rotation schedule for staffing Visitors/Membership Table on Sunday mornings

*Created Charter for Membership Committee

*Established liaison relationship with Small Group Ministry

*Initiated ongoing discussions about better ways to follow up on participants in New UU class, and ways to better engage and involve new members in life of the Fellowship

PERSONNEL COMMITTEE

Committee Chair: Herb West

Committee Members: Barb Schell, Michelle Swagler, Harold Leaver, Deb Brenner, Rev. Alison Eskildsen

Accomplishments since May 1, 2010:

- Completed the annual performance evaluation of all non-ordained staff members in May, 2010.
- Submitted compensation and benefits recommendations for CY2011 to Finance Committee and the Board. Re-evaluated requests in light of budget situation and submitted revised requests.
- Worked with the Minister and DRE to develop new job descriptions and proposals for Nursery Workers, and secured Board approval for these new staff positions.
- Recommended to the Board changes in the annual holiday staff gift collection.
- Ongoing review of the purpose of the committee; in particular, conflicts and overlaps with the responsibilities and duties of the Minister as staff supervisor.
- As a result of that review process, completed a new committee charter which shifts the purpose of the Personnel Committee to that of an advisory group to the Board and the Minister on personnel matters. Responsibilities include helping develop job descriptions and contracts, reviewing personnel policies and making recommendations on changes to the Board, making recommendations to the Finance Committee and Board on staff compensation and benefits, and assisting the Minister as needed or requested in the staff evaluation process. This new committee charter will necessitate eventual changes to the bylaws.

PLANNED GIVING/ENDOWMENT COMMITTEE

Chair: Richard Bouldin

Committee Members: John Bleye, Richard Bouldin, Scott Kleiner

Accomplishments since 5/1/2010: Consistent with our charter, we managed the Planned Giving Fund and the Endowment Fund. The first fund was kept in stable positions that might be liquidated at any time that UUFA needed emergency cash. The second fund was invested prudently to produce a competitive return. On 1/26/2011 the total of the two funds was \$111,107.65 compared to a total of \$97,083.96 on 1/31/2010. So the total increased by 14.4%. During this period, except for the intermediate bond fund which is used like a money market account, all cash dividends were paid directly to UUFA for operating expenses. All capital gains were reinvested in the funds. This implemented the policy that was in place at the time. Now cash dividends will be retained in the cash account at the broker, who is Charles Schwab.

STEWARDSHIP COMMITTEE

Committee Co-chairs: Anna Eidsvik and Marguerite Holmes

Committee Members: Lisa Anderson, John Bleyle, Melanie Hennings, Jane Mayer, Dan Wright.

Committee Description: Stewardship establishes and maintains contact with members and friends of UUFA and encourages them to identify positively with the Fellowship and support it generously. In our work we prioritize good stewardship of the resources of our Fellowship as well as the resources of our earth. In keeping with *Green* thinking, we made a serious effort to avoid wastefulness and we chose recycled, or recyclable materials whenever possible.

Stewardship is more than a Pledge Drive! We consider the role of our committee to be an on-going effort; therefore we meet almost every month throughout the year, not just a couple of months before the year's campaign. Our meetings start on time, run efficiently, and maintain an amiable and positive attitude as we plan for UUFA's annual campaigns.

Accomplishments:

- As a result of our 2011 Campaign, the Stewardship reports that 180 Pledge units committed their financial pledges to UUFA and 90.4 % of our financial goal was met. \$259,327 was pledged toward the 2011 campaign goal of \$287,000. (Figures obtained from Shaye on March 22, 2011.)
- The 2011 Campaign kicked off on September 19. The circular walls of the Sanctuary were dramatically decorated with 80 enlarged color photos of UUFA members offset by black pennants with our UU logo in green.
- We celebrated the end of the 2011 Campaign with reception food catered by Marty's at Midday. Our reception activities included tattoo stickers for the children and jugglers from a local jugglers' club. We sought to include RE teens and engaged them in helping with face painting and tattoos for the younger children.
- To encourage early pledging, we offered free T-shirts to the first 50 pledge units to turn in their pledge forms. As a result more than 50 pledge forms came in the first Sunday of the campaign.
- To encourage pledging by the end of the campaign, we offered a prize drawing at the culminating reception on October 17. Among the prizes were two complimentary sets of UGA Performing Arts tickets, two \$50 grocery store gift cards, and a \$25 gift certificate to the Rolling Market, and several UUFA logo T-shirts and bags.
- Our 2011 Stewardship Campaign stayed within the limits of the budget that was set. The Board had allotted \$2000 for this year and we spent \$1863.48.
- Stewardship prioritized *green* use of materials acquired from local businesses as much as possible.
- In addition to the pledge campaign, we also initiated a volunteer recognition process to honor long-term UUFA volunteers. We recognized ten long-term volunteers as a part of Sunday services during the Stewardship campaign.
- To invite members and friends of to give their time and talents as well as their money to UUFA, we added a checklist of volunteer opportunities to the pledge packet and asked for it to be turned in with the pledge form.

