



UUUCB

Unitarian Universalist Church of Berkeley

Annual Report 2015-16

May 15, 2016

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INTRODUCTION TO THE 2015-16 ANNUAL REPORT

Please know that this is a historical document that serves as a “snapshot” of UUCB as of May 15, 2016.

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ANNUAL CONGREGATIONAL MEETING

May 15, 2016 Celebration and Planning Congregational Meeting

Following the 11:00 a.m. Worship Service

AGENDA

12:15 5 min Call to Order and Determine Presence of a Quorum

Deborah Schmidt, President, Board of Trustees

12:20 2 min Recognize new members at their first or second congregational meeting

12:22 2 min Adoption of the Agenda

12:24 2 min Reading of the Covenant

12:26 2 min Approval of the Minutes of Congregational Meeting of February 14, 2016

12:28 5 min State of the Congregation - Deborah Schmidt, President, Board of Trustees

12:33 7 min Presentation of Schweitzer Medal to

Maryann Simpson: presented by Winnie Sayre

12:40 5 min Coordinating Team Report – Lisa Maynard

12:45 5 min Stewardship – Anne Greenwood

12:50 15 min Finance – Mary Muehbach

Treasurer's Report – Mary Muehbach (2 min)

Budget for 2016-2017 (3 min to present)

Motion: To approve the budget for 2016-2017 as presented (9 min discussion, 1 to vote)

1:05 15 min Social Justice Council

Motion: to renew our support for the Confronting Racism project

Motion: to officially support the Black Lives Matter movement

Motion: to approve displaying our BLM banner in public marches and demonstra-

tions

1:20 5 min Endorsement of Nominating Committee Members

The Board of Trustees recommends the congregation approve the following for membership on the Nominating Committee.

Motion to approve for two year terms: Lonnie Moseley, Kathy Rai, Pier Sun Ho, with Lynne Henderson as alternate

Recognition of outgoing and ongoing members

Continuing Nominating Committee members are Nancy "Kelly" Kelly, Ralph Nelson, Rhonda Servin and Lonnie Moseley. We thank Christina Creveling, Ira Nelken, and Judy Sam for their two years of service.

1:25 2 min Blessing

Adjournment

STATE OF THE CONGREGATION

Deborah Schmidt, UUCB Board President

You are, of course, entitled to a detailed report listing governance manual and policy revisions, task forces, et cetera: in brief, all the nuts-and-bolts accomplishments of your elected board. And this you will find in the Annual Report.

But this is a “State of the Congregation” message, which, perhaps even more importantly, addresses the very state of our hearts, of our collective heart.

So this doctor has been listening around with her stethoscope, taking the UUCB vital signs before, during and after activity. And what does this doctor say?

The patient has received a bit of a shock, in the form of not calling a settled minister on the expected timetable. However, despite - and perhaps even as a result of - this experience, the patient’s vital signs are very good.

We are blessed with a very fine facility in a breathtaking location. With a gorgeous terrace under our feet and a solid roof over our heads, we celebrate the completion of our Capital Campaign Projects. Hats off to John Cahoon, Larry Nagel and Dave Rockhold for their stalwart guidance through a complex and demanding process.

We have just brought home a Culture of Generosity award, recognizing the remarkable achievement of last year’s pledge drive, something unheard of in a time of transition. Current pledges are on track to continue in this generous spirit. This makes possible the budget we are about to approve, which includes salaries more commensurate with the gifts of our dedicated staff and, for the first time, a significant allotment to our Building Reserve Fund.

Jim Gasperini also just brought home for the Communications Team the Best Website award, and word is out that other churches are looking at and learning from our shiny new website, which is proving to be a powerful tool for outreach as well as for enhancing internal communications.

And our own Merrin Clough and the UUCB Family Ministry Program received the Youth Programming Award.

Our Social Justice Council is *on fire*- you will be hearing more from them shortly about how we can continue to support the Confronting Racism Project.

With the leadership of our incredible music staff (Bryan, Katya, our section leaders), our music continues to take us where no words can possibly go, to bind us closer to each other, to fill us up and to carry us out into the world with inspiration renewed.

Yes, we have work to do: building on the organizational changes we have made, continuing to put good policies in place, sustaining the growth of lay leadership, clarifying our vision and goals, and - always, always - amplifying trust. But we have so much to celebrate. Look at the person beside you, look across the aisle, look across the room, and you will see someone with so much to give, someone who has chosen to share their gifts with us, someone who is joining with the other amazing people around this room and beyond these walls to realize our shared vision. *We are UUCB.*

ALBERT SCHWEITZER MEDAL

At this year's May Congregational Meeting, the Awards Committee and the Board of Trustees awarded the Albert Schweitzer Medal to **Maryann Simpson**.

Schweitzer Medals are awarded to recipients who have been supporters of Unitarian Universalist churches for at least fifteen years and of our church for five years; who have participated in a number of church functions "above and beyond the normal call of duty;" who have been church leaders; and who have participated in outreach activities.

Maryann Simpson presented by Winnie Sayre

Maryann Simpson is well qualified to be the recipient of this year's Schweitzer Award. She and her partner, Cynthia Asprodites, left New Orleans in the early 1980's believing the Bay Area would be a better place to raise their young daughter, Aija. Maryann started coming to UUCB at that time. Since then she has served above and beyond the normal call of duty in reaching out to support many social action issues.

Early on Maryann presented the rainbow flag to our church and started speaking out for LGBT rights in her first "Sharing the Journey" presentation. She was responsible for our Church being featured in a 20-20 TV Program called "I have Two Moms." She was the first to lobby for child care at our church.

She has served on the following committees through the years: the Finance Committee, introducing socially conscious investing and later becoming Chair of the Finance Committee; Ministerial Search Committee for Barbara and Bill Hamilton-Holway; Endowment Committee; RE Teacher, RE Mentor; Inaugural member of the Welcoming Congregation Task Force; Coordinator of Ushers; Contra Costa Interfaith Communities Organization (CCISCO); Immigration Vigil at a Detention Center, Evensong, Chalice Circle and Conversations on Humanity group. Maryann regrets that a bad knee no longer allows her to walk the streets of Richmond with the Friday night vigil group.

Most recently Maryann is serving on the Board of Trustees, Finance Advisory Council, and serves as advisor to RE Family Ministry. She has generously treated members of this group to special pizza nights in her home as well as giving several service auction dinners and champagne tastings. Maryann calls herself a "foodie."

Her dream for UUCB is for it to continue to be a viable faith based community and she realizes that we need to attract younger members for that to happen. She is proud of her daughter, Aija, who was raised attending UUCB, ordained at our church and is currently minister of the UU Church of Cumberland Valley in Pennsylvania.

ALBERT SCHWEITZER MEDALS

Prior to 1980:	Barbara Bridge	1995:	Eileen Peck
	Marion Cope		Dick Boeke
	Raymond Cope		Jopie Boeke
	Walter Nelson	1996:	Jane Luckham
	Mazie Newman		Jeann Stimel
	Frank Randall	1997:	Lois Lynch
	Martha Randall		Bob Moore
	David Ulrich		Jean Moore
1980:	Newell Nelson	1998:	Karen Campbell
	Lucille Parker		Bob Sayre
1981:	Homer Merrill		Winnie Sayre
	Grace Ulp		Joan Swift
1982:	Elaine Morgan Clarke	1999:	Anne Greenwood
	Gwendolen Morgan Arata		Ira Nelken
	Leolyn Morgan Griffith		John Tucker
	(for the Morgan Family)	2000:	Maya Elmer
	Gertrude Beeson		Ann Lane
	Russell Beeson		Mary Pugh
	Joe Fabry	2001:	Jay Hanks
	Judy Fabry	2002:	Margaret Gudmundsson
	Eleanor Groszman	2003:	Jo Maxon
	Karl Groszman		Marilyn Warren
	Everett Hunting	2004:	Valerie Wolf
	Margaret Hunting	2005:	Jim Burneo
1983:	Lester Frank	2006:	Dorothy Herzberg
	Evelyn Johnson		Lucile Miles
	Leevern Johnson	2007:	Patrick C. Cullinane
	Erda Labuhn		Lee Lawrence
	Bill Ulp	2008:	Susan Lankford
	Gordon White	2009:	Donna Davis
1984:	Phil Calkins	2010:	Kay Fairwell
	Ladd Griffith	2011:	Walter Gorski
	James Shepardson	2012:	Paul Worhach Hudson
1985:	Donna Rolls	2013:	John & Lynne Cahoon
1986:	Hyman Roudman	2014:	Abbot Foote
1987:	Jeanne Loomer		Craig Scott
	Flo Reeves	2015:	Robin Cooper
	Ken Reeves		Marin Fischer
1988:	Jeanne Griffith	2016:	Hoa Voscott
	Jess Blackstone		Maryann Simpson
1989:	Charles Shaw		
	Jean Lipton	In recognition of loving service	
1990:	Ed Jackson	Plaque in the Sanctuary	
	Vivian Jackson	Barbara Morse	
1991:	Ann McDonald	Frances McDaniels	
1992:	Ellen Schon	Frank & Martha Randall	
	Gertrude Hall	Mary Edith McGrew	
1993:	Sheila Kennedy	Maizie Grace Newman	
1994:	Roger Thompson	Walter Nelson	
	Marion Thompson	William & Grace Ulp	
	Martha Helming	Ladd Griffith	
		Patricia & Walter Ellis	
		Karl Ruppenthal & Jo Maxon	

FLAMING CHALICE AWARDS

The Awards Committee and the Board of Trustees are pleased to present to the congregation three recipients of the Flaming Chalice Award: **Ellen Fisher, Jean Gleason, Jane Lundin, Mitch Sukalski.**

The Flaming Chalice Awards are awarded in recognition of extraordinary service to our church community for at least five years, having been a supporter of the church, and having been active in one or more principal activities of the church during that time.

Ellen Fisher presented by Jo Maxon

Ellen started helping with fundraising during the Matriarchs campaign several years ago. Then she joined the team to *run* the *next* campaign, with me and Mitch and Sonya Sukalski. That theme was "Dive Deep" and all four of us appeared on the chancel in *wet suits!* She has been active in other Stewardship campaigns as well.

Ellen and Allan moved often and were active in many UU churches. Ellen became adept at finding a house near a UU church and looked especially for a strong music program. Ellen has sung in Luminescence (our choir) for 13 years.

Ellen is a great team player. She knows how to express herself clearly. She has served on the Coordinating Team, the Capital Campaign Followup Team, and the Nominating Committee. She and Allan have hosted church events at their home.

The second auction Ellen and Jane Lundin have run has just started, and they transformed it into the Online Events and Services Auction.

Last fall, Ellen joined the stalwart group that counts the money from Sunday collections. They add up, sort, cross-check, balance, and record all our weekly donations: pledges, cash, checks, Good Neighbor offerings, coffee money, etc. The counting group fills the back office each Monday morning and it's usually after noon before all the data is entered into Fellowship One and the weekly reports created.

With this summary of some of your splendid contributions to UUCB, Ellen, it gives me great pleasure to present this Flaming Chalice Award to you.

Jean Gleason presented by John and Lynne Cahoon

John: Jean says she was "Cahooned." I saw that here was a bright, capable woman. She came forward, she got involved. I invited her out to breakfast.

Lynne: Jean Gleason came to UUCB with impressive leadership experience. In the Morristown N.J. Fellowship she served as a board member, on the endowment committee, and the governance task force. In California, at the Stockton UU church she served on more committees and was a delegate to General Assembly (GA).

