

Olympia Unitarian Universalist Congregation

2003 Annual Report of Activities and Accomplishments

Presented to the congregation April 25, 2004

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Introduction

Our past year has been one of building on our strengths and preparing for our future. Beginning with the approval of our Long Range Plan at the last Annual Meeting, OUUC members have worked to develop the strategies and approaches needed to reach the congregation's long range goals. We have put into effect a new Assessment process to evaluate our congregation's ministry and measure our success in achieving our goals. Committees began redefining their individual plans to support OUUC's mission and facilitate the assessment. Our expanded leadership team, including committee chairs, has been strengthened and meets periodically to discuss ideas and coordinate their activities guided by our mission.

We also developed our Covenant, our statement of how we will walk together, and have been "trying it out" for a few months prior to approving it at this Annual Meeting. This covenant will be an important guide as we move forward as a community working to grow and welcome others.

The year has been one requiring our voices in the larger community, and we have taken part in the discourse over war and response to the world's problems. Our work in social justice, sustainability and support for those in need has been an important part of our activities. The development of *Out of the Woods* into a respected and certified non-profit organization is the result of the work and cooperation of several of our members and staff, and is an indicator of our commitment to putting ideas into action.

Our Religious Education programs have continued to grow and mature, and with the development of the Adult RE program, the excellent offerings are made available to even more of us. We've also enjoyed watching the progress of our young adult group, and those of us who have attended a *Soulful Sundown* service have seen an inspiring and energized glimpse into our future.

Books, Brownies and Beans built on its success from last year, bringing goodwill and new people from the community into our sanctuary, and the annual Auction – having out-grown our facilities was boffo at the fairgrounds this year.

And as this is being written, our choir is packing its music to go sing at our partner church in Transylvania, taking gifts from our congregation along with the gift of music rehearsed and honed through months of rehearsals. Joined by our minister, who will both deliver sermons and add his voice to concerts, the musical delegation from OUUC will represent the congregation in various villages and cities in the country that holds an important part of our history.

This Annual Report summarizes many accomplishments of OUUC through its committees and affiliated groups. The work has been impressive, both in maintaining the continued health and vigor of our liberal religious community and in moving on with the pursuit of our mission.

Riley McLaughlin, Board President

Staff

Parish Minister

Parish Minister's Annual Report for the budget year, January 1 – December 31, 2003

My Guiding Vision and Understanding of Congregational Life

Vision

We are called to journey with one another toward the fulfillment of our humanity. I believe human life attains fulfillment when we live with compassion, truthfulness and generosity and our words and deeds reflect the wisdom that our lives are interdependent with all other life.

Mission

The work and play of the Olympia Unitarian Universalist Congregation centers on the creation of religious community. It is community that arises from the liberal religious tradition and is largely guided by the values expressed in the principles of our Association. It is community that helps each participant bring their ministry into being. Ministry in this context is the sharing our gifts in service to life's greater good.

Four Primary Undertakings for the Year 2003

During this budget year I helped focus our attention on four primary areas of congregational life:

Assessing Our Ministry – The Committee on Ministry (CoM) and I began implementing the “Assessing Our Leadership” model for helping shape our congregation’s goal setting and assessment process. This process will help our congregation’s Leadership Team, i.e. board, committee chairs, staff and minister, become more intentional with identifying our congregation’s annual goals and assessing our progress toward fulfilling the goals. On October 11, the CoM convened the leadership team for a day-long workshop facilitated by our member, Linda Eschels. Using our long-range plan, she helped the team establish four congregational goals. Each member of the team took the goals to their respective group to create committee, board or individual goals and action plans to help achieve congregational goals. We established six month goals (Jan-Jun), for assessment in May, 2004.

Covenant of Right Relations A covenant is a mutual promise between two or more parties. The practice of right relations is a way of being with oneself and with other people that fully honors the humanity of each person. A covenant of right relations (CoR) is a mutual promise to participate in this religious community only in ways that honor our own and one another’s humanity as well as respecting the integrity of the community. In the spring the Committee on Ministry (CoM) and I created several means to educate the congregation about the CoR: sermon, newsletter articles, movie and discussion, performance by Heartsparkle Players. On April 26, the Reverend Linda Hart facilitated a day-long workshop through which about forty members and friends of the congregation roughly described the elements for inclusion in the CoR. A small subgroup refined the larger group’s work. The CoM sent this out to the congregation for comment

during the fall. The finalized draft was completed in December for the congregation to live with until the next congregational meeting in April, 2004, when it will be voted upon.

Pastoral to Program Model A pastoral sized church has an average attendance of up to 150. A program sized church has an average attendance of up to 400. We're a pastoral sized church on the verge of being program sized. The term pastoral refers to the fact that the life of the church largely revolves around the pastor or minister. Whereas in a program sized church the life of the church revolves around the congregation's programming which is primarily run by its lay leadership with the guidance of the minister. During the weekend of April 9-11, I attended a training session offered by our District for clergy to learn about transitioning from pastoral to program congregation model. During the weekend of October 10-12, I attended with three members of our congregation, another District training on this subject. During 2004 a team of lay-members and I will attend additional training and work with the congregation to consider and begin this transition.

