
















Agenda for FY 2012-2013 Annual Meeting  
 Unitarian Universalist Church of Nashua  
 June 6, 2013

Time	Agenda Item / Topic	Presenter
6:50	Check In of Members in the Sanctuary	Mary Licking, Clerk
7:00	Call to Order <ul style="list-style-type: none"> <li>• Certification of Quorum</li> <li>• Reading of the Purposes from the Articles of Agreement</li> </ul>	Ellen Fisher, President
7:05	Chalice Lighting & Opening Musical Selection, "Brand New Day"	Jenn Morton, Vice President & Choir
7:10	Framing the Meeting <ul style="list-style-type: none"> <li>• Appointment of Parliamentarian</li> <li>• Consent Agenda</li> </ul>	Ellen Fisher
7:15	Investment Review Committee Report Summary	Bob Sampson
7:20	"State of the Church" Right Now: Quotes from other reports, esp. membership numbers, stewardship, past priorities, governance	Ellen Fisher
7:30	Treasurer's Report Summary, 2012-2013 Fiscal Year	Mike Wilt
7:40	Presentation of the Proposed Fiscal Year 2013-2014 Budget	Rev. Olivia Holmes & Mike Wilt, Treasurer
8:00	Musical Selection: Duet, "Somewhere"	Kathleen Griffis & Kathy Grossman
8:10	Nominating Committee Report <ul style="list-style-type: none"> <li>• Thank you to retiring leaders</li> <li>• Presentation of Nominees</li> <li>• Nominees from the floor, if any</li> <li>• Motion, etc.</li> </ul>	Chip McGee
8:20	Presentation of By-Law Amendments Questions/Discussion Motion, etc.	Harry Purkiser
8:30	Presentation of Proposed New Priorities, 2013-15 Questions/Discussion Motion, etc.	Pat Ladew
8:40	Other Business & Announcements, if any	
8:45	"State of the Church" Going Forward	Rev. Olivia Holmes
8:55	Musical Selection: "Everything's Possible"	Choir
9:00	Adjourn & Chalice Extinguishing	Ellen & Jenn

**Consent Agenda**

- The Congregation approves the minutes of the 2012 Annual Meeting, held on June 7, 2012, and the minutes of the Special Congregational Meeting, held on March 17, 2013, as submitted by the Clerks
- The Congregation accepts and places on file the reports of the following officers, committees, and programs (posted at [www.uunashua.org/gov.shtml](http://www.uunashua.org/gov.shtml)): Minister's Report, President's Report, Clerk's Report, Ministerial Search Committee, Cemetery Association, Denominational Connections, Music, Pastoral Care, Personnel, Property, Public Relations, Religious Education, Social Activities, Social Justice, and Worship Associates (any other reports submitted after June 3<sup>rd</sup> will be listed and available at the meeting).
- [Minister's Report](#) 
- [President's Report](#) 
- [Clerk's Report](#) 
- [Ministerial Search Committee](#) 

- [Religious Education Committee](#) 
- [Nominations Committee](#) 
- [Membership/Social Activities Committee](#) 
- [Denominational Connections Committee](#) 
- [Music Committee](#) 
- [Pastoral Care Committee](#) 
- [Personnel Committee](#) 
- [Public Relations Committee](#) 
- [Property Committee](#) 
- [Social Activities Committee](#) 
- [Social Justice](#) 
- [Worship Associates](#)

## ANNUAL MEETING

### UNITARIAN UNIVERSALIST CHURCH OF NASHUA

June 7, 2012

81 members were present fulfilling a quorum of 69 members. President of the congregation Ellen Fisher called the meeting to order at 7:10 and read the Purposes from the Articles of Agreement. Bob Sampson was appointed Parliamentarian. Reverend Steve Edington lit the chalice. Prior to the meeting a musical selection was enjoyed by congregation members.

#### **Consent Agenda**

Russ Leonard, seconded by Bill Kennedy, moved the adoption of the Consent Agenda. The motion was passed unanimously. The Consent Agenda consists of the minutes of the 2011 Annual Meeting, held on June 9, 2011, as submitted by the Clerk, as well as the reports of the following committees and programs: Financial Records Review, Investment Review, Membership, Music, Denominational Connections, Nashua Cemetery Association, Property, Public Relations, Religious Education, Social Justice, White Wing, Personnel, and Worship Associates/Worship and Service.

#### **Minister's Report**

Steve Edington presented his report, which reviewed the church year. He thanked the congregation for 24 good years of service. He also added an addenda to his report concerning the conduct of departing ministers. Departing ministers should limit their influence and presence within the congregation and their interactions with members and staff. After 7/31/12 Steve is no longer available for ministerial services, however he will continue to reside in Nashua. If you see him don't avoid him but leave congregational life out of the conversation.

#### **President's Report**

President Ellen Fisher presented her report to the congregation. She started by saying using the Policy Governance to govern the church has freed up the board to concentrate on long term policies and initiatives to insure we are living our mission and how we can do it better. The board set three church priorities, which will be explained by board members during the meeting. She then spoke about the new sound system now in place thanks to a generous gift in honor of Nathaniel Brooks and donations from church members. Ellen then spoke about our three- year transition process to select a new minister. This first year was highlighted by a sermon from Rev. Keith Kron, Director of the UUA Transition Office, the All-Church Dinner and Small Group Discussion and the Good-Bye Party for Steve Edington. After considerable research, the board hired Rev. Olivia Holmes to be our interim minister starting August 1<sup>st</sup>. Lastly Ellen spoke about Financial Matters. This year's pledge drive fell short of its goal but because of careful management over the past few years we have accumulated a Cash Reserve therefore we can stick to our policy of using the amount from the endowment recommended by the Investment Review Committee.

### **Living Our Mission: All-Church Justice Project**

Kathleen Griffis, a member of the board, spoke about this priority set by the board. The entire church will be involved in this mission to end hunger and homelessness in the Nashua area.

### **Clerk's Annual Report of Church Membership**

Clerk Rosalie Kuehn presented her annual report of 2011-2012. She noted that 18 people have joined the church, 8 were removed by request, 7 church members died and 3 were removed pursuant to Article 3.4 of the Bylaws. It was noted that a new member Diane Lyons' name was incorrect on the report. Kate Messner moved, seconded by June Haskell, that the Clerk's minutes be accepted. The motion passed unanimously.

### **Investment Review Committee Report**

Bob Sampson presented his report. Bob stated that this was not a good year for investments and that our endowment decreased about 9%, from approximately 3.9 to 3.3 million dollars. As reported last year, our investments continue to be in mutual funds and exchange trade funds. An 8% Total Return (income plus principal) would meet our objective of a Balanced Return. This would allow us to withdraw 4% to 5% and still keep a consistent amount in the endowment. This year, because of strong support for the pledge drive, we only withdrew about 3.5%.

### **Living Our Mission**

Dona LaRue, a board member spoke on the importance of retaining our youth and attracting young adults to the church.

### **Musical Interlude**

The choir sang a song enjoyed by all.

### **Treasure's Report 2011-2012 and Presentation of Proposed FY 2012-2013 Budget**

Mike Wilt gave the treasures report and presented the proposed budget for 2012-2013. Mike said that this budget reflects one major change, switching from our retiring minister to an interim minister. The interim minister compensation package costs \$7674 more than our previous budget. Pledges were down 12% from the previous budget. We therefore will need to withdraw \$29,312 from our cash reserve, which is approximately \$119,000. There may have to be changes in staff to bring income and expenses into alignment. Russ Leonard, seconded by Joan Connacher moved to accept the budget. The motion passes unanimously.

### **Living Our Mission**

John Burkitt spoke about the third church priority, the improved communication project.

### **Nominating Committee Report**

First, Chip McGee thanked the retiring Assistant Treasurer, Cemetery Association, Nominating Committee and Board of Trustees members. He then presented the committee's slate for the Board of Trustees, Nominating Committee, Financial Records

Review Committee, and Nashua Cemetery Association. There were no nominations from the floor. Bob Sampson, seconded by David Hudson, moved that the slate be closed and accepted. The motion passed unanimously.

**Other Business and Announcements**

Jenn Morton announced that beginning June 17<sup>th</sup> and continuing the third Sunday of every month, the church will serve an evening community meal. She said if you wish to help please respond to the e-mail she will be sending out.

**Final Hymn**

The congregation sang “Now Let Us Sing”.

**Motion to Adjourn**

Bob Sampson, seconded by Kim Steele, moved to adjourn the meeting. The motion passed unanimously.

Respectfully submitted,

Rosalie Kuehn, Clerk

Minutes of the March 17, 2013 Congregational Meeting,

Unitarian Universalist Church of Nashua

The meeting, held in the sanctuary building, was called to order by UU Nashua President, Ellen Fisher, at 11: 14 a.m. Ellen explained the purpose of the meeting was ratification of the Ministerial Search Committee slate proposed by the Board of Trustees. She announced the name and office of the Clerk, Mary Licking, and asked whether there was a quorum present. The Clerk's reply was "Yes". Each member of the proposed slate came forward to the front of the church as Ellen called the names. She then stated they were free to return to their seating, which they did.

A motion passed made by Harry Purkhiser and seconded by Steve Ladew to ratify the proposed slate for the Ministerial Search Committee. The congregation voted so unanimously.

A motion passed made by Sarah Widhu and seconded by Bill Kennedy to adjourn. The meeting was adjourned at 11:26 a.m.

//original signed//

Mary Licking,

Clerk,

Unitarian Universalist Church of Nashua, New Hampshire

**“We Light This Chalice”**

Four simple words we hear almost every Sunday morning. We -- all of us who come to UUCN light the chalice of this living faith:

to create worship and to worship together,  
to volunteer our time and energy for events and programs,  
to help with the tasks of caring for our buildings and grounds,  
to join in the tasks of caring for our people, young, old, and in between,  
to invest our hard-earned dollars in sustaining this sanctuary of free faith,  
to learn to lead in one way or another, learning new skills we can take on the road,  
to enjoy companionship along the path of life in times of stress and delight,  
to stretch our light out to touch the rest of our Nashua community,  
our larger faith community, and the world with help that is real.

We, all of us, light the chalice of this living faith.

Let me draw your attention to the five points of focus of a time of interim ministry. They are: heritage, leadership, connections, mission, and the future.

**Heritage:** I have learned through the Church History work you did, that you are proud of your heritage, as you have every right to be. This church has been a beacon of hope for the confluence of reason and religion for nearly 200 years. It's building and grounds are beautifully maintained thanks to many dedicated hands. In your history there was a time when the elite families of Nashua were members of this church, and your membership was much larger than it is now. Today you are a congregation that welcomes all people, not just the elite. Here you breathe life into this core principle of our faith. Two questions for tomorrow, or next year, or one day are a) does this beautiful space welcome all as well as it could if we thought about it, and b) what could we do, as individual UUs, to be more welcoming of everyone who comes through our doors? How could each of us help visitors and those considering this faith feel truly welcome by all?

**Leadership:** I feel privileged to be taking on the work, with your Board, of learning how we can all work more effectively in the Policy Governance™ model. The Transition Team has been remarkable in its commitment to and fulfillment of the tasks of a time of transition. My experience of the committees I've had a chance to interact with is that you are amazingly committed to the work you do, and deeply thoughtful in your approach. Some committees have been doing their good work for many years; some, like the Ministerial Search Committee, are new this year. Every one is important to the sense of connection and shared mission we have to offer all who come here. We are working very intentionally on creating clearer more “user-friendly” ways to get involved. A question for tomorrow, or next year, or one day might be how we institutionalize the idea that everyone needs a sabbatical year or two; a time to rest and refresh, every few years or so. No one should have to lead year after year after year after year.

## Connections, Mission, and the Future:

It is a testament to the commitment of the membership of this congregation that so many ways to connect thrive here...through music and the arts, through community service and lifespan education, through work, play and theological reflection. And during this year I've watched you connect with the larger denomination, both when denominational folk come to us, and when we attend district events, or even General Assembly.

In addition, this year Mike Wilt, Mary Licking, the Stewardship Team, the Board, our wise financial gurus, Sherri and I have been committed to figuring out, just what number best describes what size this congregation is. It impacts our program expectations, our staff expectations, the budget we can afford and our fair share commitment to the denomination. Knowing, together, who and what this church really is today will lead you to the best possible decisions for tomorrow. If the reality is that this congregation is significantly smaller than everyone thought, some of those decisions may be hard. I believe that you know what kind of a congregation you want to be and become. I believe you will deal well with hard decisions, for this faith we share is a real world faith.

I need to take a moment to say a special thanks to our staff: Sandy Martinage, Jed Holland, Chris Parker, and Sherri Woolsey. They have born gloriously with my lack of knowledge of how things work around here, led me in learning, respected my confusion about what an Executive Team is supposed to do, and whether that does or does not work in our current configuration. They have tried, with good hearts and profound commitment, to respond to the many changes and new goals I've asked of them. I am proud to have served with them this year.

You, the people of this congregation, have a strong sense of mission to make this a safe and spiritually uplifting place for all folk of all ages to come together in mutual support, learning, growing, and reaching out as a true beacon of hope in the community, and the larger world. An answer to my last question for the future is already being worked on by the Board and Transition Team: what process can we put in place so we can receive with grace, safety, and gentle exploration whatever conflict comes our way; for in any community of more than one, it will come. Conflict itself is neutral; it's the way we respond that determines whether it can bring us to that deeper understanding and trust through which any community can thrive.

Every Sunday for a while now, we've been saying these words together:

Love is the spirit of this church  
And service its call.  
Let this be our covenant:  
    To dwell together in peace,  
    To seek the truth in love,  
    And to help one another.

May the ideas held in these words be our guides into the year to come.

Respectfully submitted, *Rev. Olivia Holmes*



Unitarian-Universalist Church of Nashua, NH

## **President's Annual Report to the Congregation**

*June 6, 2013*

The following is a summary of the Board's activities during the 2012-13 Church Year.

### Transition

The Board of Trustees has had extra responsibility beyond our usual duties during this first ministry transition year. The Board has helped to guide the congregation along the path of recognizing who we are, what we want to be, and what kind of settled minister will most helpful to us. First, in June, we appointed the Transition Team, a 5-member committee to help orient, be a sounding board for, and to assist our interim minister during her time with us. Then, during the weekend of October 5 and 6, we worked with the Transition Team to host the Start-Up Workshop, led by Joe Sullivan, our Northern New England District Executive. Anyone who attended (and lots of us did!) will remember the stunning image of people lined up around the edge of the sanctuary in order of the number of years of membership. Each cohort of members contributed memories and ideas about our church practices and norms. The next day a smaller group discussed our church's strengths, resources, and expectations of our members, staff, and minister. In January the Board and the Transition Team continued these types of conversations when we hosted a series of small group discussions focused on Church History. The Search Committee is presently holding additional small group discussions, called Cottage Meetings, for even more refinement of our congregational identity and aspirations.

In December the Board met with Rev. Olav Nieuwejaar, the NNED Settlement Representative, to consider our method for choosing a Search Committee. Rev. Nieuwejaar recommended a 7-person committee. Although he acknowledged that it was a lot of work, he also recommended that the Board follow the Keyes Method, in which the Board would attempt to contact all voting members of the church to ask each one for recommendations of fellow church members that he or she would trust to search for a new minister. Under the Keyes Method, the numbers of "nominations" each member receives are tallied. The top 4 nominees are automatically included on the Search Committee, if they agree to serve. Among the other nominees with significant congregational support, the Board chooses 3 others to add to the committee who would contribute needed skills and/or demographic diversity. The Board chose to follow the Keyes Method, making the phone calls in February, and thereby presenting an excellent slate to a Special Meeting of the Congregation on March 17. And, yes, it was a lot of work, but truly worthwhile—at the Special Meeting the Search Committee was elected unanimously.

Another transition task that the Board worked on in February and March was a formal Interim Ministry Assessment. Both the Board and Rev. Olivia, working separately, considered a series of questions, provided by the UUA, about the church's progress in completing the recommended steps for a successful transition. After we had each written our answers, the Board and Rev. Olivia met together to compare our answers. We agreed on almost everything. The assessment showed that both the Board and Rev. Olivia felt that our transition was progressing well. The Board subsequently offered to renew Rev. Olivia's contract for a second year, and she accepted.

### Priorities

In January 2012 the Board adopted 3 priorities for the next 18 months. They were titled, 1) All-Church Social Justice Project, 2) Retain Youth and Attract Young Adults, and 3) The Improved Communication

Project. The time frame for these priorities is just ending. The Board had adopted these priorities based on input from the congregation that we collected in the fall of 2011 when we knew that Rev. Edington was going to be retiring the following summer. It was the Board's intention that, even though we were facing a ministerial transition and all the extra work that it would require, the church was not going to stop work on its mission. Rev. Holmes was aware of these priorities when she was hired by the Board, and she began work with the Board to clarify what the role of the minister, as our Chief Executive Officer, should be regarding these priorities early in the fall of 2012.

Discussions about the role of the minister and the role of the Board soon made us all (Board members and Rev. Olivia) realize that we could stand to improve our implementation of and, in fact, our understanding of Policy Governance. We have contracted with Unity Consulting for 10 hours of consulting to help with this. We have begun this work and will be continuing next year in an effort to be prepared to operate much more smoothly under Policy Governance with our new settled minister. Our priorities, as well as being important efforts in their own right, provided excellent test cases in helping us learn our respective roles.

Since we have come to the end of our 18-month time frame, sub-committees of the Board have recently written reports evaluating our progress on the 3 priorities (these reports are included as an appendix to this report), and we have been working on updates to the priorities to carry the church forward for the next two years. At the Annual Meeting we will invite you to consider the updated priorities we have developed, and we will be asking for your vote to endorse them.

### Stewardship

The Board worked closely with the Stewardship Committee this year. In particular, the Board decided, on the recommendation of Rev. Olivia, to approve a complete budget proposal, before the Stewardship campaign was launched, to demonstrate to the congregation what each member was being asked to pledge toward. This is the first time we remember doing an aspirational budget first, and then asking the congregation to pledge toward it. There were 3 particular features of the proposed budget: we knew there would be extra expenses associated with our ministerial search; we wanted to add funds for further leadership development (for the development of leadership throughout the church community, not just for Board members), and we hoped to be able to give our staff a cost of living adjustment since we did not do so last year (this did not include the interim minister since she works for us under a contract).

The results of the Stewardship Campaign are a glass-half-full/glass-half-empty situation. As background, last year's (2011-2012) stewardship total had been significantly less than we had received in the previous 3 or 4 years. This year's campaign total is up about \$20,000, as I write this, over last year's total (an approximately 10% increase), but we fell well short of our goal. About 40% of the people who pledged actually increased their pledges over last year (and we very much thank everyone who pledged for their commitment), but we received fewer pledges. The budget that will be presented at the Annual Meeting will have to take these realities into account especially since last year's budget was a deficit budget which relied on cash reserves to balance.

### Membership

In the course of compiling phone lists for our Search Committee calls in February, it came to the Board's attention that, while our voting membership stood at about 314 people, the number of people who had contributed to the operating budget of the church was only about 263. In investigating this disparity, we discovered that, under the current Bylaws, a "contribution of record" made to the church for an

Outreach Collection was sufficient, along with signing the membership book, for an individual to be a voting member. All funds collected for Outreach are given to the designated recipients (this is appropriate), but whether from misunderstanding or intention on their part, we were carrying about 50 voting members on our rolls who were not contributing to the church itself. Quite frankly, this was a shock. At the Annual Meeting the Board will be introducing an amendment to the Bylaws to address this.

With the voting member numbers under scrutiny and this year's Stewardship Campaign yielding fewer pledges, we analyzed the number of people who were represented by the pledges that have been received in this year's campaign—it is only about 200. This begs the question, "How big a church are we really?" The answer is important—it relates to who we want to hire as a new minister, what set of potential ministers will be interested in applying for our pulpit, and, finally, how much of a budget we can expect to support.