We don't have time in just 2 minutes to list everything Jean has done. Social justice holds a special place in Jean's heart. At UUCB she has marched for marriage equality and universal health care. She has been a delegate to GA four more times. She chaired the Interim Search

Committee. She served on our Board of Trustees, was Vice President, then President. She was our nervous secret agent on a trip to Rumania, carrying \$2,000.00 in a concealed money belt for our partner church; the children's education fund was safely delivered. That was pretty exciting, but her crowning achievement thus far was her starring role in the 2014 Christmas pageant as a crotchety old camel.

John: It is our privilege, and our pleasure to present this Flaming Chalice to Jean Gleason for outstanding service. We thank you Jean for all you do.

Jane Lundin presented by Lonnie Moseley

I was blessed to grow up around special women like Jane. Women who could read your personality in a glance. Women who were qualified to do so much more than the culture allowed them to do. Women who set their jaw, steeled their resolve and clear-eyed faced their challenges.

And so when I met Jane Lundin, there was an immediate connection and recognition of these qualities and our friendship developed, swelled and deepened over the years I've been at UUCB.

But long before I knew her, almost twenty years ago when Jane was told that she had a life-threatening illness, she thought FIRST of her husband, Bob, and that he would need a community if she didn't survive.

And so she followed up on a recommendation of friends to come to UUCB. It was the first Sunday of Bill and Barbara Hamilton Holway's ministry. Jane and Bob never left.

Since joining UUCB Jane has been a Member of our Board of Trustees during the critical years of policy evaluation; and she's been on almost every committee this church has asked her to help with. Jane escaped into the choir to be able to sing her heart out in peace but then we begged her to come back to the Board but this time as Secretary. She agreed to do it but just for a short period of time, and yes, you guessed it, it's now three years and counting and she is still smiling and loving the job.

Her latest venture has been to plunge fearlessly into the world of website design and along with her co-chair, has created our first online fundraising auction site. This is an amazing woman and a gift to this church and to me as my friend.

Jane, I present you with the Flaming Chalice Award to honor your exquisite commitment to this church and to this congregation.

Mitch Sukalski presented by Rebecca Mitchell

It's fitting that we should be giving the Flaming Chalice award to Mitch Sukalski on Valentine's Day. When I think of Mitch, I think of his generous and caring heart. I witness his glowing love when he talks about his wife, Sonya and daughters Sierra and Cheyenne. I experience his generous dedication in the slides he painstakingly executes for Sunday services. And anyone who has ever gotten a hug from Mitch knows how cared for you feel while being embraced.

Since Mitch and his family moved out here in 2003 so that Sonya could attend Starr-King school for the Ministry, they have been active members of this community. Mitch has been involved in multiple aspects of church life, volunteering in stewardship during the Dive Deep campaign,

serving on the Ministerial Search Committee for the Minister of Religious Education, the Board of Trustees and the Lawrence Lecture Committee, and even being a part of building the IT infrastructure of the church! He puts his heart into everything he does for this congregation.

When I really got to know this wonderful service-oriented man, was during our tenure together as advisers of the senior high youth group. Mitch defines this as his passion and the ways in which he presents himself up in the chrysalis room supports that. His gentle demeanor as he prompts the youth to look even deeper at the topic we are discussing and the way he shares of himself to encourage the teenagers to do the same is truly inspiring to watch. He wears his heart on his sleeve and that simple act allows the youth to feel comfortable to do the same.

That is exactly what makes Mitch so special. He knows how to help others shine. The ways he supports his family, his coworkers at Cradlepoint, and this community with ease and an open heart allows us all to be our best selves. Thank you Mitch, for all you do, seen and unseen. We are truly grateful for your generous heart.

FLAMING CHALICE AWARDS

Prior to 1980

Doris Clark
Catherine Dewey
Martha Randall
Felice Zaikowsky

1980

Jean Lipton
Walter Lipton
Helen Lipton
Ken Lipton

1981

Bonnie Allen
Earl Saxton

1982

Grace Dilley,
posthumously

1983

Marion Daggett
Hyman Roudman
Ellen Schon
Whitney Woodhead

1984

Gertrude Hall
Helen Houmann
Cliff Nagel
Estelle Nagel
Sidney Williams

1985

Elizabeth DeVelbiss
Althea Ippolito
Bob Sayre
Bruce Watkins

1986

Jo Maxon-Dadd
Mac Lingo
Lucile Green Isitt

1987

Scott Merrick
Harriet Nelson
Doug Pryne
Esther Zane

1988

Cal Baze
Edgar Farrow
Geneva Gates
Sheila Kennedy

1989

Mary Fleagle
Jane Luckham
Bob and Jean Moore

1990

Walt and Laura Safir
Dorothy Gould
Joan Swift
Marion Modena

1991

Jon Ehlers
Ann Lane
Pat Dyck
Martha Helming

1992

Orpha Gibson
Anne Greenwood
Jay Hanks
Margaret Gudmundsson

1993

Maya Elmer
Lawrence Berger
Grace Gildersleeve
Karen Campbell

1994

Ira Nelken
Mary Pugh
Dick Labuhn
Terry Merrick

1995

John Tucker
Winnie Sayre
Norm Hutchings
Frances Hanna

1996

Al Cohen
Dorothy Herzberg
Jean Hyde - declined
Minerva Mendoza-
Friedman

1997

Ingeborg Neinhold
Maryann Simpson
Betty Tharpe
Mark Woodbury

1998

Jim Burneo
Sally McCleery
David Roberts
Orel Wolters

1999

Beryl Bates
Alan Comnes
Celia Karian
Ruth Schlotthauer

2000

Kay Fairwell
Betty Kipp
Suzanne Lieban
Jim Novosel

2001

John Cahoon
Leslie Comnes
Patrick Cullinane
Katherine Duke

2002

Lynne Cahoon
Aileen Hohmann
Malcolm Quint
Charlotte Teeples

2003

Barbara Cullinane
Eileen Dimmick
Lemar Morrison
Frederick Shaw

2004

Cynthia Asproditis
Donna Davis
Michèle Voillequé
Paul Worhach

2005

Roger Dillahunty
Linda Jackson
Nan Yarbrough
Linda Zittel

2006

Jay Bunker
David Lingenfelter
Sandra Pastermack
Warren Zittel

2007

Abbot Foote
Linda Laskowski
Jan Setchko
Eldon Wolf

2008

Ann Harlow
Lynn Mahlmann
Raymond Miles
Connie Pyle

2009

Stephanie Ann Blythe
Beth Glick-Rieman
Bill Trampleasure

2010

Patricia Brucker
Lynnette Delgado
Donna Lerew
Susan Thomson

2011

Sara Roberts
Judy Sam
Ray Westergard

2012

Marion Anderson
Kathy Guarneri
Catherine McDonald
Jim Milstead
Lonnie Moseley
Sandy Tremblay,
posthumously

2013

Natalie DaSilva
Jane Middleton
Beth Pollard
Betty Webster

2014

Christina Creveling
Larry High
Lisa Maynard
Deborah Schmidt

2015

Robin Cooper
Marin Fischer
Hoa Voscott

2016

STEWARDSHIP REPORT

This year we continued our efforts to have face to face connecting conversations about values, mission and pledging. Last year's efforts were VERY successful, raising our average pledge by more than \$400 and exceeding our pledge goal by over \$40,000. Thanks to Rev. Greg, we were nominated and won an award at the April District Assembly for creating a "Culture of Financial Generosity." Although I announced my 'retirement' last year as Convener, I continued on with the team in our planning and execution of **Moving Forward...Building our Future**. However, this next year it is up to YOU to take over that planning and execution.

We were pleased to announce honorary Stewardship chairs this year with the recognition of three influential and generous families: Lynne and John Cahoon, Jeanne and Ladd Griffith, and Raymond and Lucile Miles. In their honor, a pool of \$34,257 was raised and offered as an incentive to the congregation to keep 'moving to the right' on the bell-shaped curve of giving, and we have! Pledge increases and new pledges have totaled \$54,000.

In results to date (May 1, 2016): For this fiscal year, ending June 30, 2016, we have 222 pledges totaling \$542,972, which included some one-time gifts and many people increasing by 20% or more. This is what contributed to the recognition we received with our award!

So far, for 2016-2017, 165 households have pledged \$461,627, or 87% of our \$529,000 goal. We expect we will reach our goal, with another 50 or more people yet to respond. Of those who have responded 50% of them have increased their pledge over last year, and many others have sustained their increased level of giving from 2015-2016. Although some have moved away, or had to decrease their pledges, our net gain is \$28,335. Our pool has been matched and will be added to the total pledged, giving us 94% to date.

We are definitely MOVING FORWARD in our recognition of what it takes to be good Stewards of our community. Keep up the good work!

Respectfully submitted,

Anne Greenwood for your hardworking Stewardship Team:

Bob Moore, Ira Nelken, Jo Maxon, Lisa Maynard, Marta Tobey, with intern minister Zackrie Vinczen, and Rev. Greg Ward and 30 connectors!

COORDINATING TEAM'S PROPOSED BUDGET 2016-17

CHANGES TO REVENUE

- Pledges increased 3.5% over FY15-16. Thank you Stewardship!
- School rental income full year; Skytown lease renews July 2017
- Community Rentals increased \$78,000, (net \$58,000 after related expense). Rental marketing campaign planned, beginning with a reception in May 2015

CHANGES TO EXPENSE

- Facilities - building fund \$40,000 requested by Fiscal Advisory Council; exceeds BOT mandate of 20% of endowment payout, \$11,579
- Programs - all budgets as requested

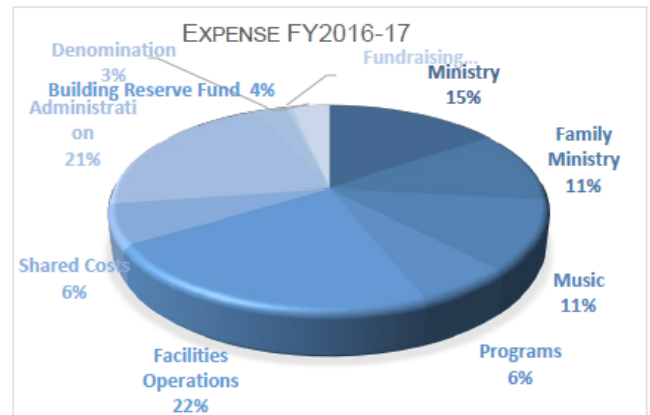
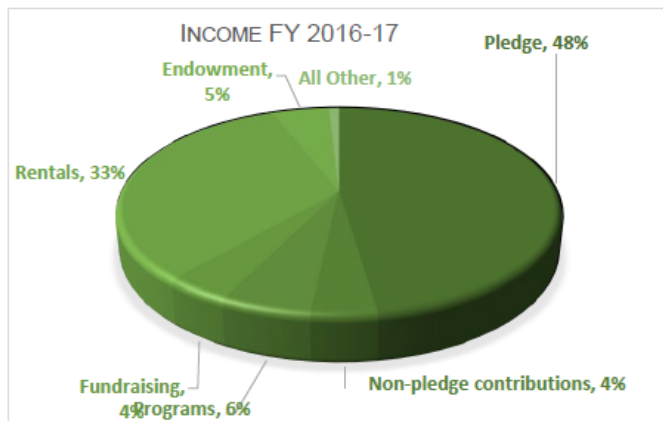
SIGNIFICANT RISKS IN THIS BUDGET INCLUDE

- Sustainability of UUCB campus and buildings - long term needs vs operational needs
- Fundraising benchmarks needed. No ownership of the full budgeted amount carried over from FY15-16 which is already underperforming budget goal
- Facilities Staffing - needs to be commensurate with uptick in community rentals
- Community Rentals Income requires marketing