Patti Pomerantz's Internship In the spring Patti Pomerantz, a Unitarian Universalist ministerial candidate, contacted me about the possibility of doing her required internship at our congregation. We discussed it, and I explained that OUUC had not considered assuming a role as teaching congregation at this point and had no funds budgeted for such an undertaking. Patti indicated she still wanted to pursue the possibility. My colleague, the Reverend Linda Hart who serves as consulting minister at Rainier Valley UU Congregation and is a member here, offered to share responsibilities for Patti's supervision. Following Patti's interviews with Linda and me, as well as an ad hoc group of lay leaders, we recommended to the Board that OUUC assume the role of teaching congregation with Patti as ministerial intern. The Board agreed. I recruited an intern committee to work with Patti, and in September we formally began our relationship. While Patti and I have discussions throughout the week, we schedule weekly meetings and Patti, Linda and I meet monthly. Patti has assumed a number of roles from preaching, to pastoral care, to assisting with R.E. for both adults and children, Welcoming Congregation work, Coming of Age, and administrative duties. I am very happy with our decision to enter into this relationship.

Other Initiatives within the Congregation

Internship with Eric Ness- Eric is a UU ministerial candidate who is in an internship as a hospice chaplain. As an intern he needs to be in a ministerial relationship with a Unitarian Universalist congregation. I have continued my role as Eric's mentor through this process, I met with him twice each month. In December Eric's internship ended. He was approved for preliminary fellowship by the Unitarian Universalist Association's Ministerial Fellowship Committee.

Membership Classes To help us more effectively integrate new members into our congregation, I worked with our membership committee to revise our newcomer and membership classes. The committee revised the newcomer class, and I drafted a three-session membership class that places an emphasis on understanding our congregation's

covenant, understanding congregational polity and its historical context, and meeting some of our congregation's leadership.

Young Adults In the winter I held a lunch for young adults in our congregation to determine how the congregation could be supportive of their involvement. They decided to move their meetings from Evergreen State College to the church. We began planning for the Mind the Gap service which occurred on April 6. Later, we began planning a Soulful Sundown service to be held in Jan.

Other endeavors In the spring I organized the second cycle of our small group ministry program. In the winter I led a class on civil liberties, and in the spring a class on "A Chosen Faith."

Initiatives Outside the Congregation

Good Officer– I have continued my role as one of our district's two Good Offices persons for the Pacific Northwest District Minister's Chapter.

Convener In the fall I began my second year as convener of the faith community leaders' group of Associated Ministries.

Civil Liberties I worked with the local ACLU chapter to have a resolution passed by Olympia City Council in opposition to those aspects of the USA PATRIOT Act that infringe on civil liberties.

The Olympia Commission on Workplace Democracy In the fall I began working with a group of local citizens to focus attention on the unfair labor practices experienced by a group of employees at St. Peter's Hospital seeking to form a union. We held a hearing in November and drafted a report.

Arthur Vaeni

Director of Religious Education

Our Religious Education (RE) community is a safe, welcoming, and nurturing religious community in which our children can explore and grow in their humanity as Unitarian Universalists. Our congregation has seventy-seven children registered in the RE program. Approximately 86% of these children are between infancy and fifth grade. These children were included in my 2003 portfolio. The remaining children in the RE program are part of the youth programs, which include middle schoolers and high schoolers. The youth programs were not included in my portfolio during 2003, but I did participate in the support of those programs.

Teachers- One major RE initiative in 2003 was to strengthen teaching teams and minimize the number of Sundays when a substitute teacher is needed by increasing the

number of teachers involved in each class. In August, I trained eleven enthusiastic and diverse volunteer teachers for first service Sunday School in 2003-2004. Three out of four first service classes now have three teachers (in two of these classes, the third teacher is a “back-up teacher”). In addition to volunteer teachers, I coordinate four “adult helpers” for each Sunday, working from a pool of approximately thirty-four parent volunteers. Volunteers are the sustaining fuel of our program.

Sunday School Organization- In preparation for the 2003-2004 program, I created a new Teacher’s Manual and updated the annual training program. For the nursery care providers, I created a Nursery Care Handbook, and we worked together to improve supervisory and communication systems. I also mapped curricular themes and selected curriculum for each class. Additionally, I updated the Parent’s Guide to RE. I created a new inventory system for Sunday School supplies, and I purchased new supplies to stock the classrooms. Through three volunteer-events, the congregation maintained and managed supplies for each classroom.

Second Service- In fall of 2003, I began administration of an experimental independent-study program during second service as an opportunity to serve the needs of children who are not best served by a Sunday School program. This program has not been utilized by families in the congregation and will likely be replaced in 2004-2005 with a new program. However, the program has allowed for flexible and individualized introductions to the congregation for visiting children who come to second service. Visitors have appreciated the introduction and attention, and they usually return to the congregation.