#### Going Forward

The full range of questions about how large a church we are have only recently come to light, but I pledge that the Board will work diligently to understand what is going on and why--and to keep the congregation informed of our work. This is exactly the kind of discovery that a time of interim ministry is supposed to allow us to uncover and address. Although few of us would welcome these questions, it is good to know what is true in order to decide where we go from here. I continue to have faith that we are a vital faith community that is making a difference in the lives of our members and friends, as well as the larger community.

Respectfully submitted,  
Ellen Fisher

### **Appendix: Assessment Reports of 3 18-month Priorities, prepared by Board of Trustees Sub-Committees, for discussion at April and May Board meetings**

Note: The content of the following reports does not necessarily reflect final Board decisions or recommendations.

#### **DRAFT 2013 – 2015 Communication Priorities**

Communication within the church community is a two-way street. Church groups should be responsible for widely communicating information about their activities, both in reporting what they have done and inviting others to participate in future events. Church members and friends, for their part, should be responsible for keeping up with communications coming their way.

- Over the course of the next year, the BoT will work with the congregation to develop and adopt a Covenant of Right Relations. The purpose of this covenant will be to guide us as we strive to relate to each other and all of our stakeholders and constituents in a conscious, ethical manner.

- Develop a Policy and Procedure manual to clarify how the congregation will implement its communication goals. The manual may include some of the following:

### **Current Successes**

- UU Nashua's website <http://www.uunashua.org>  
(When asked how they find us, some visitors credit referrals from friends, some say they saw our sign, but our biggest source of visitors is the website.)
- UU Nashua's Facebook page <http://www.facebook.com/groups/UUChurch.Nashua/>
- E-mail
  - UU Nashua announcement e-mail list
  - UU Nashua's "UU Cares" e-mail list
- Occasional "snail" mailings – they get people's attention
- Ads in the *Hippo Press*, *Nashua Telegraph* and *Hudson-Litchfield News* - they have brought in more visitors.
- Bulletin Board in the dining room where we post the BoT's monthly minutes.
- Members of the BoT welcoming people from the pulpit at the beginning of every Sunday service.
- "Opportunity Table" in the dining room that gives news of events, projects and opportunities for members and friends.
- Nominating Committee led the committees in publicizing roles.
- Advance notice provided for congregational meetings.
- Continue our successful communications with our larger greater Nashua community.

### **Opportunities for Improvement:**

- Continue to encourage committees to contribute articles to the newsletter and submit events for the weekly Announcements page. Membership coordinator to contact each committee chair at least twice a year with a reminder.
- Make an effort to get accurate e-mail address from church members and friends who want to receive information via email. Place a yearly reminder in the newsletter and in a prominent place on the Opportunity Table that states one must “sign up” to be placed on one of the e-mails lists.
- Although it is very difficult to obtain articles in the local press, continue efforts to “pitch” story ideas to *The Telegraph* and other media. Make sure church services and events are listed accurately in *The Telegraph’s* Religion section every Saturday.

### **Additional Possibilities**

- Make better use of the sign out front. Consider using the “Wayside Pulpit” messages (they are free <http://www.uua.org/worship/wayside/27210.shtml>).
- Review what is included in our Welcome Packet. Consider replacing individual flyers for selected groups with a one-page listing of all committee/social “opportunities.” Include contact names and phone numbers and/or e-mail addresses.
- In addition to posting BoT minutes in the dining room and submitting articles to the newsletter on a monthly basis, the BoT might consider ways to work with the Executive team to provide updates to committee chairs about decisions made in BoT meetings, as appropriate.
- Consider permitting the BoT member who is welcoming the congregation each Sunday to make a maximum of two pre-approved announcements from the pulpit.
- Keep the Opportunity Table as part of our “mix” of communications methods, but consider its placement and corresponding effectiveness.

### SOURCES

March 15, 2013. Interview of President, UU Nashua, Ellen Fisher, by Mary Licking.

March 14 and March 17, 2013. Interview of UU Nashua Membership Coordinator, Sherri Woolsey, by Mary Licking.

March 19-20, 2013. Interview of UU Nashua Membership Coordinator, Sherri Woolsey, by Pat Ladew.

March 20, 2013. E-mail from Mike Ballentine to Pat Ladew.

March 29, 2013. E-mail from Bill Kennedy to Pat Ladew. (On a scale of 1-10, Bill estimates the PR committee is at a 7, while the church as a whole is at a 6.)

September through March 2013. Eyewitness accounts of UU Nashua communications efforts. Pat Ladew, Mary Licking.

**DRAFT PRIORITY 2013 – 2015**  
**Retain Youth & Attract Young Adults**  
*May 2013 – Kathleen Griffis & Dave Hudson*

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**Introduction**

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Kathleen and I found the task of rewriting the board’s youth-related priorities to be a challenge. We have reached out to various stakeholders for their input, but the task is non-trivial and easy solutions elusive. Indeed, Rev. Holmes noted in a reply that, “the Board needs to have a thoughtful conversation with the stakeholders who may be expected or asked to help fulfill the priority.”

Further, with the benefit of hindsight, we wonder if the board’s previous goals were too prescriptive (solve the problem THIS way) and too “top-down” (here is OUR recommended way).

In short, we have no doubt that more attention needs to be focused on this area, but think the process of goal setting, vis-à-vis specifics, may need to be reworked. To that end, we propose the following format and approach.

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**Overview**

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**OBSERVATION:** The board has noticed that we do not see a great many young adults at Sunday services or at other church events, nor are they likely to see us at one of their gatherings. We also believe our church would be an attractive spiritual home for young families, yet we do not see as many joining the congregation as we might hope. We acknowledge that engaging 18-35 year-olds will be challenging, but we believe more could be done to attract and retain youth and young adults.

**GOAL:** We would like our young people to feel welcomed into our church community. We would like the young people that grow up in our church to share an enduring sense of acceptance and belonging to this place wherever the wind may take them. We would also like to create an attractive and enticing atmosphere for youthful newcomers and young families, drawing them in and smoothly integrating them into our church family.

**SUCCESS:** We would like to be more engaged in the lives of our young people and have them be more actively engaged in the life of the church, from attending events to taking an active role in church governance. We would like to see more young people and young families join the church.

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## Implementation

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**OWNERSHIP:** This priority will require the resources and energy of several church committees, including the RE Committee and the Membership Committee. Given the necessarily broad nature of this priority, we believe the Executive Team should be charged with implementing this priority.

**TIMELINE:** We recommend focusing on this priority over the next 24 months and using the following implementation timeline.

*6 months* – The Executive Team (or its designated assignee) will provide the board with objectives and evaluation criteria.

*12 months* – The Executive Team (or its designated assignee) will provide the board with an interim update and self-assessment.

*21 months* – The Executive Team (or its designated assignee) will meet with board representatives in preparation for a joint review and final evaluation.

**RESOURCE USAGE:** We do not believe work on this priority will have a significant budgetary impact. While we don't think any additional resources need to be allocated at this point, we understand this may change as the stakeholders dig in.

**SOME IDEAS:** The following list of ideas was discussed during the development of this priority. The board shares these thoughts in the hopes that they might serve as a starting point for additional brainstorming. These ideas should not be viewed as requirements, merely possibilities.

- What if we formed a “student council” type of system run largely by young adults that helped organize their own events?
- Interested high school students reaching the age of eighteen (18) will continue to be formally welcomed into the church as members, with a youth-focused (?) ceremony and celebration.
- Encourage active young adult participation and inclusion in social justice projects and on all committees.
- Find ways to integrate young people into the church, and non-parents into youth experiences.
- Ask every church committee to consider ways this priority may impact them and ways they might contribute to its success.
- There is some anecdotal evidence that young people consider joining a religious community after having children. We wonder if more could be done to reach out and target this group.

- It has been observed that Sunday service is designed for adults. Does engagement of young people require us to design an entirely different type of service held on Sunday at 9 PM via Twitter or Skype or something else so cool we don't even know about it?
- The 2014 GA will be held in Providence, RI. Could we send a youth delegation?
- Admitting that many young people go away to college at 18, is there a way we can stay at least somewhat engaged with them while they are away.
- What existing things are working so well that we might consider capitalizing on them?
- Are there ways to give teenagers a more active role in services, perhaps inviting them to light the chalice, present a children's time, or some serve some other "leadership" role? Could the auction committee, for example, find a young person to be an auctioneer for some portion of the evening?
- Are the communication "needs" of young people different than those of older adults?
- How often are young people, young adults, young families, older families, and seniors all in the same room?
- What might we learn from the ways other organizations involve and attract young people?

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### Other thoughts

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Our challenge is not unique. Young people often drift away from institutions at all levels when they graduate from high school or college, returning only when they begin families of their own. For our existing under-18 members, we must ask how we (a) prevent that separation, (b) reduce the distance drifted (by keeping in touch, for example), or (c) reduce the duration of the separation. For young people who had no relationship with us prior to 18, we must ask how we (a) create an atmosphere that would entice them to engage with us, (b) provide 'services' they need and (c) let them know we're here.

We are reminded that many social organizations are facing declining enrollment and support across all ages and backgrounds as larger societal forces tug at us all. We move more often, change jobs more often, settle further from home, travel more, and have more involved children. In addition, there are more things vying for our attention than ever before and our young adults must surely feel these pressures too.

In terms of focusing on young adults, we really have two groups: those that still live at home (youth under-18) and those that don't (young adults 18-35). Two of the sub-priorities clearly focus on the 18+ segment, this is precisely the group we have the hardest time reaching. At 18 or 19, many of our young people are away at college, tied up with their first job, or out exploring the larger world. It's possible that our best success may come by focusing on our under-18 demographic in the hopes of building stronger ties that last longer or lead them back sooner.

We wonder if we've asked the right questions and focused on the right things. Have we prepared our young adults (functionally, culturally, etc.) to serve on committees by providing them leadership positions at an earlier age? To Olivia's point, have we engaged them and integrated them into our church life in such a way that extending their connection with us beyond age 18 feels natural? Do we want them here because of what they represent or would we miss them because we are somehow diminished without them?



In terms of reaching young people who have left home, there are lots of different segments. The difference between a 35-year old and a 39-year old may be negligible, but the difference between an 18-year old and a 22-year old or 26-year old can be huge. What's of interest to a 22-year old, may not be what draws in someone younger or older.

Review of Priority "All-Church Social Justice Project"  
Respectfully submitted by Mike Wilt & Jenn Morton

### *Original text of Priority adopted by BoT, 1/31/2012*

**All-Church Social Justice Project** Involve all church members and friends, including children, in the "Ending Hunger and Homelessness Project," as formulated by the Social Justice Committee. This project has 4 parts: education, advocacy, service, and financial support.

1. Within the next 18 months we will make at least 4 major efforts (events, publications, or the like) which will serve to educate our church members and friends, as well as the wider community, about this project and the underlying issues. This education will include information about how individuals can become involved in solving the problems that contribute to hunger and homelessness.
2. Within the next 18 months we will find a way to track the number of volunteers associated with our church working in the associated organizations and the hours spent volunteering, and will double both numbers.
3. Within the next 18 months we will donate, as a church, at least \$10,000 to the associated organizations.

### *Follow-Up/Review:*

Significant progress toward this priority has been achieved. However, the #2 listed piece was met with difficulties that seem too overwhelming to overcome.

1. Within the next 18 months we will make at least 4 major efforts (events, publications, or the like) which will serve to educate our church members and friends, as well as the wider community, about this project and the underlying issues. This education will include information about how individuals can become involved in solving the problems that contribute to hunger and homelessness.

Efforts supporting this part of the priority include, but are not limited to:

- Sunday Service - Dedicated a March 2011 service to the EHH Project

- Web Page and Informational Materials – Created a web page (off UU Nashua) for EHH Project and informational materials for newsletter and other communication opportunities.
- Singer-Songwriter Event – Organized a Singer-Songwriter event and donated the proceeds to the Nashua Soup Kitchen and Shelter.
- “Bingo” Activity – Set up a Bingo activity in church with a card containing EHH activities that promoted a lot of discussion.
- Many Collections – Collected hats, coats, and other items for the Community Supper guests; collected holiday gifts and checks for Meals on Wheels, Nashua Children’s Home, and Nashua Soup Kitchen; collected sweaters for Davis Funeral Home project; had additional collections organized by Simple Gifts Coffeehouse, White Wing, UU Meditation Group, and book club for area organizations.
- Community Neighbors Book Sale (Hannaford- Nashua, NH) – Jamie Ryfsnieder arranged for Hannaford to donate the proceeds from one week of their used books sales to the EHH Project.
- Advocacy – Members of the EHH Project worked with GSOP (Granite State Organizing Project) to advocate for the residents of Bronstein Housing Project; wrote letters to the Editor and met with Bronstein residents.
- Nashua Housing Meetings – Members of the EHH Project attended Continuum of Care and Nashua Housing Authority meetings to stay abreast of Bronstein plans and other issues regarding homelessness.
- Community Suppers – Organized 3<sup>rd</sup> Sunday of the month community suppers with many church volunteers.
- Nashua Soup Kitchen and Shelter – Made casseroles/served dinners monthly for the Soup Kitchen (UU Nashua has a long history with these commitments).

2. Within the next 18 months we will find a way to track the number of volunteers associated with our church working in the associated organizations and the hours spent volunteering, and will double both numbers.

This proved to be the most difficult piece of this Priority to achieve. In Spring of 2012, a survey was circulated to the congregation asking for responses concerning individuals’ volunteer hours. There was very poor response. Feedback from congregants was neutral to negative in tone. We have not accomplished this part of the Priority.

3. Within the next 18 months we will donate, as a church, at least \$10,000 to the associated organizations.

- In actuality, we surpassed our goal: Outreach Collections – Dedicated Outreach Collections to Front Door Agency (\$5,722), Lamprey Health Care (\$2,877), Southern NH Fuel Assistance (\$4,149), and DCYF (\$2,821).

## *Suggested change/revision of this Priority:*

**All-Church Social Justice Project** Involve all church members and friends, including children, in ending hunger and homelessness. This project has 4 parts: education, advocacy, service, and financial support.

1. Within the next 2 years we will make at least 6 major efforts (events, publications, or the like) which will serve to educate our church members and friends, as well as the wider community, about this project and the underlying issues. This education will include information about how individuals can become involved in solving the problems that contribute to hunger and homelessness.
2. Identify and work with individual members of the congregation who may have resources or are able to access resources that could be applied to the goals of this project. **\*\*\*This is a replacement of the previous #2 part. This focuses the congregants to think of how each individual can help. Gives empowerment to each person to bring their talent/time to the task.**
3. Within the next 2 years we will donate, as a church, at least \$15,000 to the associated organizations.

Information gathered reflects input from EHH Project Committee (Ellen Barr, Bob Keating, Hilary Keating, Jerry Ross, Elaine Thomas, Sarah Widhu) as compiled in their report (published in the ??? 2013 UU Nashua Newsletter) and discussed at the May 7, 2013 EHH Project Committee Meeting.

Clerk's Annual Report\*

June 6, 2013

**New members joining since 07 June 2012** **2**

Mandy Eberle Charles Savoie

**Members to be removed by request:** **17**

Michelle Ambrosini Jon Cesana  
Jennifer Cockerham Heather DeLong  
C. J. Follansbee Gwendolyn (Diane) Fontas  
David Golden Grethe Golden  
Barbara Koumjian Rosalie Kuehn  
Melody Lauginiger Tammy Savoie  
Cynthia Schroer Lyn Slanetz  
Joseph Stewart Joyce Stewart  
Bruce Taylor

**Deceased Members:** **4**

Alice Cormier<sup>†</sup> Ruth Hamblett  
Norman LePage John Sienkiewicz

**Current voting members of the congregation:** **303**

Abraham, Vanessa; Agnew, Victoria; Agnew-Lyon, Jon; Alexander, Rex;  
Andrews, Karen; Philbrook, Doug; Annand, Allison; Annand, David;  
Avery, Frona; Baizley, Marie; Rogers, Winston (Matt); Ballentine, Mike;  
Ballentine, Stephanie; Barker, Ann; Barkley, Jess; Barr, Ellen;  
Bastille, Jacqueline; Batchelder, Layne; Bate, Robert; Steele, Kim;  
Bauer, Ralph; Bauer, Sue; Bedinger, Hank; Bedinger, Ruth; Bernasconi, Priscilla;  
Berrios, Barbara; Paolillo, John; Bonvouloir, Cecile; Bonvouloir, Jim;

Boucher, Melinda; Bovill, Emma; Bowman, Ed; Breen, Jennifer; Brobst, John; Ryder, Anne;  
Brooks, Jeannette; Brooks, Nathaniel; Brooks, Martha; Brown, Phil; Bucklin, Amy;  
Burkitt, John; Cannarella, Mary Jo; Cannava, Ruth; Cardone Paul; Cardone, Peggy; Cater, Susan;  
Cegalis, Nancy; Chadwick, Susan; Chadwick, Wes; Chapman, Barry; Chapman, Tabatha; Wilson, Dave;  
Chase, Tonia; Clark, Elizabeth; Skelton, Geoffrey; Connacher, Joan; Conrad, Laurie; Conrad, Mark;  
Costaras, Chris; Costaras, Helen; Coulter, Bob; Cowan, Ken; Credle, Muriel; Cutler, Dawn;  
Davidson, Stuart; Davidson, Geri; Davidson, Kris; Davis, Judith; Donahue McMorrow, Gail;  
Drury, Jill; Dubray, Deb; Dubray, Gil; Dye, Bruce; Dye, Donna; Earley, Daniel; Earley, Krista;  
Edington, Michele; Edington, Steve; Edington, Crystal; Edington, Gordon; Eichel, Bob;  
Eichel, Eleanor; Ferguson, Mary; Fields, Patricia C.; Fine, Mary B.; Finn, Beth; Fisher, Ellen;  
Fisher, W. Burns; Fitzpatrick, Karen; Fitzpatrick, Bruce; Fitzpatrick, Kristin; Fletcher, Kathy;  
Fogal, Kathi; Fortier, Sue; Gaimari, Ellen; Gaimari, Robert; Gaudet, Carolyn; George, Adrian;  
George, Stephanie; George, Tess; Goodell, Geof; Goodell, Zofia; Zakiewicz, Anya; Goodman, Laurie;  
Goodman, Roy; Graceffa, Charlotte; Graceffa, John; Greene, Julia; Griffis, Kathleen; Griffis, Steven;  
Gronberg, Steve; Houde, Carol; Grossman, Jenny; Grossman, Kathy; Guild, George; Guild, Penny;  
Hackel, Paul; Hackel, Sonya; Hall, Jim; Haskell, June; Hedges, Ginger; Hedges, Steve; Herring, Eileen;  
Herring, John; Hicks, Kim; Hinkle, Gillian; Hinkle, Jamie; Hochstetler, Donald; Hochstetler, Jeanne;  
Hodgdon, Cindi; Holt, Barbara; Holt, John; Holway, Hal; Holway, Jodie; Horton, Sherman;  
Hubley, Kristiana; Hubley, Jeffrey; Hubley, Marlana; Hudson, Cindy; Hudson, David; Hurd, Susan;  
Ingersoll, Greg; Mahony, Kelly; Janules, Bob; Keating, Bob; Keating, Hilary; Keegan, Susan;  
Kennedy, Bill; Kennedy, Judi; Keye, Harvey; Klarman, Nancy; Kleeman, Ellen; Kleeman, Matt;  
Komarek, Dorothy; Kupchik, Max; Ladew, Patricia; Ladew, Steve; Lange, Correia; Lange, Craig;  
LaRue, Donna; Lasselle, Carol; Lasselle, Jon; Law, Jack; Law, Lori; Leach, Ann; Lederhos, Anne;  
Lemaire, Anne; Leonard, Karen; Leonard, Russ; Leonard, Leslie; Lerude, Gary; Lerude, Lori;  
Lewis, Elizabeth; Lewis, Linda; Licking, Mary; Lowrey, Barbara; Lundberg, Judd; Lundberg, Sylvia;  
Lyon, Diane; Machado, Sharon; Mandelbaum, Maddy; Mandra, Linda; Mandra, Tom;  
Marchand, Gail; Marshman, Tina; Martinage, Sandy; Mayo, Kenneth; McAveaney, James;  
McAveaney, Nancy; McCann, Stuart; Jordan, Pam; McCannon, John; McClure, Velma;  
McCormick, Ellen; McCormick, James; McDonald, Cathy; McGee, Chip; Merkel, Mary;