SIGNIFICANT OPPORTUNITIES IN THIS BUDGET INCLUDE

- Community Rentals: new terrace provides an attractive venue - we have capacity
- Long term school rental is secured
- New Member growth potential

COORDINATING TEAM'S PROPOSED BUDGET 2016-17



Work In Progress UUCB FY16-17 Budget

<u>Income</u>	<u>Income</u>		<u>Expense</u>	<u>Expense</u>	
Pledge	\$ 545,000	47.6%	Ministry	\$ 177,759	15.4%
Non-pledge contributions	46,750	4.1%	Family Ministry	130,085	11.3%
Programs	63,810	5.6%	Music	128,769	11.2%
Fundraising	46,455	4.1%	Programs	70,465	6.1%
Rentals	373,963	32.7%	Facilities Operations	257,348	22.3%
Endowment	57,896	5.1%	Shared Costs	73,288	6.4%
All Other	9,955	0.9%	Administration	236,111	20.5%
			Denomination	34,100	3.0%
			Fundraising	5,600	0.5%
			Building Reserve Fund	40,000	3.5%
Total Income	\$ 1,143,829	100.0%	Total Expense	\$ 1,153,525	100.0%
Net surplus (deficit)				\$ (9,696)	

Change from FY15-16 to FY16-17

<u>Income</u>		<u>% +/-</u>	<u>Expense</u>		<u>% +/-</u>
Pledge	17,900	3.4%	Ministry	259	0.1%
Non-pledge contributions	-	0.0%	Family Ministry	17,785	15.8%
Programs	(1,650)	-2.5%	Music	17,969	16.2%
Fundraising	2,455	5.6%	Programs	3,365	5.0%
Rentals	150,943	67.7%	Facilities Operations	41,949	19.5%
Endowment	1,232	2.2%	Shared Costs	588	0.8%
All Other	(10,596)	-51.6%	Administration	28,111	13.5%
			Denomination	-	0.0%
			Fundraising	700	14.3%
			Building Reserve Fund	39,000	3900%
Total Income	\$ 160,284	16.3%	Total Expense	\$ 149,726	14.9%

ANNUAL CONGREGATIONAL MEETING

Awards, Canvass and Election

February 14, 2016

MINUTES

Draft

Call to Order and Determination of the Presence of a Quorum

President Deborah Schmidt called the meeting to order at 12:05 p.m. and asked for a count of the members present. Sixty-five members were counted, more than the minimum of fifty-six for a quorum.

Adoption of the Agenda

Mitch Sukalski moved adoption of the agenda, Anne Greenwood seconded, and the motion passed

Reading the Covenant

Deborah Schmidt led the congregation in reading the church's Covenant of Right Relations.

Approval of the Minutes of the Previous Congregational Meetings

A motion to approve the minutes of the Congregational Meetings held on May 17, 2015 and December 13, 2015 was made by Jo Maxon, seconded by Jean Gleason, and passed.

Presentation of the Flaming Chalice Awards

Deborah Schmidt invited the presenters and award winners to come to the lectern:

Ellen Fisher, presented by Jo Maxon

Jean Gleason, presented by John and Lynne Cahoon

Jane Lundin, presented by Lonnie Moseley

Mitch Sukalski, presented by Rebecca Mitchell

Stewardship Report

Anne Greenwood reviewed the recent increases in pledging and noted that the theme this year is Keep on Moving Forward and the goal is \$527,000, and our attractiveness to a new minister depends on meeting it.

Board Election and Installation

Deborah Schmidt called the one departing Board member, Tony Bushman, to the lectern to be recognized, mentioning his work on Board education that will be part of the Governance section of our new website. She announced that ninety-five members had voted and that she and Richard Hanway had been re-elected along with Maryann Simpson who will be rejoining the board. Rev. Greg Ward installed the new Board members, inviting the congregation to join in a responsive reading, Blessed Are Those by John Buehrens.

Adjournment and Election of Officers

Deborah Schmidt ended the meeting at 12:41 p.m., and asked that the Board members remain for a short meeting. Jack Duggan, Jean Gleason, Richard Hanway, Deborah Schmidt, Virginia Silver Rimbach, Maryann Simpson, and Mitch Sukalski were present. The elections of Deborah Schmidt as President and Jack Duggan as Vice President were passed by acclamation. Treasurer Mary Muehlbach and Secretary Jane Lundin will continue in those offices.

Respectfully submitted, Jane Lundin, secretary

SPECIAL CONGREGATIONAL MEETING

December 13, 2015

MINUTES

Call to Order and Determination of the Presence of a Quorum

President Deborah Schmidt called the meeting to order at 12:06 p.m. and asked for a count of the members present. 60 members were counted, more than a quorum.

Adoption of the Agenda

Mary Muehlbach moved adoption of the agenda, Elizabeth Hutchins seconded, and the motion passed.

Introduction and Reading the Covenant

Deborah Schmidt opened the meeting by explaining that budget changes over \$10,000 require congregational approval. She described the sources of the deficit and the use of funds from Pat Ellis's bequest to cover part of the shortfall. She then lead the congregation in reading the church's Covenant of Right Relations.

Budget Approval

Mary Muehlbach moved and Tony Bushman seconded adoption of the revised budget. Lynn Hammond moved and Mary Muehlbach seconded a motion to limit debate to one minute per speaker, which passed by the required two thirds. Susan Lankford proposed a change in the original motion to remove use of the Ellis funds, thereby increasing the deficit. After a short series of speakers this amendment was adopted and then so was the main motion, both by near-unanimous votes. Paul Hudson voted against both motions because the budget does not provide adequate funds to maintain the buildings.

Blessing

At 12:30 Deborah Schmidt asked Interim Minister Greg Ward for a blessing and closed the meeting.

Respectfully submitted, Jane Lundin, secretary

ANNUAL CONGREGATIONAL MEETING

Celebration and Planning

May 17, 2015

MINUTES

Call to Order and Determination of the Presence of a Quorum

President Deborah Schmidt called the meeting to order at 12:38 p.m. and asked for a count of the members present. 116 members, were counted, more than a quorum.

Adoption of the Agenda

Jean Gleason moved adoption of the agenda, Marin Fischer seconded, and the motion passed.

Reading the Covenant

Deborah Schmidt lead reading the church's Covenant of Right Relations.

Approval of the Minutes of the Previous Congregational Meetings

A motion to approve the minutes of the February 8, 2015 Congregational Meeting was made by Maryann Simpson, seconded by Anne Greenwood, and passed. A motion to approve the minutes of the April 26, 2015 Congregational Meeting was then made by Jean Gleason, seconded by Maryann Simpson and passed.

Presentation of the Schweitzer Award

Kay Fairwell presented the Schweitzer medal to Cynthia Asprodites, noting her long service to the church, and Cynthia replied by thanking the church for giving her the opportunity to serve.

President's Report

Deborah Schmidt reported on the year of change, from saying goodbye to Bill and Barbara Hamilton-Holway to all the new things that Greg Ward has set in motion, pastoral and worship associates, program council and social justice design teams, and she also recognized the work of the stewardship connectors and both the transition and search teams.

Coordinating Team Reports

Beth Pollard spoke of the work of everyone's hands contributing to both the long-term viability of the church and to attracting the best possible minister. She asked for new hands, saying that ours are the hands we are waiting for. She also thanked Greg Ward for his work on restructuring both staff and volunteer leadership, noting that we hold the people whose jobs are affected in our hearts.

Capital Campaign Projects Report

John Cahoon reported that the first two projects, the replacement of the patio and the removal of the dangerous trees, both the dying pines and the limb-dropping eucalyptus, are being held up in the Contra Costa County design review and permitting process, but that contractors are in place and work will begin as soon as the county allows.

Stewardship Report

Anne Greenwood rejoiced in the pledge increases -- 73% of them increased from last year, 105 of those up by 20% or more -- and recognized the role of the connectors in this achievement. She also announced that she was retiring and was looking forward to her replacement as stewardship chair outdoing her just as Linda Laskowski had when she took over as treasurer.

Bylaw Revision

Stephanie Ann Blythe described the three changes proposed for section 8.1: an increase in the vote required to call a minister from two thirds to 90%, the appointment of a negotiating team to arrange the specific terms of employment for the called minister, and a reduction in the vote required to dismiss a minister from a majority to 30%.

A motion to approve these changes was made by Larry Nagel and seconded by Angie Harlow. Greg Ward suggested that the title of the bylaw section be changed from "Hiring a Minister" to "Calling a Minister" since the two processes are entirely different. Linda Laskowski moved and Warren Zittel seconded a motion to make this change. After some discussion of this amendment Paul Hudson called the question, which passed, as did the motion to change the name of the section. Following further clarification of the main motion Paul Hudson again called the question, which passed, as did the motion to amend the bylaws.

Treasurer's Report

Linda Laskowski reviewed the projections she had made in light of the increased pledge income and then presented the budget for 2015-2016. A motion to adopt it was made by Larry Nagel and seconded by Virginia Silver-Rimbach and passed with five opposed including Paul Hudson who objects to the failure to fund our ongoing liability for building maintenance. Anne Chapman thanked Linda.

Social Justice Council Project

Nancy Kelly and Jane Eisenstark presented plans for a year-long Confronting Racism project and asked that it be sponsored by the congregation. Bob Moore moved to approve this, Dave Rockhold seconded and the motion passed.

Endorsement of the Nominating Committee Members

Deborah Schmidt asked for a motion to endorse Nancy Kelly, Ralph Nelson and Rhonda Servin as members of the Nominating Committee. The motion was made by Linda Zittel, seconded by Jean Gleason and passed. Deborah then recognized the continuing members -- Christina Crevelling, Ira Nelken, Judy Sam and Lonnie Moseley -- and thanked those whose terms are ending -- Lynne Cahoon, Selene Fabiano and Abbot Foote.

Thanks to Richie Dawkins

Deborah Schmidt asked for a round of applause for the delicious lunch.

Blessing

Greg Ward agreed that it was a blessing to work with Richie Dawkins, lifted up the blessing it is for all of us to have Linda Laskowski as treasurer, and also recognized the transition team, the Board and the Coordinating Team, and especially President Deborah Schmidt.

Respectfully submitted, Jane Lundin, secretary

The Tree of Life

**Celebrating the Rites of Passage
of our Members and Friends**



Blessed by the Arrival of Children

Luc LeBlanc, son of Pier Sun Ho & Marc LeBlanc & brother of Melinda

High School Graduations

Caetano Hyams

Tristan Lam

Weddings & Unions

Lois Atkinson & Bill Snipes

Emily & Colin Nichols

Deaths

Judy Abel

Herb Bielawa

Mary Dewey-Wagner

Joel Fort

Marcia Freedman

Janelle Hansen

Isabel Mather

Terry Merrick

Benno Milmore

Leslie O'Hara

Sarah Pichler

Carole Truman

Our hearts and thoughts go out to those who experienced the loss of close family and friends this year.

GOVERNANCE

BOARD OF TRUSTEES

Submitted by Deborah Schmidt

MEMBER'S NAMES

Deborah Schmidt, President; Jack Duggan, Vice-President; Jean Gleason, Richard Hanway, Lee Lawrence, Virginia Silver-Rimbach, Maryann Simpson, Logan Stump-Vernon, Mitch Sukalski

Jane Lundin, secretary and Mary Muehlbach, treasurer (members ex officio)

STATEMENT OF CHARGE

It is the Board's responsibility to embody the congregation's vision, mission, and goals in policies that enable us to achieve those ends.