Social Justice- In the spring of 2003, I helped the teachers lead a social justice project for each class (as related to the Religious Education Committee’s goals for the program and the work of the Green Sanctuary effort). I then refined the materials and resources I will provide to the teachers for the 2003-2004 year projects.

Our Whole Lives- In spring 2003, the 7th and 8th graders completed an Our Whole Lives (OWL) sexuality class taught by Mike Harbour and Samantha Ritchie. Two teachers— Timothy Ransom and Sheryl Landers— were recruited to become K-1st grade and 4-5th grade OWL teachers. These teachers completed training in Spokane, and in the fall of 2003 planned a 4-5th grade OWL class (which they taught in winter 2004). Additionally, we initiated the establishment of an OWL Advisory Team. One task this team will have is the creation of a plan for training OWL teachers and a five or six-year schedule of OWL class offerings.

Worship- As a part of RE ministry, I presented a “story for all ages” during Sunday worship in 2003, I participated on the talented team that created and led the Day Of the Dead Intergenerational Service, and I did a reading for a community interfaith Thanksgiving service. I also co-led a Passages ritual of recognition for children and their teachers at the end of the 2002-2003 church-year. With the initiation of monthly teacher’s meetings, I have been able to provide regular worship opportunities to Sunday School teachers. For the children, I lead a children’s worship service on the first Sunday

of each month. Additionally, my weekly emails to parents include family discussion suggestions based on sermon and Sunday School themes, and I create a seasonal newsletter for families (parents and children).

Committees- The Religious Education Committee (REC) significantly increased its membership this year with the leadership of the Committee Chair, Barbara Walker-Tindall. The members of the REC and I have begun work on formalized delineation of areas of responsibility, and the REC continues to do terrific work!

Beginning in late summer 2003, I led a revitalization/re-creation of the Youth-Adult Committee (YAC) after a significant fall in membership in summer 2003, and I have since participated in all YAC meetings. The YAC now has seven voting members (and in 2004 it added an REC liaison). Through its work, the YAC has been able to maintain youth-group programming even though currently there are no youth group advisors. The YAC is now recruiting youth group advisors. Other committees I worked with in 2003 included the Long Range Planning Committee, the Membership Committee, and coordination with the Worship Arts Committee. Outside of congregation-specific committees, I have been in regular communication with the Pacific Northwest District's Religious Education Committee and the District Program Consultant, and I participated in local Liberal Religious Educator's Association (LREDA) monthly meetings through the end of the 2002-2003 church year.

RE Ministry Conferences- I attended two professional conferences in 2003, both of which have enriched my ministry. One of these was a small District Religious Education Conference: "Joyful Teaching as a Spiritual Practice." I returned from the conference with a number of tools and ideas. As a result, in the fall of 2003, I introduced a monthly teacher meetings initiative. These meetings provide an opportunity for worship, team-building and ongoing training, as well as planning time. In general, these meetings have increased communication in the larger RE team, provided opportunities for regular calendar updates, set the tone for our Religious Education ministry, and provided support to our teachers. Other regular teacher support I provide includes weekly check-ins and help with lesson planning as needed. Additionally, I have begun planning a "small-group ministry" approach to teacher-teams. There is excitement around this possibility within the Religious Education Committee. We may be able to transition to such an approach during the coming three years.

Organization- I sorted and organized RE supplies, paperwork, and files found in the building, some of which dated at least three decades back from 2003.

Sierra-Marie Gerfao

Associated Minister

Accomplishments:

- Thirteen community weddings were preformed all with positive results. Several of the couples have attended church since they were married. These weddings bring the message of liberal religion to the community in a real and positive way.
- I represented the congregation at many workshops, conferences, and community meetings, keeping our message before the community.
- I counseled with several disturbed people in crisis, being a friendly ear and offering advice from my own experiences. I encouraged these people to seek out and obtain professional advice in the community.
- I sought out and introduced many visitors to our religious community at coffee hour and in other settings.
- I received the man of the year award from the Thurston County Diversity Council for my community work.

William Arensmeyer

Administrator

In looking back at 2003 I find that there were quite a few administrative changes as I continued my work in the areas of communication, information management, church finances and building management. In terms of our physical space, we were able to add some furniture and equipment. The year 2003 brought a new paper folding machine, a magazine rack for the foyer, wall files (that are used for staff, board and committee communication), a new code-access front door lock and a collection of first aid supplies. Changes in computer software assisted us in better communication. We started using a software calendar program that lends itself well to webpage use. We also installed Microsoft Excel and found it very helpful in our annual canvass.

Changes in administrative procedures included a new tracking system for key and access-code users, a new Sunday morning announcement request form, and a new sexton calendar listing on-going tasks. Revisions were made to our Facilities Use Agreement, Facilities Use Guidelines and Wedding Guide. Research was done on a new phone system and possible cable internet access.

