

Agenda for FY 2013-2014 Annual Meeting
 Unitarian Universalist Church of Nashua
 June 12, 2014

Time	Agenda Item / Topic	Presenter
6:50	Check In of Voting Members in the Sanctuary	Mary Licking, Clerk
7:00	Call to Order <ul style="list-style-type: none"> • Certification of Quorum • Reading of the Purposes from the Articles of Agreement 	Ellen Fisher, President
7:05	Chalice Lighting	Harry Purkiser, Vice President
7:15	Framing the Meeting <ul style="list-style-type: none"> • Appointment of Parliamentarian • Consent Agenda (list additional reports) • President's Report 	Ellen Fisher
7:25	Progress Reports	
	Search Committee Report	Gary Lerude
	Personnel Committee Report	Harry Purkiser
	Presentation of Draft Covenant of Right Relationships	Kathy Fletcher
7:45	Financial Reports	
	Stewardship Committee Report	David Hudson & Kate Messner
	Investment Review Committee Report, Summary	Bob Sampson
7:55	"All for the Best"	Choir
	Treasurer's Report Summary, 2013-2014 Fiscal Year	Mike Wilt, Treasurer
	Presentation of the Proposed Fiscal Year 2014-2015 Budget	Rev. Olivia Holmes & Mike Wilt
8:15	Minister's Report	Rev. Olivia
	"Nada Brahma"	
8:35	Nominating Committee Report <ul style="list-style-type: none"> • Thank you to retiring leaders • Presentation of Nominees • Nominees from the floor, if any • Motion, etc. 	Chip McGee
	Other Business & Announcements, if any	
8:45	Final Words	Rev. Olivia
8:55	"From You I Receive"	
9:00	Adjourn & Chalice Extinguishing	Ellen Fisher

Consent Agenda

- The Congregation approves the minutes of the 2013 Annual Meeting, held on June 6, 2013 as submitted by the Clerk.
- The Congregation accepts and places on file the reports of the following officers, committees, and programs (posted at 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 10th will be listed and available at the meeting).

ANNUAL MEETING

UNITARIAN UNIVERSALIST CHURCH of NASHUA

June 6, 2013

A quorum of members having been met, President of the congregation Ellen Fisher called the meeting to order at 7:05 pm, announced the Certification of a Quorum, and read the Purposes from the Articles of Agreement. Vice President Jenn Morton lit the chalice and gave opening words. The Choir performed the opening musical selection, "Brand New Day" by Kathy Grossman and arranged by Jared Holland.

Appointment of Parliamentarian and Adoption of Consent Agenda

President Ellen Fisher appointed a parliamentarian, Robert "Bob" Sampson. A motion made by Bill Kennedy and seconded by Lance Pratt passed unanimously to adopt the Consent Agenda. The consent agenda consists of 1) the minutes, as submitted by the Clerks, of the 2012 Annual Meeting, held on June 7, 2012, and the Special Congregational Meeting, held on March 17, 2013, 2) the Congregation accepts and places on file the reports of the following officers, committees, and programs (posted at www.uunashua.org/gov.shtml): Minister's Report, President's Report, Clerk's Report, Investment Review Report Parts 1 and 2, Ministerial Search Committee, Cemetery Association, Cemetery Association Treasurer's Report, Denominational Connections, Financial Records Review, Membership/Social Activities, Music, Pastoral Care, Personnel, Property, Public Relations, Religious Education, Social Activities, Social Justice, and Worship Associates.

Investment Review Committee Report Summary

Robert Sampson gave the Investment Review Committee report summary. The endowment is up between nine and ten percent this year.

"State of the Church" Right Now

President Ellen Fisher presented the "State of the Church" Right Now. "Our church is strong," was the theme of the report. She thanked the volunteers who have engaged in endeavors on behalf of the church. A few topics were mentioned that the Board of Trustees is working on. A number of factors that have accumulated over time contribute to knowledge that our church is not as big in membership numbers as we thought it was. The stewardship goal has not been met for two years in a row now, despite best efforts. The Board of Trustees evaluated the church's progress on the three all-church priorities of the past 18 months (see Board of Trustees minutes posted on uunashua.org; also UU Nashua newsletters for April, May, and June apprised the congregation on this topic) and developed three new priorities (see below). The church has hired a consultant to help with implementing policy governance and is in the midst of receiving that advice and processing it. The written President's Report is part of the Consent Agenda.

Treasurer's Report Summary, 2012-2013 Fiscal Year

Mike Wilt gave the Treasurer's Report summary. The Treasurer's Report is filed with these minutes. A motion made by Bob Sampson and seconded by Steve Ladew passed to place the Treasurer's Report on file.

Presentation of the Proposed Fiscal Year 2013-2014 Budget

Reverend Olivia Holmes and Mike Wilt, Treasurer presented the proposed fiscal year 2013-2014 budget. A motion by Bob Sampson and seconded by Bill Kennedy passed to approve the proposed budget. Even though the Board of Trustees had voted on May 28, 2013 to present a balanced budget to the congregation, except for the \$15K to be used for the Ministerial Search expenses (which would come from the Cash Reserve), the budget presented to the meeting contained a \$29K deficit. That left \$14K of either reduced expenses or additional income in order for the budget to balance. Mike and Rev. Olivia explained that they had not had time to make specific plans for how to do this, but that they were committed to doing so during the coming year. Many questions ensued. Ending the discussion was a motion that passed to call the question made by Sonya Hackel and seconded by John Brobst.

Musical Selection: Duet, "Somewhere"

Kathleen Griffis and Kathy Grossman presented a musical selection: a duet, "Somewhere" by Leonard Bernstein and Stephen Sondheim.

Nominating Committee Report

The following members retiring from their elected positions were thanked by the congregation: Financial Records Review member Steve Hedges and Board of Trustees members Kathleen Griffis and Donna LaRue. Chip McGee presented the committee's slate for Board of Trustees, Nominating Committee, and Financial Records Review Committee, and Nashua Cemetery Association, with the update that Pat Ladew is midway through her Board of Trustees term. The slate is filed with these minutes. There were no nominations from the floor. A motion made by Laurie Goodman and seconded by Kate Messner passed unanimously that the slate be accepted. A motion was approved unanimously made by Kathy Fletcher and seconded by David Hudson to accept and endorse the Nominating Committee's amendment entitled, Nominations Committee Transition to Leadership Development Action Plan – Revision June 2013. The amendment is filed with these minutes.

Presentation of By-Law Amendments

Harry Purkhiser presented the By-Law amendments. A motion to accept the proposed bylaw amendments made by Carol Houde and seconded by Karen Leonard was discussed. An amendment offered by Russ Leonard and Billy Parker to consider each proposed bylaw change separately was accepted and the motion as amended passed.

Please note that the Reference documents referred to below in the discussion are as follows:

Reference 1. Bylaw Revisions Proposed by the Board Of Trustees For Consideration and Approval At the Annual Meeting Of The Unitarian-Universalist Church Of Nashua, New Hampshire June 6, 2013. Accessed June 6, 2013 on <http://www.uunashua.org/gov/2013/PresentationofProposedBylawsRevision.pdf>. Please note Reference 1 is an attachment to these minutes.

The following (1. Through 5.) passed by a two-thirds vote of the voting members present:

1. A motion by Karen Leonard and seconded by Carol Houde to amend the Bylaws as proposed in paragraph 3.2 VOTING MEMBERS in Reference 1;

2. A motion by Elaine Thomas and seconded by Bill Kennedy to amend the Bylaws as proposed in paragraph 4.3 MINISTER'S AUTHORITY in Reference 1;†
3. A motion by Kathy Grossman and seconded by Steve Hedges to amend the Bylaws as proposed in paragraph 7.1 GOVERNING BODY OF THE CHURCH, 7.2 MEMBERS-AT-LARGE, and 7.5 BOARD OF TRUSTEES MEETINGS in Reference 1;
4. A motion by Laurie Goodman and seconded by John Sanders to amend the Bylaws as proposed in paragraph 9.3 ELECTION OF CALLED MINISTER in Reference 1;
5. A motion by Kathy Grossman and seconded by Jon Lasselle to amend the bylaws as proposed in paragraph 11.3 INVESTED FUNDS COMMITTEE in Reference 1.

†Regarding 2. above (the motions discussed below passed by a simple majority):

- A motion passed by Russ Leonard and seconded by John Brobst to call the question during the discussion of the motion described in 2. above. At that point, the President called for the vote.
- Also, a motion passed by Burns Fisher and seconded by Bob Sampson to direct the Board of Trustees to clarify the policies and procedures surrounding the implementation of 2. above.

Presentation of Proposed New Priorities, 2013-15

Pat Ladew presented the Proposed New Priorities. A motion passed made by Dan Murphy and seconded by Karen Leonard to accept the Proposed New Priorities.

Other Business and Announcements

There was no other business from the congregation. One member made an announcement.

“State of the Church” Going Forward

Reverend Olivia Holmes presented the “State of the Church” Going Forward. The discussions that took place during the meeting covered what she intended to impart. Reverend Holmes gave two inspirational readings.

Musical Selection: “Everything’s Possible”

The Choir presented a musical selection, “Everything’s Possible” by Fred Small.

Adjournment and Extinguishing of the Chalice

President Ellen Fisher presided over the adjournment process. The extinguishing of the chalice was performed by Jenn Morton who gave some words.

Respectfully submitted,

//original signed//

Mary Licking, Clerk

Attachment:



PresentationofProposedBylawsRevision.pdf

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.

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 st
2	Members-At-Large #4, 5, & 6	2 nd
3	Members-At-Large #7, 8, & 9	3 rd

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~~^{five} 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.

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~~^{ninety per cent} 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.

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.

2014 Annual Report of the Interim Minister
“The ground shifts; nothing is static”

Everything about our existence¹
points toward change,
flexibility, and
dynamic re-creation.

And it’s hard because
change involves loss.
Can we hold the losses well,
while not holding ourselves back?

The ground shifts, sometimes slowly,
sometimes like an earthquake;
reminding us that the solidity
we often love and seek
is an illusion...
nothing is static.

In last year’s annual report I drew your attention to the five points of focus in a time of transition: heritage, leadership, connections, mission, and the future. I’d like to revisit each one, reflecting on the extraordinary discoveries and new directions you have embraced in this time.

Heritage: You are as proud of and diligent in caring for these buildings and grounds as ever you were. Over these two years your leadership has also begun to consider whether and how the budget reflects, or should reflect, the whole mission of the congregation. You are coming to consider the importance of investing in the development of your staff and volunteer programs as thoughtfully and diligently as you do your buildings. I celebrate your embracing the wider picture your mission asks of you.

Leadership: Your understanding of the need and even the desirability of shared and evolving leadership has deepened as you have formed new committees and passed the baton of leadership in others. Unless volunteers ready to advance in leadership have an opportunity to lead, in their own best way, any congregation will remain the charge of a small group, and enthusiasm for the bigger shared picture will not become a moving force in congregational life. I think you really know this now. I also believe that you understand that until devoted and skilled leaders are willing to step aside so that others can take up the work, others will not feel invited to do so.

Connections, Mission, and the Future: Through Community Dinners, Covenant Groups, Deeper than Coffee Conversations, conversations and planning with the Search Committee, Transition Team, Personnel Committee, Board; through work with our children, with worship, with music, art, membership, increasing our A/V impact, finding a right interim Director of Lifespan Religious Education, reaching out to denominational leaders and trainings, and on and on, you have extended your connections to one another and to the wider UU community

¹ Mishra-Marzetti, Rev. Manish, Bless the Imperfect, pps. 49-50, adapted

dramatically during these transition years. Through your support for the Harbor Homes initiative, the outreach collection, the UU Chalice Lighters program, Cereal Sunday, and on and on, you continue to extend your connections to the wider community of which we are a part.

With the blessings of the work of the Board, Transition Team, Personnel Committee, staff, and many who contributed to the work of revisioning our staffing and budgeting needs as a congregation of roughly 245, you have smoothly navigated the hard challenges of alignment; understanding together the support you need to give your staff, and the support you need them to give you. This accomplishment alone is astonishing in its thoughtfulness, inclusiveness, and completeness. I've not had the privilege of serving a congregation that has done this work so well.

But you didn't stop there. You also got through several big challenges to who you are as a community: deciding together how to address the indictment of a member of the congregation with respect for the worth and dignity and safety of all; deciding together how to respond to extensive water damage to the building in this cold winter; responding together to the incomplete search for a right settled minister, and turning your enthusiasm for this church in the direction of welcoming a new interim minister and a new interim Director of Lifespan Religious Education. To each challenge, I think, you responded by asking your collective selves, "what is the response our faith asks of us; what is best for the whole congregation?"

Each member of your devoted staff has challenged me to be the best minister-leader I can be, and each one has forgiven me repeatedly when I fell short of the mark. Nobody gets it all right all the time; yet the staff here is committed to being a strong support team for the congregation's mission, people, and minister. I leave each one of them with a profoundly grateful heart.

This is your church, your faith, and as you live, so you live the future of this faith into being, here and in all the rest of your lives. I have been filled with awe at the growing trust you have in one another, in your leaders, and in your staff to be fulfilling the promise of your goals to become a congregation of people who welcome and embrace and affirm the stranger, who want to take an active role in being with, mentoring, and learning from your children and youth and young adults, who want to understand the many blessings of good communications and right relations, and who, indeed, are, together, a beacon of hope to a wider community in need.

New experiences lead to new truths,
the natural course of life
always pushing us
toward greater understandings
of what it means to be human.

Thank you for the extraordinary privilege of serving you for these past two years.

Respectfully submitted, *Rev. Olivia Holmes*

Unitarian-Universalist Church of Nashua, NH

President's Annual Report to the Congregation

June 12, 2014

The following is a summary of the Board's activities during the 2013-14 Church Year.

The Church Size Question

Last year at this time, the Board had recently discovered that we had had a longstanding over-estimation of the number of people who were actively participating in and supporting church programs. This was due to an unintended loophole in our bylaws' definition of voting membership and accumulating inaccuracy in our voting membership lists. To address this, our bylaws were amended at last year's Annual Meeting, and I promised in last year's President's Report that the Board would investigate this and report to the Congregation about what had happened and, as much as we were able to determine, why. This investigation was the Board's first big project this year. My report on the Board's findings is attached as an Appendix to this report. It was initially published in our October 2013 Newsletter. In brackets within the text I have added updates.

Collaborating with the Search Committee

A considerable amount of the Board's time was spent collaborating with the Search Committee this year. While the roles of the two groups are distinct and separate, both play an active part in the Search Process during the second year of a Transition. The Board provided written material for the Search Committee's packet of information, which is used to introduce the church to prospective ministerial candidates, including, for example, the article in this report's Appendix. The Board also discussed with the Search Committee their listing of our strengths and challenges, based on the Search Committee's analysis of congregational input. The Board was responsible for appointing two of the three members of the Negotiating Team. Finally, using input from the Search Committee, the Board decided on the final draft of the Minister's Agreement to be offered to candidates, including a range of compensation and benefits.

I want to add my voice to the chorus of thanks to our Search Committee. Board members have had a unique view of the incredible amount of time that they have devoted to our Search and the care and precision with which they have done their work. It is impossible to imagine that there could have been a better group to have taken on this task.

Learning to Do Policy Governance

At the suggestion of Rev. Olivia, beginning in the second half of last year, she and the Board began consulting with Laura Park of Unity Consulting about our implementation of Policy Governance. We soon learned that the Board's understanding, and therefore our implementation of Policy Governance to date, had been faulty and incomplete. So we got to work. Laura is a gentle coach who has led us on a yearlong process to better understand the concrete ways that Policy Governance should work. Rev. Olivia herself had had no specific experience in Policy Governance before becoming our Interim Minister, but she spent many hours courageously immersing herself in it and bringing the Board along

with her increasing insight. In addition, Board members read books, attended district workshops, and participated in teleconference meetings.