ACCOMPLISHMENTS IN THE LAST YEAR

I am really impressed with the amount of territory we have covered, both as a board and as a congregation. We are truly in a different place than we were one year ago!

As a congregation, we have radically rethought our structure, creating a coordinating team that is smaller and much more clear in its organization. We have established the Program Council, which, despite some challenges, is already taking its place as a meaningful way to connect and synergize our many and lively programs.

As a board, we have taken a close look at our working groups, aiming to both lighten and tighten responsibilities. Task forces especially vital at this time include the Safety and Personnel Policy Task Forces, which are part of an overall policy housecleaning; and the Freestone and Asset Management Task Forces, which are devoted to helping us create long-term plans in line with our vision. We have also just created a task force to bring on board a second interim minister, in case the current second round of search is not successful.

We have worked with the Search Team, through the Negotiating Team, to craft the language of our ministerial agreement, which provides a healthy and enduring basis for our partnership with our incoming minister.

Changes to the Governance Manual include: widening the scope of the Board transparency policy; creating policy concerning the receipt of Board meeting documents; accommodating the fact that the Endowment Committee now reports to the board; specifying the restricted endowments payout authority of the Coordinating Team; requiring a phased-in funding from the General Endowment Payout to the Building Reserve; and requiring personnel policies to be in compliance to current legal standards.

Lastly, we are learning to own our role as visionaries, creating vision points for the stewardship campaign, and taking on such themes as readiness for our next settled ministry, the shape of worship in the future, and congregational needs and strengths.

For all of us, this time of transition has been intense, challenging, sometimes even exhausting. Even a couple of months ago I would have said that the reward was readiness for our new settled minister. Now I realize that our reward is the growth of trust in ourselves.

PLANS FOR THE FUTURE

We have begun to revise our governance manual so that it will read easily, recognize and support

our new Program Council, and sustain a collaborative, meaningful and engaged version of policy governance. We are also about to revise our ends statements.

We had planned to wait for our new settled minister to revise our vision and mission statements and to craft a long-term plan, but, as the timing for the new minister is unpredictable, we may need to proceed with at least some of that work on our own. It promises to be a highly beneficial process.

The board will continue to do everything in its power to build on the organizational changes we have made, continue to put good policies in place, sustain the growth of lay leadership, and - always, always - amplify trust.

BOARD OF TRUSTEES

Deborah Schmidt, President (second term) (2013-2016, 2016-2019, second term)
Virginia Silver-Rimbach, Vice President (first term) (2014-2017; first term)
Jane Lundin, Secretary (appointed 3/15/12; maximum 6 year appointment; ex-officio)
Mary Muehlbach Treasurer (appointed 7/15; maximum 6 year appointment; ex-officio)
Jack Duggan (2015-2018, first term)
Jean Gleason (2014-2017; second term)
Richard Hanway (2016-2019; second term)
Lee Lawrence (2014-2017; first term)
Maryann Simpson (2016-2019; first term)
Logan Stump-Vernon (2015-2018; first term)
Mitch Sukalski (2015-2018; first term)

UUCB BOARD WORKING GROUPS

Asset Management Task Force: Linda Laskowski
Audit Team: Jack Duggan
Awards Committee: Virginia Silver-Rimbach, convenor
Board Education Team: Mitch Sukalski, Tony Bushman
Bylaws Committee: Lee Lawrence
Congregational Safety Task Force: Jean Gleason, liaison
Endowment (standing committee): Anne Greenwood, convener
Finance Advisory Council (through the Treasurer)
Freestone Task Force: Richard Hanway
Monitoring: Virginia Silver-Rimbach, Logan Stump-Vernon
Monitoring Exploration Team
Nominating Committee: Virginia Silver-Rimbach, convenor
Ownership Linkage Team: Richard Hanway, Jack Duggan
Personnel Policy Task Force: Jean Gleason, liaison
Stewardship (standing committee): Anne Greenwood

BOARD OF TRUSTEES PRESIDENTS

Fiscal Year	President
2015	Deborah Schmidt
2013-2015	Jean Gleason
2011-2013	Stephanie Ann Blythe
2009-2011	Warren Zittel
2007-2009	Kay Fairwell
2005-2007	Susan Lankford
2003-2005	John L. Cahoon
2002-2003	Michèle Voillequé
2000-2002	Margaret Gudmundsson
1998-2000	Patrick Cullinane
1996-1998	Suzanne M. Lieban
1993-1996	Jim Burneo
1992-1993	Roger Thompson
1991-1992	Sheila Kennedy
1989-1991	Karen Campbell
1988-1989	Alex Holt
1987-1988	Mac Lingo
1986-1987	Bob Moore
1985-1986	Jeanne Griffith
1984-1985	John Tucker
1983-1984	Jeanne Loomer
1982-1983	Ann McDonald
1981-1982	Erda Labuhn
1980-1981	Jerry Wilson
1977-1980	Barbara Bridge
1975-1977	David Ulrich
1973-1975	Ed Lampo
1972-1973	Walter Nelson
1970-1972	Bill Ulp
1969-1970	Homer Merrill
1968-1969	Gordon White
1965-1968	Newell Nelson
1963-1965	Phil Calkins
1959-1963	Charles Shaw
1958-1959	James Shepardson
1957-1958	Joseph Fabry
1955-1957	Walter Roberts
1954-1955	Henry Butler

COORDINATING TEAM

Submitted by Lisa Maynard

Members of the Coordinating Team:

Lisa Maynard, Coordinating Team Convener (lay leader)

Joanne Wile, Program Council Convener (lay leader)

Mary Ellen Morgan, Director of Administration (staff)

Rev. Greg Ward, Interim Minister/Chief of Staff (staff)

The Coordinating Team meets on the first and third Wednesdays of each month from 3:00 to 5:00 p.m., in the Safir Room at UUCB.

The UUCB Board of Trustees sets congregational goals, which we call Ends. It empowers the Coordinating Team to manage church operations, organizing the means to achieve these Ends. In drawing from church resources to achieve the Ends, the Coordinating Team must observe limitations established by the Board of Trustees and the congregation in the Governance Manual. The Coordinating Team is responsible for monitoring and reporting on its performance in complying with these limitations, and for monitoring and reporting on UUCB's progress towards achieving our Ends.

The Coordinating Team was restructured almost a year ago, and during the summer of 2015, began to operate with a smaller group and specific responsibilities for each member. The four spots on the Coordinating Team are filled by the Senior Minister/Chief of Staff, the Director of Administration, the Program Council Convener, and the Coordinating Team Convener. During 2015-16 we were fortunate to be joined in a non-voting (but definitely contributing) capacity by our Intern Minister.

In general, the day-to-day business operations of our church are managed by the two staff members of the Coordinating Team, the Senior Minister and the Director of Administration, who inform the rest of the team of progress and significant actions. The Program Council Convener has had the task during this past year of developing the role of the Program Council, and acting as liaison between the Program Council and the Coordinating Team. The Coordinating Team Convener manages the Team's agenda and is responsible for the communications and reports to the Board and the congregation. The Coordinating Team as a whole monitors the finances and operations of the church, and deals with anomalies, with new issues that require deliberation outside established procedures, and with continuing work on overall institutional organization and clarification.

The Coordinating Team is very aware of its role as a linkage team. There have been some tensions during the past months in the relationship between the Program Council and the Coordinating Team, as the Program Council develops its direction and the Coordinating Team strives to operate within the limitations set out by our Governance Manual. Some of these tensions could be considered "growing pains," as we work towards a desirable distribution of leadership and authority; and some tensions will likely continue, and can be seen as a corollary of our shared leadership.

Currently the Coordinating Team is trying to prepare for imminent changes in membership. The June departures from our church of Rev. Greg Ward and Intern Minister Zackrie Vinczen will leave an immediate gap, which we hope will be filled in part by another minister by the fall. In August Program Council Convener Joanne Wile will end her one-year term; we expect her successor to be selected in time for some useful overlap of participation.

Director of Administration Mary Ellen Morgan will continue on the Team, and will also act as Chief of Staff upon the Interim Minister Greg Ward's departure. The Board recently approved a second

one-year term for Coordinating Team Convener Lisa Maynard. Our plans for 2016-17 are focused on continuity. We intend to maintain competent management of day-to-day operations, and of our church resources, and we will continue to make progress on organizational improvements and institutional clarity that are already well underway.

PROGRAM COUNCIL

Submitted by Joanne Wile, Convener

This was the first year of the Program Council, with members Barbara Rockhold, Jim Gasperini, Jane Middleton, Ann Harlow, Liz Camara, Glen Augustine, Ira Nelken, Paul Hudson, Gail Simpson, Jane Ramsey, Barbara Cullinane, Kelly Kelly, Kathryn Jay, Greg Ward, and Joanne Wile.

The charge to our group was: grow leadership, foster an anti--oppressive, multi-cultural church, enhance collaboration among groups, and advise the Coordinating Team.

The council has developed a high level of collaboration among groups, supporting the Growth Strategy Team, developing new "Paths to Engagement," participating in the Greater Richmond symposium, the Israeli-Palestinian Heartbeat concert, and the showing of "Ghost Town to Havana." Members agreed to support the Wednesday evening suppers and met to discuss ideas for enhancing the Sunday 9 AM service. New configurations for the information tables in the Social Hall were introduced. Members endorsed Susan Lankford's proposal for a series of Fall leadership talks. Jean Gleason will be presenting her ideas for the development of volunteer program to the Council.

The June 4 retreat will be aimed at identifying new directions for our second year.

UUCB PROGRAM COUNCIL

Joanne Wile, Convener
Rev. Greg Ward, Ex Officio

ADULT RELIGIOUS EDUCATION - Barbara Rockhold

Humanists
Personal Theology
Summer Forum
Wisdom Workshops & Classes
Write for Your Life

COMMUNICATIONS - Jim Gasperini

Communications Team
Publications
Video

FACILITIES - Ann Harlow

Aesthetics
Buildings and Grounds Group
Freestone Retreat Committee
Kitchen Group (proposed)
Landscape

FAMILY MINISTRY - Liz Camara

Coming of Age
Family Ministry Committee
Youth Adult Team
Youth Group (Senior High)

FINANCE - Ira Nelken

Book Table
Financial Advisory Committee
Fundraising
Jewelry Table
Snack Table

MEMBERSHIP - Paul Hudson

Gen UU
Membership Ministry Committee
Wheel of Life
Youth Adult Network

MUSIC AND ART PROGRAM - Gail Simpson

Blended Voices
Choir
Early Birds
Eclectic Songsters
Gamelan
Handicrafters
Music Committee

PASTORAL CARE – Barbara Cullinane

Appreciation Circle
Caring Circle
Chaplains
Pastoral Associates

SOCIAL JUSTICE - Kelly Kelly

Climate Core: A Community of Concern for Climate Change (6C Group)
Confronting Racism
Contra Costa Interfaith Supporting Community Organizations (CCISCO)
Friends of Developing Indigenous Resources (DIR)
Good Neighbor
Greater Richmond Interfaith Program (GRIP)
Green Sanctuary
Partner Church Committee
Read Aloud Volunteer Program
UU Justice Ministry (UUFM)
UU Service Committee
World Peace Committee

WORSHIP ASSOCIATES - Kathryn Jay

Altar Flowers
Chalice Circles
Mist Tree Moon Circle
Presentation Associates (Slide Nerds)
Ushers
Worship Associates

UNAFFILIATED (not participating in the Program Council):