I attended meetings of the Leadership Team and the Communications Committee. I participated in workshops for the Leadership Team and the Covenant of Right Relations. I was able to attend one meeting of the National Association of Church Business Administrators and participated in some of their on-line discussions.

Darlene Sarkela

Intern Minister

Position Mission and Goals:

- To work as a minister in the congregation within the requirements of the UUA and MFC Internship
- To create a revenue neutral opportunity for the congregation to discern interest in continuing as a teaching congregation

Committee Members: Tim Ransom-chair, Ann Colowick, Karen Jackson, Linda Whitcher, Jessica Laing, Justin Laing, Mike Murray, Linda Hart-staff liaison.

Supervisors: Art Vaeni and Linda Hart

Activities:

In addition to weekly supervisory meetings and monthly intern committee meetings, I performed the duties of a parish minister:

- Participation on the Religious Education Committee, Worship Arts Committee, Committee on Ministry, Small Group Ministry Facilitators and SGM Planning Group, Board meetings and Leadership meetings.
- Regular responsibilities for preaching and worship, including children's and intergenerational worship activities
- Participation in all staff meetings, regional and associational professional meetings
- Participation in the Associated Ministries Faith Leaders group, including creation of interfaith events
- Regular pastoral care and visitation
- Program design including the Coming of Age Program and the Welcoming Congregation
- Participation in Lifespan Religious Education including teaching New Member and A Chosen Faith classes and program and worship planning with DRE

Accomplishments:

For me: importance of working with congregation to experience and understand professional parish ministry

For congregation: Opportunity to look at its potential as a teaching congregation by experiencing without the financial commitment

Future consideration:

Absorbing the cost, including providing office space, supervisory time and at the end of the internship, the cost to reabsorb those functions in some way. [In addition to taking the intern out of the building, lack of workspace also creates organizational barriers, for instance not having phone or email access limits relationship building.]

Patti Pomerantz

OUUC Board

The Mission of the Board of Trustees is to help guide and support this community and its ministry in its shared mission and goals, and to be responsible for the financial health of the congregation.

Board members are Jane Brody, Joe Dear, Evelyn Greenberg, Martha Guilfoyle, Mike Harbour, Riley McLaughlin, Emily Ray, Peter Teets, and Mary Ann Thompson.

Activities and Accomplishments:

Financial Management

The board provided oversight and guidance in the annual budgeting and canvassing process, refining and approving the final budget which was brought to the congregation for approval at the January 2004 Annual Business Meeting.

Memorandum of Understanding with Out of the Woods

The board worked with the OTW board to arrive at a Memorandum of Understanding which clarifies the relationship between the two organizations.

Preparation for Growth

In support of the Long Range Plan, the board sent a small group to a PNWD District workshop in LaConnor which addressed issues moving from Pastoral to Program sized congregations, and established a Learning Team and funded its attendance at a three-part seminar given by Alice Mann dealing with the transition to a larger sized congregation. The Learning Team is currently involved with this process.

The board has established a new committee to assess short-term, mid-term and long-term space needs and develop plans to meet those needs. Meeting a short term need, the board funded a temporary office space for our DRE.

Ministry

The board approved the ministerial internship of Patti Pomerantz and the sponsorship of Carol McKinley in her ministerial studies.

Church Governance

The board continues its work with the Committee on Ministry to develop the use of the Assessment process in setting and measuring our goals, and it supported the work this year of creating our Covenant of Right Relations. The Council of Committees is developing into an important part of the Leadership Team that will be a key to success in moving to a Program sized congregation. The board continues its support and oversight of the work of the various committees in enabling our community to be a place to grow in mind and spirit, and to promote a loving, just and sustainable world through service, learning and action.

Submitted by Riley McLaughlin

Committees

Adult Religious Education

Committee Mission: The Adult Education Program of OUUC is an endeavor to facilitate the search for truth and knowledge.

Goals: Create program opportunities for active and reflective experiences which:

- explore the roots of our faith
- move us toward personal, ethical and intellectual growth
- tap into our inner creative process to discover and share our innate gifts
- explore and illuminate the mysteries in life
- deepen the personal bonds among community members
- teach by example that learning is a life-long process and
- challenge us to practice Unitarian Universalism in our daily lives.

Committee Members: Milton Bard, Murray Cameron, Tom Kerr, Winston Mullen, Pete Taylor

Activities: a) Plan, schedule and implement Adult Education Programs consistent with the church goals and mission statement

b) Designate a committee representative to attend/participate in the Leadership meetings

Accomplishments toward Congregational Mission – Goals: Re-established the Committee, implemented a full 2003 program of: “From Mythology to Religion” and Building Your Own Theology” approximately 35 church members and non-members attended.

Submitted by Milton Bard

Aesthetics

Committee Mission: to oversee and make decisions about plans, purchases and donations that affect the character, ambiance, safety and comfort of our buildings and grounds.