McGill, Mary; McNamee, Jamie; Nicholson, Joanne; Memos, Anita; Memos, Daniel;  
Mercer, Robert; Mercer, Jay; Messner, Kate; Morrison, Michelle; Morton, Jennifer;  
Murphy, Dan; Murray, Karen; Murray, Kevin; Nash, Robin; Neumann, Sandra;  
Neumann, Stanley; Nodvin, Leah; Nutting, Susan; Hanle-Olsson, Jane; Olsson, Arthur;  
Orr, Jonathan; Osberg LeClerc, Kathleen; O'Shea, Kate; Taylor, Rob; Parker, Billy; Parker, Christine;  
Parker, Jessica; Patev, Janet; Pelletier, Kathy; Pelletier, Rick; Pratt, Lance; Pugh, Barbara;  
Pugh, Steve; Purkhiser, Harry; Rapsis, Jeff; Rapsis, Susan; Raudonis, Valerie; Rayburn, Shirley;  
Rehberg, Charles; Rehberg, Michele; Rehberg, Kevin; Reilly, Josh; Reilly, Julie; Restivo, Mary Beth;  
Reublinger, Arthur; Ross, Jerry; Sampson, Bob; Sampson, Gail; Sanders, John; Sanders, Michael;  
Saucier, Jen; Savoie, Amy; Savoie, Charles; Schwartz, Jan; Serino, Jean Susan; Shepherd, Charlie;  
Shepherd, Mickeline; Shepherd, Scott; Shirley, Fred; Sias, John; Sias, Marie; Sienkiewicz, Marilyn;  
Spitz, Barbara; Spitz, Rick; Staples, Monica; Reifsnnyder, Jamie; Steinbrueck, Kurt; Storer, Martin;  
Storer, Nona; Straussberg, Eugene; Straussberg, Madeline; Straussberg, Andrew; Stuart, Clayton;  
Super, Paula; Super, Mary; Super, Mike; Swanson, Miriam H.; Swersky, Pamela; Thibodeau, Jr.;  
Thomas, Elaine; Thorp, Carole; Thorp, Jim; Toof, Robin; Tremblay, Karen; Tucker, George;  
Tucker, Michelle; Unger, Dave; Vacco, Marjeanne; Vacco, Richard; Van Der Zwalm, Christian;  
Vayo, James; Ventresca, Diane; Villeneuve, Ray; Wagner, Carol; Wagner, David;  
Warner, Garvin; Widhu, Dick; Widhu, Sarah; Wing, Helen; Woolsey, Jim; Woolsey, Katie;  
Woolsey, Sherri; Yanushkevich, Svetlana; Zahn, Elizabeth; Zalman, Henry;

**Total number of members as of 06 June 2013**

**303**

\*For any questions or concerns regarding this report, please contact the Clerk through the UU Nashua office or the [uunashua.org](http://uunashua.org) website.

†Reported under another category in a previous year.

Respectfully submitted,

Mary Licking

Clerk

# Annual Report 2012/2013

## Ministerial Search Committee

June 6, 2013

On Sunday, March 17, a special meeting of the congregation was held for the purpose of voting on the nominations of a slate of seven members to serve as the Unitarian Universalist Church of Nashua Ministerial Search Committee. A quorum was established, the candidates announced, and the slate received unanimous support.

### The Members

Cecile Bonvouloir	Carol Houde
Laurie Goodman	Gary Lerude
Kathy Grossman	Donna LaRue
Steve Hedges	

### Search Committee Purpose and Process Summary

The Search Committee takes on the responsibility for discerning the needs and desires of the members of the congregation in regard to the skills, qualities, and characteristics of our next settled minister. This is done through conversations, surveys, group meetings, and more.

Secondly, the committee compiles information about the church and congregation in order to prepare a packet of information in the form of photographs, charts, and narrative that convey our history, religious views, what we value, our buildings, governance including staff and lay leaders, committees, finances, Life Span Education program, demographics, stewardship, culture, and what we desire in our next settle minister. This profile will also attempt to convey the ways our congregation interacts with and is viewed by the larger community.

This packet is given to prospective candidates to determine if our church might be a good fit for their style of ministry. We will also receive similar packets of information from the prospective candidates. Eventually the committee will narrow down the prospective candidates to 3-4 through a series of steps, and eventually to one candidate who will be presented to and voted on by the congregation.

### Retreat

On April 19 and 20 the Search Committee members held an overnight retreat with Ministerial Settlement Representative (MSR) Reverend Olav Nieuwejaar, who will be guiding us throughout the search process. The purpose of the retreat was to coalesce into a team, gain a better understanding of the search process, and to begin to plan our work. The retreat was successful on all counts. Gary was named chairperson and Kathy, assistant chairperson.

### Cottage Meetings

The Search Committee organized a series of small group meetings starting May 5<sup>th</sup> and will continue for approximately one more week. These meeting are the first step in the SC's effort to involve the congregation in providing vital input to help identify the qualities we would like to find in our next minister. In addition, the responses will be used to form the basis of a profile that will be used to introduce prospective ministers to our congregation.

### Keeping the Congregation Informed

The Search Committee uses a variety of methods to keep the congregation updated on the progress of our work. A Ministerial Search Committee Bulletin Board has been put up in the Dining Room. It includes a timeline outlining the major steps involved in settling our next minister and our progress to date, and is the place for members and friends to look to find announcements regarding the search process and ways to work with the committee to accomplish our goals. The committee will also continue to update the congregation through occasional announcements at the start of the service, Order of Service entries, newsletter columns and through our web page on [www.uunashua.org](http://www.uunashua.org)

## Nashua Cemetery Association Annual Report 2013

Nashua Cemetery Association Trustees, Russ Leonard, Susan Chadwick, Dick Widhu and Ellen McCormick shepherded several projects during the past fiscal year. From graffiti removal in the older part of the cemetery and granite marker re-engraving in the Memorial Garden, to major maintenance on the fence – welding and painting – repairs are ongoing. Walls have been shored up and trees pruned. New signs replaced old on the fencing. We are indebted to Jim Thorpe, who continues to do yeoman duty keeping our historic cemetery tidy.

The Association updated the Memorial Garden brochure (available in the rack at the back of the church and the link) with beautiful photos by Russ Leonard and technical help from John Burkitt and Tina Marshman. The Memorial Garden was pruned last fall by a corps of congregational volunteers and a successful Cemetery Open House was held May 5 attended by members of the church as well as several interested Nashuans including two Aldermen.

Two Memorial Garden sites were reserved/sold last year, as noted in the Treasurer's Report.

The Treasurer's Report, attached, will be amended after the date of the Annual Meeting to reflect actual balance figures.

Respectfully submitted,

Ellen McCormick, President

Nashua Cemetery Association



Nashua Cemetery Association  
FY 2012 - 2013 Report

<b>Checking Account Transactions</b>	<b>FY 2012-13</b>
	sd
Beginning Balance 6/1/12	\$ 10,968.33
 <b>Income</b>	
Invested Funds	\$ 7,164.35
Sales	\$ 5,000.00
Donation	\$ 165.00
Liquidation of Principal	\$ 15,000.00
<b>Total</b>	<b>\$ 27,329.35</b>
 <b>Expenses</b>	
Labor	\$ 5,915.00
Supplies	\$ 192.08
Equipment	\$ 799.51
Graffiti Removal	\$ 450.00
Marker Engraving	\$ 865.00
Major Maintenance	
Fence (Welding & Painting)	\$ 6,836.00
Walls	\$ 8,221.00
Trees	\$ 4,830.00
Special Clean Up	\$ 1,800.00
<b>Total</b>	<b>\$ 29,908.59</b>
 <b>Excess over Expenses</b>	 <b>\$ (2,579.24)</b>
 <b>Ending Balance 5/31/13</b>	 <b>\$ 8,389.09</b>
 <b>ASSETS</b>	
Cemetery Grounds	Unkown
Invested Funds Percentage	10.11%
Value of Cemetery Funds 5/31/2013	\$ 332,152.22
Checking	\$ 8,389.09
<b>Total</b>	<b>\$ 340,541.31</b>

Unitarian Universalist Church of Nashua  
Denominational Connections Committee  
Annual Report

June 07, 2012 – June 06, 2013

Members: Mary Licking, Chair; Susan Chadwick, John Sanders, Henry Zalman

This year's report is longer than usual. The UUA / NNED involvement in the UU Nashua Ministerial Search process increased. Also, there is a new District Executive at the Unitarian Universalist Association (UUA) Northern New England District (NNED), Joe Sullivan. Members have been attending events where he has been involved in order to take advantage of the skills and talents he brings to the position.

*Publicity Efforts*

A July 2012 UU Nashua newsletter article placed by the Committee discussed the General Assembly (Phoenix, Arizona) June 2012 and a March 2013 UU Nashua newsletter article placed by the Committee heralded the April 2013 NNED Spring Conference at Portsmouth, NH. The 2013 NNED Conference, the 2013 UUA GA, the NNED Chalice Lighter program, and the Denominational Connections (DC) Committee were all publicized at a table during coffee hour after the worship service on March 3rd, 2013.

*Other Traditional Roles of the Committee*

Committee member, John Sanders served as a delegate to the social justice UUA GA 2012 in Phoenix, Arizona. He was a member of the Bass Section of the UUA GA Sunday morning choir. While live delegates participated in Phoenix, Arizona, the off-site delegates, or virtual delegates to use another term, participated in real time for the same meeting using a broadband internet connection, voting software they downloaded, and landlines or cell phones. Representing UU Nashua as off-site (virtual) delegates were Mary Licking and Sylvia Lundberg. John Burkitt's photo of the UU Nashua banner that is posted on the UU Nashua website was used in the GA virtual banner parade.

Seven UU Nashua members represented the congregation as delegates at the NNED Annual Meeting on April 13th, 2013: Mary Licking, John Sanders, and Henry Zalman from the Committee, and also Ellen Barr, Ellen Fisher, Laurie Goodman, and Roy Goodman. Reverend Olivia Holmes, Interim Minister of UU Nashua, served as a ministerial delegate. The NNED Spring Conference was held April 12<sup>th</sup>-13<sup>th</sup>, and many of the delegates attended both days.

At the conference, Ellen Barr and Ellen Fisher represented UU Nashua on a panel called, "The Work of Beloved Community Beyond the Congregation". Over 50 UU s attended the workshop, according to an April 19<sup>th</sup>, 2013 note from the NNED that thanked UU Nashua for its involvement. The note also said the "two Ellens" moved and inspired their fellow Unitarian Universalists. Mary Licking served as a member of the choir. John Sanders hosted a booth publicizing the candidacy of Jim Keys for a six- year term as Moderator of the UUA (lay leader). UU Nashua member, Jerry Ross, hosted a booth on gun violence.

At the NNED Annual Meeting there were reports on steps being taken to increase efficiency. The NNED is the result of the Northeast District and the New Hampshire – Vermont District merging in July 2008. That merger continues to save money. Co-employment is a method being used to share costs and staff. Three of the NNED staff members are co-employed by the UUA, with both NNED and the UUA paying part of their salaries. To reduce travel, the NNED is open to conducting meetings electronically when appropriate.

Additionally, there is a regionalization movement within the UUA, with five regions being identified nationwide. Finances have been a driver in the decision to participate in regionalization for the districts that have chosen that route as a way of providing resources to congregations. Whether the NNED participates in regionalization is completely the decision of the NNED board, and the finances of the NNED are in sufficient shape so as to not have outside forces shaping the outcome on this issue, at least this year. The UUA itself is engaged in a real estate transaction that will sell its four buildings on Beacon Hill in Boston and purchase 24 Farnsworth, a six story building in the “Innovation District” (an area near the wharves where many warehouses used to be) in Boston.

For several years in a row, UU Nashua has been a UUA Fair Share congregation in terms of its support of the UUA Annual Program Fund. The wording has been changed, and the NNED Annual Report did not mention the term, “Fair Share”. Instead the correct reference is now, “requested Annual Program Fund (APF) contribution”. For the current year, the requested APF contribution is \$60 per certified member. The requested APF contribution program is one way that congregations can support the UUA. There is also a requested APF contribution for the NNED that UU Nashua pays that is \$18 per member. The UUA rate and the NNED rate added together put the total per member at \$78. The 2013 NNED Annual Report acknowledged UU Nashua’s contribution to the APF by putting it on the list of “Honor Congregations”, meaning it was one of the congregations that made its full requested contribution to the APF.

During 2012 -2013, John Sanders chaired the Nominating Committee of the Northern New England District (NNED), his last year on that committee because of term limit rules. Another “last year” mention that is noteworthy appeared as part of the Report of the NNED Compensation Consultant (one of the reports contained in the 2013 NNED Annual Report), authored by Robert Sampson, who is a UU Nashua member. He said this next year will be his last year in that position.

The church in Brunswick, Maine that was destroyed by fire was mentioned in last year’s version of this report in order to provide information on the progress of its rebuilding (UU Nashua had taken up a collection at its 2011 Annual Meeting for same). At the NNED 2013 Annual Meeting, three members from that congregation were given awards for their role in keeping the congregation going throughout the difficult times. See the mention of NNED Chalice Lighter grants below for more on the Brunswick, Maine rebuilding situation.

Under policy governance, it is the job of the Committee to recommend delegates to represent UU Nashua at the UUA GA and at the UUA NNED Annual Meeting. The Committee approved the delegates discussed above regarding those meetings. The Committee also approved John Sanders and Mary Licking as delegates to represent UU Nashua at the June 2013 UUA GA in Louisville, Kentucky. The delegate credential packets for the NNED Annual Meeting were sent to the church office this year, as requested last year after last year’s credential packet was sent to the previous year’s UU Nashua clerk. That the NNED kept their word on making this mailing change was much appreciated.

The NNED conducted the 2012 Staff & Board Listening Campaign which started with invitations for professional and lay leadership from all congregations within the NNED to attend one of six sessions. David Hudson, Lance Pratt, Ellen Fisher, Roy Goodman, and Monica Staples represented UU Nashua at the session held in Manchester on October 10<sup>th</sup>. The purpose of the campaign had to do with building relationships, and with gaining insights that could contribute to a vision and to strategies. The Board and District staff are in the process of deciding whether one of the results of the campaign is that the following statement applies to the NNED: Committed to future generations, grounded in our Unitarian Universalist principles, and embraced by wonder, the NNED is a dynamic, loving community of congregations who know each other in peace, seek understanding, serve one another and work towards a world transformed – and in which: - Congregations minister to people of all ages – Potential Unitarian Universalists find a home in our faith – Congregations live relationships of wider perspective and deeper trust within and among themselves.

Committee members Mary Licking and Henry Zalman attended the leadership development workshop facilitated by Joe Sullivan, District Executive of the NNED, held on April 20<sup>th</sup> and hosted by the congregation in Concord, NH. The workshop provided a nuanced look at what constitutes leadership and the effort it involves. Others attending from UU Nashua were Karen Murray, David Hudson, Kathleen Griffis, Harry Purkhiser, Lori Lerude, Ellen Fisher, Mickey Shepherd, Jerry Ross, and Interim Minister, Rev. Olivia Holmes. About 7 congregations of the UUA located in New Hampshire were represented. One of the ways District Executive, Joe Sullivan, evaluates trainings has to do with whether it helps congregations. In the case of the UU Nashua congregation, the workshop already has helped because content from one of the seminars put on by Doug Zielinski raised questions that Rev. Olivia highlighted in her May 5<sup>th</sup> UU Nashua sermon. The workshop was held at the request of the Nominating Committee of UU Nashua. The Nominating Committee also took the lead during the past year in educating UU Nashua members who serve in leadership positions on their roles. The DC Committee responded to the Nominating Committee's requests for information.

The second call of the NNED Chalice Lighter grant of 2012 – 2013 was the subject of UU Nashua outreach collections in April 2013. The two congregations that were designated as recipients of that call were the following: 1) First Universalist Church of Pittsfield, Maine, and 2) the UU Starr King Fellowship of Plymouth, New Hampshire. The tiny church in Pittsfield, Maine was described in the NNED Chalice Lighter announcement letter as having an unsafe horsehair ceiling that needed attention. The Plymouth, New Hampshire church wants to increase its music program in order to enhance membership and attendance. The DC Committee applied to the Social Justice Committee that administers the outreach collections for the Chalice Lighter program to be a collection recipient. Mary Licking made the presentation on April 7<sup>th</sup>, 2013 to provide the congregation with an understanding of the Chalice Lighter program. John Sanders, Roy Goodman, and Max Better mentioned the program and its purpose during introductions to the offertory at the April 14<sup>th</sup> and April 21<sup>st</sup> and 28<sup>th</sup> services, respectively. The Chalice Lighter Program's first call this past year was for the rebuilding after a fire that destroyed the Brunswick, Maine church.

John Sanders continues to serve as President of the Universalist Heritage Foundation and its Treasurer is Jon Lasselle, a member of UU Nashua.

One program that UU Nashua has participated in previously, but did not this past church year was Association Sunday because the program officially ended in 2011. The purpose of that fund raising program was to support the UUA and its programs. The UUA website says that the need is still there and states that congregations can support it. That could be a goal UU Nashua could take up in the future.

To gain an appreciation of other UU congregations outside the NNED, Mary Licking attended an offering of the Spiritual Development Committee that took a group from UU Nashua to visit the Arlington Street Church and King's Chapel in Boston on November 17<sup>th</sup>, 2012. Both churches have played a part in United States history as well as UU history. King's Chapel advocates Christianity and has drawn from at least four traditions for its conduct as a church: its governance was taken from the Congregational Church, its liturgy was taken from the Episcopalian Church, it uses the Common Book of Prayer from the Church of England, and it has chosen for its membership as a faith to belong to the UUA. One of its job titles is "Verger".

#### *UUA / NNED Involvement in UU Nashua Ministerial Transition and Ministerial Search Process*

The UUA and the NNED participated in multiple events that were part of the UU Nashua ministerial transition and search process. There are other teams and committees that were more involved and therefore, the privilege of reporting further on these events will be theirs.

## Unitarian Universalist Church of Nashua, NH

### **Music Program 2012-2013**

Jared (Jed) Holland led two choirs this year. The adult choir has continued to thrive, and involves a large number of church friends and members, totaling an average of 40 singers through the year, including 2 of whom are new to the church this year, 3 others who are new to the choir, and Olivia, our interim minister. The youth choir, which involves very young children up through about 8<sup>th</sup> grade, fluctuates in the number of children attending. The youth choir sang 11 songs this year, including once with a youth pianist, and twice with the adult choir. For many of the songs, Frona Avery helped direct the youth choir and Greg Deneen accompanied them on guitar. The adult choir sang for 30 services, and will be singing at the annual meeting. Non-choir members of the congregation joined us for the early Christmas Eve service.

Our music committee has been assisting Jed with the music program. This committee (members Geri Davidson, Kathy Grossman, John Burkitt, Ruth Cannava, Kathleen Griffis) has been doing a great job. Kathy has stepped down as chair in order to be on the ministerial search committee, so the committee has been spreading the work, with Geri running the meetings.

To help with our goal of engaging children musically, we have included youth pianists, brass players, and other instrumentalists. We also have one youth who has joined the adult choir.

We had great participation by over 60 guest musicians to provide special music other than the normal choirs, for a total of 22 services. John Burkitt has continued coordinating with the large number of special musicians.