Applied UU Buddhism
Blue Mountain Center Meditation Group
Channing Group
Lawrence Lecture
Men's Group
Round Table Discussion Group
Walk and Talk
Women's Insight Meditation
Yoga (Hatha)

UUCB CONTACTS

Aesthetics Committee	Lynne Cahoon
Altar Flowers Committee	Judy Sam
Assets Management Task Force	Linda Laskowski
Awards Committee	Virginia Silver-Rimbach
Blue Mountain Center Meditation	Lois Schneider
Board of Trustees	Deborah Schmidt, President
Book Table	Mimi Bull, Dorothy Herzberg
Building Projects Management Team	Larry Nagel, Dave Rockhold
Buildings & Grounds Group	Mary Ellen Morgan
Bylaws Committee	Lee Lawrence
Caring Circle	Lynnette Delgado
CCISCO Affiliation (Contra Costa Interfaith Supporting Community Organization)	Rev. Craig Scott
Ceasefire Walks	Jane Eisenstark
Chalice Circles	Barbara Norrish, Lenore Ralston
Channing Club	Marin Fischer
Chaplains	Rev. Jane Ramsey
Choir (Luminescence)	Bryan Baker
Climate Core: 6 C Group	Austin Henderson
Coming of Age	Merrin Clough'
Communications Team	David Lingenfelter
Community Ministry Committee	Rev. Jane Ramsey
Confronting Racism	Jane Eisenstark, Nancy "Kelly" Kelly
Coordinating Team	Lisa Maynard, Mary Ellen Morgan, Greg Ward, Joanne Wile
Early Birds Choir	Warren Zittel
Endowment Committee	Anne Greenwood, Linda Laskowski
Family Ministry Committee	Glen Augustine, Liz Camara
Financial Advisory Committee	Mary Muehlbach
Friends of DIR (Developing Indigenous Resources)	Frederick Shaw
FUNdraising Team	Ann Harlow
Gamelan	Daniel Schmidt
Gen UU	Paul Hudson
Good Neighbor	Mary Ellen Morgan
GRIP & GRIP Souper Center (Greater Richmond Interfaith Project)	Ray Westergard
Handicrafters	Aileen Hohmann
Humanist Connections	Lee Lawrence
Intern Committee	Dave Roberts
Jewelry Table	Lee Olivier
Kitchen Team	Ann Harlow

Landscape Committee	Lynne Cahoon
Lawrence Lecture	TBA'
Literature, Film & Drama Contingent	Camille Parker
Membership Ministry Committee	Paul Hudson, Lonnie Moseley
Men's Group	Dave Rockhold, Tom Tripp
Ministerial Search Committee	Kay Fairwell
Mist Tree Moon Circle	Stephanie Ann Blythe
Music Committee	Gail Simpson
Nominating Committee	Virginia Silver-Rimbach
Partner Church Committee	Stephanie Ann Blythe
Pastoral Associates	Barbara Cullinane
Pathways	Lonnie Moseley
Play Readers	Lynn Hammond
Personal Theology	Barbara Rockhold
Program Council	Joanne Wile, convener
Read-Aloud Volunteer Program	Judy Sam
Safety Policies	Jean Gleason
Snack Table	Ann Harlow
Social Justice Council	Nancy "Kelley" Kelly
Stewardship Committee	Anne Greenwood
Summer Forum	Dorothy Herzberg
Ushers	Beth Jerde
UU Buddhist Sangha	Lynnette Delgado
UU Legislative Ministry	Lee Lawrence
UU Service Committee	Lee Lawrence
Video	Mary Pugh
Walk & Talk Group	Ann Harlow
Wednesday Night Supper	Richie Dawkins
Wheel of Life	Alisa Gould Sugden
Wisdom Workshops	Lonnie Moseley
Women's Insight Meditation	Kendra Smith
World Peace Committee	TBA
Worship Associates	Rev. Greg Ward
Write for Your Life Writing Group	Kit Hewitt
Yoga (Hatha)	Phyllis Whiteman
Young Adult Network	Logan Stump-Vernon
Youth Adult Team	Merrin Clough
Youth Group (Middle School)	Merrin Clough
Youth Group (Senior High)	Merrin Clough

INTERIM/TRANSITION MINISTER REPORT

By Rev. Greg Ward

OVERVIEW AND CONTEXT

The 2015-16 Year was the 2nd and final year in my interim contract. The year was punctuated by adjustments due to changes in staffing, the advent / incorporation of the Program Council; structural changes within the Coordinating Team, commencement and successful conclusion of capital projects and helping prepare board and search team for ministerial succession. Our major renter, Shu Ren School, did not renew their contract and a lengthy vacancy cost UUCB more than \$60K in revenue; and facility repairs (Cottage, heating systems, as well as main electrical panel) resulted in nearly \$40K in unexpected expenses.

There were three significant events during this year for me, personally: (1) This was the first year of my service on the Ministerial Fellowship Committee; (2) After a short illness, my father died in November; and (3) I completed my two year training program with the Interim Minister's Network and was conferred the title of Accredited Interim Minister (AIM) for the UUA's Interim Minister's Guild.

STAFF

Staff personnel adjusted to recent changes by forging greater clarity regarding roles/responsibilities and increasing trust working together. Mary Ellen Morgan has assumed more responsibility over all administrative staff and space coordinator as well as overseeing executive functioning (budgets and contracts) of facilities Operations. Facilities has been very high functioning and drawing high appreciation and praise from both members and renters. Childcare staff and process has been further developed to great effect and the new children youth music program has transitioned strongly.

ACCOMPLISHMENTS OF 2015-16

Worked with Transition Team to host 7 more Congregational Conversations communicating / processing changes, understand challenges, pointing out opportunities, building relationships, and developing trust.

Supervising Ministerial Intern

Hiring new facilities position, two new Family Ministry positions, one music position

Further developed Worship Associates program

Further developed Pastoral Associates Program augmenting professional pastoral care

Further developed Comprehensive Fellowship One Database communication system

Working toward completion of Comprehensive Safety Policy

Establishing Safety Response Team to appropriately respond in the event that boundaries ensuring safety fail.

Developing new Personnel Manual

Developing new gift acceptance, restricted fund and other financial policies

Developing Covenants supporting Affiliated Community Ministers

Worked with Stewardship to design 2nd consecutive successful Pledge program

Worked with Board and Search Team to plan for ministerial succession

KEYS TO SUCCESS IN 2015 - 2016

There are several areas that will be important to continue developing organizational clarity and

solidify the advances that UUCB has enjoyed in the last couple years:

Continue the work on Governance – update the governance manual, examine the Ends statements, clarify the charge and process of the Program Council.

Continue Policy Development and Congregational Education about UUCB Operations – It is critical for all areas of lay leadership to understand the way UUCB operates and to participate fully. For this system to operate under a single minister requires broader participation, inter-programmatic cooperation and fully engaging in a new ministry with a new minister.

Continue to cultivate leadership and a culture of commitment – Sustain financial commitments at current levels, continue to grow social and volunteer commitment of membership - show up at events, remain informed about issues and support programs through volunteering.

Begin developing a longer term vision – begin some values clarification within the context of the community UUCB serves and make important decisions about how/which assets to protect / sustain.

Continue communication and social collaboration – explore and develop new ways to extend the vision of UUCB out into the community creating positive cooperative partnerships in areas of common cause.

Love each other - remember that even the best minister can't do anything except through you. And the only thing they have to work with is your time, money, experience, wisdom, curiosity, understanding and love. If you keep showing up with these assets, you can't fail.

THANK YOU

I want to share with you my extraordinary gratitude for allowing me to be part of your community and your lives. You are a community that has, in my opinion, the greatest potential of any congregation in our movement. My time here has given and taught me a great deal and I will carry you all, individually, in my heart and the best and brightest future for you in my prayers.

TRANSITION TEAM REPORT

Submitted by Rev. Greg Ward

REPORTS TO: Rev. Greg Ward (Chair/facilitator/secretary)

MEMBERS: Lynn Hammond, Lynne Cahoon, Gail Simpson, Marsha Saxton, Karen Paull, David Kimball, John Tucker

EX-OFFICIO MEMBER: Zackrie Vinczen, Intern Minister

MEETINGS: 1st Wednesday of the month at 7:30 pm in Minister's Office. Day / Time of future meetings are at the discretion of the next minister.

GROUP'S CHARGE

The UUCB Transition Team is a task force reporting to the Interim Minister and charged with helping UUCB to

Understand / heal / celebrate / accept its past

Identify / communicate / honor the hopes / fears / feelings and needs that are present

Determine a realistic three year vision that describes the congregation we collectively commit to becoming

Help the institution programmatically and organizationally evolve towards its vision.

2015-16 ACCOMPLISHMENTS

Transition Team helped design, produce and present 6 Congregational Conversations, including

Sept 27 The Times are a Changing

Oct 15 Leading at the Speed of Trust

Nov 22 After Pastor II (w/ Deborah Pope-Lance)

Jan 3 Who Will Inherit the Church

Jan 10 Building A Bridge to the Future (w/ Nick Allen)

Feb 21 Building Foundations for Growth (w/ Growth Strategy Team)

Each of these conversations averaged between 80-110 people. In addition, the team helped produce the notes for these conversations and post them on the website.

VISION FOR 2016-17

Current Transition Team is disbanded. If Settled minister is found, Transition Team will disband and new Committee on Ministry will be formed. If Interim Minister is hired a new Transition Team will be assembled.

DIRECTOR OF ADMINISTRATION REPORT

By Mary Ellen Morgan

2015-16 saw many changes in the administrative and facilities staff structure and job responsibilities. My title changed from Business Manager to Director of Administration, as I now supervise all administrative and facilities staff, as well as working with them to set goals for the coming year to insure the smooth operation of the church's day to day operations.

Lissa Marda Roos Parker was named as our Scheduling Coordinator, responsible for our outside rentals and for keeping the calendar for the church year. Alisa Gould Sugden as Office Administrator has picked up some of the accounting which expanded her general office duties. I am responsible for personnel, the church accounting and, with the departure of our Facilities Manager, supervising the facilities maintenance and custodial staff. Much time this first year has been scheduling projects and determining where processes and procedures are needed.

This year, I have also established a Building and Grounds Committee with representatives from the Kitchen Committee (forming), Capital Projects Team, the Landscape Committee and Aesthetics Committee and Lotez Franklin the Lead Facilities Coordinator. I convene this group on the fourth Monday of every month. They are charged with developing an asset list and an annual maintenance schedule for the major systems in the Church and to determine which systems need to be up-graded or replaced. They are also establishing the evacuation procedures for major emergencies.

Installing Fellowship One as our new church database management system has required the formation of a Champion Team which addresses how we set up the attributes of the system. This requires much thought regarding what data we track and how it might inform how we choose and set programs for the church in the future. I convene this meeting weekly and serve with Jim Gasparini (Communications), Lonnie Moseley (Membership), Merrin Clough (Family Ministry), Anne Greenwood (Stewardship), Michael DeWitt (Systems), Zackrie Vincens (Ministerial Intern) and Alisa Gould Sugden (Data Tracking). In the future, we intend to work closely with the Board and the Program Council to help them use the system to set goals, think about how to set up strategic planning and to develop groups systems that can help members engage in the life of the church and connect with one another.

Our outside rental program has recovered after having to work around the repair of the roof and the terrace this last year. Now that those projects are completed, I plan to investigate new areas in which to market our facility to outside groups.

Many projects are being scheduled in the next year to update and repair our physical plant. We expect to see more trees removed in the next few months and many storage areas are being cleaned out and re-organized.