Activities: We are available to participate in decisions regarding our building, landscaping and publications by making recommendations to improve the aesthetics.

Accomplishments toward Congregational Mission: Committee members participated in decisions regarding the landscaping, building and publications. For example, we helped select plants for the garden, locate the bike rack, endowment fund tree and RE Director’s office, select braided story rugs and floor tile for Religious Education classrooms, and design the order of service cover.

Submitted by Pat McLachlan

Buildings and Grounds

Mission: Maintain and enhance OUUC buildings, grounds and related mechanical systems.

Contacts: Jim Lengenfelder, Bill Arensmeyer, Pat McLachlan

The landscape design team continued to make improvements to our grounds. Many volunteer work crews moved, replanted nourished and added many wonderful new plants. The sprinkler system was expanded to reduce work while maintaining our ambiance.

The new flooring for the RE wing, administrative office and the Minister's study was completed. That was followed with a Chalice Lighter's Grant to add storage cabinets, counter tops and display areas which was started in 2002 and was completed.

Requirements for recycling were added to our rental agreement material. A new outside bicycle rack was added during the winter. A new telephone system was installed and the building and grounds evaluated for the possible installation of computer cable.

And of course, the usual maintenance of replacing plumbing, touch up painting, changing filters, light bulbs, adjusting thermostats and addressing safety concerns were done as a matter of routine.

Janitorial services that are provided by contract continued to provide necessary support services to keep the building clean and useable.

Submitted by James Lengenfelder

Care

Mission: To provide neighborly assistance to OUUC members and pledging friends in emergency situations when they are sick, injured, or distressed.

Members: Coordinators for this assistance are: Mary-Walton Cameron, Carol Horner, Beth Quigley, Luci Phillips, Sandra Tunison, and Sandra Worthington. There is also a list of about 44 volunteers for specific tasks. Other church members and friends contacted by the coordinators lend their time and skills. As you can tell, at one time or another, most everyone becomes involved. We would welcome additional coordinators.

Activities: Luci Phillips is notified of an emergency or other concern. If a coordinator is needed, the family chooses a coordinator who will assess the type of help needed and solicit volunteers to provide this. Only after obtaining permission from the family will

Luci notify the entire church body by e-mail of the problem, the contact person (coordinator), and other details.

Accomplishments: We promote a loving world within our church family. In service to others, volunteers grow in mind and spirit. During 2003, eighteen e-mails were sent out to church members and friends informing them of crises in the lives of ten households or updating the status of those crises. In keeping with our congregation's mission of loving through service and action, members responded with visitation, phone calls/cards, food, transportation, chores, and other kindness where need was apparent. In 2003, two happy e-mails informed members of births in the family.

During two summer months when Luci knew her computer would be down, she forbade anyone to become ill, have an accident, or die. Miraculously, no one did!

Submitted by Luci Phillips

Committee on Ministry

Mission: To work with the minister, the board of trustees, lay leaders, and committees to support, monitor, and improve the ministry we all share as a congregation.

Committee Members: Sydne Cogburn, Jeff Goltz, Sharon Love, Carol McKinley, Kelly Thompson, Sandra Worthington

Activities: Meeting monthly with the minister, the COM has: facilitated the preparation process for the proposed covenant, sponsored an evening with the HeartSparkle Players who enacted ways to work with conflict, organized the October 2003 Goal-Setting Workshop with the Leadership Team, began planning for the development of a Safe Congregation's policy.

Accomplishments toward Congregational Mission: Development of a congregational covenant to be submitted for congregational approval at the April 2004 annual meeting, facilitation of the process through which our congregational five-year goal statements and associated six-month goals and indicators are established. The five-year goals are:

- Activities and Actions: Expand OUUC presence in the larger community to better articulate and demonstrate UU principles and to enlarge and diversify our membership.
- Funding: Our operating budget of \$350,000 - \$375,000 adequately funds an expanded staff and programming, and a substantial capital campaign is underway to accommodate space needs.
- Space: Within five years, we have a design for facilities to accommodate expanded activities and staff, and expanded membership. The design should include the potential to accommodate gatherings of 500 individuals.
- Staffing: Adequate staffing while providing fair compensation.

In May 2004 a follow-up workshop with the Leadership Team will assess how the associated six-month goals and indicators were addressed by committees and affiliated programs.

Submitted by Carol McKinley

Communications

Mission: The Communications Committee will support the OUUC leadership team, committees and staff by helping to coordinate and enhance communications within the congregation and with the larger community. The committee will develop appropriate policies and tools to aid the dissemination of clear messages, and will explore new ideas to increase our effectiveness in reaching out to the community.

Goals: In support of OUUC's goal to reach out to the larger community, we are working to establish tools and procedures to set up tables or booths at community events and research opportunities for this sort of activity. We will also strive to develop contacts with community newspapers, radio and other resources for communicating our messages.