Projections for 2011-2012:

- We have set dates for the 2011 Stewardship campaign beginning on September 11 and ending on October 2. All groups in the fellowship will be welcomed to a celebratory event at the end of the campaign. Inclusion of families and children is a high priority since children are the future of our community.
- We plan to incorporate results of this spring's *mission and vision* process as we home in on our 2012 campaign theme. We wish to support the vision and goals that emerge; and we hope to energize both the pledge campaign and the mission of the Fellowship.
- We have begun active consideration of a structure for on-going volunteer recognition throughout the year and not just at pledging time.

CARE PROGRAM

Committee Chair - Susan Ponsoldt

- A. Pastoral Care Team - Jean Bleyle, John Huff ,Bettina Rose Hughes, Debby Perry, Susan Ponsoldt, Joy Schomberg, Albie Smith, Rosemary Woodel, Rev. Alison Eskildsen, Dr. Don Randall
1. The PCT has had an especially busy year with many members dealing with serious illnesses, operations, and accidents.
 2. Beginning in January, members of the PCT have been meeting with Rev. Alison to re-structure the relationship between the PCT and the Care Rings. Rather than having all care needs coordinated by Susan Ponsoldt, some of the PCT members would join her in coordinating. They also would establish a closer relationship with the CR Coordinators.
 3. Planned a Sunday service about the Care Program for April 10th to recognize PCT members and CR Coordinators and to remind UUFA members what the Care Program is all about.
 4. Realizing the need for more PCT members, discussion has begun about possible candidates and another series of training session
- B. Care Rings - Peggy Horton, Irene Muthe, Cara Andrews, Pat Adams, Marguerite Holmes, Laurie Hart, Jane King, Joy Schomberg, Jean-Marie Buxton, Penny Oldfather, Michael Martin, Debbie Hardegree, Kay Fors
1. A number of CR Coordinators have left after many years of service, but there is now a committed group of Coordinators. The Blue Care Ring had become too large, so it has been divided. Changes will be made to the three Care Rings on the east side of town so they are more balanced in size (the Red Care Ring/Winterville had become too small to be sustainable, so its members will be incorporated into the Orange CR.
 2. The Care Ring Coordinators were recognized for their work on April 10th.

FUNDRAISING (SPECIAL EVENTS)

Committee Chair: Julie Vesper Sapp

Committee Members: Pat Marshall, Susan Curtis, Jackie Cabe, Barbara Leissner, Kay Fors, Karen Porter

Accomplishments since May 1, 2010:

COMPLETED ACTIVITIES

1. 4th Sunday Lunches (Aug, Sept, Oct & Nov 2010, Jan and Feb 2011, to date), coordinated by Kay Fors. Each lunch raises \$350 - \$500, including the donations received for the bread donated by Panera.
2. Parking Space Raffle, Sept 2010. Tickets sold for a premium parking space. Mary Jean Hartel won the drawing this year.
Raised \$370
3. Fall Harvest Dinner, Oct 2010, coordinated by Karen Porter. Catered meal, cash bar, pre-dinner jazz. Raised net income of approximately \$1800.
4. Gift Wrapping at Barnes and Noble and at the Fellowship, Dec 2010, coordinated by Jackie Cabe. Volunteers wrapped holiday packages at Barnes and Noble on 4 occasions and at the Fellowship on 1 occasion. Raised approximately \$325.
5. Progressive Dinner, Dec 2010. The annual holiday tradition was coordinated by Kay Fors.
6. Crystals Mini-Event, Feb 2011. Tour of Marguerite Holmes' crystal collection and labyrinth. Raised \$125
7. Member-Initiated Event: Macaroni Western, organized and run by Bob Covi and Lee Feather. Raised net income of approximately \$1400.