Without using this report to give a complete explanation of Policy Governance per se, I will say that the basis of the governing method is a set of Governing Policies that define the mission and purpose of the church as an institution and the specific roles of the Board and the Executive Director (in our case, our minister). Laura Park helped the Board to realize that at the time that Rev. Olivia arrived two years ago, our existing Governing Policies were not what we needed. Consequently, this year the Board has grappled with learning about and then re-drafting our Governing Policies. A complete new set of Governing Policies should be up on our website soon, if it isn't already there. This has been a huge job.

The section of the policies on which the Board spent the most time is the "Ends Policies." We learned that ends policies should be a statement of "why the church is here," or, stated another way, a definition of "the difference the church makes in the world." The Board's new ends policies are a replacement of the first section of our original policies, which was titled, "Church Purpose and Goals." That original policy was well and faithfully created by a previous Executive Committee and the ideas contained within it were studied, respected, and when appropriate, incorporated in the new "Ends Policies." Besides using the original policy's ideas, we also conducted informal interviews with a number of church members and friends centered on the question, "How does being a part of this church change your life?" There was a remarkable consistency in the answers we collected, and those ideas were also incorporated into the new "Ends Policies." A one-sentence summary of all our ends is contained in our new Mission Statement.

The mission of the Unitarian-Universalist Church of Nashua is to engage people in a search for truth and meaning within a supportive liberal religious community that encourages personal/spiritual growth, embraces diversity, and promotes social justice.

Although the Board is proud to have a draft of new governing policies completed, under Policy Governance the Governing Policies are never fully "done." Future Boards will be reviewing, and when necessary, changing them, as well as continuously assessing whether the church is living up to them. We also encourage church members and friends to review them and to provide input to the Board.

Budgeting Under Policy Governance

One thing the Board did not have to learn, since we have known this in theory for many years, is that our Annual Budget should be an expression of our church mission. I have to credit our Treasurer, Mike Wilt, with reminding us of this for as long as I have been on the Board. Finding a way to make sure that our proposed budgets were an expression of our mission has previously been difficult for the Board, however. As long as I have been President, I admit that I did not know just how to do this.

What we have learned about Policy Governance this year, with the help of Rev. Olivia and our consultant Laura Park, has been a big step forward. The Board has literally been working with Rev. Olivia on the budget you will see tonight for the entire past year. We explored the assumptions contained within past budgets, especially in light of the comments we heard from members of the congregation at last year's Annual Meeting. Rev. Olivia, with the help of the Transition Team, gathered information about budgets in churches similar to ours in order to be able to consider alternatives. We studied and clarified the roles of the Board, the Treasurer, and the Executive Director in creating a budget. After a

year of study and consideration, the Board endorses the budget you will see later in the meeting as a responsible expression of our church's mission over the next year.

In January Bob Keating proposed to the Board that it should make a long term plan for changing the use of the annual prudent withdrawals from our Endowment from support of our operating budget to "meeting unmet needs in the wider community." After discussing this idea, the Board took no action on this proposal since we had no way to know if this aspiration would be possible or responsible at any point in the future. Even so, support of our Outreach Collections remains high among members of the Board, as well as members of the Congregation. We are justifiably proud of the approximately \$30,000 per year that our church is contributing to social justice causes outside our walls.

Welcome to Rev. Janet Newman

One last task fell to the Board in May, when it became clear that the search for a new settled minister was going to be incomplete this year. The Board had to find and hire a new Interim Minister. Rev. Olivia's 2-year contract was not renewable (plus, she wants to retire!). With the help of three intrepid church members appointed by the Board to review candidates, conduct interviews, and make a recommendation, this was accomplished in less than 2 weeks. The Board looks forward to meeting and working with Rev. Janet Newman in the coming year and profoundly thanks the Interim Task Force, which included John Sanders, Joan Connacher, and Karen Murray.

Thank You to Rev. Olivia Holmes

I have worked closely with Rev. Olivia over the past two years. Simply put, during that time she has given us her all. She has been a cheerleader for our strengths as a Board and for the church as a whole. On the other hand, she has been an unblinking truth-teller. I say with all confidence that without her, we would not have made the progress we have made in understanding, and in rolling up our sleeves to tackle, the challenges we face. She has been tireless in leading from the front and pushing from behind. She has been the catalyst for everything we have accomplished in the past two years. For this I thank her. We will all remember these two years of Interim Ministry as a pivotal part of our church's history.

Respectfully submitted,
Ellen Fisher

Appendix

The following article appeared in the October 2013 newsletter of the Unitarian-Universalist Church of Nashua, New Hampshire, in a column entitled, "On Board," written by Ellen Fisher, Church President. Text in brackets [] has been added as an update in June 2014.

Investigation of Church Size

At the annual meeting in June [2013], the Board of Trustees had only recently discovered that we seemed to be a smaller congregation than we thought we were. It was a distressing surprise, to say the least. We knew that the main reason for the confusion was an inconsistency in the Bylaws' definition of

voting membership. We define the size of our congregation by the number of voting members. As the Bylaws previously were written, people who had contributed to Outreach Collections (the proceeds of which are all rightfully given to the designated organizations), but not to the church's operating budget, were technically eligible to be voting members of the church. This was not the original intent of the Bylaw. At the Board's recommendation, the congregation voted that evening to clarify the Bylaw language. Please see "Membership Clarified" elsewhere in this newsletter for further details. [This article explained the requirements for voting membership per the amended Bylaws.]

At the annual meeting I said that the Board would be investigating the size question so that we could report to the congregation what has happened to our numbers over the past few years. The Board has done that. Here is a summary of what we found.

According to our records, if voting membership were counted the way the Bylaws previously read, over the past 10 years our voting membership has hardly changed. It was 320 in 2004-05 and 317 in 2012-13. Counting by the new Bylaw language, however, we have gradually decreased from 321 in 2004-05 to 251 in 2012-13. This was not a sudden drop in one year, but a steady small loss each year. Tracking the decline in voting members (by the new counting method) is a corresponding decline in our Church School registrations and average Church School attendance. During the same period registrations gradually fell from 116 children to 89, with average weekly attendance going from 75 to 58. Surprisingly, average adult attendance at Sunday morning services, [not including Summer Services], has not changed much in the same period. It averaged 127 in 2004-05 and 124 in 2012-13, with fluctuations both higher and lower in the intervening years. [During 2013-14 average adult Sunday morning attendance, not including Summer Services, has been over 130.]

During the same period the numbers of pledges we received each year also declined, from 190 in 2004-05 to 146 in 2012-13. This is "pledging units," which may represent an individual, a couple, or in a few cases, three actual members. During the current year we have 138 pledges so far, but we expect that more may come in before the year is over so that number is not complete.

There is good news. The stability of our adult Sunday services attendance is good news. More surprising though, alongside the drop in the number of pledges and the number of people who are pledging, we have an amazing increase in the amount of money collected in pledge payments over those years. In 2004-05 we collected \$187,595 while in 2012-13 we collected \$219,102. For three especially good years during that period, we collected \$234,566, \$236,075 and \$246,194. [We already know that our total pledges will be in the range of these "good years" for the coming fiscal year as well.]

So what does all this mean? We know that UU churches throughout the country, along with mainline Protestant churches, have generally had a decline in membership over the past decade. It seems clear that we have not had a decline, but rather a tremendous increase, in the commitment of our remaining members—and that is something to be proud of. Even so, I assume that we still would like to see this congregation grow. It may be that we need to think hard about how to be a more appealing and welcoming place; it may be that we need to polish up some of our programs. We might need to get the word out in new and different ways about who we are and what we have to offer. I know that discussions about these topics are already taking place in committee meetings, workshops, and among members wherever we come together. I invite you to join in.

Clerk's Annual Report*

June 12, 2014

New members joining since 06 June 2013 **10**

Greg Deneen	Laura Ellsworth
Frank Grossman	Lisa Laughton
Stacie M. Laughton	Muriel Leonard
Emma Sousa	Kim Sousa
Craig Thomas	Karen Thomas

Members to be removed by request: **5**

Karen Andrews	Sue Cater
Linda Guidi	Doug Philbrook
Ray Villeneuve	

Deceased Members: **0**

Current voting members of the congregation:

(see listing following signature block)

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Respectfully submitted,

Mary Licking

Clerk

*For any questions or concerns regarding this report, please contact the Clerk through the Church office or the uunashua.org website.

Agnew, Victoria; Agnew-Lyon, Jon; Alexander, Rex; Annand, Allison; Annand, David;
Avery, Frona; Baizley, Marie; Rogers, Winston (Matt); Ballentine, Mike;
Ballentine, Stephanie; Barker, Ann; Barkley, Jess; Barr, Ellen; Batchelder, Layne;
Bate, Robert; Steele, Kim; Bauer, Ralph; Bauer, Sue; Bedinger, Hank;
Bedinger, Ruth; Bernasconi, Priscilla; Berrios, Barbara; Bonvouloir, Cecile;
Bonvouloir, Jim; Boucher, Melinda; Brobst, John; Ryder, Anne; Brown, Phil;
Bucklin, Amy; Burkitt, John; Cannava, Ruth; Cardone Paul; Cardone, Peggy;
Cegalis, Nancy; Chadwick, Susan; Chadwick, Wes; Chapman, Barry;
Chapman, Tabatha; Wilson, Dave; Clark, Elizabeth; Skelton, Geoffrey; Connacher, Joan;
Conrad, Laurie; Conrad, Mark; Coulter, Bob; Cowan, Ken; Credle, Muriel;
Davidson, Stuart; Davidson, Geri; Greg Deneen; Donahue McMorrow, Gail; Drury, Jill;
Dubray, Deb; Dubray, Gil; Dye, Bruce; Dye, Donna; Earley, Daniel; Earley, Krista;
Edington, Michele; Edington, Steve; Eichel, Bob; Eichel, Eleanor; Laura Ellsworth;
Fields, Patricia C.; Finn, Beth; Fisher, Ellen; Fisher, W. Burns; Fletcher, Kathy;
Fogal, Kathi; Fortier, Sue; Gaimari, Ellen; Gaimari, Robert; George, Adrian;
George, Stephanie; George, Tess; Goodell, Geof; Goodell, Zofia; Zakiewicz, Anya;
Goodman, Laurie; Goodman, Roy; Graceffa, Charlotte; Graceffa, John;
Griffis, Kathleen; Griffis, Steven; Gronberg, Steve; Houde, Carol; Frank Grossman;
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, Jeffrey; Hudson, Cindy; Hudson, David; Hurd, Susan;
Ingersoll, Greg; Mahony, Kelly; Janules, Bob; Keating, Bob; Keating, Hilary; Keegan, Susan;
Kennedy, Bill; Kennedy, Judi; Klarman, Nancy; Kleeman, Ellen; Kleeman, Matt;
Ladew, Patricia; Ladew, Steve; Lange, Correia; Lange, Craig; LaRue, Donna;
Lasselle, Carol; Lasselle, Jon; Lisa Laughton; Stacie M. Laughton; Law, Jack; Law, Lori;
Leach, Ann; Leonard, Karen; Leonard, Russ; Muriel Leonard; Lerude, Gary; Lerude, Lori;
Lewis, Elizabeth; Lewis, Linda; Licking, Mary; Lundberg, Judd; Lundberg, Sylvia;

Revision 4 – Note: Membership listing is on pp. 2-3.

Lyon, Diane; Machado, Sharon; Mandra, Linda; Mandra, Tom; Marshman, Tina;
Martinage, Sandy; Mayo, Kenneth; Jordan, Pam; McCannon, John; McCormick, Ellen;
McCormick, James; McGee, Chip; Merkel, Mary; Messner, Kate; Morrison, Michelle;
Morton, Jennifer; Murphy, Dan; Murray, Karen; Murray, Kevin; Nash, Robin;
Neumann, Sandra; Neumann, Stanley; Nutting, Susan; Hanle-Olsson, Jane;
Olsson, Arthur; Orr, Jonathan; Osberg LeClerc, Kathleen; O'Shea, Kate; Taylor, Rob;
Parker, Billy; Parker, Christine; 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; Restivo, Mary Beth; Robbins, David; Ross, Jerry; Sampson, Bob;
Sampson, Gail; Sanders, John; Savoie, Amy; Savoie, Charles; Schwartz, Jan;
Shepherd, Charlie; Shepherd, Mickeline; Shepherd, Scott; Shirley, Fred;
Sias, John; Sias, Marie; Sienkiewicz, Marilyn; Emma Sousa; Kim Sousa;
Spitz, Barbara; Spitz, Rick; Staples, Monica; Reifsnyder, Jamie; Steinbrueck, Kurt;
Storer, Martin; Storer, Nona; Straussberg, Eugene; Straussberg, Madeline;
Straussberg, Andrew; Bud Swanson; Mary Swanson; Thomas, Craig;
Thomas, Elaine; Thomas, Karen; Thorp, Carole; Thorp, Jim; Unger, Dave;
Vacco, Marjeanne; Vacco, Richard; Vayo, James; Ventresca, Diane; Wagner, Carol;
Wagner, David; Warner, Garvin; Widhu, Dick; Widhu, Sarah; Wilt, Mike;
Woolsey, Jim; Woolsey, Katie; Woolsey, Sherri; Zahn, Elizabeth; Zalman, Henry

**Nashua Cemetery Association
FY 2013 - 2014 Report**

Checking Account Transactions	FY 2013-14
	sd
Beginning Balance 6/1/13	\$ 8,389.09
Income	
Invested Funds	\$ 6,348.60
Sales	\$ -
Donation	\$ -
Liquidation of Principal	\$ 10,000.00
Total	\$ 16,348.60
Expenses	
Labor	\$ 3,115.00
Supplies	\$ 195.70
Signage	\$ 195.00
Equipment	\$ 572.19
Fence Painting	\$ 2,468.00
Marker Repair	\$ 100.00
Wall Repairs	\$ 3,201.00
Plumbing	\$ 659.94
Trees	\$ 7,300.00
UU Church Donation	\$ 1,800.00
Total	\$ 19,606.83
Excess over Expenses	\$ (3,258.23)
Ending Balance 5/31/14	\$ 5,130.86
ASSETS	
Cemetery Grounds	Unkown
Invested Funds Percentage	10.01%
Value of Cemetery Funds 5/31/2014	\$ 355,845.46
Checking	\$ 5,130.86
Total	\$ 360,976.32

There was one Interment, Ruth Hamblett.
No Sales of interment services.

Unitarian Universalist Church of Nashua
Denominational Connections Committee
Annual Report
June 07, 2013 – June 12, 2014

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

Many activities mentioned in last year's report continued this year. The UUA / NNED involvement in the UU Nashua Ministerial Search process continued. Members of UU Nashua continue to attend NNED training, worship, and meeting events, and cooperate with the NNED's efforts that ultimately will benefit us all.

Publicity Efforts

Two mentions of UUA events in UU Nashua newsletter articles were placed or approved by the Committee and also a mention in the announcements. In the newsletter, DC mentioned the October 1st deadline for applying to make a presentation to the 2014 UUA General Assembly in Providence, RI. The DC approved the announcement by President Ellen Fisher that members could apply to DC to become delegates to GA. The 2014 NNED Conference, the 2014 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 2nd and March 16th, 2014.