We are also working to establish a consistent look to brochures and communications, developing a logo that will be unique to our congregation and will reproduce well in various situations and sizes. We are developing templates for printed materials that will be available to committees, making their communications easier and helping deliver consistent looking materials.

The committee is also developing policies and procedures for such things as appropriately protecting the privacy of members while publishing in the Unitariana and the OUUC website. Our goals include creating new channels for internal communications, such as group email communications, establishing more effective announcement procedures and developing a member-accessible database of OUUC resources.

Committee members: Our membership includes the editor of the Unitariana, OUUC's webmaster, representatives from the Membership committee and Publicity. Current members are Pam Johnson, Sharon Love, Darlene Sarkela, Diana Finch, George Lanning and Riley McLaughlin.

Accomplishments toward the congregational mission: We ran a successful information and conversation booth at the 2003 Super Saturday festivities, drawing many interesting and interested people into conversation and passing out brochures and information about OUUC and Unitarian Universalists.

We began implementing procedures for protecting personal information when publishing information on our website.

We designed and printed OUUC bookmarks, with phone number and website address, for distribution at the Books, Brownies and Beans.

Submitted by Riley McLaughlin

Finance

Mission: to provide financial oversight for the congregation, ensuring that the Board of Trustees is informed of financial issues facing the congregation, and that debts are paid on time. The committee prepares the annual budget, based upon requests from other committees. Once the budget is implemented, the committee closely monitors expenses, and keeps committee chairs informed of their spending compared to the budget. Members of the Finance Committee also play a major role in organizing the annual auction.

Chair: Pam Davidson

Members: Peter Teets, (treasurer), Mary Welsh, Pam Davidson, Luci Phillips, Leslie Romer, and Karol Erickson

Accomplishments for 2003:

- Held the *Auction 2003, Auction a la Oscar* in March 2003 (with many volunteers from the Congregation), raising \$13,024 — among the top earnings of our many previous auctions! The Middle School RE group was once again involved in the Auction decor, to the delight of those who attended.
- Assisted OUUC committees and the Board in creating the 2004 OUUC Budget.
- Reviewed and updated financial policies and made recommendations to the Board regarding a variety of issues.
- Reconciled and balanced all funds.
- Provided leadership to the Out-of-the-Woods Foundation by preparing 4 years of financial statements for the 501-C-3 application to the IRS.
- Became more organized about informing committee chairs and reserve account managers by providing them with monthly budget status reports.
- Made the budget more understandable by showing the mortgages as part of the budget.
- Continued to improve our internal controls for our accounting processes.

Information about the OUUC Mortgages

- ◇ In 1992, the OUUC borrowed \$500,000 from the UUA and our own congregation to build the main church. Since we were in need of space for Children's RE, in 1994 the church borrowed another \$100,000 from members to purchase the adjoining Bart and Gladys (B&G) annex and property.

Main building

- ◇ Our loan from the UUA is a conventional mortgage loan of \$100,000 at 7.5 percent interest. It will be fully paid off in April 2006.
- ◇ The remaining balance is financed by members of our own congregation who put up \$400,000 of their personal and retirement savings. Most of the payments are quarterly conventional interest and principal payments. The remainder are term notes. Investor payments are scheduled to be fully retired in April 2007 with a balloon payment of \$75,000.

B & G Annex

- ◇ The \$100,000 annex investment is fully financed by congregation members. About half of these investors are paid in conventional interest and principal payments. The other half will be fully paid at the end of the term with a balloon payment of \$116,000. Both forms of payment are concluded in October 2006.
- ◇ Interest rates for investors are based on the last auction of the year for federal 10 year treasury bills. The rate fluctuates each year and includes a premium for additional risk to investors. Currently, interest rates for investor loans are 6 percent and 6.5 percent for annex term notes.

Mortgage Balances as of March 31, 2004

- ◇ Main Building, Member Investors: \$152,567
- ◇ Main Building, UUA Loan: \$13,797
- ◇ B&G Annex, Member Investors: \$93,549

Submitted by Pam Davidson

Fund-raising

The fundraising committee organized and supported a record pledge year for Annual Canvass drive. We also implemented on-line pledges to lower the number of canvassers needed.

We also supported the Book, Bean and Brownie sale, the church plant sale, along with organizing the Annual Church Dinner in the fall.

For one of our long-term goals we worked on recreating the Endowment. We raised money for the Endowment Display, along with a new brochure.

Submitted by Beth Quigley

Intern Minister Committee

Committee Mission and Goals: Support and evaluation of OUUC Intern, Patti Pomerantz

Committee Members: Ann Colowick, Karen Jackson, Jessica Laing, Justin Laing, Mike Murray, Linda Witcher, Tim Ransom (Chair)

Activities: The Committee met monthly with the Intern, provided support and feedback on ministerial activities she undertook, and participated in development of her Learning/Service Agreement.