THE COMMITTEE IS CURRENTLY ACTIVELY PLANNING:

1. Sapelo Island Adventure – scheduled April 29 – May 1
2. Annual Yard Sale – scheduled June 10-11

FORUM COMMITTEE

Committee Chair: Richard Bouldin

Committee Members: Elizabeth Bishop-Martin, Frank Boardman, Richard Bouldin, Ron Cerwonka, Larry Hamby

Accomplishments since 5/1/2010: The Forum Committee arranges for the presentation of fifty-two Forums per year. On a rotating basis, each member of the committee arranges one month's worth of Forums; the coordinator, Frank Boardman, keeps the schedule and helps committee members with finding potential speakers. The presentations represent a full spectrum of positions on issues of public policy, economics, philosophy, hobbies, religious points of view, and approaches to life. Potential speakers are advised that they may be asked difficult questions from listeners with an approach different from that of the speaker. Ideas are presented and discussed. The concepts of democracy and free society find a realization at the Forum.

GODDESS GROUP

Committee Chair: Myrna Adams West, Facilitator

Committee Members: Women of UUFA and the surrounding community

Accomplishments since May 1, 2010:

- May and June, 2010: Met third Sundays for sessions five and six of "Rise Up & Call Her Name," facilitated by various volunteers
 - July through November, 2010: Met third Sundays for programs on various topics, including fun activities such as a cookout and swim party, as well as discussion and learning activities, such as Samhain and "Female Role Models."
 - December, 2010: The annual Holiday Tea with the Goddess was held at the home of Myrna Adams West. A highlight of this celebration was the telling of "Apron Stories."
 - January-May, 2011: Met third Sundays for sessions seven through eleven of "Rise Up & Call Her Name," facilitated by various volunteers
- Average attendance at gatherings was around 15.

MEDIANS

Committee Chair: Andreas Handel (I guess)

Committee Members: We don't have "membership" only folks that come to our monthly events.

Accomplishments since May 1, 2010:

We continued to do 2nd Sunday lunch and 4th Friday Happy Hour. Attendance fluctuates between just a few people and 10+.

I (Andreas Handel) continue to schedule events using Yahoo email list and Facebook group list.

MUSIC COMMITTEE

Committee Chair: Stu Fors

Committee Members: Myrna Adams-West, Shane Aldredge, Jean Bleyle, Amber Fetner, Victoria Smith, Diana Torell, Aleta Turner, Violet Dawe (Board Liaison), Rev. Alison Eskildsen (ex officio)

Accomplishments since May 1, 2010:

1. Our usual bake sales yielded nice income for the choir.
2. We tried to organize a Jazz Series but that didn't get past the early planning stages
3. We discussed and recommended pay rates for guest and substitutes pianists
4. The committee decided to limit its membership to nine. This does not include Amber or any Board Liaison.
5. Passed an "unexcused absence" policy and affirmed term limit for the chairperson
6. Interviewed and auditioned two candidates for the pianist position. Recommended Shane Aldredge to the Personnel Committee
7. Choir held its annual retreat in Oct at the Fellowship in Dahlenega.
8. Completed, approved and submitted the Committee Charter
9. Sponsored/hosted the "Sing-a-ma-jig", the annual Mid-south UU choirs gathering
10. Brainstormed/discussed ideas for expansion of the music program and how some of the money from the Despy Karlas endowment could be used related to those ideas.

**MINISTER'S COUNCIL
(f/k/a THE NEW MINISTERIAL RELATIONS COMMITTEE)**

Committee Chair: Myrna Adams West

Committee Members:

The Rev. Alison Wilbur Eskildsen

Bill Hussey

Jane Mayer

John Olive

Aleta Turner

Myrna Adams West

Accomplishments since May 1, 2010:

- Got to know each other
- Selected a chair
- Recommended Minister's Total Compensation package for 2011
- With Sunday Service Committee, studied policy regarding acceptance of offers from outside speakers to speak at Sunday services (both lay and clergy)—no specific policy has been drafted
- Examined differences in Ministerial Relations Committee and Committee on Ministry models
- Compared and contrasted Ministerial Relations Committee and Committee on Shared Ministry per existing UUFA bylaws
- Drafted and submitted to UUFA Board Charters for Committee on Shared Ministry and Minister's Council (formerly Ministerial Relations Committee)
- Helped plan Minister's Installation service
- Will continue on a temporary basis as the Minister's Council