A wonderful accomplishment was the fourth coming of “The Biggest Crazy UU Band That Ever Was (in Nashua at least)”. This group brought together the talents of many church members of all ages, and they all pulled together to do a fabulous job playing and singing a rousing version of “Enter, Rejoice and Come In “ and “This Little Light of Mine”.

Another accomplishment was having song leader Nick Page lead a service.

We have been also working toward the church goal of providing community dinners. Jed and John Burkitt have been providing live music at the community dinners, and after the April community dinner, we ran a “hootenany” (a folk song sing-a-long) and invited the community dinner guests. Frona Avery initiated and ran the hootenaney. Jed Holland, John Burkitt, Kathy Grossman, and Dan Murphy played the music, and Rebecca Holland provided technical assistance.

Members of the choir sang at a special evening service of Reflection and Sharing on April 17<sup>th</sup>, which was held in response to events at the Boston Marathon.

We continue to utilize electronic methods of communication. We have live-streaming of our Sunday service, and rebroadcasting later the same day at 3 pm and 7 pm. We are using Facebook, the UU network, the church website, the choir google group, and YouTube. We continue to post audio recordings of our services and some video content on the website.

### **Printed Music/Folders**

We continue to have good participation in our choirs! We are ordering music and folders for 40 adult choir members. We reduced the number of pieces of music ordered for the youth choir, because many of the children are not yet music readers, so they are sharing and learning by ear.

### **Guest Musicians**

This year's guest musicians include many congregation members and friends:

Vocalists Harry Purkhiser, Kathy Grossman, Jed Holland, Sue Chadwick, Steve Hedges, Paula Super, Wes Chadwick, Linda Blais, Kim Steele, Geri Davidson, Tina Marshman, Suellen Davidson, Ben Morton, Kathleen Griffis, Kathy Fletcher, John Sanders, Gil Dubray, Geri Davidson, Pam Jordan, Linda Lewis, Jamie Reifsnnyder, Grace Morton, and Gillian Hinkle; Percussionists Billy Parker, Ben Morton, and Andrew Holland; upright bass John Burkitt; pianists Caleb Wagner, Nicole Straussberg, and Jed Holland; Guitarists Greg Deneen, Jonah Wagner, and Geoff Goodell; ukelele player John Brobst; Trombonists Jon Lasselle and Kathy Grossman; trumpeters Bruce Cleaveland, Bruce Dye and Jonathon Orr; French horn players Erica Agnew, Bridget Foner, and Lori Lerude; baritone player Ben Bate; vocals & keyboard & guitar Dan Murphy; and many talented members who participated in the Biggest Crazy UU Band That Ever Was (in Nashua at least), the multi-generational Christmas Eve Choir, and the Easter Brass Band.

### **Instrument Repairs/Maintenance**

The organ had 2 tunings/repairs, the sanctuary piano had 2 tunings, the choir room electronic piano has been working well, and the sanctuary humidifier system is being maintained.

### **Review of Music Budget 2012-2013**

We continue to have a large expense of printed sheet music for the choir, due mostly to the large choir membership. We have paid for choir director substitutes for 3 rehearsals, and one outside guest musician (Nick Page). We ordered very few new pieces of youth choir music, and we repeated many of our favorite songs throughout the year, so we have kept our expenses down in these ways. We also kept expenses down by writing and arranging some of our own music. Jed arranged three songs for the adult choir, and Olivia and Kathy each wrote one song for use as a children's recessional. We have 2 teens providing childcare during Sunday morning rehearsals, and this is well-used by the choir members. This increased our expenses, but we feel it is worth it to choir parents.

### **Goals for 2013-2014**

To continue to keep our expenses down.

To keep personally connected to the individuals in the music program so they feel this church is their family, especially during troubled times.

To find even more ways for church members and friends to contribute musically to the life of the church.

To find more ways to make services musically engaging for the children.

To encourage teenagers who are interested in running the sound system.

To raise funds to buy the teal Singing the Journey hymnals for the sanctuary.

## **Pastoral Care Committee**

We are a new church initiative, feeling our way into a role common in many UU and other churches. Our intent is to be available to individual church members and friends who might wish to have someone to share with as they experience life's difficult issues. Our minister, Olivia, helps guide our committee and we try to support her in her primary role of pastoral care giver.

We have followed up with members and friends as we've heard about situations either through Joys and Concerns on Sundays or by speaking with people. We start with a phone call, introducing and identifying ourselves as being with the Pastoral Care Team. We then ask how the individual is doing and progress from there. Sometimes we reach out with a note via the mail just to let someone know we are thinking of them.

The committee was initiated last September by Steve Edington, with Cecile Bonvouloir as its head and Fred Shirley her assistant. Eileen Herring has recently taken over Cecile's leadership when Cecile was elected to the Ministerial Search Committee, requiring her full-time commitment on that important task. Laurie Goodman was also a member of our team and has had to step down to fulfill her commitment to the Ministerial Search Committee as well. We thank both Cecile and Laurie for their time and dedication to the Pastoral Care Committee this past year.

Current committee members are:

Ed Bowman  
Kathy Fletcher  
Eileen Herring  
Olivia Holmes  
Fred Shirley  
Elaine Thomas  
Sherri Woolsey



## Personnel Committee Annual Report for 2013

When the present personnel committee formed a few years ago, we recognized that there were several tasks before us. Two of the members had attended a workshop the previous spring which covered many aspects of church staff management, and we recognized that, while there were no particular problems with our long-time staff members, some of them were being paid well below the standards recommended by the UUA. Some positions had no job descriptions to describe what is expected; and, there were no guidelines as to benefits such as holidays, vacations, personal time, and sick time, as well as guidelines for personal conduct.

We completed a personnel policy manual and job descriptions for each staff member to include assisting the then "Executive Board" in reducing the size of the staff and re-aligning the workload. The job descriptions have also assisted in performance evaluation. This year we updated, and published on the church website, the job descriptions to assure that staff members are being recognized for all that they do and to shift responsibilities where appropriate.

Annually we review salary levels recommended by the UUA and then recommend salary changes to the Board of Trustees. As mentioned above, some salary levels were well below the recommended level, and we encouraged increases over a three or four year period that would bring all salaries to the appropriate level. With budget constraints of the past two years, as well as the recognition that most staff salaries are now within the appropriate range as recommended by the UUA, we have recommended only a cost of living adjustment for each position. However, we did point out that the salary for one position was below the appropriate range and recommended that, if possible, that staff member should receive more than just the cost of living. The committee will continue to monitor the salary levels and to recommend adjustments.

John Burkitt

Jon Lasselle

Karen Leonard

Ellen McCormick

Harry Purkhiser

## Property Committee Annual Report 2013

### Highlights of the Property Committee's year:

The Fall cleanup went exceptionally well and was well attended. A walkway was installed in the White Wing playground. The playground was also graded and filled. In order to enhance our energy efficiency we had the White Wing attic insulated. Unfortunately, during one of the coldest nights this winter some of the sprinkler pipes in the attic of White Wing froze. The pipes were fixed and the insulation was rearranged to make sure this would not happen again. A range hood was installed over the stove in the kitchen. This allows food to be fried and enhances the fire safety.

## PR Committee Report for 2012-2013

This church Year has been one of transition and rethinking for the Public Relations Committee. With some direction and guidance from our interim minister, the PR Committee is trying to get better at what it is we are supposed to do, and that is to communicate to the entire congregation, the various church committees, and to the public in the greater Nashua area. This is an ongoing project that is in a state of flux as we work toward becoming more efficient in every phase of communications. There is not a hard and fast way to determine how efficient we are at the moment, but our most optimistic estimate is about 60 percent. We need to do better. We are examining ways to better utilize our advertising budget and move into other areas, such as the internet. We will continue to utilize the local print media, such as The Hippo and the Telegraph, and perhaps the Hudson-Litchfield News; however, we feel that internet advertising might work better for us and we have a sub-committee reviewing our options. That same sub-committee is also exploring ways to better utilize social media (Facebook and Twitter) to communicate better with the congregation. The PR Committee will continue to maintain the church website at [www.uunashua.org](http://www.uunashua.org).

A major disappointment for the committee this past year was the failure of the Nashua Telegraph to work more closely with us. Three efforts were made to involve the local newspaper in stories that would have been good human interest stories and would have appealed to a lot of area residents. Those stories were, in order: the arrival of our interim minister, the White Wing School furniture that was donated overseas to Sierra Leone, and the recent Cemetery Open House. The Telegraph declined to respond to all three suggested stories.

The Committee began the year with a \$4000.00 budget, most of which is normally spent on advertising three events: the Fall and Spring Open Houses and the Christmas Eve service. The remainder of the budget money goes to incidentals, such the Alvirne High School program ad book for its annual Cabaret performance and to the Junior ActorSingers program ad book for its musical "Seussical". However, this year was a bit different because we decided to cancel the Spring Open House. This freed up about \$2000.00 of the committee budget. This freed up money will be carried over into next year to help pay for one of two major projects that has been tasked to the PR Committee for the 2013-2014 church year. The first project is to redo the sign in front of the church so that it can be seen while traveling in either direction. As part of the sign makeover, low key lighting may be added so the sign can be seen at night. We are currently awaiting estimates for this project.

The second project is to work on making our Open House event a more important and participatory event by all committees of the church than it has been in the past. To that endeavor, the PR Committee has asked for input from all committee chairs and is going to try to set up a meeting of all committee chairs in September. Our interim minister has agreed to coordinate and lead this meeting.

Respectfully submitted on June 6, 2013 by

Bill Kennedy, PR Committee Chair and Members:

Mike Ballentine, John Burkitt, Kris Davidson, Kim Hicks, Nancy Klarman, Kate Messner, Carol Wagner, and Sherri Woolsey

# Religious Education Committee

## Annual Report 2012-2013

The Religious Education Committee meets monthly to plan activities for children and adults, and to organize curriculum and teachers for classes held during the Sunday service.

This year marked the first of two years with an Interim Minister as we search for a new settled minister. The largest impact to Religious Education was the increased number of Multigenerational Services offered. There is a growing movement to be more intentional about including children in the life of the church. When we create a totally child-oriented culture for our youth, it is harder for them to find their place in the congregation when they "age-out" of the youth program. This was the second year that children were invited to the sanctuary every Sunday (except for a handful of vacation weeks when childcare is offered instead of regular classes) for the beginning of the service to be with their parents, sing a hymn, hear a story, participate in Joys and Concerns, or experience some other ritual to acquaint them with the "adult services". The Religious Education Committee will work more closely with the Worship Associates next year to find ways to make the multigenerational worship experience more satisfying for all ages. This year we tried to find ways to support the three initiatives put forth by the Board of Trustees which included ←the improved communication project, ↑retain youth and attract young adults, and →the all-church social justice project. To improve communication, teachers offered reflections on their classes which were printed in the Order of Service each week. Many of our service projects were focused toward the "Ending Hunger and Homelessness Project," to do as much as we could to educate the children and help them contribute to this effort in some way. The young adult focus was more of a challenge, as the numbers are few and interests and situations are widely varied.

This year's Religious Education Committee Chair, Julia Fletcher, is one of our youth. She spent her junior year in high school as a foreign exchange student in Denmark, and her senior year at home in Nashua. After growing up in our church school program, she was able to offer us a semester of teaching, and one year of committee leadership before heading off to university next September. She was also liaison to and active member of our youth group, which was ably led by Chuck Rehberg, Monica Staples, Steve Hedges and Michelle Morrison. Chuck has worked with our youth for the past 27 years and has been a valuable mentor and gifted conversation leader transforming minds with thought provoking questions. Our youth have a safe haven to process the turbulent territory of teen-hood. Lori Lerude has been helping the parents of these teens by convening a meeting for them once a month during the same time frame as the youth group.

This year the Adult Religious Education Committee has blossomed with Jerry Ross as the Chair. It is now known as the Spiritual Development Committee and you can find its Annual Report on a separate page.

### **Religious Education Director**

Chris Parker

### **DRE Professional Activities**

Chris attended monthly Southern New Hampshire DRE Cluster Meetings; the LREDA Fall Conference in Williamsburg, Virginia, LREDA Chapter meetings throughout the year including a workshop on time management in Portsmouth, NH. She attended a workshop for new Religious Education Chairpersons with Julia Fletcher in the fall.

### **Religious Education Committee Members**

Julia Fletcher – Chairperson  
Steve Griffis  
Amy Savoie  
Charles Savoie

Jen Saucier  
Carol Wagner  
Mary Ellen Wessels  
Nona Storer - Volunteer Coordinator

### **Budget**

RE Committee: \$ 5,200.00

### **Average Sunday Attendance**

Fall: 61 children 22 volunteers  
Spring: 54 children 20 volunteers

**Graduating Seniors:** Emily Annand, Kate Bedinger, Courtney Cannava, Madison Cutler, Julia Fletcher, Stephanie Pelletier, Kurt Plante, Dan Warner and Katie Woolsey

# Religious Education Committee

## Annual Report 2012-2013

### Multigenerational Services

- **Water Service:** On the 9<sup>th</sup> of September, the senior high youth carried the banner to the front of the church as is done at the UUA's General Assembly. Members of the congregation brought samples of water from their summer experiences and were invited to share the spiritual significance of their experience during the service. We also dedicated our Church School teachers.
- **Harry Potter Play:** on Oct. 28th, a play written and directed by Rev. Olivia Holmes was presented highlighting characters from J.K. Rowlings' popular Harry Potter books
- **Thanksgiving Service:** *The Thanksgiving Coat* by Kailee & Elizabeth A. Hoardley was read with the illustrations projected on a screen for all to see. We also did an interactive activity ("Human Bingo" which was re-named "Thanksgiving Patchwork of Sharing").
- **Founding Father's Play:** a play written and directed by Rev. Olivia Holmes in honor of President's Day and highlighting early Unitarians who were important to our history was presented.
- **Stewardship Sunday with Nick Page:** All were invited to a service that capped our Pledge Drive. Nick Page led the spirited music.
- **Children's Day:** A Children's Service was revived. Each class participated. The 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> grades acted out the "Parachuting Cats in Borneo" story with the 5<sup>th</sup> grade launching pompom cats attached to coffee filter parachutes from the balcony. The Youth Choir was honored, high school seniors were bridged, teacher's were honored with a "high five" from all the church school children and gifted by the RE Committee. Following our long time tradition, geraniums were given to students and teachers.
- **Flower Service:** Congregants bring a flower from home to represent the gifts they bring to our community and leave with a different flower to represent the gifts we receive from the community.

### Special Events

- **Ice Cream Social:** After class on the first day of church school, the congregation was invited to the White Wing play-yard for an R.E. Ice Cream Social. The goal was to provide a sense of community for children, parents, teachers and church members.
- **Open Houses:** The RE Committee set up displays to bring greater awareness to the UU RE offerings at the fall *Open House* and the spring *Bring-A-Friend* Sunday.
- **Winter Party/Spring Party:** During the craft parties, children from kindergarten on up attended the early part of service and then gathered together in the auditorium. Crafts and snacks were made available to the children during both parties. In addition, children were invited to participate in service projects.
- **Pizza & Games Night:** This is a night of appreciation for RE volunteers and their families. Guests brought their favorite games to play after dining on pizza and dessert.
- **Teacher Orientations:** Chris Parker meets with teachers in the fall and spring to discuss classroom regulations and provide curriculum materials. Committee members are encouraged to attend these meetings.
- **Teacher Meetings:** are held to enable teachers to share their experiences and seek additional guidance as needed. Jenn Saucier helped teachers understand the state-mandatory reporting laws in the fall and in the spring we had a lively discussion about what we remembered from our early church school experiences (or other meaningful organized activities) and what we think our youth will take away from their time here.

### Service Projects

- **Coat Drive:** based on a book, *The Thanksgiving Coat* by Kailee & Elizabeth A. Hoardley, read at the Thanksgiving Service, the R.E. Committee sponsored a drive collecting about 60 coats. The coats were offered to anyone who attended our Community Dinner, the rest went to the Soup Kitchen.
- **Red Cross:** At the Winter Party, children were invited to decorate salt-dough chalices. These chalices were then sold in coffee hour which raised \$42 for the Red Cross.
- **UNICEF:** Trick-or-Treat boxes were distributed to students who collected \$37.00 for UNICEF.
- **Nashua Soup Kitchen:** At the Winter Party, the children decorated and filled about 50 bags of cookies, candy canes and candy kisses that were donated to the Soup Kitchen.

Religious Education Committee  
Annual Report 2012-2013

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**Service Projects (Cont.)**

- **Goffstown Prison for Women:** The children decorated 21 spring-themes cards for the women at the Goffstown Prison that were distributed to them on Mother's Day, honoring the inherent worth and dignity of every person
- **Sr. High Service Projects** - Senior High donated \$134. to the Nashua Children's Home by selling gently used items donated by members of the congregation at the Winter Party.

**Choir:** Director: Jed Holland

- Jed invited any child who wanted to sing to join the Youth Choir. Frana Avery helped lead the Youth Choir.
- Adults and youth were welcome to join the Adult Choir.

GRADE	LIASON	CURRICULUM/TEACHERS	
		FALL	SPRING
Babies/Toddlers	Chris Parker	Crystal Edington	Klaudia Yanushkevich
Preschool	Amy Savoie	Celebrating Me and My World	
		Dawn Cutler	Madison Cutler
Kindergarten-First Grade	Jenn Saucier	Treasure Hunting	
		Peggy Cardone John McCannon	Jodie Holway John McCannon
Second-Third Grade	Charles Savoie	Faithful Journeys	
		Jamie Hinkle Kurt Steinbrueck	Kris Davidson Karen Murray Courtney Cannava (Assist)
Fourth Grade	Steve Griffis	Heart Talk for Kids	
		Kris Davidson Sally Thomas	Wayne Fletcher Charles Savoie
Fifth Grade	Julia Fletcher	Spirit of Adventure	
		Mary Ellen Wessels Julia Fletcher	Mary Ellen Wessels Mandy Eberle
		Donna LaRue Wayne Fletcher	Michelle Morrison Victoria Agnew
Sixth-Seventh Grade	Amy Savoie	Neighboring Faiths	
		Victoria Agnew Michelle Morrison Jen Morton	Lori Lerude Kim Steele
Eighth Grade	Steve Griffis	Our Whole Lives (O.W.L.)	
		Ginger Hedges	Geoff Skelton Andy Straussberg
Senior High Youth Group	Julia Fletcher	Youth Group	
		Chuck Rehberg Steve Hedges	Monica Staples Michelle Morrison

Respectfully submitted by Chris Parker, Director of Religious Education

## Membership 2012/13

The Membership Committee had a difficult year this past year. Our co-chairs, Jenn Morton and Michelle Morrison, stepped down and left our committee in November to focus their energies on the Social Activities they organize for our church. We still don't have a replacement chair/co-chairs. We've also had obstacles to meeting monthly which has added to our difficulties this year.

New this year was the "Opportunities for Involvement" table in the Dining Room during coffee hour. This has been very well received and we encourage all committees to utilize this to engage our members and friends in activities and/or events. It is updated weekly by our Membership Coordinator, Sherri Woolsey. Our committee was on hand to welcome the 21 visitors that came to our church on Open House Sunday in October. It was wonderful to see and meet so many new faces. We continue to be available to speak with visitors and returning visitors before and after church on Sundays. We also coordinated with Jerry Ross and the Spiritual Development Team to organize and lead two Pathways to UU sessions, one in the fall and the other in the spring. (This used to be called UU 101 but has been renamed and reformatted.)

Fred Shirley has been instrumental in getting photos for our church pictorial directory. He along with Sherri Woolsey, Jenn Morton and Mary Beth Restivo have been taking pictures of people on Sundays to add to the directory and this is an ongoing, ever evolving directory. It is available in hard copy or electronically.