All employees' positions were reviewed last year and they received updated contracts and job descriptions. Our new employee handbook should be finalized and reviewed by the attorneys in the next few months. This has been a huge task and much appreciation goes to Suzette Duggan-Anderson (Chair), Sarah Armstrong, Jean Gleason, Jean Hyams and Beth Pollard.

PROGRAM COUNCIL REPORTS

ADULT RELIGIOUS EDUCATION

Submitted by Barbara Rockhold

The mission of Adult Religious Education at UUCB is to provide a “pathway” to spiritual, moral and intellectual development. Through a variety of educational presentations, inquiry and discussion groups, classes, and workshops, participants can gain better insight into their own and others’ spiritual beliefs and practices. This can lead to more compassion for differences and also to an understanding of what we all have in common.

Bringing these learning groups together under the Adult Religious Education Program encourages communication and coordination among the various programs. Acting together the groups can strengthen and energize each other and heighten awareness and appreciation of the programs both at UUCB and in the community.

Adult Religious Education at UUCB includes the programs of Personal Theology, Summer Forum, Humanist Connections, Write for Your Life, and Awakening Wisdom Workshops. Beginning this fall, the Awakening Wisdom Workshops will be replaced for the fall semester with a new UU Curriculum, which will offer classes on UU history, concepts, etc. Spring semester will continue to offer workshops on various spiritual topics.

The groups met for a two hour meeting in January. In attendance were Lonnie Moseley (Awakening Wisdom Workshops), Lee Lawrence (Humanist Connections), Dorothy Herzberg (Summer Forum), Kit Hewitt (Write for Your Life), Jane Ramsey (Guided Autobiography) and coordinator Barbara Rockhold (Personal Theology).

Jane Ramsey announced that her guided autobiography class had recently ended because of lack of attendance, while Kit Hewitt announced that Write for Your Life had grown so much that she felt a need to close the group to new members temporarily. We discussed the possibility of Jane offering a second Write for Your Life class and Kit and Jane agreed to get in touch to possibly coordinate this.

Lonnie Moseley explained her intention to create the UU Curriculum Program in response for new members requests to learn more about UU history and concepts. Lee Lawrence said that the Humanist Connections has grown to be quite a large, enthusiastic group and that she has instituted new timing methods that have worked well to keep people from monopolizing the conversations and allow everyone a chance to join in the conversation. Dorothy Herzberg has almost completed her schedule of speakers for the 2016 Summer Forum, which will begin the first Sunday in June. Personal Theology will begin a half hour earlier in the fall and will run from 9:30 to 10:30, which will give a little “breathing space” between the program and the 11:00 service.

Plans for the future would be to create a brochure for the programs; to possibly set up a table on Sunday mornings to let people know about the offerings. And the ultimate goal for Adult Religious Education would be to aid in the growth of the church by attracting new attendees and keeping them coming back by offering interesting, exciting learning programs and growth opportunities.

PERSONAL THEOLOGY

Barbara Rockhold, Chair

Planning Committee: Barbara Rockhold, Gloria Merrill, Anne Wardell, Barbara Norrish

The mission of the Personal Theology program is to offer opportunities for people to be introduced to new spiritual ideas, to gain wisdom from a variety of world religions and to discuss their beliefs about spiritual, ethical and theological issues. Through presentations by spiritual and theological leaders as well as church members, the program's goal is to inspire spiritual exploration, a search for truth and meaning and to encourage self-discovery. It aims to reflect UU values and offers attendees a venue for radical inquiry and free dialogue.

The weekly Sunday morning speaker series was founded in 1980 by process theologian Bernie Loomer. It has been operating continuously since then, with Martha Helming coordinating since 1990. Martha Helming turned over the Chairmanship to Barbara Rockhold in 2013. The program is funded by donations from attendees and is operated through donated time from the Personal Theology Committee, which currently consists of three members. It meets in the Fireside Room at UUCB approximately 37 Sundays a year at 10:00am for approximately 55 minutes.

The Personal Theology Committee will conclude the Spring 2016 semester at the end of May. We are currently in the process of scheduling for the Fall 2016-17 semester. Planning for the Spring 2017 semester begins in August.

The committee has brought into the church many highly accomplished and informative speakers on a variety of topics of theological and spiritual interest. While some of the speakers request a small honorarium, the program raises money through donations to accommodate those fees, plus an amount of money, which, once the speaker fees are paid, goes to the church. This year we were able to keep our speaker honorariums to

Personal Theology has a large number of regular attendees and has been an attraction to newcomers, many of whom have expressed that the program is an important part of their experience at UUCB. The weekly average of participants so far this year has been 55.

Each week, the audience gets to experience a sense of connection during the question and comment period at the end of each speaker's session. This creates an opportunity for exploration and spiritual growth. And, due to the fact that some of our speakers are church members or are connected with UUCB in some way, it becomes a way for those members to share their time, talents and knowledge with the audience.

The overall intent of the Personal Theology program is directly reflected in one of UUCB's end statements: that members can "experience and explore the wisdom that all religions have to offer and can express UU principles and values".

Plans for 2016-17 would be to continue to advertise through online venues to bring in potential new members. Another goal would be to obtain more people of color as speakers.

COMMUNICATIONS

Submitted by Jim Gasparini

The purpose of UUCB communications is to foster community-building by raising the public's awareness of UUCB and its mission, and informing UUCB members of programs and events of interest, and significant events in members' lives.

For many years UUCB had a full-time staff member devoted to communications (Lisa Harrington.) In 2015, reconsidering its staffing needs, the church determined that a church of our size cannot afford this type of full-time staff member.

Interested volunteers formed a Communications Team to:
Manage the transition from staff responsibility for communications to volunteer responsibility.
Determine what processes would be used for UUCB communications, and who would take over ongoing responsibility.

David Lingenfelter was chosen Convener, and led the many meetings that followed. David also continues in his role of archivist, posting minutes from Board meetings and other documents to the website.

PUBLICATIONS

The most immediate challenge the Comms Team faced was: who would edit and prepare for delivery the three UUCB publications:

The Week Ahead

The Beacon on the Hill (monthly)

Pathways (twice a year)

Jane Middleton took on the challenge of managing this transition, which required someone with technical chops, editorial skills, understanding of information design, and deep institutional knowledge of how UUCB works. Ann Harlow assisted in the transition, and in September took over the main responsibility for editing and preparing the publications for distribution via email, website and print. Kay McArthur assists Ann in compiling and editing the Week Ahead and the Beacon.

Lisa Harrington continued as a contracted consultant. Gradually Ann and the Comms Team have learned how to take over almost all communications functions.

DIGITAL COMMUNICATIONS

Another major responsibility the Comms Team took on was the church website, UUCB.org. After evaluating the site and its underlying content management system, Joomla!, Jim Gasperini recommended replacing it with a new site based on a different system, WordPress. The UUA had recently commissioned a technically savvy seminarian to create a WordPress “theme” (essentially a site template) specifically suited for UU church sites.

Jim took on the task of redesigning and implementing the new site. Key goals for the redesign were to make the site easier to navigate, and to enable staff members and volunteers with particular areas of interest and expertise to update web content directly. Jim had invaluable assistance and advice from several members of the staff and many members of the congregation. After several months of preparation in test mode, the new site launched February 1.

The goal of enabling broader responsibility was achieved. Parts of the site are now directly managed by staff members Merrin Clough, Lissa Parker and Kathryn Hack. Other parts are updated by members, including Austin Henderson, Ann Harlow, Michael DeWitt, Paul Hudson, and Dave and Barbara Rockhold. Jim continues to manage the overall site as Webmaster.

At the UUA Pacific Central District Assembly April 23, “UUCB (Jim Gasperini and the UUCB Communications Team)” was given a Best Website Award.

Jim also served as the Comms Team representative on the Fellowship One Champions Team. Led by Director of Administration Mary Ellen Morgan, this group of both staff and members has also worked to improve church communications by bringing member-facing parts of the new church management system online.

Comms Team members Mitch Sukalski and Michael DeWitt took on responsibility for

improvements to the technical infrastructure that make UUCB digital communications possible.

Last but not least, Paul Hudson, assisted by various UUCB youth and adults, continues to tirelessly promote UUCB through social media platforms Facebook, Twitter and Instagram.

FACILITIES

Submitted by Ann Harlow

The mission of the Facilities program area is to assist the Board, Staff and Coordinating Team in assuring that the church buildings and grounds, including the Freestone Retreat, support the Mission and Ends of the church as safe, welcoming, functional, and aesthetically pleasing spaces.

Groups in this area are the committees on Aesthetics, Buildings and Grounds, Freestone Retreat, Kitchen, and Landscape.

The Aesthetics and Landscape Committees (Lynne Cahoon, convener of both) co-hosted two work parties in 2015-16 in which volunteers and staff worked together to spruce up the building and grounds. A major project that has been on hold due to John Cahoon's illness is the creation of a set of six fabric screens to hang in front of the tall, narrow windows in the front end of the Sanctuary to keep sunlight from interfering with the projection screen. Lynn Sullivan, Barbara Hilbourn, Christina Creveling, Marin Fischer, and Ann Harlow worked on the cutting and sewing of the fabric. Now we need someone to create the hinged hanging devices designed by John, and the panels need to be treated with fire retardant.

The landscaping around the Terrace will be an important goal for the near future. Bids are being collected for installing a drip watering system, the first necessary step. Katherine Gavzy and Lindsay Mugglestone have contributed valuable expertise to landscape maintenance and planning. Phil Maynard and many others have helped with invasive plant abatement.

Mary Ellen Morgan, Director of Administration, has recently begun convening the first Building and Grounds Committee in several years. As the Building Projects Management Team winds down its supervision of the capital campaign-funded improvements to our facilities, the new committee (with some of the same members) is beginning to formulate plans and priorities for meeting additional needs. Since the resignation of Don Wollwage as Lead Facilities Coordinator last fall, Lotez Franklin has stepped into that position very ably. A search for a Facilities Director was unsuccessful, and the position has not been funded for the coming year, so Mary Ellen continues to function in that role, with the advice and support of Lynne Cahoon, Richard Dawkins, Kathleen Gavzy, Ann Harlow, Larry Nagel, Dave Rockhold, Tom Tripp, and the Facilities staff.

Ann Harlow and Barbara Hilbourn have been gradually developing plans for a Kitchen and Hospitality committee or subcommittee and have made some improvements in kitchen organization and equipment and the Sunday coffee service.

The Freestone Retreat Committee began the fiscal year with hopes of selling two adjacent parcels of land and using the proceeds to repair and improve the three-bedroom cabin and barbecue deck, but these plans have been on hold as the board-appointed Freestone Task Force is examining the retreat's long-term viability and level of support by the congregation. This year Bob Moore was named committee member emeritus. Norie Clarke chaired the committee through part of the year and was succeeded by Terry Stokes. Ann Harlow, David Lingenfelter, Ann Riley, and David Wemmer also served on the committee this past year.

FAMILY MINISTRY COMMITTEE

Submitted by Liz Camara

MEMBER'S NAMES

Merrin Clough, Director of Family Ministry, *Glen Augustine and Liz Camara*, Co-Chairs, *Pier Sun Ho and Carisa Orwig*, Faith Formation, *Winnie Sayre and Karl Rimbach*, Connect and Engage, *Shanon Roberts and Vicky Augustine*, Faith Formation, *Maryann Simpson*, Ad-Hoc.