UUFA PARTNER CHURCH COMMITTEE

Committee Chair: Heather S. Kleiner

Committee Members: Violet Dawe, Anna Eidsvik, David Jarrett, Jane and Bruce King, Michelle Leebens-Mack, Rosemary Woodel; Board Liaison: Barbara Stewart

Accomplishments since May 1, 2010:

- *June 2010:* Visit by Eva Kelemen, wife of the Rev. Levente Kelemen (minister of our partner church), and four young girls. The group was in the US at the invitation of the Macon U-U's, to participate in a week-long Peace Camp and then attend GA. Eva and the girls participated in our Sunday Forum and Service, and interacted with our youth at a pool party at the Kings. We underwrote the airfare of one of the students with funds already on hand in our accounts (apprx \$1,200). We raised another \$1,000 in the special collection, which was used to repair the floor in Okland's youth house.
- *September 2010:* Fourth Sunday Lunch with a Hungarian theme raised approximately \$400 for UUFA's general fund. "Waitresses" wore embroidered Romanian blouses donated to the Fellowship by Rhea Vezmarh of First Presbyterian Church. This date was selected to acknowledge one of four communion Sundays observed by the Transylvanian churches. (The others are Pentecost, Easter and Christmas.)
- *August 2010:* Preliminary meeting to consider a group pilgrimage to Romania in 2011—the 20th anniversary of our relationship with the partner church. Eva Kelemen provided a tentative itinerary, and the Kings and Rosemary Woodel answered questions based on their prior experiences in Okland.
- *November 2010:* Visit by the Rev. Will Saunders, President of UU Project Harvest Hope (UUPHH) included a power point presentation of their good works in Transylvania. Approximately 30 people attended. Rev. Saunders stayed on to answer questions the "pilgrimage" we were considering taking under UUPHH leadership.
- *October 2010:* Jane and Bruce King met with Levente and Eva in Kolosvar and queried them about the congregation's current needs. Most pressing was financial support for five students studying away from the village, amounting to \$1,250, which the committee subsequently committed to raise. The Kings also brought back embroidered linens for us to sell, the costs for which were \$480.
- *December 2010:* The committee had a display featuring UUFA's "mission"—our partner church—at the annual Athens Holiday Benevolence Market (HBM). We received \$610 in symbolic "gifts." Once again, our choir participated in the annual event, playing to rave reviews.
- *January and February 2011:* The Board approved our request to advance funds for the \$1,250 student support project, with payback promised from a combination of HBM, proceeds from Family Service collections, and individual donations. The UUFA administrator used the Fellowship's credit card to charge the amount to the UU Partner Church Council; they forwarded the funds to Unitarian HQ in Kolosvar for distribution to Okland.
- *March 2011:* Ten people have committed to the September 16-30 pilgrimage. Heather Kleiner worked with Bev Smyra, UUPHH's state-side coordinator, Eva Kelemen, pilgrimage leader, and an agent from Global Escapes in Athens, to make the arrangements.

- *April 2011:* Linen sales were completed in March. A check for \$480 will be sent to UUPCC in April for forwarding to Unitarian HQ in Kolosvar.

RELIGIOUS EDUCATION COMMITTEE

Committee Chair: Linda Gilbert and Liz Weaver, co-chairs.

Committee Members: Aleta Turner, Mindy McCage, Tom Senyitko, Shannon Sharp, Barbara Kiewel, Morgan Watson (DRE), ex officio.

Linda Gilbert and Aleta Turner are due to rotate off after three years service at the end of May. Note that all other members are new this year, due to extensive committee turnover (all for personal reasons). Maintaining the membership levels of this committee is an ongoing challenge.

Accomplishments since May 1, 2010:

1. Developed and implemented World Religions curriculum beginning Fall 2010 for Workshop Rotation.
2. Recruited teachers and directors for 2010-2011 (an ongoing challenge)
3. Revised and updated teacher materials.
4. Conducted registration drive for kids to be registered
5. Held Teacher Training/Orientation Fall 2010
6. Held Teacher Feedback session Spring 2011
7. Currently engaged in curriculum planning for 2011-2012, using Tapestry of Faith UU curriculum.