The weekend at Cardigan Mountain was attended by 42 people from our church. The weekend was organized by Kate Messner, Mary Beth Restivo Carol and David Wagner. Thank you all for a wonderful weekend! Ferry Beach Weekend will be held June 7-9, right after our Annual Meeting. It was organized this year by Anne Ryder, Victoria Agnew and Sherri Woolsey. To try and help us fill all three buildings this year, we contacted 9 of our sister congregations in NH. We asked these churches to spread the word to their members and friends that space is available if they would like to join us.

Membership Committee members: Victoria Agnew, Joan Connacher, Diane Lyons, Charles Savoie, Amy Savoie, Fred Shirley, Monica Staples, Sherri Woolsey

## Social Activities Committee Annual Report 2012-2013

The primary goal of the Social Activities Committee is to inject fun into our church community while providing events for UU Nashua members & friends to get to know each other personally.

Social Activities Committee representative Jenn Morton attended an Ending Hunger and Homelessness Project meeting last spring (April 2012). In that meeting the idea to host a monthly Free Community Dinner here at UU Nashua was born. Those dinners began in June 2012, and have continued on the 3rd Sunday of each month ever since. The response from the congregation to the need for volunteers, supplies, and funds to run this dinner has been wonderful. Many congregants have enjoyed cooking the meal, baking a dessert, setting up the dining room, serving the meal, or helping with clean up. THANK YOU! Reviews from the Community Dinner patrons are positive. We see many of the same faces from month to month, as well as some new ones as word gets out that we are a safe place to come for a free meal. Recently, a Community Dinner Committee has formed. This Committee (Karen Leonard, Marie Sias, Jamie Reifsnyder, Frona Avery, Barbara Pugh, Keith Fletcher, John Sanders, Eileen Herring) will do the hard work necessary to coordinate these monthly dinners throughout the next year. Please contact any of those people or Jenn Morton if you would like to help, or sign up online at <http://www.signupgenius.com/go/30E044DABAF2DA75-ending>

Over the summer of 2012 we arranged a beach day (meeting at Wallis Sands State Park in Rye, NH), a baseball game night (to see the Silver Knights play at Holman Stadium in Nashua), and 2 highly attended Cookouts at Greeley Park (the latter of in August, served as an introduction to our new Interim Minister, Rev. Olivia Holmes).

In October 2012, we dusted off our thinking caps to host a Trivia Night, all proceeds from which went to the Community Dinner fund.

Thanksgiving brought the 4th annual UU Nashua Thanksgiving, with over 40 people attending our Thanksgiving day meal. It has been a pleasure and a true labor of love for Michelle & I to host these dinners over the past 4 years. Our children have enjoyed spending the day with their UU Nashua friends. We have all felt the love and support of our church family, for which



we are incredibly grateful on this special holiday and every day. We feel it is time for us to do something different though, so we are looking for a new volunteer who is willing to coordinate the 2013 Thanksgiving Dinner.

In December, the Social Activities Committee coordinated a cookie swap. For a couple of hours on a chilly December afternoon we gathered to visit, drink tea, and trade cookies. Once all the cookie swap participants had accumulated a plate of cookies to take home, the remaining cookies were packaged up to take to UU Nashuans who are sometimes unable to make it to church or events. Recipients seemed surprised and touched by the gift of homemade treats.

March 2013 brought an encore of Trivia and the Annual Spring Egg Hunt. Both events were well attended. White Wing's Board was instrumental in organizing and publicizing the Trivia event which benefitted the Donna Purkhiser Memorial Scholarship Fund. THANK YOU!

On April 19 the Social Activities Committee and Lifespan Religious Education's Popcorn Theology (led by Jerry Ross) combined efforts to offer a Pot Luck Dinner followed by a screening of the movie, *Invictus*. This event was well-received and we will plan to do it again.

The Social Activities Committee is the "least-commitment, most-fun" Committee of which you will ever be a part. We are always looking for new members! All it takes is your idea and effort to get an event organized. What would you like to see happening in our church... a pot luck dinner, a book club, a bus trip, a bowling night, a scavenger hunt, a Contra dance?? Please find me, Jenn Morton, at [jenn\\_shell@yahoo.com](mailto:jenn_shell@yahoo.com) and I will help you get started.

Respectfully submitted,

Jenn Morton

# Social Justice Committee Annual Report, 2012-13

## General Information

The Social Justice Committee's mission statement is as follows:

The Social Justice committee of the Unitarian Universalist Church of Nashua, grounded in our UU principles, is committed to making our church a force for positive social change in our community and in society at large.

We advocate for peace, justice, compassion and caring. We encourage all church members to be engaged, through their deeds and generosity, in issues of local, national and global concern, and to develop action plans in areas of particular interest to them.

We provide a forum for a wide range of ideas on issues of concern. We ask church members and friends to actively participate in educational programs on important social issues.

We work with UU churches, other religious congregations, civic, labor and social service organizations and all groups that are seeking to build a more peaceful, just and caring society.

The Social Justice Committee meets monthly, normally on the first Sunday of the month in the Fellowship Room. Of course, all are welcome to attend.

Participating members of the Social Justice Committee during the past year:

Frona Avery  
Ellen Barr  
Adrian George  
Tess George  
Kim Hicks  
Bob Keating  
Hilary Keating  
Harvey Keye  
Nancy Klarman  
Robin Nash  
Jerry Ross  
Stuart Schneiderman  
Marty Storer  
Nona Storer  
Elaine Thomas

Apologies to any members and friends inadvertently omitted!

We also thank the Reverend Olivia Holmes, President Ellen Fisher, as well as the chairs and membership of other committees who have supported the ongoing church-wide social justice project, Ending Hunger and Homelessness.

## Communications

The Social Justice Committee maintains an information table that we staff each Sunday during Coffee Hour. The table has information about current issues of concern: for example, political issues, volunteer opportunities, and related announcements—as well as information on the Committee itself.

Periodically, we publish announcements in the church newsletter and in the Order of Service.

We maintain an email list consisting of Committee members and many others who are interested in social justice issues.

The Social Justice Committee's web page is at <http://uunashua.org/socres> (menu item on the church's main page) and is maintained by Ellen Barr.

We also maintain a Yahoo! group that serves both as a mailing list and a repository for meeting minutes and much other information, such as announcements, flyers, and articles. The Yahoo! group complements the Committee's web page and email list. See Marty Storer to join the Yahoo! group (<http://groups.yahoo.com/group/uunashua-social-justice>). Note: the content of this Yahoo! group needs to be updated.

## Community Action Group

The Community Action Group is presently the only autonomous subgroup of the Social Justice Committee. The group supports the Nashua Soup Kitchen and Shelter (<http://www.nsk.org/home0.aspx>) with monthly meal preparation and serving. It also administers our Outreach Collections.

The Outreach Collection program is one we can all feel very proud about—we give away our entire collection plate to groups outside our church. Applications are reviewed by the Community Action Group, and collections are scheduled accordingly. To apply, please visit our online form at <http://www.uunashua.org> and click on “Outreach Collections” in the **Members** section.

Greater congregational participation in selecting Outreach Collection groups, and in deciding on the selection process itself, is welcome and desired.

Here is a report showing the groups we have collected for during the past year, and the amounts raised:

<b>Month</b>	<b>Recipient</b>	<b>Amount</b>
June through September, 2012	Front Door Agency	\$5,722.11
October, 2012	Lamprey Health Care Emergency Medication	\$2,877.31
November, 2012	DCYF Holiday Gifts and Year-end Assistance	\$2,821.35
December, 2012 + January, 2013	SNH Fuel Assistance	\$6,942.75
Christmas Eve + February, 2013	Harbor Homes	\$4,018.20
March, 2013	Donna Purkhiser White Wing Scholarship	\$4,443.25
April, 2013	UU Chalice Lighters Program	\$2,569.61
May, 2013	Marguerite's Place	\$2,220.67*
<b>Total</b>		<b>\$31,615.25*</b>

\* Final collection in May not included.

Even without including the final collection of May 2013, this is a record total, 4.5% more than the previous year's Outreach Collections, an increase of \$1,351.17. Thanks to all for your contributions in such economic times, which continue to be tough for many.

## Ending Hunger and Homelessness (EHH) Project

The following is adapted from the EHH Project web page:

<http://www.uunashua.org/EHH/>.

On January 31, 2012, the Board of Trustees of the UU Church of Nashua adopted an all-church social justice project under the banner of "Ending Hunger and Homelessness." Based on a Project Overview from the Social Justice Committee ([http://www.uunashua.org/socres/EHH\\_Project.pdf](http://www.uunashua.org/socres/EHH_Project.pdf)), and recognition of the many people in our church already working on related issues, the Board of Trustees deemed this project to be one of the top three priorities for our church during the next 18 months.

During that period, the project aims to be "All-Church," involving as many church members and friends as possible (including children), and having four specific areas of focus: Education, Advocacy, Service, and Financial Support. In addition, the Board has defined the following metrics for the duration of the project:

- To accomplish four major efforts (events, publications, or the like) which will serve to educate our church members and friends, as well as the wider community.

- To track (and double) the number of volunteers associated with our church working in the associated organizations and the hours spent volunteering.
- To donate at least \$10,000 to associated organizations.

Now that this church-wide project has officially been launched, lots of ideas are being discussed and implemented:

- **Third Sunday of the month dinners** offered at UU Nashua—The Soup Kitchen doesn't offer Sunday evening meals, and we have helped to fill that gap. The monthly dinners have been a huge success, thanks to many volunteers under the leadership and coordination of Jenn Morton and Michelle Morrison. A new committee is now in charge of organizing these dinners.
- **Fortify project to help people to sign up** for Food Stamps, Medicaid, and other available programs.
- **Lead a campaign** in the larger community to raise substantial capital for housing the homeless.
- **Advocate strongly for the residents of Bronstein Apartments**, a housing project in downtown Nashua with 49 affordable units. The Mayor of Nashua, Donnalee Lozeau, had expressed interest in demolishing Bronstein without talking with the residents or detailing a relocation plan for the 160+ residents. Social Justice Committee members have continued to work with the Granite State Organizing Project, and Bronstein residents themselves, to increase awareness among the residents, gain access by the residents to legal representation, and educate the general public about the issue. These efforts have been successful so far: *The Nashua Telegraph* has published many articles, editorials, and letters about the issue. (Here is a link to related *Telegraph* pieces: <http://www.nashuatelegraph.com/topics/bronstein-apartments> .) The office of the Mayor, and the Nashua Housing Authority, have worked with GSOP and the residents, and have provided more information to the public and to residents than they may have done if the issue had not been given so much publicity. This is a continuing effort, and is a great opportunity for advocacy. You can make a big difference, and any level of help is welcome!
- **To get information about volunteering** for a local organization, please see <http://www.uunashua.org/socres/LocalResources.pdf>. Also, we invite you to stop by the table in the front of the dining room. You will find materials on volunteer opportunities. If that's not possible, please call the church office at 882-1091—they'll help get you in touch with the right person.

## Granite State Organizing Project and Other Activities

- The Granite State Organizing Project (GSOP) is a coalition of religious, community, and labor organizations that concentrates largely on community-level issues, but recently has focused on efforts in support of **labor unions** and **Social Security**. This year, both the Committee and the church maintained a high level of participation in GSOP.

Ellen Barr, Adrian and Tess George, and Elaine Thomas (at least) have been active in organizing to support unions and to stand against cuts in Social Security benefits and new restrictions on eligibility for those benefits. See any of the above folks if you want to get involved.

Besides advocacy with and for tenants of Bronstein Apartments, and retirement security, GSOP's other efforts this past year include legislation relating to bedbugs (for more information, see [www.nhbedbugs.com](http://www.nhbedbugs.com), or contact Rick Castillo, Statewide Coordinator for the New Hampshire Bed Bug Action Committee, at 603-668-8250); statewide legal reform in the area of landlord-tenant relations; payday and car title lending; and immigrant justice. GSOP's efforts have been rewarded with some big successes.

One Social Justice Committee member, Bob Keating, will receive the great and much-deserved honor of a MICAH Award from GSOP. The awards are given by GSOP to people who have a "passion for justice, who love mercy and who walk humbly with the Lord in service to others." Someone is chosen from each congregation or group to receive one, and Bob has been chosen from our church. He would have preferred that the entire Social Justice Committee and Ending Hunger and Homelessness Project Social Justice Committee win the award, but that is not in GSOP's guidelines. Congratulations to Bob Keating, who has been instrumental in conceiving and driving the Ending Hunger and Homelessness Project, and who does so much for those lacking sufficient voice to advocate for themselves without help. The MICAH Awards Dinner will be held June 8 at St. Anne-St. Augustin Parish church in Manchester from 6 to 9 p.m.

Bob Keating, Ellen Barr, and other Social Justice Committee members have worked closely this past year with Harbor Homes in kicking off a special fund for housing needs within the Nashua community. This wonderful effort has been in the works for a long time, and is finally coming to fruition.

- Most of the computing equipment donated last year to the now-defunct French Hill tutoring program, through the kindness of Kurt Steinbrueck and Jamie Reifsnyder, was donated to the Nashua School District. The District took three laptops and peripheral items, but refused a printer, which is still looking for a good home with an organization that can use it.
- Some Committee members have actively supported efforts by adjunct professors in the state university system for better compensation.
- Committee member Jerry Ross, saddened by the shooting deaths of Newton, Connecticut schoolchildren and teachers last December, organized a dialogue on gun violence in America and how to reduce it. The dialogue benefited from wide participation, starting with face-to-face discussions and now continuing via an

email group: [gundialogue@uunashua.org](mailto:gundialogue@uunashua.org). Many members have participated in activism at the local, state, and national level in trying to reduce gun violence.

## Concluding Thoughts

The Social Justice Committee wishes to thank our interim minister, the Reverend Olivia Holmes, for her support and help in encouraging the continuing integration of social justice with the life of the congregation. We hope her outlook and efforts will also be continued by our next settled minister. We always welcome all voices and we're eager for any new ideas.

Respectfully submitted,

**Marty Storer**  
**Chair, Social Justice Committee**

## WORSHIP ASSOCIATES ANNUAL REPORT 2012-13

Rev. Olivia Holmes  
Kathy Fletcher  
Burns Fisher  
Laurie Goodman  
Roy Goodman  
Gary Lerude  
Harry Purkhiser  
David Robbins  
John Sanders  
Anya Zakiewicz

Worship Associates meet once each month during the Church year. Our discussions focus on the elements involved in Sunday morning services. Our discussions are directly related to the spiritual concerns and needs of our congregation as a whole. We look at all elements of our Sunday services and determine their effectiveness in the overall outcome of each service.

The Associates actively participate by filling roles in the service as needed by our interim minister Rev. Olivia Holmes. We will assist with Words for Reflection and/or Chalice Lighting. We also help out by hosting a guest minister or leading a Sunday service if needed.

Our participation fits in with the belief that having members of the congregation in visible roles during Sunday Service creates a unified and comfortable ambience to each service.

The Associates led four services this year. The entire Worship Associate team led a November 25<sup>th</sup> service on Gratitude, and individual Associates led three other services. Gary Lerude led a service on Spirituality on Jan 6<sup>th</sup>. Kathy Fletcher led the March 24<sup>th</sup> service on "Humor is the Grace of God". And Roy Goodman led the April 21<sup>st</sup> service about "How Big is Our Tent?" In addition, Associates either hosted or assisted hosting three guest ministers: Rev. Dr Gene Reeves , Rev. Colin Bossen, and Rev. Dr. David Robins.

We have a great list of volunteers to lead our summer services this year:

Joanna Lubkin on June 9<sup>th</sup>,  
Rev. Olivia Holmes on June 16<sup>th</sup> and Aug 25<sup>th</sup>,  
Kathy Fletcher and Anya Zakiewicz on June 23<sup>rd</sup>,  
Kathy Fletcher, Kim Steele, Gillian Hinkle, and Kathleen Griffis on June 30<sup>th</sup>,  
Burns Fisher on July 7<sup>th</sup>,  
Laurie Goodman on July 14<sup>th</sup>,  
Bob Janules on July 21<sup>st</sup>,  
Jerry Ross on July 28<sup>th</sup>,  
Gary Lerude on August 4<sup>th</sup>,  
John Sanders on August 11<sup>th</sup> and September 1<sup>st</sup>, and  
Marty Storer on August 18<sup>th</sup>.

We remain sensitive to the needs and desires of our Church community, especially during our time of transition. All Associates are available to church members if there are any suggestions or concerns surrounding our worship services and the changes that have occurred.



**Unitarian-Universalist Church of Nashua, New Hampshire  
Investment Review Committee Summary Report for Fiscal Year 2013**

OUR ENDOWMENT AND THE COMMITTEE

Our endowment increased from \$3,406,977 last year (corrected figure) to \$3,733,718 this year, a welcome 9.59% increase. This figure, as detailed below, includes the church's restricted and unrestricted accounts as well as the Nashua Cemetery.

The endowment is managed by the Investment Review Committee, which is chartered under the Church by-laws to monitor and control, subject to direction from the Board of Trustees, performance of the Church's invested funds. Former Treasurer Jon Lasselle, Treasurer of the Cemetery Association Russ Leonard, Joan Connacher, June Haskell, Kathy Grossman, Mike Ballantine, Steve Ladew, and I make up the Committee.

Our endowment includes two types of restricted funds, one type of which is restricted as to use of the income, examples being the Lyon Fund for "pulpit flowers", and the Phillip Ellis Stevens Fund for maintenance of musical instruments. The second type is funds for which the donor specified a manager, but did not restrict the use of the income. These are the Sarah M. Balcom Fund is held by the TD Bank Investment Management Group as Trustee in perpetuity for the benefit of the Unitarian-Universalist Church of Nashua. Two Helen Willis Boutwell Funds are also held in perpetuity by the Unitarian-Universalist Association for our benefit.

For those funds whose donors did not specify a manager, the Committee may employ advisors to assist it, and currently uses the Bank of America (B of A) for the Church and Cemetery Trust Fund, and for the Restricted Funds (restricted as to use of income). The Church/Cemetery funds are comprised of bequests and accumulated gains, with 10.11% of the total belonging to the Cemetery.

For a summary of investment performance over the past five and ten years, turn to the last page of this report. The paragraphs that follow discuss our investment philosophy, with details of the funds, their composition, and their results.

OUR INVESTMENT POLICY AND RESULTS

We use Investment Policy Statements for both the Restricted and Unrestricted Funds to guide our thinking regarding risk, investment objectives, time horizon, distribution arrangements, investment restrictions, asset allocation, rebalancing strategy, and performance benchmarks. Copies of the statements are available from members of the Committee and from the Church Office.

As specified in our Policies, the investment objective for all our B of A funds is Balanced Return, which is defined as seeking long-term Total Return opportunities through investment in both equities and fixed income funds, with further allocations into large, medium and small capitalization stock funds and foreign securities funds, plus smaller positions in real estate and tangible asset funds. For Unrestricted Funds, the equities portion is to be between 50% and 70% of the total invested, with 30% to 50% percentage for the fixed income portion. Real estate may be between 0.00% and 8.00%, with tangible assets between 0% and 6%. For the Restricted Funds, both the equities and fixed income portions may be between 37% and 57%; the real estate portion between 0% and 10%; and the tangible assets between 0% and 12%. The Bank's performance benchmark for equities is the Standard and Poor's 500 and for fixed income, the Barclays Capital Aggregated Bond Index. Long term, we seek an 8% Total Return (income plus principal growth) over several years, which many investment advisors consider reasonable for a Balanced Return account. This should allow us to draw about 4% to 4.5% of the average value of the funds over twenty quarters, leaving about 3% for inflation and about 1% for growth.

In accordance with our decision four years ago we now hold only mutual and exchange traded funds instead of a mix of funds and individual securities.

The total of the B of A funds as of May 31 was \$3,417,190 (\$3,107,078 at the end of May a year ago – corrected figure). The Restricted portion was worth \$122,995 (\$108,844 at the end of May 2012), and gave us \$2,904.00 of net dividend and interest income this year. The Unrestricted figures are \$3,294,194 (\$2,998,234) at the end of May 2012), with \$70,967.84 of net dividends and interest. Included in the B of A funds are two seven year notes totaling \$50,000 of the New Hampshire Community Loan Fund, yielding 4.0%. The Edington’s mortgage is paid off, and no longer part of the portfolio.