Other Traditional Roles of the Committee

Committee members, Mary Licking and John Sanders, served as delegates to the UUA GA 2013 in Louisville, Kentucky. John was a member of the Bass Section and Mary was a member of the Alto Section of the UUA GA Sunday morning choir and Closing ceremonies choir. Representing UU Nashua as absentee delegates to the UUA GA 2013 were Laurie Goodman, Kathy Grossman, Carol Houde, and Gary Lerude. Jim Keys of South Carolina was elected at UUA GA 2013 as UUA Moderator (governance leader) for a six year term. Five UU Nashua members represented the congregation as delegates at the NNED Spring Conference and Annual Meeting on April 12th, 2014: Mary Licking and John Sanders from the Committee, and also Ellen Barr, Harry Purkhiser, and Robert Sampson. Reverend Olivia Holmes, Interim Minister of UU Nashua, served as a ministerial delegate.

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. The NNED voted February 1st to unify its staff with those of the three surrounding New England districts of the UUA, with a deadline in 2015.

For several years in a row, UU Nashua has been recognized in the NNED annual report for its support for the UUA Annual Program Fund (APF). For the current year, the requested APF contribution is \$58 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 and is scheduled to increase to \$19 and \$20 for 2015 (which is still less than the \$23 per member average paid for all UUA districts). The 2014 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. Also, UU Nashua was

listed as a “Leadership Congregation” in the annual report, the only congregation in the NNED to make that list. Leadership Congregations are the 50 highest contributors to the APF during the past fiscal year.

Robert Sampson of UU Nashua served as District Compensation Consultant for ten years and completed two terms as an NNED Endowment Trustee. At the NNED 2013 Annual Meeting, he and three other long time leaders from member congregations were given awards for their role in outstanding service to the UUA over a long period of years. The other three awardees were Angela Matthews of South Church in Portsmouth, NH, Roger Comstock of Lincoln VT who is outgoing NNED CFO, and Charles Boothby of UU Bangor, Maine, who is outgoing President of the NNED. Besides the delegates to the NNED meeting listed above, other UU Nashua members who supported Bob Sampson by witnessing the awards ceremony were David Hudson and Lance Pratt.

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 David Hudson, Ellen Barr, Bill Kennedy, Harry Purkhiser, and Kathy Fletcher as delegates to represent UU Nashua at the June 2014 UUA GA in Providence, Rhode Island.

In the NNED Annual Report, Joe Sullivan, District Executive of the NNED, thanked UU Nashua, among other congregations when speaking of those that “hosted and often initiated our multi-congregational learning events and OWL trainings this past year.”

From the data section of the NNED Annual Report: From 2009 – 2014: 34% of the congregations within the NNED grew, 58% shrank, and 8% were unchanged in the number of members. When not considering congregations, but just the number of members, the NNED membership numbers can be considered as a decline of 1% a year or that membership numbers have stabilized after about four years (since 2008 of a nearly 2% annual decline).

The Fall 2013 NNED Chalice Lighter grant was awarded to the Sanford, ME congregation to help finance handicapped accessibility improvements and energy efficiency upgrades for their building. The second call of the NNED Chalice Lighter grant for 2013 – 2014 was the subject of UU Nashua outreach collections in May 2014. The two congregations that were designated as recipients of that call were the following: 1) Manchester, NH and 2) Waterville, Maine. The Manchester congregation will be making improvements central to their commitment to open their doors wider to the community. The Waterville congregation in Maine is seeking a small grant to improve their communication tools and outreach. The DC Committee applied to UU Nashua for the Chalice Lighter program to be an outreach collection recipient. The DC Committee made the presentation about the Chalice Lighter program on May 4th, 2014 to the UU Nashua congregation.

The sermon on March 23, 2014 at UU Nashua was given by Denny Davidoff. Denny is a Senior Consultant on The Interfaith Alliance Foundation staff and Director of Leadership Education Alliance for Democracy and Diversity. She was among the Founding Directors of the Interfaith Alliance in 1994 and served as UUA Moderator from 1993 to 2001. Denny is currently a Consultant to Meadville Lombard Theological School (Unitarian Universalist) in Chicago. The collection taken that Sunday went toward helping theology students.

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

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 2013-2014

Jared (Jed) Holland led two choirs this year.

The Children's Choir involves very young children up through about 8th grade. This year the singers ranged in age from 4 to 13, with most of them being about 7 or 8 years old. There were between 5 and 14 children attending on any given Sunday, with a total of 25 children participating at some point throughout the year. The Children's Choir sang 8 songs this year, including a chalice lighting song on Music Sunday and also sang twice with the Adult Choir. Our thanks go to volunteer Frona Avery who helped direct the Children's Choir, and to Greg Deneen who accompanied them on guitar. Music committee member Kathleen Griffis assisted with directing and the logistics for the Children's Choir this year.

The Adult Choir has continued to thrive, and involves a large number of church friends and members, totaling 44 choir members. Nine new members joined the choir this year. Out of these nine, 5 are new to our church this year. Sometimes Olivia, our interim minister, sang with us on special occasions. The Adult Choir tried something new this year: the choir was scheduled to sing on almost every Sunday. In past years our church attendance dropped noticeably on "Choir Days Off" because the choir is a significant percentage of the congregation. This year, rather than taking one Sunday off each month, the only Sundays the choir was not scheduled to sing were those Sundays for which the leader(s) of the service had special non-choir music planned. (There was also one snowstorm cancellation.) The choir sang a total of 56 anthems, and sang at 36 out of 41 Sunday services. (Last year the Choir sang at 27 Sunday services.) The choir will also sing at the annual meeting. Some members of the congregation joined us to sing in the Christmas Eve Choir at the earlier Christmas Eve service, and some joined us to sing as part of a Greater Choir on Easter Sunday.

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 stepped down as chair in order to be on the ministerial search committee this year, so her work was spread amongst the other committee members, with Geri running the meetings.

To help with our goal of engaging children musically, we have included youth vocalists, drummers, brass players, and other instrumentalists. We also have one youth who has joined the Adult Choir.

We had great participation by over 50 guest musicians to provide special music other than our regular choir music, for a total of 17 services. John Burkitt has continued coordinating with the large number of special musicians.

A wonderful event was the 5th 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 "When the Saints Go Marching In"

and “Your Love Keeps Lifting Me” for our last service of the church year.

Another wonderful accomplishment was having a “Music Sunday” service led by Jed Holland. He brought together many different elements of our music program for this beautiful service that included the Children’s Choir, the Adult Choir, and a guest cellist, as well as participatory songs and musical experiments for the congregation.

Jed also put forth great effort this year to allow us to have projected words during the services. He spearheaded this effort and did all the work for several months. He has now transitioned it to a church member, who is beginning to involve some other congregation members in the effort.

Jed also spearheaded having a sing-along band before 4 of our services this past fall. Participants included Jed, John Burkitt, John Brobst, Steve Hedges, Kathy Grossman, Billy Parker, Ben Morton, Grace Morton, Dan Murphy, Adrian George, Greg Deneen, Geoff Goodell, and Tess George.

We have also participated in working toward the church goal of providing community dinners. Jed Holland and John Burkitt have been providing live music at some of the community dinners.

We continue to utilize electronic methods of communication. We have live-streaming of our Sunday services, 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 45 Adult Choir members. We reduced the number of pieces of music ordered for the Children’s 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 Mary Ellen Wessels, Emily Stauff, Steve Hedges, Kathleen Griffis, Kathy Grossman, Dan Murphy, Marty Storer, Ben Morton, Martha Holland, Katie Woolsey, Stuart Schneiderman, Sue Chadwick, Wes Chadwick, Ellen McCormick, Harry Purkhiser, John Brobst, and the entire Chadwick family: Sean, Sue, Wes, and Sarah. We also heard Jed Holland sing a vocal solo for the first time! Instrumentalists this year include percussionists Billy Parker and Ben Morton; upright bass players John Burkitt and John Brobst; ukulele player John Brobst; flute player Linda Lewis; cellist Gary Hodges; French horn players Lori Lerude, Erica Agnew, and Bridget Foner; saxophonist Jordan Murphy; pianist and organist Dan Murphy; clarinetist Suellen Davidson; trumpet players Jonathan Orr and Bruce Cleaveland; trombonist Kathy Grossman; guitarists Steve Hedges, Kathy Grossman, Adrian George, Grace Morton, Geoff Goodell, John Brobst, Greg Deneen, and 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 the large expense of purchasing printed sheet music for the Adult Choir, due mostly to the large choir membership. We have paid for choir director substitutes for 3 rehearsals, and one outside guest musician. We ordered very few new pieces of Children's 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 Jed arranging two songs for the adult choir. 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 2014-2015

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 or joining the choir.

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

To continue to keep our expenses down.

To interface with the new interim DLRE to continue to find ways to engage children and youth.

To interface with the new interim minister to continue to contribute to high-quality worship services.

Pastoral Care Committee

We are a fairly new church initiative that is 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 one of life's difficult issues and their happier times. Our interim minister, Rev. Olivia Holmes, helps guide our committee, and we try to support her in her primary role of pastoral care giver. We hope that our next minister will also choose to collaborate with our committee.

We have followed up with members and friends as we have 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.

In the fall of 2013, Rev. Holmes led a workshop called Remember Me which explored different types of memorial services and different order of services. She explained traditional services and trending services. Handouts included example of obituaries. Hopefully in 2014-2015, this effort can be continued where there will be group time to write final wishes and to write down plans for memorial service and obituaries. A workshop covering living wills, advance directives and powers of attorney is also being considered.

In the fall of 2012, several members of the committee attended the Creating and Supporting Lay Pastoral Care Teams that was sponsored by the Clara Barton and Mass Bay District of UU Congregations. This workshop provided us with great information starting with defining the difference between pastoral care and parish care. The committee is looking for other workshops and learning experiences to help us better serve the needs of our congregation.

The committee was initiated in September 2012 by Rev. Steve Edington, with Cecile Bonvouloir as its head and Fred Shirley her assistant. Eileen Herring took over Cecile's leadership when Cecile Bonvouloir and Laurie Goodman were elected to the Ministerial Search Committee, requiring their full-time commitment on that important task.

Current committee members are:

Kathy Fletcher
Eileen Herring
Olivia Holmes
Fred Shirley
Elaine Thomas
Sherri Woolsey
Lori Lerude
Joan Connacher

Property Committee Report for 2013/14

Rob Bate, Secretary
Michael Wilt, Chair
Sandy Martinage, Sexton

Members at large Penny Guild, Bob Sampson, Scott Shepherd, Monica Staples

The property wishes to extend a special thanks to former members Jim Thorpe and Muriel Credle.

The property committee's year started with having the Parish House hallway, 1st floor bathroom and closet painted and new carpet installed for hallway and stairs.

The doors between Sanctuary and Parish House Link were removed and rebuilt in order to solve some persistent problems.

A burst heater pipe in the kitchen and a frozen sprinkler pipe in White Wing made for an exciting January. The Kitchen counter tops have been replaced and kitchen repainted. The floor will be refinished or replaced this summer. The functionality of the kitchen has been restored. In White wing the damaged walls have been fixed and the damaged ceilings have been replaced with new drop ceilings. The carpet will be replaced and all rooms will be back to normal by the beginning of the next church season in September.

The property committee is charged with maintaining our wonderful historic facility. We are always happy to welcome new members. Just come to our meeting on the first Tuesday of the month in room 6 across from the office. If you would like to help out but can't make the meeting please send me email and tell me what interests you. My email is mike@mwilt.org (or treasurer@uunashua.org works too). The real work happens between meetings when we research issues, meet with contractors, and eventually supervise the completion of the project.

PR Committee Report for 2013-2014

This church year has been one a productive one for the Public Relations Committee. The PR Committee mission 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 as we work toward becoming more efficient in every phase of communications. Over the past two years, we have been reviewing ways to better utilize our advertising budget and move into other areas, such as the internet. We have made the decision to abandon print advertising in the local media because we found that it was ineffective and consumed far too much of the committee's budget. Currently, a subcommittee is looking into the possibility of internet advertising. That same sub-committee, consisting of Kate Messner and Nancy Klarman is also exploring ways to better utilize social media (Facebook and Twitter) to communicate better within the congregation. The PR Committee will continue to maintain the church website at www.uunashua.org.

There is no doubt that our website is the single most important source of information about our church, and it brings in the vast majority of our visitors. Because of the website's value to our church, a special committee, under the direction of the PR Committee, has been set up to review the site and a major refresh is in progress. This special group is headed by Emma Sousa, who suggested the review and refresh. The objectives of this special group are to make the website more content rich, more aesthetically pleasing, and easier to navigate (more user friendly). The target date for unveiling the refreshed site is sometime this fall.

A second major project the PR Committee is working on is getting a new sign for the front of the church. This project first began in October of 2012 at the suggestion of Reverend Olivia Holmes. Bill Kennedy and Sherri Woolsey are heading the project, with the advice and consent of the full committee. The main reason for updating the sign is to make it more visible to the passing traffic. The new sign will be a V shape that can be seen from both directions on Canal Street. It will also have LED lighting so it can be seen in the evening. The new sign should be ready in September. The total cost of the project will be \$5285.00 and will be paid for out of a special sign fund.

After a careful review and discussion, and with valuable input from Reverend Holmes, the committee made the decision to abandon the monthly newsletter and go with a more timely weekly email blast. This will allow for timely changes and more frequent communication of what is going on within our congregation. Sherri Woolsey will be responsible for this email blast and the first edition will be available during the first week of July. The email will contain the announcements that are printed up every week, as well as many of the items you see in the newsletter, such as the Minister's Musings. Print copies of the email blast will be available on the information table every Sunday.

The Committee began the year with a \$4000.00 budget, but only spent, \$2052.66, leaving a surplus of \$1947.34. The surplus will not carry over into the new church year and a smaller budget has been requested for 2014-15. Some of the budget for this year was spent on community theatre ads because of the involvement of church members in those productions. Money was also spent on new visitor folders (a shared expense with the Membership Committee), and on a Yellow Pages ad. Moving forward, the Yellow pages ad will be discontinued. The biggest single expense for the year was an ad campaign from a company called Community Crunch that was working with the DECA (Distributive Education) program at the two Nashua high schools. The committee was excited about this program, because it involved a new way of advertising our church. Our ad was to appear on five thousand cereal

boxes and in five thousand coupon books, developed for DECA. The high school students would sell these cereal boxes and coupon books and our ad would be seen by ten thousand people in the Nashua community. Unfortunately, the program never happened. The company that created it went bankrupt and we lost of \$750. We are now on the list of creditors that are owed money by this company, but it is unlikely we will see any of the money; or if we do see any money, it will be pennies on the dollar.