Special Events

- Easter Egg Hunt 2010 (in planning for 2011)
- Waterful Wondermelon (end of season celebration 2010)
- Teacher recognition 2010
- RE Kickoff
- 4th Sunday sponsorship 2010 Fall 2010
- Nifty Gifty
- Intergenerational Winter Service Dec. 2010
- Mystery Friends February 2011
- Participation in Vernal Equinox Service (March 2011)

SOCIAL ACTION COMMITTEE

Committee Chair: Caryl Sundland

Committee Members: Ray and Nancy MacNair, Jean Bleyle, Denise and Bob Boehner, Dave Jarrett, Leanne Alworth, Karen Solheim, Caryl Sundland

Accomplishments since May 1, 2010: We have coordinated the cause of the month with \$9597.36 collected this year to date. We coordinate the collection of cans for the Food Bank. We have facilitated workshops for the UUA curriculum, Building the World We Dream About and plan a service on this topic for May 1. We sold UUA holiday cards, coordinated the collection for UUSC, set up a social action list serve, held a holiday party at the day labor shelter, help coordinate a day on for MLK Day and are in the process of coordinating a day of service for Habitat for Humanity. We also coordinated a Sunday service on We Are All Immigrants.

SUNDAY SERVICE COMMITTEE

Committee Chair: Jane Mayer (appointed by acclamation April 2011)

Committee Members: Jane Mayer, Michelle Leebens-Mack, Herb West, Myrna Adams-West, Peter Courtney, Amber Fetner, Karen Solheim, the Rev. Alison Eskildsen, David Jarrett, Aleta Turner, Mary Jean Hartel, Chip Ashurst McDaniel, Rich Clark

Accomplishments since May 1, 2010:

- Met regularly on the first Tuesday of each month to evaluate, schedule, plan and staff 52 Sunday services as well as special services for Christmas, an evening music offering of spiritual song and the installation service for our new settled minister.
- Held a retreat in the late summer to set the schedule for the first four months of the year. Successfully worked with our new minister to evaluate the function and purpose of the committee with new leadership in place.
- Adopted a plan to improve the sound system (in process).
- Made continual small adjustments to the Order of Service to reduce clutter and to make the service consistent without being hidebound.
- Met with people interested in promoting UU spirituality and agreed this is an appropriate focus for our work.
- Agreed in principle to promote inclusion of all ages in the service (ongoing).
- Welcomed two new (returning) members.

SMALL GROUP MINISTRY

Committee Chair: Michelle Leebens -Mack

Committee Members: Susan Curtis, Andy and Kelly Case Simonson, Rich Gottlieb, and Rev. Alison Eskildsen.

Accomplishments since May 1, 2010:

1. SGM Shuffle, "A Gift of Presence," with a start -up of 10 groups of 6 11 individuals in October 2010. Current membership 72.
2. SGM Logo contest winner by Virginia Carver.
3. Creation of SGM Executive Committee Portfolios.
4. Facilitator training and quarterly Facilitator meetings.
5. Monthly Facilitator Small Group conducted by Rev. Alison in support of the facilitators.
6. Rev. Alison's Sermon series as an option for SGM sessions.
7. Regular column in Tapestry, "SGM Matters," by SGM members.
8. SGM page on UUFA web site, with downloadable registration form.
9. 2nd & 4th Monday Eve SGM group conducted a "CanTribution Drive" to benefit the Athens area food bank totaling 699 cans!

YOUTH ADVISORY COUNCIL

Committee Chair: Ilona Stewart

Committee Members: Morgan Watson DRE, Jean-Marie Buxton, Gary Rinker, Michael Jenkins

Accomplishments since May 1, 2010:

- Successfully recruited advisors and volunteers to lead the JrUU and YrUU classes, JrUU through the RE year, and YrUU through February. Curriculum of World Religions was selected in response to input from the prior year requesting more structure.
- Fundraising events, including a percentage day at Fox's Pizza, a Halloween carnival, and sales of Fantastic Savings books, were held to fund events for the year.
- Social events such as skating, music and games night, and movie nights were held for youth bonding.
- Community service events such as Habitat for Humanity and MLK Jr. Day of Service were planned and held (in conjunction with other committees, including Congregational Activities) to increase youths visibility within the community and to feel a greater sense of ownership.
- A roundtable discussion including youth and parents was held in January to regroup and refocus direction for the year.
- Efforts have been made to coordinate with other committees, including the Green Initiative and Congregational Activities, to include youth in greater ways and increase their visibility within and value to the fellowship and community.