Accomplishments toward Congregational Mission: The OUUC Community is a "place to grow in mind and spirit." By choosing to accept an intern, OUUC has, through the support and oversight on the Intern Ministerial Committee, offered this place to a future member of the UU ministerial community.

Submitted by Tim Ransom

Leadership Team/Council of Committees

Mission: Coordinates and facilitates the work of committees so as to assure the smooth operation of OUUC programs and services for the greater good of the whole congregation. Acts as a vehicle of communication and consultation between and among all OUUC committees and affiliate groups and advises the Board of Trustees on appropriate matters.

Committee Members: Representatives from all committees, standing and ad hoc as well as representatives from affiliate groups and OUUC staff.

Activities: In 2003, in addition to the activities of consultation and communication, the Council began its role as part of the OUUC Leadership Team. The Council consulted on the draft Long Range Plan and participated in the Goal setting Workshop on October 11. At its November meeting the Council continued interpreting and exploring how to carry out the Goal setting and Action Planning in each committee. Twice yearly calendaring sessions were held and coordinated by the Church Administrator. Also the group updated the document "What's Going on at OUUC?"

Accomplishments toward Congregational Mission: During 2003 the Council was (as a large part of the Leadership Team) an integral part in the OUUC Assessment process to evaluate and further the Congregation's Mission. Members worked directly in each committee and affiliate group to articulate and act in furtherance of the mission. The Council's mission is 'for the greater good of the whole congregation' and its functioning shows each of these important component groups that it is not alone in its job or in its importance to the congregation.

Submitted by Evelyn Greenberg

Membership

Mission: To support the health and welfare of OUUC by continually seeking out new members through the activities of welcoming visitors into this congregational community, orienting potential members to OUUC functions and activities, informing potential members of path to membership, and celebrating the enrollment of new members in meaningful and memorable ways.

Goals:

- Ensure that each committee member is well versed in the principles of Unitarian Universalism, the nature of our own congregation, its programs and emphasis, and to be able to formulate reasons for people to join.
- Conduct greeting and ushering at all Sunday services.
- Welcome newcomers at all Sunday services and help them get acquainted.
- Create publications and advertising directed at visitors and potential new members.
- Conduct follow up with visitors and potential new members.
- Plan and conduct orientation meetings for potential new members.
- Plan and conduct with the minister, congregation president and Worship Committee suitable recognition of new members.
- Examine the membership rolls annually with office administrator, assist in keeping it current and maintain contact with those whose participation may be waning.

Committee Members: Co-chairs are Diana Finch and Cherryl Scott.

Greeters and ushers are Janet and Warren Dawes, Lynne Dearing, Mary Ellen Dawson, Mike and Bobbe Murray, Myra Barker, Brian and Fumiko Coyne, Beth Brooks, Fred Kellogg and Ginny and Pete Taylor. Others are available on call.

Visitor callers are Shelley Ferer and Dorothy Mehaffey.

Activities:

- Conduct greeting and ushering at all Sunday services and special events, as requested.
- Welcome newcomers at all Sunday services and help them access OUUC information, as desired.
- Conduct follow up with visitors and potential new members.
- Conduct newcomer classes the third Sunday of each month during second service.
- Conduct new member classes with minister and others quarterly on three consecutive Tuesday evenings.
- Conduct with the minister, congregation president and Worship Committee suitable recognition of new members.
- Examine the membership rolls annually with office administrator and assist in keeping it current.

- Work with Communications Committee to develop appropriate written communications: publications and advertisements on OUUC events, projects and programs for members and visitors alike.
- Explore use of digital camera equipment for photo gallery of new members.
- Work with leadership to improve lobby and sanctuary layout and equipment: name tag kiosk and library cart for hymnals; newcomer table usage, and visual aids.

Accomplishments toward Congregational Mission:

- Continue to explore ways to make OUUC inviting in the lobby to newcomers and potential new members.
- Continue to provide inviting atmosphere in the lobby to OUUC members during Sunday services.
- Continue to work with other committees to coordinate messages to membership and visitors.
- Continue to work with OUUC leadership to build membership and contribute to OUUC growth in the community.

Submitted by Diana Finch and Cheryl Scott

Music

Members: Denise Livingston (Chair), Sandra Worthington, Sharon Love, Frances Tanaka, Riley McLaughlin (liaison to Board), Troy Fisher (ex officio), Art Vaeni (ex officio)

Mission: to provide an experience of excellence in music at the personal, congregational and community level. Choir goals for 2003:

- Sing at Sunday services at least twice a month (excluding July and August).
- Maintain welcoming atmosphere for people who want to create music with us as well as listen to our music.
- Assess ways the choir can enhance the congregation's musical experience.
- Outreach to community by offering free (donation only) concerts during the year.
- Make 2004 choir trip to Romania a reality.
- Engage in Board-approved fundraising activities to ensure that all choir members who want to travel to Romania can afford to go financially.