Respectfully submitted on June 12, 2014 by

Bill Kennedy, PR Committee Chair and Members:

John Burkitt, Emma Sousa, Nancy Klarman, Kate Messner, Carol Wagner, and Sherri Woolsey

Religious Education Committee

Annual Report 2013-2014

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

Chris Parker retires this year as the Director of Religious Education after 29 years. This has been a very busy year that started with hosting a *Multigenerational Worship Workshop* run by the district and attended by five different churches. As a result, our most highly attended service this year was the "Dia de los Muertos" service, jointly organized by the Religious Education Committee and the Worship Associates. We rekindled our participation in the YMCA of Greater Nashua Church Basketball League. Coaches Mike Super, Andy Straussberg and Craig Thomas were all players in our Uni Uni Basketball team when they were in their teens and they came back to share their experience with today's youth. We ran both *Our Whole Lives (OWL)* and our *Rite of Passage Experience (ROPE)* classes this year; usually they happen on alternative years. We had eleven ROPE graduates this year who presented their Affirmation Statements and "bridged" to the Sr. High Youth Group. Attendance was low in the church school, not unlike other UU churches and public schools as well; folks on the outside call this a "birth dearth". Our hope is that once we get a settled minister and the general population increases, we will start to see those numbers rise again! We had several service projects this year that supported the soup kitchen, our community dinner and the Adult Learning Center, working toward our "Ending Hunger and Homelessness" initiative. Jamie Hinkle and Kim Steele volunteered to supervise outreach projects for the children in the church school one Sunday a month for the next church school year! We have plans to offer a *Young Adult Our Whole Lives* course next spring for which we will advertise in local universities to see if we can attract more young adults. We'll offer *Adult OWL* to our congregation in the fall. Our *Jr. High OWL* class had a bit of excitement this year at two of their overnights as the fire alarm went off three times due to a faulty valve in our aging sprinkler system! Repairs have been made and all is well. As I look forward to retirement, I have had fun looking back at our records of teachers, tallying the number of years our volunteers have contributed to the church and it is pretty impressive. I will not be the only one retiring this year, this is Chuck Rehberg's last year as Sr. High Youth Advisor after 27 years serving the youth in our church as well as many years serving the youth and young adults in our district. Thank you, Chuck!!! Now I bid my fond farewell, thank you for a wonderful 29 years.

Religious Education Director

Chris Parker

DRE Professional Activities

Chris attended monthly Southern New Hampshire DRE Cluster Meetings; the LREDA Fall Conference in St. Paul, MN, and LREDA Chapter meetings throughout the year. Organized a *Multigenerational Worship Workshop* led by Kim Paquette, Multigenerational Ministry Director of NNED, attended by five different UU churches. Attended a *Pastoral Care with Youth Workshop* in Manchester with all four Youth Advisors. Hosted a conference, *Designing UU Religious Education for the 21st Century* led by Barb Greve, here in Nashua. Completed the Church's Safety Policy Manual with Sherri Woolsey, Sandy Martinage, and Ellen Fisher.

Religious Education Committee Members

Chairperson of Religious Education--Amy Savoie
Amanda Eberle, Charles Savoie, Mary Ellen Wessels
Nona Storer - Volunteer Coordinator

Senior High Youth Group, Youth Advisors

Lynn Coakley, Roy Goodman, Chuck Rehberg, and Monica Staples

Young Adult Group Coordinator

Monica Staples

New Committee Members

We look forward to welcoming Mickey Shepherd to the committee next year. As we sadly bid farewell to Chris in her role as DRE, we are excited about working with our Interim Director of Lifespan Religious Education, Meredith Olson.

Budget

RE Committee: \$5,200.00

Average Sunday Attendance

Fall: 60 children, 21 adults

Spring: 51 children, 22 adults

Whole year: 56 children, 21 adults

There were 51 volunteers involved in implementing programs for children this year.

Graduating Seniors

Hanna Bate, Mattsen Bradbury-Koster, Sutton Bradbury-Koster, Kevin Fitzpatrick, Devon George, Grant Lerude, Ben Pugh, Ethan Shepherd, Alexandra Ventresca, Chloe Warner, and Jonathan Zalman.

Rite of Passage Graduates:

Alec Bonvouloir, Seth Bonvouloir, Laura Cannava, Joseph Earley, Sabra George, Ryan Glossop, Siobhan Rogers, Bryce Stack, Cloe Storer, Zachary Ventresca, and Devony Whiting.

Multigenerational Services

Water Service--Members of the congregation were invited to bring a sample of water from their summer experiences and to briefly share that during service. Church school teachers were introduced and dedicated.

Dia de los Muertos--Members of the congregation were invited to bring in photos or other mementos of loved ones who have died to add to the shrine as part of this service.

Thanksgiving Service--The RE Committee shared the book The Greatest Table with the congregation and displayed art created by members of the congregation that reflected the theme of the story.

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

Spend Sunday at Church--RE provided a welcome breakfast prior to the first Sunday service in September.

Winter and Spring Gatherings--Children gather in the auditorium during the seasonal parties for crafts, active games, and snack. They also are given the opportunity to participate in a service project during each party. During the winter party, seasonal sugar cookies were decorated and delivered to and very warmly received by the Nashua Soup Kitchen and Shelter. During the spring party, several dozen eggs were decorated and made available to guests at our April community dinner which was held the same day.

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.

Service Projects

The Senior High Youth Group hosted a Holiday Gift Shop which raised \$146.50 for Bridges: Domestic & Sexual Violence of Nashua and Milford.

The church school classes created 100 acorn kits for families at the Nashua Soup Kitchen and Shelter. They assembled sample acorns made of a cookie, chocolate kiss, mini chocolate chip and frosting. They also decorated bags to package the kit. The staff at the Soup Kitchen gratefully accepted the kits and said they would be happy to be the recipient of this project in the future.

The works of art created for the Thanksgiving multigenerational service by Kathy Grossman, Jessica Parker, Paula Super, Dick Widhu, and the kindergarten class were raffled off to raise \$164 for *Guest at Your Table*. (cont. p.3)

A total of \$3,364 was collected for *Guest at Your Table*. There were six \$100 donations which were eligible to be matched and a pledge of \$120 per month for a year.

Jamie Hinkle organized the church school students to decorate and plant repurposed buckets for summer food gardens for distribution at the Adult Learning Center and to place outside our kitchen for the Community Dinners.

Music

The Youth Choir, directed by Jed Holland and assisted by. Frona Avery, Kathleen Griffiths and Greg Deneen, is open to all children starting in preschool

Basketball

Mike Super, Andy Straussberg, and Craig Thomas organized a new team to add to the YMCA of Greater Nashua church league. Program's costs this year was \$819.07. The congregational support during practice and games was well appreciated by the players and coaches. This year's team members were Max Better, Seth Bonvouloir, Alec Bonvouloir, Jake Fitzpatrick, Casey Henry, Grant Lerude, Jake Murphy, Gabe Murphy, Luis Rivera and Ben Super.

2013-14 Church School Curriculum, Unitarian Universalist Church of Nashua

Grade	Curriculum	Teachers
Baby/Toddler		Klaudia Yanushkevich Katie Woolsey
Preschool -	Celebrating Me And My World	Dawn Cutler, Bill Earley (1 st Semester)
		Dawn Cutler, Bill Earley, Maggie Woolsey (2 nd Sem.)
Kindergarten	Chalice Children	Amy Savoie, Max Better, (Charles Savoie)
First - Second Grade	World of Wonder (1 st Semester)	Hal Holway, Kathi Fogal
	Love Will Guide Us (2 nd Semester)	Hal Holway, Karen Murray, (Cindy Hudson)
Third - Fourth Grade	Love Connects Us (1 st Semester)	Kris Davidson, Gillian Hinkle, John McCannon
	Timeless Themes (2 nd Semester)	Gillian Hinkle, John McCannon
Fifth - Sixth Grade	Amazing Grace	Mary Ellen Wessels, Mandy Eberle
Seventh - Eighth Grade	O.W.L. Our Whole Lives	Ginger Hedges, Geoff Skelton, Andy Straussberg
Ninth Grade	R.O.P.E. Rite of Passage	Dan Earley, Krista Earley, Wayne Fletcher Ginger Hedges (Mentors)
Senior High	Senior High Youth Group	Monica Staples, Roy Goodman Chuck Rehberg, Lynn Coakley

Those who taught 5 years or more between 1985-2014

<u>5 years</u> Victoria Agnew Jim Bonvouloir David Brodeur Lynn Harroff (Roff) Michelle Morrison Geoff Skelton Monica Staples Andy Straussberg Lois Taylor	<u>7 Years</u> Laurie Conrad Wayne Fletcher Ruth Hamblett Donna LaRue Jenn Morton Lance Pratt Kim Steele Sarah Widhu	<u>9 Years</u> Linda Mandra	<u>14 Years</u> Krista Earley Ginger Hedges
<u>6 Years</u> Kate Brodeur Kathi Fogal	<u>8 Years</u> Cecile Bonvouloir Lori Lerude Susan Nutting	<u>10 Years</u> Dawn Cutler Linda Donaldson-Guidi	<u>15 Years</u> Michele Edington
		<u>11 Years</u> Frank Grossman Loretta Hubley	<u>18 Years</u> Dan Earley
		<u>13 Years</u> Billy Parker Mickey Shepherd	<u>27 Years</u> Chuck Rehberg

Social Justice Committee Annual Report, 2013-14

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:

Ellen Barr
Mary Ferguson
Adrian George
Tess George
Bob Keating
Hilary Keating
Harvey Keye
Nancy Klarman
Sharon Machado
Robin Nash
Jerry Ross
Mary Sias
Marty Storer
Nona Storer
Elaine Thomas
Sarah Widhu

Apologies to any members and friends inadvertently omitted!

New Committee Governance

This year, the Committee has moved from single-chair leadership to shared leadership.

Communications

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. (The entire church web site, including the Social Justice Committee's page, is being updated to use newer development technology.)

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 still 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.

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:

Month	Recipient	Amount
June through September, 2013	Harbor Homes	\$6,511.73
October, 2013	Senior Center	\$2,493.00
November, 2013	CASA	\$3,051.48
December, 2013	UU Nashua Community Suppers	\$3,358.80
Christmas Eve, 2013	Nashua Soup Kitchen & Shelter	\$1,605.88
January and February 2014	Southern NH Service (Fuel Assistance)	\$5,465.58
March, 2014	Donna Purkhiser White Wing Scholarship	\$4,605.79
April, 2014	Girls Inc.	\$2,834.13
May, 2014	UU Chalice Lighters Program	\$2,174.46
Total		\$32,100.85

This total is close to last year's, which was a record. Thanks to all for your contributions in economic times that continue to be tough for many people.

Nashua Soup Kitchen and Shelter

Another activity of the Community Action Group is to prepare and serve meals for the Nashua Soup Kitchen and Shelter. The following donations were made during the past church year:

6 large casseroles x 12 months = 72 casseroles

12 lbs. elbow macaroni x 12 months = 144 lbs.

5 lbs. mozzarella x 12 months = 60 lbs.

12 lbs. ground beef x 12 months = 144 lbs.

12 jars (2 lbs. 13 oz.) Ragu x 12 months = 144 jars (34 lbs.)

24 oz. Parmesan cheese x 12 months = 18 lbs.

The above comprising \$122 (approximate) per month, x 12 months = \$1,464

Thanks to Mary Ferguson, Mary Sias, and approximately 20 other volunteers who contributed time and resources.

Ending Hunger and Homelessness (EHH) Project

Much of the following is quoted and otherwise 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), 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.

EHH Update for Church Year 2013-14

At our Annual Meeting in June 2013, the Board of Trustees announced that this project would be extended for two additional years under the banner of "All Church Social Justice Focus." The measures of success are defined as (1) 6 major educational efforts, (2) all member involvement in a service project, and (3) at least \$15,000 raised and donated to organizations focused on hunger and homelessness issues.

Current EHH Activities

At this time numerous projects are going on:

- **Ending Homelessness Fund**-- The Ending Homelessness Fund of Harbor Homes was officially launched on January 29, 2014 with a kickoff event attended by over 150 people, including Governor Maggie Hassan who spoke at the event. To date, we have raised over \$110,000 of the \$200,000 we set for a goal this year, and that has enabled Harbor Homes to house 22 formerly chronic homeless people, with more to come. Committee members Jerry Ross, Elaine Thomas, Sarah Widhu, Ellen Barr, Hilary Keating, and Bob Keating were part of the creation of the EHF. Our church, through the outreach collections and individual donations by members, has contributed one-third of the total funds raised. We are well on our

way to housing all of the people identified as chronically homeless in our community and thus becoming the first community in the nation to do so. We should be proud that this community initiative began in our church!

- **Advocacy for the Residents of Bronstein Apartments**--Bronstein is a housing project in downtown Nashua with 49 affordable units. The Mayor had expressed interest in demolishing Bronstein without talking with the residents or detailing a relocation plan for the 160+ residents. Although the mayor's intentions have quieted down for the present, we are still keeping an eye on this situation.
- **Soup Kitchen Support**--on a monthly basis, many members of our church have participated in (1) the preparation of six large casseroles which we drop off at the Soup Kitchen for future use and (2) serving one dinner.
- **Anne Marie House Volunteering**--A number of members currently volunteer hours at this supportive facility for transitional housing. Of particular mention is Janie Andolsun, a church member who gave many hours of service. When Janie passed away in November of 2011, donations were solicited for a Memorial Library that has since been dedicated in her name.
- **Food, toiletry, and clothing collections**--A basket in the Parish House hallway indicates the focus of the current collection, and welcomes donations. (Individuals in the Social Justice Committee communicate with area organizations to identify needs.)
- **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 committee is now in charge of organizing these dinners.
- **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.

The Social Justice Committee looks forward to working closely with other committees, with Janet Newman, our Interim Minister for 2014-15, and with Meredith Olson, our Interim Director of Lifespan Religious Education, on this church-wide project.

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 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, or contact Rick Castillo, Statewide Coordinator for the New Hampshire Bed Bug Action Committee, at 603-668-8250); far-reaching 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.

- The Social Justice Committee is now working jointly with the Spiritual Development Committee to show films/videos monthly.
- In January, our church and the Social Justice Committee hosted an event produced by NH Rebellion (<http://www.nhrebellion.org/>) celebrating the life of Doris "Granny D" Haddock, who worked tirelessly for campaign finance reform from age 88 until her death at age 100. The event got massive media coverage. Some members have maintained contact with NH Rebellion, which plans to make systemic political corruption their key issue for the 2016 primaries. The video about Granny D, which was shown at January's event, is tentatively scheduled to be shown at the church in October of 2014.

Conclusion

The Social Justice Committee wishes to thank our outgoing 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 thank her for her service over the past two years. We are eager to continue our work in cooperation with the Reverend Janet Newman.

Respectfully submitted,

Marty Storer
Outgoing Chair, Social Justice Committee

WORSHIP ASSOCIATES ANNUAL REPORT 2013-14

Rev. Olivia Holmes Frona Avery Kathy Fletcher Burns Fisher Roy Goodman
Pam Jordan Sharon Machado Harry Purkhiser John Sanders Anya Zakiewicz

Worship Associates meet once each month during the Church year. We 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 aspects of our Sunday services and determine their effectiveness in the overall outcome of each service.

Worship Associates actively participate by filling roles in the service as needed by our Interim Minister, the Rev. Olivia Holmes. Normally, we assist by performing the Chalice Lighting, presenting the Words for Reflection and Extinguishing the Chalice. Sometimes we tell the Story For All Ages or hold the Conversation With Our Children. And sometimes we'll contribute part of the sermon or lead the entire service, as we've done eight times this past year.

We also help out by hosting a guest minister, when needed. This past year, we've either hosted or assisted hosting nine guest ministers: Rev Dr. M'ellen Kennedy, Rev. Richard Trudeau, Mr. Barb Greve, NNED District Executive Joe Sullivan, Rev. Emily Melcher, Rev. Shayna Appel, Former UUA Moderator Denny Davidoff, and Rev. Michael Hall

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.

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

- 6/22 Harvey Keye on "How To Beat Racism in America"
- 6/29 Anya Zakiewicz on "Calling in the Spirits of the Directions"
- 7/6 Frona Avery on "How Open the Door?"
- 7/13 Laurie Goodman on "This is the New Humanism of Unitarian Universalism"
- 7/20 Jerry Ross on "We are Star Dust: Our Modern Day Creation Story"
- 7/27 Gary Lerude on "Coming to Terms With the Terms"
- 8/3 Rick Spitz on "UU Evangelism: Sharing Our Faith"
- 8/10 Bill Kennedy on "Reflections About Jesus"
- 8/17 David Hudson, Kathy Fletcher & Harry Purkhiser on "Highlights from 2014 GA"
- 8/24 Grace & Ben Morton and Friends on "New Age Interpretations"
- 8/31 Marty Storer on "Reflections on Justice"

We remain sensitive to the needs and desires of our Church community, especially during our time of transition. The minister and Worship Associates welcome suggestions, words of appreciation and concerns regarding how we might improve the Sunday worship experience.