The Bank’s fee schedule is as follows:

- 1.01% of first \$1, 000,000
- 0.63% of next \$2,000,000
- 0.48% of next \$2,000,000

In accordance with this schedule, our fees for the year were \$17,719.84. Mutual fund charges add about \$17,000 to our costs, making the total expense almost exactly 1% of the money under management.

Our other major invested account, the Sarah M. Balcom Fund, is an irrevocable trust managed by the TD Bank Wealth Management Group for our benefit. As December 31, 2012, the fund was worth \$283,617 (\$272,657 a year earlier). We have no direct control over the investments in the fund, which under Federal regulations must annually distribute 5% of its principal. This year the net principal distribution we received was \$13,351. Trustee compensation and administrative expenses of \$3,012 (1.1%) were deducted from income of \$5,781, leaving \$2,769 of income returned to principal.

The two Boutwell Funds are held by the Unitarian-Universalist Association (UUA). The two funds were jointly worth \$32,911 as of December 31, 2012, (\$27,243 [corrected figure] a year earlier), and gave us \$1,675 of income. These funds are managed according to policies very similar to those B of A and we are following; i.e., Total Return, a 5.0% draw based on thirteen rolling quarters (we use twenty), and an effort to be socially responsible. The UUA charged fees, administrative costs and expenses of \$308 or 0.09% to the account.

As stated above, and in consultation with Bank of America, the Committee has set our annual Total Return expectation for the B of A-managed funds at 8%. This Total Return will be calculated as a rolling average over the previous 20 quarterly accounting periods. The longer-term performance is shown for each account on a Total Return basis in the table below:

Several poor market years have afflicted our averages, which except for the Boutwell Funds, are still not meeting our return objectives; over five or ten year spans.

TOTAL RETURN HISTORY (percentages)

FUND	FY13	FY12	FY11	FY10	FY09	AVERAGES	
						5 yrs.	10 yrs.
CHURCH/CEMETERY	12.36	(1.16)	22.12	20.19	(18.24)	7.05	7.68
BALCOM *	5.04	0.07	8.64	22.88	(20.16)	3.29	4.82
BOUTWELL*	26.95	1.71	13.68	27.66	(25.35)	8.93	8.87

\* Figures are for calendar years. For the Balcom Fund net total return is shown, and does not include the now required five percent distribution of principal. The figures for each year are computed by adding the net income received to the net capital gain or loss, and dividing by the value at the beginning of the year. These figures are then averaged over five and ten year periods. This allows all three accounts to be compared on the same basis. We do also have a time-weighted figure for the Church/Cemetery Funds only, and this is shown on the last page.

As previously mentioned, the last page shows the performance record of these accounts for the past fiscal year and also shows for the same period the change in value of the commonly followed Dow Jones Industrial Average and S & P 500 stock average, and as a measure of annual inflation, the Consumer Price Index.

#### CONCLUSION

It is important for each member of the Church to recognize that while the endowment can be counted on to provide substantial support for our budget, we must remember that our primary source of funding has to be the annual contributions of the Church members. By making our own individual contributions we become a constituency which is more invested in our institution and its programs than if we stand on the sidelines and wait for others to pick up the tab.

Respectfully Submitted,

**Investment Review Committee**

Robert G. Sampson, Chairman

**UNITARIAN UNIVERSALIST CHURCH OF NASHUA - INVESTMENT REVIEW COMMITTEE REPORT FY 2013**

Account Performance Summary as of May 31, 2013

<b><u>INVESTMENT ACCOUNTS</u></b>	Market Value @5-31-12	Market Value @ 5-31-13	% Increase (Decrease) of Principal	% Yield (Net)	Time Weighted Total Return (Net)
<u>Bank of America:</u> Church/Cemetery	\$ 2,998,234,	\$ 3,294,194	9.87%	2.33%	10.80%
<u>Banknorth:</u> Sarah Balcom Trust *	\$ 272,657**	\$ 283,617**	4.02%	0.01%**	5.04%*
<u>UUA</u> Boutwell funds*	\$ 32,911	\$ 27,243	20.80%	6.15%	26.95%*
<b><u>RESTRICTED ACCOUNTS</u></b>	Market Value @ 5-31-12	Market Value @ 5-31-13			
Bank of America:	\$ 108,844	\$ 122,995	13.00%	3.19%	12.64%

**COMPARATIVE INDICES for FY END 5-31-13**

	% Total Return
Dow Jones Industrial Average (30 Companies)	15.40%
S&P 500 Stock Average (500 Companies)	16.89%
Consumer Price Index (A measure of inflation.)	2.70%

**HISTORICAL PERSPECTIVE**

S&P 500 Stock Average Performance for about 100 years: Average annual Total Return 9.1%  
Consumer Price Index (Inflation Measure) over a long period: 3.0% increase per year.

\* Figures are for calendar year 2012 and are not time weighted.

\*\*The Balcom Trust is now required to distribute at least 5% of the total value, not included in this figure, which reflects net income only..

Unitarian Universalist Church of Nashua, New Hampshire  
Treasurer's Report for 2012/13  
Michael Wilt, Treasurer  
For the annual meeting of the congregation June 6, 2013

The net result for 2013/14 was very close to the plan. We planned on a \$27k deficit and wound up with a \$24k deficit. This deficit was planned due to the late information coming in last year regarding interim minister compensation and uncertainty over whether the low pledge drive would be a temporary anomaly.

<b>Income</b>	<b>Budget</b>	<b>Actual</b>	<b>Difference</b>
Pledges	\$210,549	\$219,103	\$8,554
Endowment	\$143,378	\$142,154	-\$1,225
Outreach Collections	\$30,000	\$34,311	\$4,311
Fund Raisers	\$18,500	\$16,416	-\$2,084
WW Contrib	\$23,000	\$23,000	\$0
User Fees	\$6,500	\$8,646	\$2,146
Other	\$1,750	\$2,975	\$1,225
<b>Total Income</b>	<b>\$433,677</b>	<b>\$446,604</b>	<b>\$12,927</b>
<b>Expenses</b>			
Budgeted Outreach	\$1,250	\$2,004	\$754
Denomination	\$22,790	\$22,875	\$85
BOT Discretionary	\$1,000	\$1,645	\$645
Membership	\$29,867	\$31,384	\$1,517
Music	\$20,064	\$16,822	-\$3,242
Operations	\$96,537	\$105,214	\$8,676
Outreach Disburse	\$30,000	\$50,188	\$20,188
Property	\$74,300	\$77,423	\$3,123
Public Relations	\$4,000	\$2,944	-\$1,056
RE	\$47,717	\$44,470	-\$3,246
Search Committee	\$0	\$470	\$470
Social Justice	\$750	\$133	-\$617
Spiritual	\$132,990	\$131,013	-\$1,977
<b>Total Expenses</b>	<b>\$461,265</b>	<b>\$486,585</b>	<b>\$25,320</b>
<b>Net Total</b>	<b>-\$27,588</b>	<b>-\$39,980</b>	<b>-\$12,393</b>
Carried forward for Steve	15727.15	-\$24,253	\$3,334

Unitarian Universalist Church of Nashua, New Hampshire

Profit & Loss Budget vs. Actual

June 2012 through May 2013

	<u>Jun '12 - May 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
100 Questions	285.11	1,500.00	-1,214.89	19.01%
Buddhist Meditation	1,388.69			
Coffee Hour	163.89	249.96	-86.07	65.57%
<b>Endowment</b>				
<b>Restricted</b>				
Balcolm	3,337.73			
Restricted - Other	3,016.98	1,223.16	1,793.82	246.66%
<b>Total Restricted</b>	<u>6,354.71</u>	<u>1,223.16</u>	<u>5,131.55</u>	<u>519.53%</u>
Unrestricted	135,799.02	142,155.24	-6,356.22	95.53%
<b>Total Endowment</b>	<u>142,153.73</u>	<u>143,378.40</u>	<u>-1,224.67</u>	<u>99.15%</u>
<b>Fund Raisers</b>				
Auction	11,712.11	16,000.00	-4,287.89	73.2%
Cal Libby Scholarship	1,303.00	999.96	303.04	130.31%
Community Dinners Donations	325.00			
Fall cemetery clean-up	1,800.00	1,500.00	300.00	120.0%
Other Fund-raisers	1,201.30			
Fund Raisers - Other	75.00			
<b>Total Fund Raisers</b>	<u>16,416.41</u>	<u>18,499.96</u>	<u>-2,083.55</u>	<u>88.74%</u>
Outreach Collections	34,310.55	30,000.00	4,310.55	114.37%
<b>Pledges</b>				
Early Pledges	37,541.00	32,000.00	5,541.00	117.32%
FY Pledges	181,541.87	178,548.96	2,992.91	101.68%
Late Pledges	20.00			
<b>Total Pledges</b>	<u>219,102.87</u>	<u>210,548.96</u>	<u>8,553.91</u>	<u>104.06%</u>
Student Loan Payments	626.00			
Uncategorized Income	510.93			
User Fees	8,646.11	6,500.04	2,146.07	133.02%
WW Contrib	22,999.98	23,000.04	-0.06	100.0%
<b>Total Income</b>	<u>446,604.27</u>	<u>433,677.36</u>	<u>12,926.91</u>	<u>102.98%</u>
<b>Expense</b>				
<b>Budgeted Outreach</b>				
Community dinners	656.87			
GSOP	750.00	750.00	0.00	100.0%
Nashua Area Interfaith Council	200.00	200.04	-0.04	99.98%
Soup Kitchen Food	291.22	300.00	-8.78	97.07%
Budgeted Outreach - Other	105.79			
<b>Total Budgeted Outreach</b>	<u>2,003.88</u>	<u>1,250.04</u>	<u>753.84</u>	<u>160.31%</u>

Unitarian Universalist Church of Nashua, New Hampshire

**Profit & Loss Budget vs. Actual**

June 2012 through May 2013

	<u>Jun '12 - May 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Denomination</b>				
District	5,185.00	5,100.00	85.00	101.67%
UUA	17,690.00	17,690.00	0.00	100.0%
<b>Total Denomination</b>	<b>22,875.00</b>	<b>22,790.00</b>	<b>85.00</b>	<b>100.37%</b>
<b>EB Discretionary Fund</b>	<b>1,645.15</b>	<b>999.96</b>	<b>645.19</b>	<b>164.52%</b>
<b>Membership</b>				
Cardigan	-106.78			
Committee Budget	457.50	699.96	-242.46	65.36%
<b>Coordinator</b>				
Health	700.00	699.96	0.04	100.01%
Retirement	2,084.68	2,082.96	1.72	100.08%
Salary	20,846.02	20,829.48	16.54	100.08%
Taxes	1,594.72	1,562.16	32.56	102.08%
<b>Total Coordinator</b>	<b>25,225.42</b>	<b>25,174.56</b>	<b>50.86</b>	<b>100.2%</b>
Ferry Beach	2,020.50			
Leadership Devel	175.00	240.00	-65.00	72.92%
Social Activities	381.91	699.96	-318.05	54.56%
YUUMI	3,052.36	3,052.36	0.00	100.0%
Membership - Other	178.20			
<b>Total Membership</b>	<b>31,384.11</b>	<b>29,866.84</b>	<b>1,517.27</b>	<b>105.08%</b>
<b>Music</b>				
<b>Committee Budget</b>				
Babysitting	0.00	800.04	-800.04	0.0%
Choir expenses	63.99	99.96	-35.97	64.02%
Guest musician	100.00	399.96	-299.96	25.0%
Octavos	559.12	2,000.04	-1,440.92	27.96%
Organ/piano R&M	718.00	1,100.04	-382.04	65.27%
Substitute Organist	100.00	350.04	-250.04	28.57%
Committee Budget - Other	474.60	0.00	474.60	100.0%
<b>Total Committee Budget</b>	<b>2,015.71</b>	<b>4,750.08</b>	<b>-2,734.37</b>	<b>42.44%</b>
<b>Director</b>				
Health	0.00	699.96	-699.96	0.0%
Salary	13,754.24	13,594.56	159.68	101.18%
Taxes	1,052.19	1,019.52	32.67	103.2%
<b>Total Director</b>	<b>14,806.43</b>	<b>15,314.04</b>	<b>-507.61</b>	<b>96.69%</b>
<b>Total Music</b>	<b>16,822.14</b>	<b>20,064.12</b>	<b>-3,241.98</b>	<b>83.84%</b>
<b>Operations</b>				

Unitarian Universalist Church of Nashua, New Hampshire

Profit & Loss Budget vs. Actual

June 2012 through May 2013

	<u>Jun '12 - May 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Custodian</b>				
Health	1,370.04	1,370.04	0.00	100.0%
Retirement	3,509.16	3,426.96	82.20	102.4%
Salary	34,967.12	34,270.08	697.04	102.03%
Taxes	2,684.54	2,570.28	114.26	104.45%
Custodian - Other	0.00			
<b>Total Custodian</b>	<u>42,530.86</u>	<u>41,637.36</u>	<u>893.50</u>	<u>102.15%</u>
<b>Custodian Coverage</b>	559.54	800.04	-240.50	69.94%
<b>Electricity</b>	7,211.36	8,000.04	-788.68	90.14%
<b>Electronic Transaction Fees</b>	1,498.45	1,500.00	-1.55	99.9%
<b>Gas</b>	13,155.27	15,000.00	-1,844.73	87.7%
<b>Insurance</b>	10,492.00	11,000.04	-508.04	95.38%
<b>Internet</b>	519.35	500.04	19.31	103.86%
<b>Janitorial Supplies</b>	3,035.09	2,499.96	535.13	121.41%
<b>Laundry</b>	1,016.98	999.96	17.02	101.7%
<b>Office machines</b>	10,075.92	999.96	9,075.96	1,007.63%
<b>Office Supplies</b>	3,661.90	3,000.00	661.90	122.06%
<b>Payroll Service</b>	1,224.90	1,299.96	-75.06	94.23%
<b>Pledge Drive</b>	1,277.26	600.00	677.26	212.88%
<b>Telephone</b>	1,727.17	1,700.04	27.13	101.6%
<b>Trash removal</b>	1,996.01	2,000.04	-4.03	99.8%
<b>Water</b>	5,231.56	5,000.04	231.52	104.63%
<b>Total Operations</b>	<u>105,213.62</u>	<u>96,537.48</u>	<u>8,676.14</u>	<u>108.99%</u>
<b>Outreach Disburse</b>	50,188.15	30,000.00	20,188.15	167.29%
<b>Property</b>				
Alarm Systems	565.00	1,500.00	-935.00	37.67%
Building Inspections	1,420.00	999.96	420.04	142.01%
Cleaning Services	795.00	999.96	-204.96	79.5%
Elevator	1,835.04	1,299.96	535.08	141.16%
Equipment	417.89			
False Alarms	50.00			
Groundskeeping	4,273.06	3,500.04	773.02	122.09%
Major maintenance	61,996.97	56,000.04	5,996.93	110.71%
Snow Removal	6,070.00	9,999.96	-3,929.96	60.7%
<b>Total Property</b>	<u>77,422.96</u>	<u>74,299.92</u>	<u>3,123.04</u>	<u>104.2%</u>
<b>Public Relations</b>				
Advertising	2,943.75	3,999.96	-1,056.21	73.59%
<b>Total Public Relations</b>	<u>2,943.75</u>	<u>3,999.96</u>	<u>-1,056.21</u>	<u>73.59%</u>
<b>RE</b>				
Adult RE	43.66	200.04	-156.38	21.83%



Unitarian Universalist Church of Nashua, New Hampshire

Profit & Loss Budget vs. Actual

June 2012 through May 2013

	<u>Jun '12 - May 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Committee Budget</b>				
Appreciation	465.81	800.04	-334.23	58.22%
Childcare	0.00	50.04	-50.04	0.0%
Curriculum/Books	613.58	750.00	-136.42	81.81%
Events	341.02	500.04	-159.02	68.2%
JR High OWL	321.42	399.96	-78.54	80.36%
RE Outreach	100.99	249.96	-148.97	40.4%
Refreshments	191.96	300.00	-108.04	63.99%
Senior High	90.51	699.96	-609.45	12.93%
Supplies	705.37	699.96	5.41	100.77%
Training	405.59	800.04	-394.45	50.7%
<b>Total Committee Budget</b>	<b>3,236.25</b>	<b>5,250.00</b>	<b>-2,013.75</b>	<b>61.64%</b>
<b>DRE</b>				
Health	616.00	699.96	-83.96	88.01%
Prof Exp	1,427.49	2,499.96	-1,072.47	57.1%
Retirement	3,327.48	3,324.96	2.52	100.08%
Salary	33,274.02	33,248.04	25.98	100.08%
Taxes	2,545.46	2,493.60	51.86	102.08%
<b>Total DRE</b>	<b>41,190.45</b>	<b>42,266.52</b>	<b>-1,076.07</b>	<b>97.45%</b>
<b>Total RE</b>	<b>44,470.36</b>	<b>47,716.56</b>	<b>-3,246.20</b>	<b>93.2%</b>
<b>Search Committee</b>	470.00			
<b>Social Justice</b>	132.71	750.00	-617.29	17.7%
<b>Spiritual</b>				
<b>Babysitters</b>				
Salary	4,097.50	3,000.00	1,097.50	136.58%
Taxes	313.48	225.00	88.48	139.32%
Babysitters - Other	160.00			
<b>Total Babysitters</b>	<b>4,570.98</b>	<b>3,225.00</b>	<b>1,345.98</b>	<b>141.74%</b>
<b>Coffee Hour</b>	899.18	1,500.00	-600.82	59.95%
<b>Flowers</b>	1,395.45	1,500.00	-104.55	93.03%
<b>Minister</b>				
Health	7,771.94	7,040.04	731.90	110.4%
Prof Exp	5,466.61	9,000.00	-3,533.39	60.74%
Retirement	8,949.25	9,000.00	-50.75	99.44%
Salary/Housing	92,420.76	90,000.00	2,420.76	102.69%
Taxes	5,754.27	6,885.00	-1,130.73	83.58%
Transportation	1,452.59	2,900.04	-1,447.45	50.09%
<b>Total Minister</b>	<b>121,815.42</b>	<b>124,825.08</b>	<b>-3,009.66</b>	<b>97.59%</b>
<b>Minister Discretionary</b>	1,300.00	1,500.00	-200.00	86.67%

Unitarian Universalist Church of Nashua, New Hampshire

**Profit & Loss Budget vs. Actual**

June 2012 through May 2013

	<u>Jun '12 - May 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Worship & Services	1,031.87	440.04	591.83	234.5%
<b>Total Spiritual</b>	<b>131,012.90</b>	<b>132,990.12</b>	<b>-1,977.22</b>	<b>98.51%</b>
WW Payroll	0.00			
<b>Total Expense</b>	<b>486,584.73</b>	<b>461,265.00</b>	<b>25,319.73</b>	<b>105.49%</b>
<b>Net Income</b>	<b><u>-39,980.46</u></b>	<b><u>-27,587.64</u></b>	<b><u>-12,392.82</u></b>	<b><u>144.92%</u></b>
Carried forward for Steve's gift	15727.15			
<b>Actual Net Income</b>	<b>-24,253.31</b>		<b>3,334.33</b>	

	<u>May 31, 13</u>	<u>May 31, 12</u>	<u>\$ Change</u>	<u>% Change</u>
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
<b>Checking</b>	95,860.85	133,863.59	-38,002.74	-28.39%
<b>Total Checking/Savings</b>	<u>95,860.85</u>	<u>133,863.59</u>	<u>-38,002.74</u>	<u>-28.39%</u>
<b>Total Current Assets</b>	<u>95,860.85</u>	<u>133,863.59</u>	<u>-38,002.74</u>	<u>-28.39%</u>
<b>TOTAL ASSETS</b>	<u><u>95,860.85</u></u>	<u><u>133,863.59</u></u>	<u><u>-38,002.74</u></u>	<u><u>-28.39%</u></u>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Other Current Liabilities</b>				
<b>ChurchRetireLiab</b>	587.61	985.80	-398.19	-40.39%
<b>CMSMedical</b>	13.98	0.00	13.98	100.0%
<b>Disability</b>	1,166.31	992.53	173.78	17.51%
<b>FederalTax</b>	-19.21	-12.24	-6.97	-56.94%
<b>FirstHealth</b>	3.16	0.00	3.16	100.0%
<b>OliviaFSA</b>	241.57	0.00	241.57	100.0%
<b>PULSE</b>	1,901.26	0.00	1,901.26	100.0%
<b>UnitedOfOmaha</b>	44.75	0.00	44.75	100.0%
<b>UUADental</b>	4.38	0.00	4.38	100.0%
<b>WWRetireLiab</b>	91.60	91.60	0.00	0.0%
<b>Total Other Current Liabilities</b>	<u>4,035.41</u>	<u>2,057.69</u>	<u>1,977.72</u>	<u>96.11%</u>
<b>Total Current Liabilities</b>	<u>4,035.41</u>	<u>2,057.69</u>	<u>1,977.72</u>	<u>96.11%</u>
<b>Total Liabilities</b>	4,035.41	2,057.69	1,977.72	96.11%
<b>Equity</b>				
<b>Opening Bal Equity</b>	34,157.30	34,157.30	0.00	0.0%
<b>Retained Earnings</b>	97,648.60	105,237.53	-7,588.93	-7.21%
<b>Net Income</b>	<u>-39,980.46</u>	<u>-7,588.93</u>	<u>-32,391.53</u>	<u>-426.83%</u>
<b>Total Equity</b>	<u>91,825.44</u>	<u>131,805.90</u>	<u>-39,980.46</u>	<u>-30.33%</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>95,860.85</u></u>	<u><u>133,863.59</u></u>	<u><u>-38,002.74</u></u>	<u><u>-28.39%</u></u>

## Summary

# Unitarian Universalist Church of Nashua, New Hampshire Proposed Budget for 2013/14

Michael Wilt, Treasurer

For the annual meeting of the congregation, June 6, 2013

### Executive Summary

The Board of Trustees has voted to recommend a budget to the congregation for 2013/14 which is balanced except for the \$15,000 planned expense for ministerial search. The board made this recommendation knowing that our currently anticipated income and expenses would result in a larger deficit. To meet this mandate the executive leadership is planning to find approximately \$14,000 in reduced expenses during the 2013/14 operating year. During the following year 2014/15 we plan to have a new minister with compensation appropriate for a congregation of approximately 250 members. The savings realized in 2013/14 plus the savings in minister compensation will be similar to the cost of the search resulting in a balanced budget for 2014/15.