STATEMENT OF CHARGE

The Family Ministry Committee is comprised of two co-chairs and 3 task forces that support the Director of Family Ministry in creating and implementing religious education, community outreach, and multi-generational/community-building events for the families of UUCB. The Committee develops programs and policies that foster a rich curriculum to prepare young Unitarian Universalists for a lifetime of spiritual and ethical exploration and growth. The Family Ministry Committee helps the Director connect and engage people in meaningful ways with the Family Ministry program. Family Ministry is committed to cultivating a sense of shared ministry in our programs and in the wider church. Our goal is to foster deep connections through spiritual growth and create a vibrant and visible community that is welcoming to people of all ages.

ACCOMPLISHMENTS IN THE LAST YEAR

The committee met monthly to develop programming choices, improve outreach to potential members, and support each other in the planning and implementing of Family Ministry Events.

The committee reviewed and provided input on program policies and budget.

Programs for Children and Youth included: Children's R.E. classes for preschool through 5th grade. Youth Groups for middle and high school students. Our Whole Lives program was held for 7th – 9th graders. A Youth/Adult Committee was created to give Youth a voice in their own programs and in the wider congregation. Childcare was available on Sundays from 8:30-1:00 pm and offered to any UUCB community events that were hosted.

Volunteer support is provided to teachers through two bi-annual volunteer trainings, weekly RE teacher reflection circles, and at the Pot of Gold regional religious education conference.

Parental support is provided through the Parent's Discussion Circle (2nd & 4th Sun.), Parent's Support Group (3rd Sun.), and Parent's Night Out (2nd Saturday of month).

Merrin formed a Safe Congregation Committee which produced a starting draft of policy for the Family Ministry Program. It was then brought to the Youth/Adult Team who honed the safety policies to meet the approval of both youth and adults. It will hopefully be approved by June so programs can take place at UUCB.

A Congregational Conversation entitled Building Bridges – A Dialog Across Generations was presented.

SPECIAL EVENTS FOR 2015-16 INCLUDED:

Successful, multigenerational Field Day to celebrate a productive church year.

Pot of Gold was hosted by our church through Family Ministry

Bring Your Weight in Food filled the Richmond Food Pantry's shelves and provided money
The Christmas Eve Cookies Social - gave visitors a chance to intermingle and hear about UUCB.

The monthly Serve Dinner @ GRIP where families serve and share a meal with needy families.

Spring/Easter Breakfast celebrating creativity and the promise of life.

Family Retreats at Freestone

Monthly family oriented Vespers Worship Service at Wednesday Night Suppers

PLANS FOR THE FUTURE

The Family Ministry Committee will continue to support all of the above listed events and programs. We will reach out to existing committees, such as Social Justice and Music, to take a leadership role and work, in collaboration with Family Ministry, to take on existing events that fall under their umbrellas. To develop, in conjunction with the Outreach Committee, a Welcome Forum that will express and present the amazing program we have to offer to families looking for a spiritual home.

FINANCE

Submitted by Ira Nelken

The mission of Finance at UUCB is to build, support and insure a strong financial foundation for the proper and appropriate operation of the organization in accordance with its Unitarian-Universalist principles and its goals which are defined by its membership and the principles of Unitarian Universalism.

A strong financial foundation includes obtaining and maintaining sufficient funding for present and foreseeable future needs and operation in order that the church and its committee structure can fully function and provide support and assistance to its members, the community as a whole and the world in which we live in accordance with the church's mission and its membership's desires.

Groups involved are Stewardship, the Financial Advisory Committee, and a miscellaneous group of independent fund raiser groups that are virtually independent of each other: Snack table, Book Table, Jewelry Table and a coterie of Board budgeted groups that do their own fundraising events (such as Music & Art, etc.).

The treasurer's monthly and annual reports indicate how much money each of these groups raises for this church. The stewardship committee conducts the annual pledge drive which you hear about weekly from February through May usually (when the congregation passes a yearly budget for the next year). The Financial Advisory Committee meets once a quarter and advises the Treasurer on whatever she decides to put before the committee. The other fundraising groups each do their own thing and are strongly dedicated, hard working, and committed to helping support the church finances as best they can, bringing in a minor (compared to the total budget) but socially rewarding and much appreciated amount of money for the church and its budget.

MEMBERSHIP MINISTRY COMMITTEE

Submitted by Paul Hudson

MISSION

The Membership Ministry Committee makes the UU Church of Berkeley a welcoming and inclusive spiritual community. We reach out to strengthen UUCB's visible presence in the wider

community. We reach within this community to guide newcomers along the path to membership, and nurture newcomers and members alike towards greater involvement and leadership.

COMMITTEE MEMBERS

Lonnie Moseley, Co-chair (Inreach)
Paul Hudson, Co-chair (Outreach)
Aileen Hohmann (Sunday Welcoming)
Gail Simpson, Growth Strategy
Rev. Jeremiah Kalendae, Community Minister and Membership Advisor
Linda Laskowski
Jac Ross
Gwenn White
Selene Fabiano
Lynne Henderson
Anna Fisher
Kay Fairwell
Mac Lingo
Barbara Norrish
Dorothy Hertzberg
Michael DeWitt

TASK FORCES / SUBCOMMITTEES

Inreach: Helps newcomers and existing members deepen their connection to the people and programs of UUCB – Lonnie Moseley, Lead

Outreach: Identifies promising outreach groups and develops strategies and initiatives to effectively draw newcomers to UUCB, Paul Hudson, Lead

Growth Strategy Developing strategies for membership “break out” from traditional models of growth and growth targets over the next 5-10 year. Gail Simpson, Lead

2016 HIGHLIGHTS

UUCB’s 2016 certified membership is 371. This is a drop of 12 members from 2015, primarily due to more losses than expected. Since last year, we have lost 42 members (11% vs. a target of 8%), and gained 30 new members (vs. a target of 35). Both losses and new members for 2015 are a reversal of 2014’s negative trends, but the trend of year over year membership loss continues.

On a positive note, 15 of the 30 new members were from families with younger children, an important demographic group for our church, and there was a 16% increase in first time visitors (to 229). The downward trend in newcomers was reversed in 2014 (with 165 in 2013 and 198 in 2014). In the first quarter of 2016 there have been 20 new members, a very good start for the year.

Membership has also undoubtedly been impacted by our transitions in ministry and the interim ministry. It should be noted that it is typical for membership to decrease in a time of interim ministry, and the work that Membership Ministry has been doing has resulted in trends that exceed the norm for a church in an interim process. These results are most strongly reflected in the increase in newcomers and the Q1-2016 new members.

The attrition rate of 11%, versus a goal of 8%, is attributed to a larger number of people that have moved from the Bay Area and deaths, in addition to people that have drifted away. The Membership Co-chairs are reviewing the list of lost members to develop outreach (pastoral and

membership) to these former members, to determine why they have left, and if there is anything we can do to bring them back into our community. We will also be looking ahead proactively to identify members at risk of drifting away. (Moves and death we can do nothing about.)

The membership goal of the Membership Ministry Committee over the period 2015-2020 is 450 members. While our targets are still doable, they are now more challenging. For example, reaching 450 members in five years requires 50 or more new members every year starting in 2017-18, the first full year of our new minister; with the delay in calling our new minister this becomes even more challenging. The last time we did that was 2007, with a \$300,000 Bay Area marketing campaign. We have a good start in 2016, with more visitors than we have had in almost 5 years as a result of our various outreach initiatives. We have a strong focus in our "in-reach" activities, led by Lonnie Moseley.

However, we continue to believe that longer-term demographic and life-style trends in the Bay Area are posing significant challenges to church attendance and membership. These trends will undoubtedly affect how we "do church" and conceive of membership in our faith community, and significant thought needs to be devoted to these trends relative to the future of our congregation. The Growth Strategy team is taking this longer view with respect to programs and worship.

The MMC has developed priorities for addressing our challenges.

The **Inreach** team developed a new Member joining process called Membership Night on the 5th Wednesday of each quarter. This is supplemented by membership signings on Sundays as needed to accommodate those who cannot attend the evening sessions. Work continues to use Fellowship One to make deeper connections with our members with each other and to UUCB. A new UU Education series is being launched in Fall 2016 for new and ongoing members. We are working with Revs. Fran Moulton, Jay Atkinson, Starr King, Jeremiah Kalendae and Rev. Cat Cox to create UU Education programs to help members develop and deepen their faith and identities as Unitarian Universalists. The creation of a "Buddy" system also continues, where new members are connected to a member who is trained to provide support and connection. New members will be able to identify six other UUCB'ers that they could call in an emergency. Membership Night will be continually refined. New member dinners with the Welcome Team will be again occurring. We will work with Rev. Jeremiah Kalendae to refine existing procedures and processes.

The **Outreach** Action team is leading a number of initiatives, including social media advertising, UU World magazine community distribution, participation in the new UUA branding curriculum, development of outreach videos, creation of a UUCB MeetUp webpage, leveraging Good Neighbor organization connections, an ongoing "Invite Your Friends" campaign, presence at the Solano Stroll and the El Cerrito MLK Day Parade, and outreach initiatives with Family Ministry.

Growth Strategy In early 2015, the Membership Ministry Committee established a new task force, the Growth Strategy Team, charged with developing, maintaining, communicating and implementing a Growth Plan that aligns Membership's inreach and outreach efforts with each other and with UUCB's programs in service of the mission of the church. This Team concluded that its best contribution to the future of UUCB is to challenge our community by delivering a plan with a radical growth goal – to reach a membership of 1,000 in five years. Some of the most vital and energetic leaders in the church are already engaged in crafting this plan, which will be completed by early 2016. The Program Council has committed to engaging with and helping to develop and implement the growth strategy.

GOALS

The **Outreach** goal is 250+ first time annual visitors. **Inreach** annual goals are 50 new members

and the loss of fewer than 35 members. This will lead us towards a membership of 450 in 2020.

Inreach's objectives in 2016 include creation of a "Buddy" system where new members are connected to a member who is trained to provide support and connection. Membership Night will be continually refined. A UU Education series will be developed to help members deepen their identity and faith as Unitarian Universalists. New member dinners with the Welcome Team will be again occurring. The potential for Fellowship One to support Membership Ministry will be more fully realized.

The **Growth Strategy Team** has been convened, led by Gail Simpson. The work of the team will prioritize outreach initiatives, and identify needs for new programs and worship that will attract and engage newcomers. The Program Council has become a partner with the Growth Strategy Team in reviewing and refining our vision. The goal is to finalize a strategy that is a product of wide UUCB stakeholder participation. Our ambitious goal is to grow membership to 1000 in five years by conducting outreach and engaging 4-5 promising demographic groups with programs and worship.

The Berkeley UU Young Adult Network convenes in recognition and celebration of young adult (20s and 30s) ministry at the Unitarian Universalist Church of Berkeley and in the Unitarian Universalist Association. We come together to support our young adult community, which is a vital part of our church community. We offer opportunities for fellowship, support and service for our young adult community. A leadership team gathered on April 3, led by group coordinator Emily Nichols with support from Intern Minister Zackrie Vinczen to plan future programs and events.

GenUU is a group of self-identified Generation X UUs who are single and partnered, with and without children, who came of age in the '80s and '90s. Many of us are born and raised UUs who were active in LRY and YRUU, grew up in UU summer camps, and are always working to build deep and intentional community. We maintain a GenUU MeetUp page and continue to plan ongoing events.

MUSIC AND ARTS PROGRAM

Submitted by Gail Simpson, Chair of the Music Committee

The mission of the Music and Arts Program at UUCB is to enhance worship, support programs and build community through the creation and sharing of music and art that touches people emotionally, intellectually and spiritually.