John Sanders & Anya Zakiewicz, Co-Chairs

Adult Spiritual Development in Life Span Education ANNUAL REPORT 2013-2014

The philosophy of Spiritual Development at the UU Church of Nashua is to assist members of our congregation in their questioning and ongoing search for truth and meaning, and to encourage them in their support for one another in each their individual journeys. Last year we renamed the Adult Religious Education Program *Spiritual Development* to reflect this developmental approach and define a more contemplative, collaborative mode of learning. To accomplish this we offered programs providing information and opportunities for interaction along four dimensions:

Spiritual Development. Developing a deep, reflective and expressed response to the wonder 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 of acting in accordance with the seven principles of Unitarian Universalism.

Unitarian Universalist Identity Development. Providing information 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. Developing as “meaning-makers,” both as individuals and as members of a spiritual community. Faith is about embracing life's possibilities, growing in our sense of being "at home in the universe" and a part of the interconnected web of existence.

This included the following activities and programs:

Small Group Ministry. By far the greatest expenditure of time and effort this year was in the expansion and re-energizing of our small group ministry or covenant group program. Covenant Groups explore issues of “intimacy and ultimacy” in ongoing groups of 8-10 people. In concept it is shared ministry, presenting to group members the opportunity to build more intimate and meaningful relationships with each other while bearing witness to the personal challenges and joys in their lives that members choose to share. Additionally, it is a time in which members can explore together the questions they encounter in their personal search for truth and meaning. Finally, the SGM program also exists for the purpose of building connections and sense of community among members of the congregation as a whole.

We began this initiative last summer, under the guidance of Interim Minister Rev. Holmes, by offering a time-limited Covenant Group for new and potential members of the congregation. The group met biweekly from May through September and was facilitated by Jerry Ross. Then in the fall we engaged Rev. M'Ellen Kennedy, a leader

in the Covenant Group movement and co-founder of the U.U. Small Group Ministry Network, to consult on the development of a new small group ministry framework. Rev. Kennedy conducted a Sunday Service on October 6, 2013, entitled “Intimacy and Ultimacy” to introduce the congregation to the basic concepts behind small group ministry. That afternoon she held a more focused workshop that included the unique opportunity actually to experience a one-time covenant group session. Rev. Kennedy returned in November to offer a day-long workshop for those interested in learning how to facilitate covenant groups. This workshop was offered on a UUA Northern New England District-wide basis. Later that month, we held an organizational meeting to implement the new program, with four new groups beginning in January added to the three continuing groups. By spring we had over 50 members of the congregation participating in small group ministry.

An important part of the program has been the development of the Small Group Ministry Team consisting of the covenant group facilitators, Jerry Ross as Coordinator of the program, and Rev. Olivia Holmes consulting and providing ministerial input. This team has met monthly to guide the ongoing evolution of the program, including the development of a basic SGM covenant of right relations and a mechanism for getting new members into groups. Members of this team have periodically offered a “Sample Covenant Group” or introduction to Small Group Ministry to members and potential members of the congregation who might be interested in joining a group.

Two concepts somewhat new to covenant groups at this congregation --- but basic to most UU small group ministry programs elsewhere --- were also introduced. One has been the concept of service, with all groups selecting a service project that benefits the congregation or the wider community. Secondly, in order to foster relationships among all members of the congregation and to build community, the new groups are time-limited in nature. The plan is for these groups to conclude by the end of the year, at which time the program will be re-organized with new facilitators and new groups.

The following members of the congregation served as covenant group facilitators during the year:

Barbara Berrios
Bob Coulter
Gail McMorrow Donahue
Jameson Gagne
Ellen Gaimari
Bob Keating
Hilary Keating
Bill Kennedy
Jerald Ross
Barbara Spitz
Monica Staples

Introduction to Unitarian Universalism. The committee revised the “UU 101” sessions for visitors and friends to a monthly format offered by co-leaders, with Rev. Olivia leading the first session, followed by other sessions led by June Haskell, Sherri Woolsey, Bill Kennedy, Chris Parker and Jerry Ross. These sessions were designed to give newcomers a brief orientation to Unitarian Universalism, offer participants an opportunity to begin exploring their own spiritual journey, and provide practical information about ways to become involved in the congregation should they wish to do so. Participants were encouraged to get to know Unitarian Universalism and the congregation before making any decision about joining. Toward the end of the year, we proposed partnering with the Membership Committee to offer these sessions in the belief the objectives of the sessions addressed issues relevant to both committees.

Movies, Trips, and Other Events. Throughout the year our committee held periodic events designed to inform or stimulate thought about issues relevant to being a UU in today’s society. We offered three Popcorn Theology movies. These are “main-stream” movies followed by a discussion of issues stimulated by the movie. Jerry Ross showed “Snowmen” in June at the Ferry Beach Retreat, John Brobst showed the film “Defending Your Life” in September, and Bill Kennedy showed “The Inn of the Sixth Happiness” in October. Last June we visited the soon-to-be-relocated UUA headquarters in Boston, and attended an innovative Sanctuary Boston service held at First Parish UU in Cambridge. In November John Sanders held a workshop on “Story Telling.”

Workshops and Faith Development Activities. The committee also worked to support “adult programs” led by others in the congregation but which were consistent with the mission of Spiritual Development. Lori Lerude has provided the following summary of these programs.

Deeper Than Coffee (DTC) A new effort in 2014, this series of 4-5 offerings (ideally held once a month) were held right after the service. DTC is based upon small group ministry listening, that offers a quiet space for reflection on the sermon topic, and an alternative to gregarious coffee hour. A group covenant, which is explained and used at every meeting, is used as a framework that asks for deep listening, limiting judgements and very limited discussion. The goal is to give attendees experience with a group covenant, a chance to learn, a safe place to share, and an opportunity to make deeper connections and spend more time spiritually exploring sermon topic. The Worship Associates, Rev. Holmes, and church leaders, have supported this effort as facilitators.

NonViolent Communication Workshop After interest was expressed at the first Covenant of Right Relationships meeting in February, a day long workshop was held in April. NonViolent communication is based upon non-judgemental observation, recognizing feelings and needs, and introduces compassionate communication tools as a way to “be in relationship with one another”. It is especially useful in situations such as Pastoral Care, conflict resolution, or whenever deeper listening is appropriate.

Covenant of Right Relationship – Kathy Fletcher and Lori Lerude, directed by the Board of Trustees to address the growing edges of conflict management/communication within the church, held three meetings during the course of the year working to develop the covenant. Over 30 church members attended the meetings. The purpose was to

explore the idea of a Covenant of Right Relationships, read covenants of other churches as well as those in place in our church, with the ultimate goal of presenting a draft Covenant of Right Relationships at the 2014 June Congregational Meeting. One key to writing our Covenant of Right Relationships was to individually do the work of thinking hard about the promises we want to make to one another whenever we are together at this church - together in our spiritual journey of searching for truths, together doing the work of this church, together being vulnerable with one another, and together being called to be our best selves. Hopefully, by adopting a simple covenant, we can improve upon this church being a space where people feel safe to do the work of their own transformation.

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. The NBMG developed a new website this year, <http://nashuameditator.org/> which is the best place to find out information about the group. 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.

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 Frona Avery, June Haskill, Bill Kennedy, Diane Lyons and John Sanders.

Jerry Ross, Chair
Spiritual Development Committee
5-12-14

MEMBERSHIP TEAM REPORT 2013/2014

May 30, 2014

The membership team had a period of slumber and kicked off the 2014 year with a desire to re-launch and revitalize. Emma Sousa stepped up to Chair the team (Kim Sousa co-chair).

We actually had 2 preliminary kickoff meetings looking for people to jump on board as part of the new membership team. We had great enthusiasm for the re-launching of the team.

Current team membership stands as follows:

Victoria Agnew
Kim Sousa
Emma Sousa
Sherri Woolsey
Fred Shirley
Dave Unger
Nancy Cegalis
Lorraine Arlan
Monica Staples

We began our revitalization with vision and mission statement reviews. Currently we are still wrapping up finalization of these and while it has taken several months to get to where we are, we felt it was worth the time to invest in making sure that our statements encompass both the mission and vision we see as a team, as well as the mission and vision of UU of Nashua.

The team agreed that we would meet monthly on the second Monday of each month.

We have been diligently trying to tackle things which need direct attention such as the following items:

1. Greeting
 - a. We have reviewed a Greeter Instruction sheet provided by Sherri and modified this to bring it to what we feel are current standards for UU of Nashua today. This is now being provided to any greeter who signs up for a given Sunday to greet. The document provides them with basic instructions on what is required for greeting.
 - b. We have made the purchase of large yellow greeter buttons in an effort to allow visitors to more easily recognize who could assist them during the time visiting with us.
 - c. Greeters are encouraged to wear the button throughout the service and into coffee hour to continue to meet and greet.
 - d. We have had great success getting new faces to greet each Sunday and are currently working to get greeters to step up for the remainder of June and for Summer greeting.
2. Gifts & Talents Survey
 - a. This is another document provided by Sherri which plays a vital role in helping other committees/teams to be able to connect with those gifts/talents that may fit a need that a team has or that a group may have need for during special events.
 - b. Those that fill this out could be entered into the church database and at some point have a report run against a specific type of gift and then this can be provided to those who need to connect with those people to ask if they are willing to assist.

MEMBERSHIP TEAM REPORT 2013/2014

- c. The team has reviewed this document with care and we are on the final publication of this document in hopes of launching during the time of the site redesign.
3. Welcome Banner
 - a. Our team discussed the need to replace the welcome sign in the back of the sanctuary with a newer more professional looking one. It was agreed that the chosen banner now in place can also serve as a means of being used in other venues and can even be portable enough to take to things like the Winter Stroll or outdoor events where UU may have a table with literature.
4. Magnetic Name Badges
 - a. It was suggested that we begin to look at other options to replace our existing name badges currently being used.
 - b. Kim Sousa is researching this project and currently it is ongoing.
5. Hello Campaign
 - a. This idea was sparked by a conversation with Kim and Olivia
 - b. After discussion the team began a campaign to call the church membership simply to say hello and share some upcoming events and to have this completed by June 12th.
6. Joys & Concerns
 - a. The team has recently decided to begin a rotating schedule for Sundays to write up the joys and concerns to assist Sherri.
7. UU101
 - a. The team had a guest visitor from Spiritual Development – Jerry Ross. He spoke of the need to collaborate with us in this 1 hour workshop. It was suggested that perhaps some from our team may step up and co-teach/co-assist this workshop on a rotational schedule.
 - b. During one of the UU101 classes, Lorraine Arlan and Emma Sousa participated to see the format of the class and how it was taught.
 - c. Currently, Emma is working with Jerry to create a PowerPoint presentation which can be used for future classes to allow for a more interactive media rich class.
 - d. Emma will participate in future classes with Jerry and Sherri as an assistant with hopes of rotating into a schedule at some future point.

The above are those topics which we have discussed and have actively worked or are working on. We have had other topical discussions, but at this time I want this report to reflect the active work our team has been involved in.

Since this is my first spin at chairing such a group and summarizing the team's activities, it is my desire to put before the team as the year wraps up to lay out a scope or skeletal structure of the upcoming year and things which we desire to tackle. This will give us a framework to use for that upcoming year and allow us to stay more focused to the mission/vision statement our team has developed.

Emma L. Sousa
Membership Team Chair

**Financial Records Review Committee Annual Report
2013-2014 Church Year**

Financial Records Review Committee (FRRC) Members: David Robbins, Frank Grossman

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 for the UU Church (Mike Wilt, Treasurer), White Wing School (Deb Castonguay, Director, Amy Better-Savoie , Chair) and Cemetery Association (Russ Leonard, Treasurer).

Subject to the recommendations below all records examined were found to be in satisfactory order.

UU Church of Nashua

Mike Wilt, with the support of his two Assistant Treasurers, 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 and accurate online reconciliation between our records and those of the bank. 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. It should be noted that while the QuickBooks P&L report presented to us said Accrual on it we were informed that the accounting was actually being done on a cash basis.

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 to the Church which includes facilities rental, utilities and custodial services.

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 common with other area schools White Wing is experiencing reduced enrollment and increased costs. In response the school has instituted a summer program and a morning/afternoon child care option. The White Wing board has begun internal discussions to consider options for strengthening the school's finance and ensuring continued viability. It should be noted that while the QuickBooks P&L report presented to us said Accrual on it we were

informed that the accounting was actually being done on a cash basis.

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 spreadsheet and the review performed by the FRRC was straightforward. An examination of selected invoices, payments and bank statements demonstrated that the records were accurate and complete.

Concerns / Recommendations

It can be said that the best time to put in place policies that protect us from our future evil selves is when times are good. Protection policies can be done in ways that do not feel bureaucratic or impeded normal day to day business. There were a few areas that we felt could use tighter controls. In some components one person has the ability write checks for large amounts without a second signature. While it is assumed this is always for business, a wrong doer could quickly deplete an account. There are ways to protect against this, such as requiring two signatures on a check over the largest amount that would be needed for daily business. In one component an officer could make a call to the investment manager and request a transfer of any amount from the endowment to a church bank account. It might make sense for the investment manager to be given a policy of calling another officer for any non-normal transfers. Finally, since all these sub groups operate as part of the UU Church the FRRC would recommend a simple procedure where at the end of each fiscal year the Treasures Office get a copy of each sub groups P&L and make sure that the bank accounts match the beginning and ending balance from those reports.

The FRRC suggests that fiscal policies, after adoption by the church, should be followed by all sub units of the church. We further suggest that all sub units be asked to provide specific rationales for deficit budgets and that all units with endowment income follow a total return policy.

We note that the NCA is using its own unique tax ID number when issuing 1099s. We suggest the church review this and have the NCA use the church TIN in the future.

We were informed that the Special Gifts also keeps its own records and accounts, but are a sub-group of the Church. If this is accurate we suggest future FRCCs review them as well and that they adhere to any church policies required of sub groups.

In making these recommendations we recognize we may have transcended the technical limits of our charge. It is not our intent to criticize past actions or suggest inappropriate changes. We believe it important to raise these concerns to the Board and let it and the congregation decide what, if any, action should be taken.

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

/s/

Frank Grossman

REPORT OF (AD HOC) AUDIO VISUAL COMMITTEE AND BUDGET

The committee is proud of its work over the past three and a half years. The church's new sound system speaks for itself.....so to speak. After several questionnaires and polls to the congregation, and compiling input from these, we seem to have come to an agreement as to the means and content of the video display before and during the services. The current black-on-white display of hymns together with simple but effective color graphics for announcements on the front right wall has been well received to the large majority of congregants. Special recognition is given here to Emma Sousa, who has spent numerous hours testing a variety of software presentations, and handling the display during services virtually single handedly. Parallel with this work, much time and effort has been expended towards researching and testing an efficient and streamlined method to add a video component to the existing audio broadcast of our church services. Currently (using personal or borrowed equipment) we have the capability to stream live audio and video to the internet. Much of the thanks for this work go to Dan Murphy. Special nods also go to Frank Grossman, Burns Fisher, and Jed Holland, who have been very involved with the process, and of course the rest of the committee, Geof Goodell and Sherri Woolsey (ad-hoc member).