***Important Note: there will be changes to be determined during the upcoming 2013/14 fiscal year resulting in sustainable savings of at least \$14,000.***

<b>Income</b>	FY 2013/14
Pledges	\$231,628
Endowment	\$136,745
Fund Raisers	\$15,800
Outreach Collections	\$30,000
Usage Fees	\$8,000
WW contrib	\$23,000
Other	\$1,700
Total income	\$446,873

<b>Expenses</b>	
Budgeted outreach	\$1,750
Denomination	\$19,500
BOT Discretionary	\$1,500
Membership	\$29,607
Music	\$20,309
Operations	\$96,558
Outreach disburse	\$30,000
Property	\$74,700
Public Relations	\$4,000
RE	\$48,405
Search Committee	\$15,000
Social Justice	\$750
Spiritual	\$133,719
Total Expenses	\$475,799

Net Budget	-\$28,926
Search Committee	\$15,000
Net Budget w/o Search	-\$13,926

## Summary

<b>Operational Adjustment</b>	
Expense Savings TBD	-\$13,926
Net Budget after savings	-\$15,000

Unitarian Universalist Church of Nashua, New Hampshire

**Profit & Loss Budget vs. Actual**

June 2012 through May 2013

	<u>Jun '12 - May 13</u>	<u>Budget '12/13</u>	Budget '13/14	Comment
<b>Income</b>				
100 Questions	285.11	1,500.00	1500	
Buddhist Meditation	1,388.69			
Coffee Hour	163.89	249.96	200	
<b>Endowment</b>				
<b>Restricted</b>				
Balcolm	3,337.73			
Restricted - Other	<u>3,016.98</u>	<u>1,223.16</u>	1223.16	
Total Restricted	6,354.71	1,223.16	1223.16	
<b>Unrestricted</b>				
	<u>135,799.02</u>	<u>142,155.24</u>	135522	
Total Endowment	142,153.73	143,378.40	136745.16	
<b>Fund Raisers</b>				
Auction	11,712.11	16,000.00	13000	
Cal Libby Scholarship	1,303.00	999.96	1000	
Community Dinners Donations	125.00			
Fall cemetery clean-up	1,800.00	1,500.00	1800	
Other Fund-raisers	1,201.30			
Fund Raisers - Other	<u>75.00</u>			
Total Fund Raisers	16,216.41	18,499.96	15800	
Outreach Collections	35,523.16	30,000.00	30000	
<b>Pledges</b>				
Early Pledges	35,541.00	32,000.00	32000	
FY Pledges	179,851.87	178,548.96	199628	
Late Pledges	<u>20.00</u>			
Total Pledges	215,412.87	210,548.96	231628	
Student Loan Payments	626.00			
<b>Uncategorized Income</b>				
User Fees	8,311.11	6,500.04	8000	
WW Contrib	<u>22,999.98</u>	<u>23,000.04</u>	23000	
Total Income	443,080.95	433,677.36	446873.16	
<b>Expense</b>				
<b>Budgeted Outreach</b>				
Community dinners	579.64		500	
GSOP	750.00	750.00	750	
Nashua Area Interfaith Council	200.00	200.04	200	
Soup Kitchen Food	291.22	300.00	300	
Budgeted Outreach - Other	<u>105.79</u>			
Total Budgeted Outreach	1,926.65	1,250.04	1750	
<b>Denomination</b>				

Unitarian Universalist Church of Nashua, New Hampshire

Profit & Loss Budget vs. Actual

June 2012 through May 2013

	<u>Jun '12 - May 13</u>	<u>Budget '12/13</u>	Budget '13/14	Comment
District	5,185.00	5,670.00	4500	Per Olivia I
UUA	17,690.00	18,900.00	15000	
<b>Total Denomination</b>	<b>22,875.00</b>	<b>24,570.00</b>	<b>19500</b>	
EB Discretionary Fund	1,645.15	999.96	1500	
<b>Membership</b>				
Cardigan	-106.78			
Committee Budget	457.50	699.96	700	
Coordinator				
Health	564.00	699.96	769.956	
Retirement	2,084.68	2,082.96	2250	
Salary	20,846.02	20,829.48	22500	Per Olivia I
Taxes	1,594.72	1,562.16	1687.5	
<b>Total Coordinator</b>	<b>25,089.42</b>	<b>25,174.56</b>	<b>27207.456</b>	
Ferry Beach	6,269.00			
Leadership Devel	175.00	240.00	1000	
Social Activities	381.91	699.96	700	
YUUMI	1,151.10	3,052.36		
	178.20			
<b>Total Membership</b>	<b>33,595.35</b>	<b>29,866.84</b>	<b>29607.456</b>	
<b>Music</b>				
Committee Budget				
Babysitting	0.00	800.04	800	
Choir expenses	63.99	99.96	100	
Guest musician	100.00	399.96	400	
Octavos	559.12	2,000.04	2000	
Organ/piano R&M	718.00	1,100.04	1100	
Substitute Organist	100.00	350.04	350	
Committee Budget - Other	474.60	0.00		
<b>Total Committee Budget</b>	<b>2,015.71</b>	<b>4,750.08</b>	<b>4750</b>	
Director				
Health	0.00	699.96	769.956	
Salary	13,754.24	13,594.56	13757.69472	Reflects 1.
Taxes	1,052.19	1,019.52	1031.827104	
<b>Total Director</b>	<b>14,806.43</b>	<b>15,314.04</b>	<b>15559.47782</b>	
<b>Total Music</b>	<b>16,822.14</b>	<b>20,064.12</b>	<b>20309.47782</b>	
<b>Operations</b>				
Custodian				
Health	1,370.04	1,370.04	1507.044	
Retirement	3,509.16	3,426.96	3468.132096	

Unitarian Universalist Church of Nashua, New Hampshire

**Profit & Loss Budget vs. Actual**

June 2012 through May 2013

	<u>Jun '12 - May 13</u>	<u>Budget '12/13</u>	Budget '13/14	Comment
Salary	35,092.12	34,270.08	34681.32096	Reflects 1.
Taxes	2,684.54	2,570.28	2601.099072	
Custodian - Other	0.00			
<b>Total Custodian</b>	<b>42,655.86</b>	<b>41,637.36</b>	<b>42257.59613</b>	
<b>Custodian Coverage</b>	559.54	800.04	800	
<b>Electricity</b>	7,211.36	8,000.04	8000	
<b>Electronic Transaction Fees</b>	1,498.45	1,500.00	1500	
<b>Gas</b>	13,155.27	15,000.00	14000	
<b>Insurance</b>	10,492.00	11,000.04	11000	
<b>Internet</b>	479.40	500.04	500	
<b>Janitorial Supplies</b>	3,035.09	2,499.96	2400	
<b>Laundry</b>	1,016.98	999.96	1000	
<b>Office machines</b>	10,075.92	999.96	1000	
<b>Office Supplies</b>	3,564.90	3,000.00	3000	
<b>Payroll Service</b>	1,224.90	1,299.96	1200	
<b>Pledge Drive</b>	1,277.26	600.00	1200	
<b>Telephone</b>	1,727.17	1,700.04	1700	
<b>Trash removal</b>	1,996.01	2,000.04	2000	
<b>Water</b>	5,231.56	5,000.04	5000	
<b>Total Operations</b>	<b>105,201.67</b>	<b>96,537.48</b>	<b>96557.59613</b>	
<b>Outreach Disburse</b>	41,869.99	30,000.00	30000	
<b>Property</b>				
Alarm Systems	565.00	1,500.00	1000	
Building Inspections	1,420.00	999.96	1200	
Cleaning Services	795.00	999.96	1000	
Elevator	1,835.04	1,299.96	1500	
Equipment	417.89			
False Alarms	50.00			
Groundskeeping	4,273.06	3,500.04	4000	
Major maintenance	61,996.97	56,000.04	56000	
Snow Removal	6,070.00	9,999.96	10000	
<b>Total Property</b>	<b>77,422.96</b>	<b>74,299.92</b>	<b>74700</b>	
<b>Public Relations</b>				
Advertising	2,943.75	3,999.96	4000	
<b>Total Public Relations</b>	<b>2,943.75</b>	<b>3,999.96</b>	<b>4000</b>	
<b>RE</b>				
Adult RE	43.66	200.04	200	
<b>Committee Budget</b>				
Appreciation	465.81	800.04	800	
Childcare	0.00	50.04		
Curriculum/Books	613.58	750.00	750	



Unitarian Universalist Church of Nashua, New Hampshire

**Profit & Loss Budget vs. Actual**

June 2012 through May 2013

	<u>Jun '12 - May 13</u>	<u>Budget '12/13</u>	Budget '13/14	Comment
<b>Events</b>	341.02	500.04	500	
<b>JR High OWL</b>	321.42	399.96	400	
<b>RE Outreach</b>	100.99	249.96	250	
<b>Refreshments</b>	191.96	300.00	300	
<b>Senior High</b>	90.51	699.96	700	
<b>Supplies</b>	705.37	699.96	700	
<b>Training</b>	405.59	800.04	800	
<b>Total Committee Budget</b>	<u>3,236.25</u>	<u>5,250.00</u>	5400	
<b>DRE</b>				
<b>Health</b>	616.00	699.96	769.956	
<b>Prof Exp</b>	1,427.49	2,499.96	2500	
<b>Retirement</b>	3,327.48	3,324.96	3364.701648	
<b>Salary</b>	33,274.02	33,248.04	33647.01648	Reflects 1.
<b>Taxes</b>	2,545.46	2,493.60	2523.526236	
<b>Total DRE</b>	<u>41,190.45</u>	<u>42,266.52</u>	42805.20036	
<b>Total RE</b>	44,470.36	47,716.56	48405.20036	
<b>Search Committee</b>	470.00		1500	Minister se
<b>Social Justice</b>	132.71	750.00	750	
<b>Spiritual</b>				
<b>Babysitters</b>				
<b>Salary</b>	4,097.50	3,000.00	3000	Note choir
<b>Taxes</b>	313.48	225.00	225	
<b>Babysitters - Other</b>	160.00			
<b>Total Babysitters</b>	<u>4,570.98</u>	<u>3,225.00</u>	3225	
<b>Coffee Hour</b>	899.18	1,500.00	1500	
<b>Flowers</b>	1,395.45	1,500.00	1500	
<b>Minister</b>				
<b>Health</b>	7,722.19	7,040.04	7744.044	
<b>Prof Exp</b>	5,466.61	9,000.00	9000	
<b>Retirement</b>	8,949.25	9,000.00	9000	
<b>Salary/Housing</b>	92,420.76	90,000.00	90000	No increas
<b>Taxes</b>	5,754.27	6,885.00	6750	
<b>Transportation</b>	1,452.59	2,900.04	2900	
<b>Total Minister</b>	<u>121,765.67</u>	<u>124,825.08</u>	125394.044	
<b>Minister Discretionary</b>	1,300.00	1,500.00	1500	
<b>Worship &amp; Services</b>	1,031.87	440.04	600	
<b>Total Spiritual</b>	<u>130,963.15</u>	<u>132,990.12</u>	133719.044	
<b>WW Payroll</b>	0.00			
<b>Total Expense</b>	<u>480,338.88</u>	<u>463,045.00</u>	475798.7743	

# Unitarian Universalist Church of Nashua, New Hampshire

## Profit & Loss Budget vs. Actual

June 2012 through May 2013

	<u>Jun '12 - May 13</u>	<u>Budget '12/13</u>	Budget '13/14	Comment
Net Income	<u>-37,257.93</u>	<u>-29,367.64</u>	-28925.61432	

Unitarian Universalist Church of Nashua, New Hampshire  
**Profit & Loss Budget vs. Actual**  
June 2012 through May 2013

**Income**

100 Questions

Buddhist Meditation

Coffee Hour

Endowment

    Restricted

        Balcolm

        Restricted - Other

    Total Restricted

    Unrestricted

Total Endowment

Fund Raisers

    Auction

    Cal Libby Scholarship

    Community Dinners Donations

    Fall cemetery clean-up

    Other Fund-raisers

    Fund Raisers - Other

Total Fund Raisers

Outreach Collections

Pledges

    Early Pledges

    FY Pledges

    Late Pledges

Total Pledges

Student Loan Payments

Uncategorized Income

User Fees

WW Contrib

**Total Income**

**Expense**

Budgeted Outreach

    Community dinners

    GSOP

    Nashua Area Interfaith Council

    Soup Kitchen Food

    Budgeted Outreach - Other

Total Budgeted Outreach

Denomination

Unitarian Universalist Church of Nashua, New Hampshire  
**Profit & Loss Budget vs. Actual**  
June 2012 through May 2013

District	new membership criteria
UUA	
Total Denomination	
EB Discretionary Fund	
Membership	
Cardigan	
Committee Budget	
Coordinator	
Health	
Retirement	
Salary	UUA guidance
Taxes	
Total Coordinator	
Ferry Beach	
Leadership Devel	
Social Activities	
YUUMI	
Total Membership	
Music	
Committee Budget	
Babysitting	
Choir expenses	
Guest musician	
Octavos	
Organ/piano R&M	
Substitute Organist	
Committee Budget - Other	
Total Committee Budget	
Director	
Health	
Salary	2% increase
Taxes	
Total Director	
Total Music	
Operations	
Custodian	
Health	
Retirement	

Unitarian Universalist Church of Nashua, New Hampshire  
**Profit & Loss Budget vs. Actual**  
June 2012 through May 2013

Salary 2% increase  
Taxes  
Custodian - Other  
Total Custodian

Custodian Coverage  
Electricity  
Electronic Transaction Fees  
Gas  
Insurance  
Internet  
Janitorial Supplies  
Laundry  
Office machines  
Office Supplies  
Payroll Service  
Pledge Drive  
Telephone  
Trash removal  
Water  
Total Operations

Outreach Disburse  
Property  
Alarm Systems  
Building Inspections  
Cleaning Services  
Elevator  
Equipment  
False Alarms  
Groundskeeping  
Major maintenance  
Snow Removal  
Total Property

Public Relations  
Advertising  
Total Public Relations

RE  
Adult RE  
Committee Budget  
Appreciation  
Childcare  
Curriculum/Books

Unitarian Universalist Church of Nashua, New Hampshire  
**Profit & Loss Budget vs. Actual**  
June 2012 through May 2013

Events	
JR High OWL	
RE Outreach	
Refreshments	
Senior High	
Supplies	
Training	
<b>Total Committee Budget</b>	
<b>DRE</b>	
Health	
Prof Exp	
Retirement	
Salary	2% increase
Taxes	
<b>Total DRE</b>	
<b>Total RE</b>	
Search Committee	earch
Social Justice	
Spiritual	
Babysitters	
Salary	babysitters go here in actual
Taxes	
Babysitters - Other	
<b>Total Babysitters</b>	
Coffee Hour	
Flowers	
Minister	
Health	
Prof Exp	
Retirement	
Salary/Housing	re per contract
Taxes	
Transportation	
<b>Total Minister</b>	
Minister Discretionary	
Worship & Services	
<b>Total Spiritual</b>	
WW Payroll	
<b>Total Expense</b>	

**Unitarian Universalist Church of Nashua, New Hampshire**  
**Profit & Loss Budget vs. Actual**  
June 2012 through May 2013

Net Income





## Nomination Committee Report for 20

Office	Current Officeholder	Notes
<b>Officers</b>		
<b>President</b>	Ellen Fisher	
<b>Vice President</b>	Jenn Morton	
<b>Clerk</b>	Mary Licking	
<b>Treasurer</b>	Mike Wilt	
<b>Asst. Treasurer</b>	Jim Bonvouloir	
<b>Asst. Treasurer</b>	John Brobst	
<b>Board of Trustees (3 term limit, 3 year term)</b>		
<b>At Large #1</b>	David Hudson	
<b>At Large #2</b>	Kathleen Griffis	
<b>At Large #3</b>	Lance Pratt	
<b>At Large #4</b>	Harry Purkhiser	
<b>At Large #5</b>	Kate O'Shea	
<b>At Large #6</b>	Pat Ladew	
<b>At Large #7</b>	Vacant (Donna LaRue)	
<b>At Large #8</b>	Vacant	
<b>At Large #9</b>	Vacant	
<b>Nominating Committee (2 term limit, 3 years)</b>		
<b>Member #1</b>	Henry Zalman	
<b>Member #2</b>	Chip McGee	
<b>Member #3</b>	Lori Lerude	
<b>Member #4</b>	Vacant	
<b>Liaison</b>	Harry Purkhiser	
<b>Liaison</b>	Kate O'Shea	
<b>Financial Records Review Committee (2 year)</b>		
<b>Member #1</b>	David Robbins	
<b>Member #2</b>	Vacant (Steve Hedges)	
<b>Nashua Cemetery Association (3 year terms, 1</b>		
<b>Trustee #1</b>	Dick Widhu	
<b>Trustee #3</b>	Sue Chadwick	
<b>Trustee #2</b>	Ellen McCormick	
<b>Treasurer</b>	Russ Leonard	

**Bylaw Revisions**  
**Proposed by the Board Of Trustees**  
**For Consideration and Approval**  
**At the Annual Meeting**  
**Of The**  
**The Unitarian-Universalist Church**  
**Of Nashua, New Hampshire**  
**June 6, 2013**

**Full text of current bylaws are on the church Web site at:**  
**<http://www.uunashua.org/gov.shtml>**

**Note that: Deleted words are struck through, new words are underlined.**

*The following change is proposed to Article 3 Membership, Paragraph 3.2 Voting Members:*

### **3.2 VOTING MEMBERS**

Any member eighteen years of age or over shall be deemed a voting member and entitled to vote at any congregational meeting of the Church if he or she has been a member of the Church for the three consecutive months immediately preceding such meeting, and has both submitted a pledge form and made a financial contribution of record to the Church's operating budget during the present or preceding Church fiscal year. A member must be designated a voting member to vote in any congregational meeting or election; or to serve as an officer, or trustee.