UUCB'S MUSIC PROGRAM

UUCB has an active Music Program headed by our Music Director, Bryan Baker, and supported by the Music Committee (Marin Fischer, Carol Hudson, Jo Maxon, Daniel Schmidt, Gail Simpson, Mark Walstrom, Barry Zuckerman), our choral section leaders (Marcelle Dronkers, Meghan Dibble, Rob Lowe, and Richard Fey) and our organist (Katya Kolesnikova). The backbone of the program is the 54-member adult choir, Luminescence. Katie Lipka directs the Children and Youth Choir. Daniel Schmidt conducts the Gamelan Ensemble.

In addition to providing music for worship services, the Music Program sponsors community-building and fund-raising events, including, this year: Messiah Sing-along; a staged musical review directed by Donna Davis (And the World Goes 'Round); "Love Songs and Chocolate"; a family-friendly sing-along based on Disney songs; an all-church Halloween dance party; a concert by "Heartbeat" (a collaboration of young Palestinian and Israeli musicians); and in collaboration with the Kensington Symphony and the SF UU choir, "Vive la France", a program of French-themed classical music. These events raised approximately \$10,000 for the church.

This year the Committee introduced the “Sing UU Values” initiative, inviting other church programs to designate a song to share with the congregation that reflected their groups’ particular perspective. The Humanist Connection chose "Imagine" by John Lennon. Mist Tree Moon Circle chose "Ancient Mother" (from our teal hymnal).

Program goals for the upcoming year include involving more church members in the choir and other musical activities, and drawing more newcomers to UUCB to share our values through music.

THE ARTS AT UUCB

Handicrafters: This year some of the Handicrafter’s textile art made a successful cameo appearance in “Love Songs and Chocolate”, beginning what might become a happy tradition.

Play Readers Anonymous: This new theater group meets monthly to continue the practice that Donna Davis established 11 years ago with Blended Voices. They read plays and scenes aloud. Lynn Hammond is the coordinator.

UUCB Musician’s Network: This year the Arts Program launched a plan to identify musicians who are not currently involved with music at UUCB. Almost 30 peoples signed up for the Musician’s Network. Next steps include recruiting leadership to organize music-making activities.

January 17, 2016 Music & Art Summit: Over 40 UUCB musicians and artists gathered to meet each other and to explore how to make more music and art at UUCB. In a culminating event, poets, choreographers/dancers, actors, singers, instrumentalists and artists used their creativity, skills and disciplines to make a collective statement about a topic they selected together: Black Lives Matter. Next steps include recruiting leadership to organize additional activities.

PASTORAL CARE

Submitted by Barbara Cullinane, Program Council Representative

The Pastoral Associates and Caring Circle members reach out to UUCB members and friends in times of transition, change and also celebration, to provide support and remind them they are part of a community which values and cares for them. Caring Circle has been a program at UUCB for years, under the leadership of Lynnette Delgado for the last 12. A separate Pastoral Associates’ program was developed in 2015 by Interim Minister Greg Ward to reflect the need for a solo minister to share pastoral care calls, visits, and correspondence with lay leadership. The group was initially headed by Jane Ramsey, UUCB community minister who has specialized in hospice and pastoral care. With Jane assuming a new paid hospice position out of the area, leadership was passed to PA member and social work professional Barbara Cullinane.

The Caring Circle has been responsible for Valentine’s Day and holiday connection with our Elders. Lynne Cahoon also creates about 250 Super Cards a year available on Sundays to be signed to send personal wishes for elder’s birthdays and members and friends experiencing occasions of challenge, sadness, and also joy. Caring Circle members have also provided direct support to those in need of services such as occasional meals or medical appointment transportation.

Pastoral Associates now write about 250 notes a year to those who’ve expressed joys or concerns in the Sunday memory book or otherwise come to our attention. We also provide personal attention by calling and visiting members and their families experiencing transition, illness, or bereavement. PA members had their initial training with community ministers Jane Ramsey and Carrie Knowles and will have additional trainings on a regular basis.

Current PA members are Kay Fairwell, Patricia Brucker, Mac Lingo, Marta Tobey and Barbara Cullinane. Current Caring Circle members are Lynne Cahoon, Barbara Cullinane, Lynnette Delgado, Kay Fairwell, Dorothy Herzberg, Barbara Norrish, and Judy Sam.

In the coming year we look forward to continuing our above efforts, to expanding our group to those who are called to our work, and to expanding our reach by involving more church members in making referrals to us and in occasional “helping hands” roles.

SOCIAL JUSTICE COUNCIL

Submitted by Nancy (“Kelly”) Kelly

Participant leaders: Kelly Kelly, Chair; Jane Eisenstark, Scribe; Ray Westergard, Treasurer; Helen Toy, Social Justice Table; Lee Lawrence, Contra Costa Interfaith Supporting Community Organization (CCISCO); Linda Malek, Greater Richmond Interfaith Project (GRIP); Ray Westergard, Souper Tuesday; Judy Sam, Read Aloud; Helen Toy, UC Berkeley Global Campus; Beth Jerde, Good Neighbor; Craig Scott, Ceasefire; Jane Eisenstark & Kelly Kelly, Confronting Racism Project, Camille Parker, Literature, Film & Drama Contingent, Norie Clarke & Kelly Kelly, Contra Costa County Racial Justice Coalition.

The mission of the Social Justice Council of the Unitarian Universalist Church of Berkeley is to support and oversee the Social Justice program at UUCB in order to:

- carry our faith-based vision of love, justice and peace beyond our own walls;
- create opportunities to put our UU values into action to create a more just, sustainable, and inclusive world;
- engage the full, multi-generational congregation; and
- Inspire and transform our community, world, and ourselves.

The Social Justice Council (SJC) was established last spring and meets for a monthly potluck at 6pm on the second Sunday of each month in the Fireside Room. Over the last year, we have been involved in the following ongoing activities:

CONTRA COSTA INTERFAITH SUPPORTING COMMUNITY ORGANIZATION (CCISCO)

We are members of CCISCO and have a member on its board of directors. Through it we have been involved the campaign to build up Richmond in the city’s negotiations with UCB’s proposed Global Campus. In addition, we participate in the Ceasefire walks in Richmond.

GRIP

We continue to volunteer, financially support and donate clothing to the soup kitchen and shelter and have a member on its’ board of directors.

INTERFAITH COALITION FOR IMMIGRANT RIGHTS

We participate in a monthly vigil to protest detention of immigrants awaiting immigration hearings at the West County Detention Center in Richmond. We are working to end the sheriff’s contract with ICE to house the immigrants at the jail.

READ-ALLOUD

Members volunteer to read and tutor children in the Richmond School. District.

GOOD NEIGHBOR

The SJC solicited recommendations last fall for the monthly church donations to nonprofit organizations. In December, we voted for the groups we would be supporting for the upcoming year and are reporting the amount s collected back to the congregation.

We marched in a contingent at both the Climate Change Rally in Oakland last November and in the El Cerrito MLK Parade in January.

One year ago the Social Justice Council's application for our **Confronting Racism Project** was approved by the Congregation. At that time we hoped to engage 125 UUCB members, friends and youth in conversations, actions and workshops, as we all learn more about confronting racism. Since then we have engaged more than 700 individuals!

In June we launched the project with an interactive workshop on racism, white privilege, and implicit bias led by the Reverends Donnell Jones and Ben McBride, of CCISCO and PICO, respectively. 100 people attended. At Reverend McBride's urging, the SJC held a six session discussion group on Dr. King's *Letter from Birmingham Jail*, which 12 UUCB members and friends attended. SJC members formed the LFDC (Literature, Film and Drama Contingent) which has met monthly to deepen our understanding of institutional racism and implicit bias. We value when we speak of our own moments of awareness of unconscious bias (MAUBs) as "individual ignorance sustains institutional racism" (from the Black Lives Matter movement). LFDC members collaborated in a powerful UUCB worship service on racism in January, commemorating the life and work of Martin Luther King, Jr. Along with CCISCO, SJC members joined the Contra Costa County Racial Justice Coalition.

(CCCRJC) last summer to defeat a county jail expansion as part of the movement to end mass incarceration. The SJC then hosted the CCCRJC's first Summit in February that addressed the future of racial justice within the county. 100 county residents and representatives from numerous organizations participated in this daylong workshop at UUCB, which is now a model for other town halls throughout the county. Subsequently, the coalition's work led the County Board of Supervisors to establish a task force to analyze racial disparity in arrests, convictions and other aspects of the criminal justice system.

In March, UUCB hosted a live concert by **HeartBeat**, a musical group composed of Palestinian and Israeli youth. More than 135 guests attended, most of them nonmembers. Afterwards, conversations ensued that expressed feelings. In April, more than 300 people attended **Ghost Town to Havana**, a baseball documentary filled with storytelling while it evidences structured racism still permeating daily life in Oakland. A Q & A with the director and coach of the Oakland Royals team and one of the players enhanced the event's caliber. Beth Jerde did an incredible job on reaching out to many. Each Friday night at least six members of the SJC are part of Ceasefire Walks in the "Iron Triangle" of Richmond, a high crime area. We march, carrying signs to end gun violence and honking horns for peace, while building a sense of community with other walkers. At the site of a homicide, a prayer vigil is held, often with the family present.

We now have Black Lives Matter (BLM) banners in the atrium and at the church entrance that demonstrate our support of the movement. The SJC recommends that the congregation votes to extend the Confronting Racism project for this upcoming year and officially supports the Black Lives Matter Movement, as recommended by UUA President Peter Morales. At this time we also ask the congregation to approve UUCB displaying our BLM banner in public marches and demonstrations, such as in the June 26th San Francisco Pride Parade that has **Black Lives Matter** as this year's theme.

We kick off **Confronting Racism-2** with **HipHop4Change** on June 26th in Summer Forum. We plan to examine Islam/Islamophobia; a potential film series that investigates varied facets of racism; possibly funding coaches for Little League in Oakland/Richmond; more involvement with Ceasefire.

WORSHIP ASSOCIATES

Submitted by Rev. Greg Ward

REPORTS TO: Rev. Greg Ward (Chair/facilitator/secretary);

2nd YEAR WA's: Kathryn Jay (Liaison to Program Council and Ushers), Mary Muehlbach; Sidney Camara-Hurtado; Rev. Carolyn Colbert (resigned/health); Elizabeth Hutchins (resigned/school)

1st YEAR WA's: David Roberts; Moses Canales, Ann Riley; Carol Carlisle; Rev. Jeanne Foster

EX-OFFICIO MEMBER: Zackrie Vinczen, Intern Minister

MEETINGS: 2nd Wednesday of the month at 7:30 pm in Minister's Office

GROUP'S CHARGE

The Worship Associates Team is composed of 9 people who, together, present a diverse array of theological, philosophical and social perspectives, personal experiences, narrative styles and skills with creative and collaborative process. The Team reports to and assists Rev. Greg in conceiving, preparing and presenting Sunday worship. The Team has a dual function: (1) to be a model of leadership development; and (2) addresses the logistical and creative tasks to ensure that worship is professional, engaging, relevant, universal, diverse and transformational.

2015-16 ACCOMPLISHMENTS

Worship Associates assisted in designing, producing and presenting more than 45 Worship services. In addition, Worship Associates took on the majority of Summer Worship responsibilities with 4 WA's preaching, and assisting 6 guest speakers. 2nd year members aimed to mentor 1st year members.

VISION FOR 2016-17

Worship Associates will

Choose the themes for the remainder of the 2016 year

Design, produce and assist in presenting all summer services;

Monitor, maintain Worship Calendar to help communicate worship information to UUCB

Acclimate, assist and report to the incoming minister for the 2016-17 year.

Select a new liaison to the Program Council

Recruit 2-4 new worship associates for the 2016-17 year