We are now at a point where the next step is purchasing professional grade equipment and installing it to accomplish the above two steps, namely:

1. A projector permanently mounted in the balcony, and associated power and cabling to allow display of announcements and words to hymns.
2. Purchase of a video camera and permanent mounting in the balcony.

Our budget requests therefore, are the following:

\$ 900	Electrical outlets and cabling to allow for current display of hymns and announcements from balcony and permanently mounted video camera in balcony for future video and audio broadcast of Sunday services
7,000	Focused high-lumen projector to display hymns and announcements from balcony (we do this now using the church's small projector placed on top of a file cabinet covered with a sheet near the chancel)
500	Dedicated i-Pad for use in operating weekly sound board
1,000	Desk top computer for running video camera(s) for streaming video and audio of services to internet
5,832 *	Contractor carpentry to remove small pew and construct table in balcony
TBD	Small projector in balcony facing rear wall so hymns can be viewed by minister and others when looking out on congregation from locations on chancel

* Estimate based on current cost. Will probably change in future.

AV Committee Report Page 2.

The above items are listed in order of importance to the church, with the first three items needed now, and the last three needed before we will be able to broadcast our services (audio and video) out over the internet. We currently use personal i-Pads or laptops to control the sound board at weekly services and other activities in the sanctuary. We have for some months advertised to have an i-pad donated, but these attempts have proven fruitless. We need a dedicated device as we build our “sound team” in the fall, and many volunteers do not own one. We have also had, or will have, two laptop computers donated by members of the AV Committee for current and future use by the church.

It is our understanding that there are significant funds remaining in the account from two years ago when we asked for voluntary contribution to help defray the cost of our new sound system. Since this money was donated by church members for the specific purpose of the church’s AV needs, we would like to use it now to help offset these budget items.

Respectfully,

Billy Parker

Chair, AV Committee

White Wing School
Annual Report 2013-2014

White Wing School Board is made up of church members and friends of the White Wing School. This year's members included Amy Savoie (chair), Gillian Hinkle (treasurer), Hilary Keating (secretary), Manda Miles, Sarah Widhu, Jennifer Berube, Anne Ryder, Chris Droznick, and Julie Reilly. Deb Castonguay continues to serve as director of the school.

We are bidding or have bid farewell to members of the Board this year, but look forward to Chris Droznick's tenure as treasurer and the joint Chairmanship of Julie Reilly and Hal Holway.

White Wing School is a non-sectarian, non-profit preschool and kindergarten offering programs for children aged two through six. We offer a developmentally based curriculum. Our accreditation with the National Association for the Education of Young Children (NAEYC) will lapse this summer. It will not be renewed this year due to financial considerations, but the Board will revisit accreditation when the financial situation allows it.

White Wing School has 59 children enrolled with a teaching staff of 6 and administrative staff of 2, Kim Coumas, our Office Manager, and Deb Castonguay, our Director.

The Board adopted 2 goals to work toward this school year. We have worked toward the all church initiative of ending homelessness. We coordinated 3 collections for this effort. In the fall, there was a canned food drive that was delivered to St John the Evangelist Food Pantry in Hudson, NH. During Children's Dental Health Month in February, dental health products were collected and delivered to the Corpus Christi Food Pantry. A collection of summer fun items (flip flops, sun block, bathing suits, etc) for the Nashua Children's Home just concluded.

We have also worked to increase our scholarship fundraising efforts. We again hosted Trivia Night with a bake sale and 50/50 raffle. For the second year, the winner of the raffle so generously donated the winnings back to the scholarship fund. As in years past, the church very generously allowed the March collection to benefit the Donna Purkhiser Scholarship Fund.

This has been a very tight budget year. Deb and the school staff have been very creative in finding viable solutions to increase revenue and maximize program offerings while working within the budget. It has been an impressive display of ingenuity and dedication to the school. In their effort to preserve the school they love and work towards solutions, several teachers have been attending Board meetings to voice concerns and offer suggestions and solutions. Their input has been invaluable during this difficult financial period.

The Board has taken the first steps to establish an annual fund. As the new school year begins, we will establish the necessary framework and commence with this effort.

I respectfully submit this, my final report for White Wing School. It has been a privilege to serve this school and work with the dedicated members of the School Board.

Amy Savoie

Annual Report 2013/2014

Ministerial Search Committee

June 12, 2014

Members of the Ministerial Search Committee

Gary Lerude, Chairperson	Steve Hedges
Kathy Grossman, Vice-Chairperson	Carol Houde
Cecile Bonvouloir	Donna LaRue
Laurie Goodman	

Cottage Meetings

The small group “Cottage Meetings” organized by the Search Committee ran from May 5th through early July, 2013, with an impressive 107 members and friends plus approximately 80 children and youth participating. Members of the committee began the summer by compiling and interpreting the responses to the questions that were posed in the small group sessions. This information was instrumental in guiding us in identifying common themes and the priorities of our members as the starting point in determining the way in which we would represent our congregation to ministerial candidates.

Congregational Survey

In September the committee launched an online survey customized to deepen our understanding and quantify the range of anecdotal responses collected throughout the cottage meetings. A great deal of time and effort went into formulating the questions to this extensive survey in order to provide an accurate representation of who we are as a congregation – theologically, demographically, desired characteristics of our next minister, as well as many other aspects of our congregational life. 174 members of the church participated in this survey, which formed the backbone of our Congregational Record and Ministerial Search Packet.

Beyond Categorical Thinking Workshop

The UUA recommends the Beyond Categorical Thinking program for all churches entering the ministerial search process. It is designed to promote inclusive thinking and help prevent unplanned discrimination when calling a new minister. Nearly 70 members and friends of our congregation took part in the three hour workshop. The experienced facilitators lead us through a process that helped us voice our hopes, expectations and concerns about our next minister, learn about the how the ministerial search process works, and explore how categorizing people (i.e. ministers) interferes with choosing the best candidate.

Some concerns were raised during the workshop, but overall, there were far more benefits than concerns expressed regarding the choosing of a minister with an “identity” different from the majority of members of the congregation. We thank members and friends who attended for their willingness to engage in the discussion by expressing their concerns because it gave a chance for participants and the facilitators to address the issues that were raised.

Some of the *benefits* of hiring a minister different from what we have experienced in the past offered by our participants included: “we’d learn to be a more a welcoming congregation;” “would help us to learn and grow into living our principles;” “we would reflect our multi-cultural world; and “make Nashua UU more welcoming and attractive to the larger community.”

Congregational Record

The Congregational Record is developed through written responses to standard questions prepared by the UUA Ministerial Transitions Office. Through this document, we introduce ministerial candidates to our church, history, congregation, programs, culture, governance structure, budget, Lifespan Religious Education program, city and our hopes and dreams for our next called minister. All the work we did leading up to preparing this 30 page document—the cottage meetings, surveys, BCT Workshop and more was analyzed, evaluated and condensed into what we believe presents an accurate assessment of our strengths and challenges, who we are, where we have come from, and where we hope to go as a congregation.

Ministerial Search Packet

The Ministerial Search Packet is a website developed by the Search Committee to provide visual representation and context to the narrative in the Congregational Record. Filled with photographs of our congregational life, we introduced the people and the spark of life that are at the heart of our faith community.

Draft Ministerial Agreement

The Ministerial Agreement is a document that defines the terms of employment and compensation for the new settled minister. As a declaration of shared understandings and expectations, it sets forth the responsibilities and obligations between the Minister and the Congregation. The Negotiating Team, comprised of Steve Hedges of the Search Committee, Kate O'Shea of the Board of Trustees, and Jon Lasselle, a trusted church elder, developed a draft of this agreement that was shared and discussed with all of our Pre-Candidates. Due to understandable family obligations, Jon Lasselle's role was assumed by John Burkitt in March.

Incomplete Search

Our congregation received an impressive 22 responses from ministers-in-search expressing interest in our church. The committee narrowed down the candidates to four to bring to Nashua for neutral pulpit weekends by reading and discussing their Ministerial Records (similar to our Congregational Record), conducting Skype interviews, and speaking with references. Each candidate was carefully evaluated by comparing their strengths, experiences and interests with those expressed by members of our congregation throughout the discernment process we went through together.

At the completion of the first round, we had two strong candidates, however, in the end, these ministers chose other churches for their settled ministry. While we chose to participate in the second round taking another look at ministers who did not seem to meet our criteria in the first round, as well as a few new ministers who sent us their records in the second round, we did not find a match, and therefore, elected to do another year of interim ministry.

We are very pleased to announce that six of the seven members of the committee have agreed to continue on with the Search Committee into the coming year. We will miss Cecile Bonvouloir, who is stepping down in order to focus on the needs of her family.

Respectfully Submitted by:

The Members of the Search Committee

Report of the Personnel Committee to the Congregation

Annual Meeting, June 12, 2014

The Personnel Committee has completed a year of discernment and action focussed on staff development. Our goals were to ensure that our staff resources were appropriately defined, skilled, trained, and compensated to better lead and support the members of the congregation, and the Minister, in achieving church goals.

We began with a review of staffing plans and job descriptions, along with budgeting data assembled by the Transition Team, from several regional UU congregations to understand how successful churches were creating growth. Based on those findings, and an in depth review of our church's staffing needs, we began to create a staffing plan.

Without a UUA guideline or model to go by, we spent a lot of time developing the individual parts of the plan. The plan was constructed in three major parts:

1. **Creation of New Job Descriptions.** These were very idealistic at first and we took some time to shape them into job descriptions that were practical, and affordable. They all featured a higher level of skill and professionalism, and a new leadership component; both features missing in the old job descriptions. These were extensively reviewed with various church stakeholder groups, and the staff, before they achieved their final shape.
2. **Creation of the Job Fit Workshop Process.** This process, which involved listening more than talking, involved the committee in two 2-hour long workshops for each staff member to understand their current skills and capabilities, and future growth needs to eventually fit into the new job descriptions. These discussions also yielded some final tweaks to the job descriptions.
3. **Recommendations to the Executive Director.** Finally, we prepared recommendations to the Executive Director based on our assessment of staff potential for success in the new job descriptions as that related to the growth and development of our spiritual community.

In response to Chris Parker's retirement announcement, the committee created a job description for an Interim Director of Lifespan Religious Education and assembled a

search team. That team work hard and successfully to find and hire an Interim DLRE who starts next August.

In response to concerns voiced at last year's Annual Meeting, the committee has created a procedure whereby a staff member who has been fired can seek a review of those personnel actions through appeal to the President and Board of Trustees. That procedure has been reviewed by staff and, along with several other updates to the Personnel Manual, has been posted to the "Members Only" portion of the church web site.

And lastly, the committee has worked to ensure that it can attract church member participation by setting out a clear goals, and creating its own term limits policy.

The Personnel Committee advises the Minister/Executive in matters regarding appropriate staffing levels, hiring, compensation (salary and benefits), and staff management. The personnel committee:

- Maintains awareness of best practices and emerging issues regarding church staffing and personnel management and training from the UUA, LREDA, AUUA, and other such professional organizations, as well as other churches who are thriving
- Assists the Minister in assessing professional staffing levels required to serve the mission of the church
- Creates and maintains job descriptions for the professional church staff (not including the minister or interim minister)
- Creates and maintains the church Personnel Manual
- Annually recommends to the Minister appropriate salary and/or cost-of-living increases for the staff based on UUA guidelines and US Government indices
- Other personnel issues as the Minister may desire

The committee is appointed by and reports to the Minister as the Executive Director of the church. Committee members this year were: Jon Lasselle (Chair), Karen Leonard, Harry Purkhiser (Acting Chair in Jon's absence), Ellen McCormick, and John Burkitt. New

members for next year are Marjeanne Vacco and Burns Fisher who will be replacing Ellen McCormick and Harry Purkhiser, both of whom have completed their two two-year terms, and a bit more.

For the Committee,

Harry Purkhiser

Acting Chair

Proposed Draft of Covenant of Right Relationships **Lori Lerude/ Kathy Fletcher June 12, 2014**

History

The Transition Team held several forums for members to discuss their experiences as part of our church community. Interestingly, one theme which emerged from these conversations was that members felt that there was lack of expressed conflicts within our community and that conflicts which *were* expressed, were not resolved well. Additionally, Bob Sampson alluded to periods of rocky transition as each new minister has been settled. With that knowledge, the Transition Team proposed that the Board assemble a “Right Relations Team” in anticipation of calling a new settled minister in 2014.

What are “Right Relationships?”

Right relationship might be defined as an, “appropriate, healthy position in relation to others. [In right relationships,] people can relate to each other in relationships characterized by honor, respect, love, and care. Right relationships are creative, mutual, and generative.” (Sellon and Smith, 2005)

Unitarian-Universalism is a covenantal and not doctrinal faith. Our behaviors and relationships are not prescribed by scripture or mutually shared traditions. A Covenant of Right Relations would lay down the principles by which we all agree to work and be together in community.

The Board put together a team of interested folks to develop a written Covenant of Right Relations. This team read the literature on right relationships in faith communities. The team asked for help and input from the District, and reviewed the extensive materials on the UUA website. Ultimately, the team (with congregational input) produced a draft congregational covenantal agreement and recommends it for adoption at the 2014 Annual Meeting.

This draft covenant is only a beginning for the work on Right Relationships. If this covenant is adopted, in the 2014-15 church year, we might put together a team to introduce the Covenant at committee meetings, training them in the principles of right relationships. We might offer more workshops on non-violent communications. There are many practices on right relationships in the larger UU world for us to explore and, potentially adopt.

Our Process

Co-chairs of the committee, Lori Lerude and Kathy Fletcher, reviewed the literature and many other church websites for sample covenantal language. They then held three meetings of interested congregational members; one to introduce the concept and collect members’ input, one to ask members to reflect on language which might be meaningful

for our congregation, and one to put together the draft. Lori and Kathy are very grateful that more than thirty members of the congregation participated in this work and hope that those participants continue with the process moving forward.

This is the proposed Draft Covenant of Right Relationships:

Mindful of one another's inherent worth and dignity, we all covenant;

- to each bring our best selves to this place

- to listen intently

- to speak honestly and thoughtfully

- to trust in one another's good intentions and recognize that our action and words have an impact regardless of our intentions

- and when we find communication is difficult, we will ask for help and be open to loving guidance from others.

Unitarian□Universalist Church Of Nashua, NH

Stewardship Committee's Report to the Congregation

June 12, 2014

Summary

The Stewardship Committee would like to report that we have received pledges totaling \$234,623 for the 2014-15 church year. While this amount is about \$5,000 short of our goal, it is roughly \$5,000 more than had been pledged by this time last year. Further, if past history is any indication, we expect we will eventually achieve our goal as a few more pledges trickle in.

As we examine the numbers, we find much to celebrate. Almost twice as many pledge units* were able to increase their pledge this year as reduced their pledge. Further, the average increase in a given pledge was more than the average decrease. Still, there are challenges. With only 135-145 pledging units in any given year, our pledge receipts are susceptible to even small changes when member's needs and circumstances change.

Looking Ahead

Over the past few years the Stewardship Committee has made a concerted effort to remind everyone that stewardship is a year-round endeavor. We've stepped up our communication efforts throughout the year and tried to make it clear to everyone how important stewardship is to the health of our congregation.

As we look to the future, we are mindful of several things.

1. We need to continue to strengthen our financial commitments to this church. Our average pledge and share of the operating budget supported by pledges is still low compared to other congregations and most "official" measures of congregational health.
2. We need to expand our pledge base. We cannot rely on growth and new members to balance our books, but neither can we ignore the challenges of our current size.

A Big Thank You!