*Reason for the change: Members who make only a contribution to the Outreach Collections are currently being counted as Voting Members. The Board of Trustees believes that Voting Membership status should reflect a financial commitment to the Church as an institution and not to just its outreach function, and that making a pledge is critical to the stability and success of the Church's budgeting and fundraising process.*

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*The following change is proposed to Article 4 Authority, Paragraph 4.3 Minister's Authority:*

### **4.3 MINISTER'S AUTHORITY**

The Minister shall be the Executive Director of the Church, shall be responsible to the Board of Trustees for implementing the policies determined by the Board of Trustees, and shall operate under the general supervision of the Board of Trustees. The Minister shall also supervise the staff of the Church, and may hire and terminate staff within the guidelines set forth in the Church's Personnel Manual.

*Reason for the change: This authority is commensurate with our Policy Governance model and had been intended to be understood with the issuance of the original policies and our re-structured bylaws, but was never explicitly written down.*

---

*The following change is proposed to Article 7 Board of Trustees, Paragraphs 7.1, 7.2, 7.5:*

### **7.1 GOVERNING BODY OF THE CHURCH**

The governing body of the Church shall consist of a Board of Trustees elected by the Congregation as provided in Article 5. The Board of Trustees shall consist of the President, Vice-President, Treasurer, Clerk, and ~~nine~~five members-at-large for a total of nine members.

The Minister shall be a non-voting member of the board.

The immediate Past President may serve as a non-voting, advisory member of the Board of Trustees for one year after leaving office.

### **7.2 MEMBERS-AT-LARGE**

~~Members-at-large are divided into three classes, designating different election years in a three-year rotation, as shown in Table 7-2. All members within one class shall be elected by ballot at each Annual Meeting for a term of 3 years. In addition, a member may be elected out of sequence to a partial term in a class in order to fill a vacancy (see Paragraph 7.6). In so far as practical, the Nominating Committee should stagger Member-At-Large terms and elections so that one or two members are elected or re-elected each year.~~

~~Table 7-2. Board of Trustees Elected Members At-Large~~

Class	Board Position	Election Year within the Rotation
1	Members-At-Large #1, 2, & 3	1 <sup>st</sup>
2	Members-At-Large #4, 5, & 6	2 <sup>nd</sup>
3	Members-At-Large #7, 8, & 9	3 <sup>rd</sup>

Members-at-large must be voting members of the Church. They shall take office after the meeting at which they are elected, and shall serve until the end of their terms and until their successors are elected. No member-at-large may serve in that office for more than seven consecutive years, including both complete and partial terms, nor be elected to a term which he or she is ineligible to complete.

~~No member at large shall move between classes while serving in that office.~~ With the exception of the Assistant Treasurers, an officer of the Church shall not simultaneously be member-at-large, nor be elected or appointed member-at-large for one year after the expiration of that officer's term.

### 7.5 BOARD OF TRUSTEES MEETINGS

The Board of Trustees shall hold at least four meetings during the church year. A quorum shall consist of ~~eight~~<sup>five</sup> Trustees. Meetings shall be publicly announced and open to members of the Congregation except when the Board of Trustees may decide by majority vote to go into executive session

*Reason for the change:* Policy Governance removes the day-to-day executive oversight function of the Board, and asks it to be a future-divining, priority-setting, and policy-making body. These forward-focussed activities can be performed quicker and more efficiently with a smaller board, leaving more members to fill other leadership roles within the Church. This new language reduces the board from 13 to nine members, changes the quorum, and leaves the job of figuring out the staggering of terms to the Nominating Committee. The Board will achieve its smaller size through attrition.

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The following change is proposed to Article 9 Minister, Paragraph 9.3 Election of Called Minister:

### 9.3 ELECTION OF CALLED MINISTER

The Minister shall be called by the Church only with the consent of at least ~~two-thirds~~<sup>ninety per cent</sup> of the voting members present at a Congregational Meeting called expressly for such purpose.

*Reason for the change:* This change is recommended by several sources that suggest a minister is unlikely to accept a call to a congregation without an overwhelming majority of members approving. This change puts the congregation on notice of that reality.

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The following change is proposed to Article 11 Invested Funds, Paragraph 11.3 Invested Funds Committee:

### 11.3 INVESTED FUNDS COMMITTEE

The Board of Trustees may appoint an investment committee, from the voting members of the church, to act as liaison with the trustees and custodians selected by the ~~Executive Board of Trustees~~, and to review the performance of said trustees and custodians.

*Reason for the change:* The old term for the Board of Trustees was inadvertently used in this paragraph.

Board of Trustees Proposal for UU Nashua Priorities  
June 2013 through May 2015

**Creating a Church Community that Includes People of All Ages**

**Building Congregational Relationships**

**All-Church Social Justice Focus**

## Full Text of Board of Trustees Proposal for UU Nashua Priorities, June 2013 through May 2015

### **Creating a Church Community that Includes People of All Ages** (Previous: Retain Youth & Attract Young Adults)

Preamble: Children, youth, and young adults are our church's future. It is vital that our programs and activities are inclusive of and meaningful for people of all ages. It is vital that our programs and activities promote connections between people of different ages.

Vision: Young people feel welcomed into our church community. Children who grow up in our church share an enduring sense of acceptance and belonging to this church. Young individuals and families with young children are attracted to our church and smoothly integrated into our church family.

Measures of Success: Attendance and participation of children, youth, and young adults in the broad range of church programs and activities has increased.

Responsible Parties: The minister (as our Chief Executive Officer), the Director of Religious Education, the R.E. Committee, all other committees as pertinent, and all of us.

### **Building Congregational Relationships** (Previous: Improved Communication Project)

Preamble: Establishing clear and effective two-way communication is a critical component in the development of healthy or "right" relationships between individuals and groups. When we are in right relationship, we relate to one another with honor, respect, love, and care.

Vision: All church committees, groups, leaders, and laypeople take responsibility for widely communicating information about their activities, both in reporting what they have done and inviting others to participate in future events. At the same time, all church committees, groups, leaders, and laypeople take responsibility for keeping up with church communications coming their way.

Measures of Success:

- Over the next year, the congregation will have developed and adopted a covenant of right relationships that describes how we all agree to work and be together in community. There will be an increase in the number of members of the congregation who are included in e-mail distribution lists and active on the church's Facebook page.

Responsible Parties: The minister (as our Chief Executive Officer), the Public Relations Committee, all other committees as pertinent, and all of us

- All church policies will be reviewed and clarified.

Responsible Party: The Board of Trustees

### **All-Church Social Justice Focus** (Previous: All-Church Social Justice Project)

Preamble: Developing awareness of and working to address social justice issues is a meaningful part of our individual searches for truth and meaning. It is vital that our church encourages its members and friends, including children, to do so. As a focus for social justice work, our church has chosen to work toward ending hunger and homelessness in our local area. Since a well-organized network of organizations (both the Nashua Continuum of Care and GSOP) is already working on these issues, it is vital that our programs and activities encourage engagement in these local efforts, both for individuals and the church as a whole.

Vision: Our entire congregation recognizes that social justice work promotes compassion and caring in all human relations and is a means to spiritual growth. The congregation is known for our social justice work in the local community, especially our work on ending hunger and homelessness.

Measures of Success:

- **Education:** Within the next 2 years we have made at least 6 major efforts that will serve to educate our church members and friends, as well as the wider community, about our social justice focus. This education will include information about how individuals can become involved in solving the problems that contribute to hunger and homelessness.
- **Service & Advocacy:** All members of the congregation will engage in a "service project" and donate time, talent and energy in the area of ending hunger and homelessness; this includes an increase in the number of members volunteering at Community Dinner, and active participation from every RE classroom.
- **Financial Support:** The congregation will raise and donate at least \$15,000 to associated organizations that are focused on hunger and homelessness issues.

Responsible Parties: The minister (as our Chief Executive Officer), the Director of Religious Education, "Council of Committee Chairs," all other committees as pertinent, and all of us.

# Financial Records Review Committee Annual Report

## 2012-2013 Church Year

Financial Records Review Committee (FRRC) Member: David Robbins\*

Our bylaws require annual financial record reviews of the church, White Wing School and the Cemetery Association. The reviews verify that the fiscal records and financial transactions of each component are transparent, orderly and consistent.

The Committee conducted separate reviews in May for the UU Church (Mike Wilt, Treasurer) and White Wing School ( Deb Castonguay , Director, Amy Better-Savoie , Chair and Gillian Hinkle, Treasurer). The Cemetery Association review (Russ Leonard, Treasurer) was conducted in early June.

All records examined were found to be in satisfactory order, the accounting processes and record-keeping systems were sound, and no anomalies were observed. A summary of each review follows.

### **UU Church of Nashua**

Mike Wilt, with the support of his two Assistant Treasurers, John Brobst and Jim Bonvouloir, continues to carry out the duties of the Treasurer's office in a thorough and organized manner. They maintain the Church's accounting, transaction and payroll processes using an automated approach that minimizes human error, maximizes transparency and facilitates independent audits or reviews. QuickBooks business accounting software is used to keep track of the Church's finances, allowing rapid, accurate and reliable online reconciliation between our records and those of the bank. PayCycle, a web-based payroll application is used for automatically processing paychecks for both the Church and White Wing staff. As in years past, Mike organizes the Church's financial accounting in a Functional structure, separating expenses according to the categories that align with the Church's mission. The FRRC conducted spot checks of several random paper and/or electronic records transactions. All records reviewed were accurate, well organized and easily validated.

Our church is moving to correctly classify our size within the denomination as we entertain ministerial candidates. This will impact the budget, staff salaries and benefits and the compensation package offered to our new minister. It may impact program offerings and the scope of our community outreach. The fiscal tools Mike has devised and uses will be tremendously helpful as we chart our new course.

### **White Wing School**

White Wing School is a branch of the UU Church of Nashua and operates under the same Federal Tax ID number. The financial books for White Wing, however, are kept separate from those of the Church, except for payroll, which is handled as an administrative pass-through (zero-net) item in the Church's budget. The bulk of White Wing's income comes from tuition and their major annual expense is payroll. The school makes an annual occupancy payment of \$23K to the Church, which includes facilities rental, utilities and custodial services.

White Wing uses the same accounting program as the Church. This commonality is viewed by the FRRC as very advantageous. To supplement these accounting practices, an independent accountant is hired to check and reconcile the books monthly.

Similar to the process used to assess the Church's financial records, the FRRC reviewed White Wing's year-to-date Profit & Loss Comparison Statement. All income and expenditures were found to be reconcilable and in order. In the 2011 – 2012 report the FRRC made five specific recommendations to facilitate record-keeping throughout the year and make future financial records reviews more meaningful. These recommendations were not clearly forwarded to the appropriate WW officers and accordingly not fully considered by them. The FRC will ensure transmission this year.

1. Record all financial statements on a Cash basis (v. an Accrual basis).
2. Tie out cash for all interim and yearly financial reports.
3. Don't carry expenses from one year to the next, showing them as liabilities. Pay down all liabilities by the end of each fiscal year or move them to the asset column where they belong.
4. Consistent with the Church's practice, don't show fixed assets (non-cash assets such as furniture) on the White Wing balance sheet.
5. Be prepared to present a comparative financial report (year-to-prior-year) during the next Financial Records Review cycle.

Despite these recommendations for improvement, White Wing's current financial record-keeping was found to be well-organized and transparent. In summary, the White Wing School's financial health is sound and their record keeping is satisfactory.

White Wing has entered a period of fiscal constraint. Applications are down as fewer families are able to pay the full tuition and the pre-school population shrinks. White Wing is diversifying by offering additional school year and summer programs to increase revenue. That said White Wing appears fiscally strong and able to adjust appropriately to changing demographics and demands.

### **Nashua Cemetery Association**

According to the Church bylaws, the Nashua Cemetery Association (NCA) is an organization within the UU Church of Nashua, although its finances are managed separately from those of the Church. The only sources of income for the NCA are their invested funds account and the sale of space in the Memorial Garden. These funds have been combined with the Church's endowment into a common investment fund, but the Bank of America tracks the two balances separately.

The balance sheet for the NCA is relatively simple and the review performed by the FRRRC was straightforward. This year more than \$19,000.00 was spent on fence, wall and tree repair/maintenance. An examination of selected invoices, payments and bank statements demonstrated that the records were accurate and complete.

While the NCA appears in good fiscal health they need to liquidated \$15,000.00 in principal to meet the projected budget of \$27,329.00. As with other reviewed components they are facing increased expensed and dwindling revenue.

### **Acknowledgement**

The committee would like to extend sincere appreciation and gratitude to all parties who opened their books and responded to FRRRC inquiries. Without exception, everyone was extremely open, accommodating and supportive of the process.

Respectfully Submitted:

\_\_\_\_\_/s/\_\_\_\_\_  
\_\_\_\_\_

David S. Robbins

\*Steve Hedges, FRRRC Chair, was required to withdraw from the committee and unable to participate as he was appointed a member of our Ministerial Search Committee. A one member committee is an anomaly for this year only.



## Adult Spiritual Development in Life Span Education

Edith Hunter, 20th-century Unitarian religious educator, said “Isn't half the job of becoming educated learning to ask the right questions? The philosophy of Adult Religious Education that has guided our program offerings this year has been based upon asking these questions, on assisting our members in their ongoing search for truth and meaning and encouraging support for one another on each their individual journeys. We renamed the Adult Religious Education Program *Spiritual Development* to reflect this developmental approach and encourage a more contemplative and collaborative mode of learning. We have tried to offer a variety of activities designed to further each person's exploration and understanding of Unitarian Universalist history and principles and their application to living in today's world. Utilizing the organizing framework of the UUA *Tapestry of Faith* Programs (see the UUA website: <http://www.uua.org/re/tapestry/adults>), we provided learning opportunities within each of the following contexts:

**Spiritual Development.** Developing a deep, reflective and expressed response to the wonder, joy, and pain of being alive; defining and enhancing our relationship with the spirit of life, however one understands it.

**Ethical Development.** Examining ethical and moral issues that may confront us in our lives; exploring the possibilities and challenges of acting in accordance with the seven principles promoted and affirmed by Unitarian Universalist congregations.

**Unitarian Universalist Identity Development.** Providing information and opportunities to learn about Unitarian Universalism as a religious tradition, its history and heritage, its identity as a faith community and relationship to other faith communities.

**Faith Development.** Unitarian Universalist faith development emphasizes each person's religious journey. When we develop in faith, we develop as meaning-makers. Faith is about embracing life's possibilities, growing in our sense of being "at home in the universe."

Believing that experience is the most powerful teacher, most of our Spiritual Development programs have been experiential in nature. Finally, we have tried to make these events interactive, providing participants the opportunity to learn from and reflect with each other.

These are the programs we offered this year:

Popcorn Theology. These have been monthly “main-stream” movies followed by a discussion focusing on issues stimulated by the movie that are relevant to being a UU in

today's society. They were generally shown at 7:00 p.m on the second Thursday of the month, in the cafeteria, but there were some variations. We presented the following movies:

September: *Happy!*

October: *Pay It Forward*

November: *The Curious Case of Benjamin Buttons*

December: *Raw Faith*

March: *The Five People You Meet in Heaven*

April: *Invictus*

June (shown at Ferry Beach): *Snowmen*

Trips and Discussions. There have been group outings to various places and events of interest to us as Unitarian Universalists. This year we took trips to:

Shaker Village in Canterbury, NH

King's Chapel and the UU Arlington Street Church in Boston

The UUA headquarters at 25 Beacon Street and the Sanctuary Boston Service at First Parish Cambridge

Each trip included additional information and/or time for sharing and discussion.

Pathways to Unitarian Universalism. The Spiritual Development Committee worked with our interim minister and other individuals and committees in the congregation to hold introductory workshops in October and March for potential new members or those interested in learning more about Unitarian Universalism. These were held on consecutive Sundays after service, and included the following presenters: Rev. Olivia Holmes, Gary Lerude, Chris Parker, Sherri Woolsey, Bob Sampson, Monica Staples, Jenn Morton and Jerry Ross.

Spiritual Development Workshops. The Spiritual Development program includes seminars and workshops offered at various times during the year to enhance members' understanding of Unitarian Universalist history and principles and to foster personal development in their beliefs, spirituality, and practices as Unitarian Universalists. This winter we offered a six-session series entitled, "The New And Not-So-New UU." The program was adapted from a Tapestry of Faith workshop and was designed to ground new members in the basics of Unitarian Universalism while re-igniting longer term members interest in various dimensions of our faith. Most importantly, the series offered an opportunity for new and prospective members to meet and get to know some of our long-time members. The series ran from January 31 through April 11.<sup>th</sup> It was facilitated by Jerry Ross and included 12 other guest presenters from the congregation, including our interim minister, Rev. Olivia Holmes. Sixteen members participated.

Spiritual Development Resources. At various times and through various media the committee members and Life Span RE Director Chris Parker have tried to make educational materials available to the congregation, drawn attention to external spiritual development workshops or activities, or convened congregational gatherings around spiritually challenging events in the wider world. We have seen this efforts as integral to

our mission to support members of our congregation on their personal and spiritual journeys.

Additional spiritual and personal development activities were made available that operate within the purview of the Life Span Education program but without direct involvement of the Spiritual Development committee. These included:

#### The Nashua Buddhist Meditation Group

The Group offers a regular space for UU Church and Nashua community members to practice meditation and study the dharma with longtime practitioners and students of Buddhism. The group met regularly on Wednesdays from 7:00 – 8:00 pm throughout the year. Programming for the group consisted of periodic open house book discussions, opportunities for in-depth study of Buddhist teachings, and monthly dharma talk. Group sitting and walking meditation is practiced in the auditorium. Facilitated by Martha Roberts (coordinator) and Karen Fitzpatrick (church liaison).

#### Reiki Drum Circle

Once each month, the Reiki Drum group has gathered to share Reiki healing and a spiritual meditation journey ending with community spirit drumming. Participants bring their own percussion instruments to play and share if they wish and all are welcome to participate by taking an active role. All spiritual practice has been welcome. The group facilitators are Anya Zakiewicz and Robin Panousis, both Reiki Master/Teachers and Reiki Drum Master/Teachers.

#### Covenant Groups

Covenant Groups are based on a model of “small group ministry” that offers members a chance to meet in a gathering of 8-10 people to connect with each other on a more personal level than is possible in other areas of congregational life. Group Leaders: Barbara Berrios, Bob and Hilary Keating, Barbara Spitz, and Bob Gamairi. Lori Lerude offered a Parents of Teens Support Group. Beginning in May, Jerry Ross convened a time-limited covenant group for newer members.

The Spiritual Development Program is overseen by Chris Parker, the Director of Life Span Religious Education, and the Spiritual Development Committee is chaired by Jerry Ross. Members during the course of the year included Monica Staples, Gary Lerude, Frona Avery, and Diane Lyons. Others not on the committee who helped with various events during the year included Elizabeth Zahn, Stu Davidson, Roy Goodman and Ellen Barr.

Jerry Ross, Chair  
Spiritual Development Committee  
5-20-13