No Stewardship report would be complete without a heartfelt thank you to each and every member for their energy, their passion, and their support throughout the year, both financial and otherwise. Stewardship is more than monetary support and we see signs of your dedicated involvement everywhere. From committee work to social justice, we have a long history of active engagement and this year was no different.

As Kate & I complete our three years as your Stewardship Co-Chairs, we cannot express how deeply we appreciate your support. It has been an honor to be your representatives. Your love of this church and your dedication to its mission are ever-present.

Respectfully submitted,
Kate Messner & David Hudson

* We count couples and families as a single pledge "unit."

Unitarian-Universalist Church of Nashua, New Hampshire Investment Review Committee Summary Report for Fiscal Year 2014

OUR ENDOWMENT AND THE COMMITTEE

During the year, the Committee increased our Church's commitment to social responsible investing (SRI) by putting \$200,000 into an SRI account managed by our principal investment manager, Bank of America. We also increased our commitment to the New Hampshire Community Loan fund from \$25,000 to \$75,000. These changes resulted in about 5.5% of our total endowment being SRI investments.

Since last October, when the SRI account was established, it has had a total return of about 11.52% and is now worth \$220,144. For the fiscal year, our Bank of America, unrestricted fund, including the SRI account, has had a total return of about 12.62%, and is now worth \$3,533,719 versus \$3,207,388 in October. Because we have only seven month's experience with the SRI account, and because that account holds large capitalization U. S. stocks almost exclusively, comparison with the other part of the unrestricted account (which holds a variety of investment vehicles) is not practical.

Our total endowment increased from \$3,733,718 last year to \$3,998,322 this year, a 7.09% 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, Ellen Fisher and I make up the Committee. Harry Purkhiser has been attending our meetings since January of this year.

In addition to unrestricted funds, our endowment includes two types of restricted funds, one "*use restricted*" and the other "*manager restricted*". Use restricted means that the money may only be used for the purposes specified by the donor, examples being the Lyon Fund for "pulpit flowers", and the Phillip Ellis Stevens Fund for maintenance of musical instruments. Manager restricted funds have a manger specified by the donor, although the income may be used as the Church chooses. There are two such funds, the Sarah M. Balcom Fund, which is held by the TD Bank Investment Management Group as Trustee in perpetuity for the benefit of the Unitarian-Universalist Church of Nashua and the two Helen Willis Boutwell Funds, 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 10.007% (\$355,845) of the total belonging to the Cemetery.

For a summary of investment performance over the past five and ten years, turn to page 3 of this report and for an Account Performance Summary, see the last page. 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 both the Unrestricted and 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%. 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 five 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 \$3,668,445 (\$3,417,190 at the end May last year). The Restricted portion was worth \$134,726 (\$122,995 at the end of May last year), and gave us \$2,680 of net dividend and interest income this year. The Unrestricted figures are \$3,533,719 (\$3,294,195 at the end of May 2013), with \$54,209 of net dividends and interest. Included in the B of A fund figures are three seven year notes totaling \$75,000 of the New Hampshire Community Loan Fund, yielding 4.0%.

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 \$19,369 Mutual fund charges add about (\$15,800) to our costs, making the total expense almost exactly 1% of the money under management.

PLEASE NOTE THAT THE RPEORTING PERIOD FOR THE FOLLOWING FUNDS (Balcom and Boutwell) HAS BEEN CHANGED FROM A CALENDAR YEAR TO AN APRIL TO APRIL PERIOD, MAKING THE RESULTS MORE NEARLY COINCIDE WITH OUR CHUIRCH FISCAL YEAR. THE FIGURES THERFORE DO NOT TRACK THOSE IN LAST YEAR'S REPORT.

As noted on the previous page, we have two accounts, Balcom and Boutwell, not managed by Bank of America. The Sarah M. Balcom Fund is an irrevocable trust managed by the TD Bank Wealth Management Group for our benefit. As of April 1, 2014, the fund was worth \$294,855 (\$290,395 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 \$7,815 (12.6%) were deducted from principal and income of \$4,084.

The two Boutwell Funds are held by the Unitarian-Universalist Association (UUA). The two funds were jointly worth \$35,022 as of April 1, 2014, (\$29,911 a year earlier), and gave us \$1,460 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 \$299.64 or 0.08.5% of 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.

TOTAL RETURN HISTORY (percentages)

FUND	FY14	FY13	FY12	FY11	FY10	AVERAGES	
						5 yrs.	10 yrs.
CHURCH/CEMETERY	12.62	12.36	(1.16)	22.12	20.19	13.23	8.23
BALCOM *	10.13	5.04	0.07	8.64	22.88	9.535	5.47
BOUTWELL*	29.26	26.95	1.71	13.68	27.66	19.85	11.53

* Figures are for April to April. 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 2014

Account Performance Summary as of May 31, 2014

<u>INVESTMENT ACCOUNTS</u>	Market Value @5-31-13	Market Value @ 5-31-14	% Increase (Decrease) of Principal	% Yield (Net)	Time Weighted Total Return (Net)
<u>Bank of America:</u> Church/Cemetery	\$ 3,294,194,	\$ 3,533,719	6.78%	1.98%	12.62%
<u>Banknorth:</u> Sarah Balcom Trust *	\$ 290,395**	\$ 294,855**	1.53%	0.06%**	1.76%*
<u>UUA</u> Boutwell funds*	\$ 32,911	\$ 35,022	6.41%	6.15%	13.64%*
<u>RESTRICTED ACCOUNTS</u>					
Bank of America:	\$ 122,995	\$ 134,726	9.53%	1.76%	11.56%
TOTALS	\$ 3,740,495	\$3,998,322			

COMPARATIVE INDICES for FY END 5-31-14

	% Total Return
Dow Jones Industrial Average (30 Companies)	13.26%
S&P 500 Stock Average (500 Companies)	20.43%
Barclay Aggregate Bond Index	2.69%
Consumer Price Index (A measure of inflation.)	2.60%

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 April 2013 to April 2014, 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..

Summary 2013-14

Unitarian Universalist Church of Nashua, New Hampshire
Treasurer's Report for 2013/14
Michael Wilt, Treasurer

This was another year of transition, and we have yet another year of transition ahead.

This year's budget was originally planned to include \$29k more in expenses than income, resulting in a withdraw from the cash reserves in this amount. The actual results was a surplus of \$21k, adding this amount to our cash reserves. The primary factors contributing to this result were:

\$41k insurance settlements to repair flood damage from frozen pipes

\$11k increase in early pledges for 14/15 already paid in 13/14

\$7k additional donations over pledges

\$5k less than planned spent by search committee

Partially offsetting these gains were some unplanned shortfalls and additional expenses:

\$5k less than planned from the auction

\$7k more than planned for gas due to brutal winter

Explaining the cash reserve:

The best way to understand the cash reserve is to look at the balance sheet under "Equity". The "opening balance equity" of \$34k was the checking account balance when I first became treasurer. The "retained earnings" of \$58k was the accumulation of operating prudently over the years I have been treasurer. By planning conservatively, we usually have a few thousand dollars more income than planned and a few thousand dollars less total expense than planned. The result from this year is called "net income" of \$21k. The current value of our cash reserve is called "total equity" at \$113k. These terms found on the QuickBooks report are more relevant to a business than a church; feel free to translate them in your head to whatever words might be more suiting.

Unitarian Universalist Church of Nashua, New Hampshire

Profit & Loss Budget vs. Actual

June 2013 through May 2014

	<u>Jun '13 - May 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
100 Questions	891.00	1,500.00	-609.00	59.4%
Buddhist Meditation	173.88			
Coffee Hour	53.38	200.04	-146.66	26.69%
Endowment				
Restricted	1,563.23	1,223.16	340.07	127.8%
Unrestricted	134,811.26	135,522.00	-710.74	99.48%
Total Endowment	136,374.49	136,745.16	-370.67	99.73%
Fund Raisers				
Auction	8,267.53	13,000.00	-4,732.47	63.6%
Cal Libby Scholarship	-1,000.00	999.96	-1,999.96	-100.0%
Community Dinners Donations	224.03			
Fall cemetery clean-up	1,800.00	1,800.00	0.00	100.0%
Other Fund-raisers	185.00			
Total Fund Raisers	9,476.56	15,799.96	-6,323.40	59.98%
Outreach Collections	34,438.37	30,000.00	4,438.37	114.8%
Pledges				
Early Pledges	42,823.35	32,000.00	10,823.35	133.82%
FY Pledges	206,579.78	199,628.04	6,951.74	103.48%
Total Pledges	249,403.13	231,628.04	17,775.09	107.67%
Student Loan Payments	150.00			
Tuesday Womens Group	60.00			
User Fees	7,094.71	8,000.04	-905.33	88.68%
WW Contrib	21,082.60	23,000.04	-1,917.44	91.66%
Total Income	459,198.12	446,873.28	12,324.84	102.76%
Expense				
Budgeted Outreach				
Community dinners	1,248.03	500.04	747.99	249.59%
GSOP	750.00	750.00	0.00	100.0%
Nashua Area Interfaith Council	50.00	200.04	-150.04	25.0%
Soup Kitchen Food	1,080.34	300.00	780.34	360.11%
Total Budgeted Outreach	3,128.37	1,750.08	1,378.29	178.76%
Denomination				
District	4,751.00	4,500.00	251.00	105.58%
UUA	15,600.00	15,000.00	600.00	104.0%
Total Denomination	20,351.00	19,500.00	851.00	104.36%
EB Discretionary Fund	96.00	1,500.00	-1,404.00	6.4%
Membership				
Cardigan	-9.76			
Committee Budget	947.68	699.96	247.72	135.39%

Unitarian Universalist Church of Nashua, New Hampshire

Profit & Loss Budget vs. Actual

June 2013 through May 2014

	<u>Jun '13 - May 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Coordinator				
Health	822.21	769.92	52.29	106.79%
Prof Exp	203.00			
Retirement	2,243.68	2,250.00	-6.32	99.72%
Salary	22,436.27	22,500.00	-63.73	99.72%
Taxes	1,716.38	1,687.44	28.94	101.72%
Total Coordinator	<u>27,421.54</u>	<u>27,207.36</u>	<u>214.18</u>	<u>100.79%</u>
Ferry Beach	2,375.80			
Leadership Devel	730.00	999.96	-269.96	73.0%
Social Activities	472.56	699.96	-227.40	67.51%
Membership - Other	31.44			
Total Membership	<u>31,969.26</u>	<u>29,607.24</u>	<u>2,362.02</u>	<u>107.98%</u>
Music				
Committee Budget				
Babysitting	800.00	800.04	-0.04	100.0%
Choir expenses	0.00	99.96	-99.96	0.0%
Guest musician	200.00	399.96	-199.96	50.01%
Octavos	1,658.43	2,000.04	-341.61	82.92%
Organ/piano R&M	837.50	1,099.92	-262.42	76.14%
Substitute Organist	0.00	350.04	-350.04	0.0%
Committee Budget - Other	173.00			
Total Committee Budget	<u>3,668.93</u>	<u>4,749.96</u>	<u>-1,081.03</u>	<u>77.24%</u>
Director				
Health	0.00	769.92	-769.92	0.0%
Salary	13,796.24	13,757.64	38.60	100.28%
Taxes	1,055.42	1,031.88	23.54	102.28%
Total Director	<u>14,851.66</u>	<u>15,559.44</u>	<u>-707.78</u>	<u>95.45%</u>
Total Music	<u>18,520.59</u>	<u>20,309.40</u>	<u>-1,788.81</u>	<u>91.19%</u>
None	0.00			
Operations				
Custodian				
Health	1,507.08	1,507.08	0.00	100.0%
Retirement	3,476.66	3,468.12	8.54	100.25%
Salary	34,767.62	34,681.32	86.30	100.25%
Taxes	2,659.72	2,601.00	58.72	102.26%
Total Custodian	<u>42,411.08</u>	<u>42,257.52</u>	<u>153.56</u>	<u>100.36%</u>
Custodian Coverage	757.50	800.04	-42.54	94.68%
Electricity	7,342.93	8,000.04	-657.11	91.79%
Electronic Transaction Fees	1,930.06	1,500.00	430.06	128.67%

Unitarian Universalist Church of Nashua, New Hampshire

Profit & Loss Budget vs. Actual

June 2013 through May 2014

	<u>Jun '13 - May 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Gas	21,089.22	14,000.04	7,089.18	150.64%
Insurance	12,181.27	11,000.04	1,181.23	110.74%
Internet	1,287.86	500.04	787.82	257.55%
Janitorial Supplies	2,179.69	2,400.00	-220.31	90.82%
Laundry	897.47	999.96	-102.49	89.75%
Office machines	2,707.94	999.96	1,707.98	270.81%
Office Supplies	4,402.86	3,000.00	1,402.86	146.76%
Payroll Service	1,350.50	1,200.00	150.50	112.54%
Pledge Drive	458.06	1,200.00	-741.94	38.17%
Telephone	2,712.62	1,700.04	1,012.58	159.56%
Trash removal	2,263.65	2,000.04	263.61	113.18%
Water	4,976.59	5,000.04	-23.45	99.53%
Total Operations	<u>108,949.30</u>	<u>96,557.76</u>	<u>12,391.54</u>	<u>112.83%</u>
Outreach Disburse	30,411.32	30,000.00	411.32	101.37%
Payroll Expenses	27.71			
Property				
Alarm Systems	767.00	999.96	-232.96	76.7%
Building Inspections	845.00	1,200.00	-355.00	70.42%
Cleaning Services	1,775.00	999.96	775.04	177.51%
Elevator	1,567.12	1,500.00	67.12	104.48%
False Alarms	25.00			
Groundskeeping	2,148.40	3,999.96	-1,851.56	53.71%
Major maintenance (see Note)	13,060.64	56,000.04	-42,939.40	23.32%
Snow Removal	10,385.00	9,999.96	385.04	103.85%
Total Property	<u>30,573.16</u>	<u>74,699.88</u>	<u>-44,126.72</u>	<u>40.93%</u>
Public Relations				
Advertising	1,947.30	3,999.96	-2,052.66	48.68%
Public Relations - Other	153.64			
Total Public Relations	<u>2,100.94</u>	<u>3,999.96</u>	<u>-1,899.02</u>	<u>52.52%</u>
RE				
Adult RE	495.41	200.04	295.37	247.66%
Committee Budget				
Appreciation	1,086.16	800.04	286.12	135.76%
Curriculum/Books	955.30	750.00	205.30	127.37%
Events	512.43	500.04	12.39	102.48%
JR High OWL	648.56	399.96	248.60	162.16%
R.O.P.E.	66.09			
RE Outreach	-25.00	249.96	-274.96	-10.0%
Refreshments	172.09	300.00	-127.91	57.36%
Senior High	674.96	699.96	-25.00	96.43%
Supplies	904.85	699.96	204.89	129.27%
Training	1,723.84	800.04	923.80	215.47%

Unitarian Universalist Church of Nashua, New Hampshire

Profit & Loss Budget vs. Actual

June 2013 through May 2014

	<u>Jun '13 - May 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total Committee Budget	6,719.28	5,199.96	1,519.32	129.22%
DRE				
Health	645.00	769.92	-124.92	83.78%
Prof Exp	1,862.67	2,499.96	-637.29	74.51%
Retirement	3,365.73	3,364.68	1.05	100.03%
Salary	33,658.02	33,647.04	10.98	100.03%
Taxes	2,574.84	2,523.48	51.36	102.04%
Total DRE	42,106.26	42,805.08	-698.82	98.37%
RE - Other	550.00			
Total RE	49,870.95	48,205.08	1,665.87	103.46%
Search Committee	10,116.29	15,000.00	-4,883.71	67.44%
Social Justice	137.60	750.00	-612.40	18.35%
Spiritual				
Babysitters				
Salary	3,592.50	3,000.00	592.50	119.75%
Taxes	334.90	225.00	109.90	148.84%
Total Babysitters	3,927.40	3,225.00	702.40	121.78%
Coffee Hour	896.47	1,500.00	-603.53	59.77%
Flowers	1,587.99	1,500.00	87.99	105.87%
Minister				
Health	8,538.94	7,744.08	794.86	110.26%
Prof Exp	8,898.13	9,000.00	-101.87	98.87%
Retirement	8,999.90	9,000.00	-0.10	100.0%
Salary/Housing	89,999.84	90,000.00	-0.16	100.0%
Taxes	6,885.00	6,750.00	135.00	102.0%
Transportation	0.00	2,900.04	-2,900.04	0.0%
Total Minister	123,321.81	125,394.12	-2,072.31	98.35%
Minister Discretionary	1,430.98	1,500.00	-69.02	95.4%
Worship & Services	890.93	600.00	290.93	148.49%
Total Spiritual	132,055.58	133,719.12	-1,663.54	98.76%
Uncategorized Expenses	78.50			
WW Payroll	0.04			
Total Expense	438,386.61	475,598.52	-37,211.91	92.18%
Net Income	20,811.51	-28,725.24	49,536.75	-72.45%

Note: Major maintenance includes \$41,114.68 insurance settlements

Balance Sheet**May 31, 14****ASSETS****Current Assets****Checking/Savings****Checking** 117,464.74**Total Checking/Savings** 117,464.74**Total Current Assets** 117,464.74**Other Assets****Petty Cash** 300.24**Total Other Assets** 300.24**TOTAL ASSETS** **117,764.98****LIABILITIES & EQUITY****Liabilities****Current Liabilities****Other Current Liabilities****ChurchRetireLiab** 590.84**Disability** 1,574.57**FederalTax** -36.79**FirstHealth** -6.28**OliviaFSA** 741.55**PULSE** 1,795.08**WWRetireLiab** 91.60**Total Other Current Liabilities** 4,750.57**Total Current Liabilities** 4,750.57**Total Liabilities** 4,750.57**Equity****Opening Bal Equity** 34,157.30**Retained Earnings** 57,668.14**Net Income** 21,188.97**Total Equity** 113,014.41**TOTAL LIABILITIES & EQUITY** **117,764.98**

UUCN 2014-15 Budget Estimate Summary
Prepared for the Board of Trustees
6/11/14 by Olivia Holmes

Anticipated Ordinary Income	\$ 463,150.
Endowment income is up about \$15,000	
Fundraising estimate is down about \$5,000	
Stewardship is down about \$5,000 from the goal of \$240,000	
Anticipated Ordinary Expenses	\$ 476,882.
Anticipated Transition Expenses	<u>23,400.</u>
Total anticipated expenses	\$ 500,282.

A draw from cash reserves of \$40,000 will balance the budget

Major changes in the 2014-15 budget:

Staff compensation and programs are above 2013-14, by about \$25,000

Substantial cost increases result from increased hours
 For Sherri (as Administrator) and for a full-time
 Interim Director of Lifespan Religious Education
A 1/5% cost of living increase for existing staff is included
Budgets for congregational and staff training have been
 Increased
There are increases of \$1,000 or less in several committee
 Budgets.

Offsetting decreases occur largely in:
 Membership Coordinator, Operations, Sexton and
 Interim Minister compensation

UUCN Budget as Expression of Mission, 2014-15 as Presented to Congregation 6/12/14

Income

Endowment	154,800	30%
Pledges	235,000	46%
Cash Reserves	40,000	10%
Outreach	30,000	6%
White Wing	23,000	4%
Other	20,350	4%

Total Income

503,150

Expenses

Outreach/Social Justice		35,600	7.00%
Budgeted outreach	3,050		
Social Justice	1,050		
Outreach Collection	30,000		
Minister Discretionary	1,500		
Supporting our Faith		62,889	13%
Denominational Commitmts	19,039		
Public Relations	3,000		
Stewardship	1,200		
Administration	39,650		
Administrator	32,550		
Operations and Maintenance		152,018	32%
Sexton	32,818		
Operations	83,318		
A/V Investment	7,000		
Program & Member Development		219,075	46%
BOT Discretionary Fund	1,250		
Membership Committee	15,262		
Membership Coordinator	12,707		
Music Committee	21,601		
Music Director	16,501		
Interim DLRE	63,895		
Lifespan RE Program	70,095		
Interim Minister	103,842		
Total Spiritual	111,067		
Misc. Expenses	7,300	7,300	2%
Total Ordinary Expenses		476,882	

Extraordinary Transition Expenses

Moving Expense, Interim Minister & DLRE	12,705
Interim Minister AIM Program Estimate	1,700
Search Committee	9,000

23,405

Total Expenses

500,287

NET

\$2,863

2014-2015 Budget Proposal

			Budget 2012-2013	Actual 2012- 2013	Budget 2013-2014	Actual 2013- 2014	Budget 2014-2015	Budget Diff. (\$)
		Taxes	1,562	1,594.72	1,688	1,716	809	(878)
		Prof. Expenses				203	264	
		Total Coordinator	25,175	25,089.42	27,058	27,422	12,707	(14,350)
		Ferry Beach		6,269.00		2,376		0
		Leadership Devel	240	175.00	1,000	730	500	(500)
		Social Activities	700	381.91	700	473	500	(200)
		YUUMI/PULSE	3,052	1,151.10				0
		Membership Other		178.20		31		0
		Total Membership	29,867	33,595.35	29,458	31,969	15,262	(14,195)
		Music						
		Committee Budget						
		Babysitting	800	0.00	800	800	800	0
		Choir expenses	100	63.99	100	0	100	0
		Guest musician	400	100.00	400	200	400	0
		Octavos	2,000	559.12	2,000	1,658	2,100	100
		Organ/piano R&M	1,100	718.00	1,100	838	1,100	0
		Substitute Organist	350	100.00	350	0	350	0
		Committee Budget - Other	0	474.60		173	250	250
		Total Committee Budget	4,750	2,015.71	4,750	3,669	5,100	350
		Director						0
		Health	700	0.00	0	0	0	0
		Salary	13,595	13,754.24	13,919	13,796	13,964	45
		Taxes	1,020	1,052.19	1,044	1,055	1,068	24
		Prof. Expenses				0	698	
		Retirement					0	
		Total Director	15,314	14,806.43	14,963	14,852	16,501	1,538
		Total Music	20,064	16,822.14	19,713	18,521	21,601	1,888
		Operations						
		Sexton						
		Health	1,370	1,370.04	1,507	1,507	1,507	0
		Retirement	3,427	3,509.16	3,551	3,477	2,640	(911)
		Salary	34,270	35,092.12	35,513	34,768	26,401	(9,112)
		Taxes	2,570	2,684.54	2,663	2,660	2,020	(644)
		Prof. Expenses		0.00			250	250
		Total Sexton	41,637	42,655.86	43,235	42,411	32,818	(10,417)
		Sexton Coverage	800	559.54	800	758	800	0
		Electricity	8,000	7,211.36	8,000	7,343	8,000	0
		Electronic Transaction Fees	1,500	1,498.45	1,500	1,930	1,500	0
		Gas	15,000	13,155.27	14,000	21,089	14,000	0
		Insurance	11,000	10,492.00	11,000	12,181	12,000	1,000
		Internet	500	479.40	500	1,288	800	300
		Janitorial Supplies	2,500	3,035.09	2,400	2,180	2,400	0
		Laundry	1,000	1,016.98	1,000	897	1,000	0
		Office machines	1,000	10,075.92	1,000	2,708	0	(1,000)
		Office Supplies	3,000	3,564.90	3,000	4,403	0	(3,000)
		Payroll Service	1,300	1,224.90	1,200	1,351	1,300	100
		Telephone	1,700	1,727.17	1,700	2,713	1,700	0
		Trash removal	2,000	1,996.01	2,000	2,264	2,000	0
		Water	5,000	5,231.56	5,000	4,977	5,000	0
		Total Operations	95,937	103,924.41	96,335	108,949	83,318	(13,017)

2014-2015 Budget Proposal

			Budget 2012-2013	Actual 2012- 2013	Budget 2013-2014	Actual 2013- 2014	Budget 2014-2015	Budget Diff. (\$)
		Minister						
		Health	7,040	7,722	8,494	8,539	5,488	(3,006)
		Prof Exp	9,000	5,467	9,000	8,898	7,705	(1,295)
		Retirement	9,000	8,949	9,242	9,000	7,705	(1,537)
		Salary/Housing	90,000	92,421	92,421	90,000	77,050	(15,371)
		Taxes	6,885	5,754	6,932	6,885	5,894	(1,037)
		Transportation	2,900	1,453	2,900	0		(2,900)
		Total Minister	124,825	121,766	128,989	123,322	103,842	(25,146)
		Minister Discretionary	1,500	1,300	1,500	1,431	1,500	0
		Worship & Services	440	1,032	600	891	1,000	400
		A/V Investment					7,000	
		Total Spiritual	132,990	130,963	137,314	132,056	119,567	(17,746)
		Stewardship					1,200	
		Church Administration						
		Church Administrator						
		Salary					25,528	
		Health					770	
		Taxes					1,982	
		Retirement					2,591	
		Prof. Exp.					1,296	
		Total Church Administrator					32,550	
		Office Supplies					4,500	
		Office Machines					2,600	
		Total Church Administration					39,650	
		Total Ordinary Expenses					476,882	
		Ordinary Net					26,268	
		Extraordinary Expenses						
		Moving expense, Interim Minister					7,705	
		Interim Minister AIM Training					1,700	
		Moving Expense, Interim DLRE					5,000	
		Search Committee		470	15,000	10,116	9,000	(6,000)
		Total Extraordinary Expenses					23,405	
		Total Expense	462,445	478,592	451,764	438,387	500,287	48,523
		Net	(28,768)	(35,511)	(4,891)	20,812	2,863	7,754

Nomination Committee Report for 2014 Annual Meeting of the Unitarian-Universalist Church of Nashua

Office	Current Officeholder	1st Year in Office	Years in Office										Current Term	Year in	Term Expires	Status in 2013	Proposed Action		
Officers			1	2	3	4	5	6	7	8	9	0	1	2					
President	Ellen Fisher	2011	█	█	█									3 of 3	1 of 1	2014	Term Complete	Nominate Harry Purkhiser	
Vice President	Harry Purkhiser	2014	█	█	█									1 of 4	1 of 1	2014	Term Complete	Nominate Dave Hudson	
Clerk	Mary Licking	2012	█	█		█	█	█						1 of 3	2 of 3	2016	Midterm	No action required	
Treasurer	Mike Wilt	2006	█	█	█	█	█	█	█					4 of 6	1 of 2	2015	Midterm	No action required	
Asst. Treasurer	Jim Bonvouloir	2008	█	█	█	█								3 of 3	1 of 2	2015	Midterm	No action required	
Asst. Treasurer	John Brobst	2013	█	█	█									1 of 3	2 of 2	2014	Term Complete	Renominate	
Board of Trustees (3 term limit, 3 year term)																			
At Large #1	David Hudson	2010	█	█	█									2 of 3	2 of 3	2015	To VP	Nominate Rick Spitz	
At Large #2	Lance Pratt	2012	█	█										1 of 3	3 of 3	2014	Term Complete	Renominate	
At Large #3	Pat Ladew	2013	█	█										1 of 3	2 of 3	2015	Midterm	No action required	
At Large #4	Kate O'Shea	2013	█	█										1 of 3	2 of 3	2015	Midterm	No action required	
At Large #5	Carol Wagner	2014	█	█										1 of 3	1 of 3	2016	Midterm	No action required	
Nominating Committee (2 term limit, 3 years per term)																			
Member #1	Chip McGee	2010	█	█	█									2 of 2	2 of 3	2015	Resignation	Nominate Jodie Holway	
Member #2	Henry Zalman	2011	█	█	█									2 of 2	1 of 3	2016	Midterm	No action required	
Member #3	Lori Lerude	2013	█	█										1 of 2	2 of 3	2015	Midterm	No action required	
Member #4	Karen Murray	2014	█	█										1 of 2	1 of 3	2016	Midterm	No action required	
Liaison	Harry Purkhiser	2013												Selected by Board of Trustees			No action required		
Liaison	Kate O'Shea	2013												Selected by Board of Trustees			No action required		
Financial Records Review Committee (2 year terms, no term limits)																			
Member #1	David Robbins	2010	█	█	█									3	1 of 2	2015	Midterm	No action required	
Member #2	Frank Grossman	2014	█	█										1	1 of 2	2015	Midterm	No action required	
Nashua Cemetery Association (3 year terms, no limits. Chair elected by committee, 1 year term, 3 term limit.)																			
Trustee #1	Dick Widhu	1999	█	█	█	█	█	█	█	█				6	1 of 3	2016	Midterm	No action required	
Trustee #3	Sue Chadwick	2007	█	█	█	█	█	█	█	█				3	2 of 3	2015	Midterm	No action required	
Trustee #2	Ellen McCormick	2013	█	█										1	2 of 3	2015	Midterm	No action required	
Treasurer	Russ Leonard	2006	█	█	█	█	█	█	█	█				3	3 of 3	2014	Term Complete	Renominate	

Nominations Committee Transition to Leadership Development Action Plan¹ – Revision June 2014

Submitted by Chip McGee and Lori Lerude

Our purpose is to transform the work of the Nominating Committee to help the church develop its leaders. Towards this end, members of our congregation participated in an “Adaptive Leadership Workshop” in March 2014. The purpose of the workshop was to explore the real life applications of adaptive leadership in dealing with “growing edges” within our congregation. Our church hosted around 25 people from four other congregations for the workshop, which was led by John Millspaugh, Director of Congregational Development from the Clara Barton and Mass Bay District. Congregational teams consisted of religious professionals (minister, religious educator, music/choir director) and lay leadership (president and additional lay leaders).

The key points in our transition plan remain:

- Connect leadership and spiritual growth.
 - We need greater intentionality to help members of the congregation find their calling.
 - We wonder whether “leadership” the right word; might it be “role.”
 - We wonder if “spiritual growth” the right phrase; might it be “faith formation” or “congregational development.”
- Coordinate across groups in the church.
 - The success of congregational leadership development relies heavily on regular formal and informal conversations between various groups in the church.
 - This includes the Board of Trustees, Spiritual Development, Nominating, Membership, Worship Associates, Religious Education, Others.

Our work for the coming year will continue to be to address these eight Leadership Development Cycle Activities:

1. Entry into the leadership cycle
2. Training to deepen spirit and skills
3. Matching the person with the role
4. Asking and getting to “yes”
5. Commissioning leaders
6. Orienting them to their roles
7. Serving in their roles
8. Exiting their roles

For each, we will answer these questions:

- What activities will be relational? spiritual? mission-based?
- How can we take advantage of activities we already do?
- What challenges require long term cultural change?

On a personal note, as I step down from the committee, I want to thank fellow committee members, Lori Lerude, Karen Murray, Kate O’Shea, and Harry Purkheiser, and Henry Zalman. I also want to thank all of the members who listened to our requests for service: to those who said yes and to those who said no. Service to this church truly is a part of my own spiritual growth, and I hope for all of us we recognize that there is a time to serve and a time to step aside.

¹This plan is based on Governance and Ministry by Dan Hotchkiss and “Leadership Development in the Large Congregation” by Rev. Stefan Jonasson. It was modified based on the April 2013 leadership development retreat led by Joe Sullivan and Doug Zelinski.