Activities:

- Performed two Sundays a month January through December (excluding summer months); With input from Music Director, set and published the annual choir schedule
- Increased choir membership to approx. 30-35 regular attendees. Several new members joined the choir in 2003. Maintain a choir roster with e-mail addressed to facilitate the sharing of choir related information.
- Expanded repertoire in complexity and style; voted to use Choir Reserve account to purchase 10 hymnals for the congregation; voted to purchase new piano cover from Piano Reserve Account
- Produced three concerts:
 - June 2003: Vaughn Williams' Dona Nobis Pacem with 20 piece orchestra and two soloists
 - December 2003 Concert – A Few of My Favorite Things
 - Jessica Williams Concert
- Continued planning for choir trip to sing in our Partner Church and other Unitarian churches in Romania
- Produced CD's of June and December concerts and produced the Jessica Williams Concert. Raised \$4,200 through concerts and concert CD sales to reduce cost to choir members for Transylvania tour. \$2,300 went to reduce cost of trip for all members; \$1,900 went for individual member scholarships. Monitored music budget to insure debits and credits properly recorded.

Accomplishments toward Congregational Mission and Goals:

Outreach to community: Concerts attracts people from the community as well as OUUC members.

Partner church: The choir's Romania trip furthers the goal of outreach to our partner church. Upon our return we will have the opportunity to share our musical experience with the congregation and the community.

Enhance quality of Sunday Services: Sang during two services at least twice a month (excluding July and August.)

Special note on history of choir reserve account:

The Choir Reserve Account receives no contributions from the Board but is funded instead by voluntary efforts of the choir through such activities as concert receipts, CD sales, and other fund raising activities approved by the OUUC Board. The accumulation of money in this account allows the Music Director and choir to take musical risks that enhance the musical experience of the congregation and outreach to the community. The fund allows us to stage major choral works with orchestra and guest soloists and keep

such events “donation only.” The Choir Reserve Account provides assurance that concert costs can be paid even if the costs related to specific concert exceed donation.

The Choir Reserve Account also allows us to buy music-related items for the church, such as sheet music for Sunday anthems not covered by the music committee budget, music composition software, and hymnals for the congregation. The Music Committee purchased hymnals for the congregation. Under discussion for purchase in 2004 are a set of choir risers. The choir and Music Director appreciate the opportunity this fund provides and understand that the existence of the fund is open to discussion with the Board.

Submitted by Denise Livingston

Nominating

Committee Mission and Goals: [From the bylaws:] to nominate at least one willing individual to run for each available position on the Board, Nominating Panel, or any other elected position to be voted upon by the congregation at the Annual Meeting.

Committee Members: Bernie Brady, Curt Eschels, Nancy Mears, Tim Ransom (Chair), Polly Taylor.

Activities: Members met and consulted with members of the congregation who were potential Board and Nominating Panel members, provided them with relevant information concerning those entities and eventually assembled a list of nominees for the four Board positions and two Nominating Panel positions that were open. The list was forwarded to the Chair of The Board for publication in the notice of the Annual Meeting.

Accomplishments toward Congregational Mission: By participating in the process of Board development, the Nominating Panel fosters maintenance of the OUUC community and contributes to our promotion of a loving, just and sustainable world.

Submitted by Tim Ransom

Partner Church

Mission: To develop friendships, offer support, and maintain a connection with the historical roots of Unitarianism.

Scope of Responsibility:

- maintain regular communication with the Kissolymos Unitarian Church
- Educate OUUC members and friends about the programs and needs of the Kissolymos Church through the “Unitariana” and special events.

- Schedule and oversee periodic fund-raising efforts to assist the Kissolymos Church

Committee Members: Frances Tanaka, Candy Mattson, Penny Sodhi

Activities:

- Assisted the choir in planning a tour of Transylvania in April 2004
- Assisted the choir in various fundraisers for the tour
- On Partner Church Sunday, May 18, an offering of \$1263 was received to help with repairs to the church building in Kissolymos
- Individual donors provided \$300 in scholarship money for the children of Kissolymos
- OUUC became an institutional member of the UU Partner Church Council for a biennial fee of \$150
- Regular e-mail correspondence was maintained between our congregation and Istvan Berei, the minister of the Kissolymos Unitarian Church and also with Barb Clagett, regional coordinator of the UUPCC.

Accomplishments toward Congregational Mission: The choir tour will deepen the relationship between our congregation and the congregation of Kissolymos and will promote a more loving world.

Submitted by Frances Tanaka

Personnel

Committee Members: Linda Hart, Ken Taylor, Joe Dear

Activities: The primary activity of the Personnel Committee is to assist the Budget Committee and the Board in developing salary and benefit recommendations for the staff and Minister as part of the budget process. As such, this activity consists of reconciling our aspiration to meet UUA compensation guidelines with the realities of our income. The committee receives recommendations from supervisors, staff and Ministerial support teams, compares the recommended levels with the UUA guidelines and adjusts the requested amounts in light of fiscal reality and fairness. We made further progress in 2003 by providing health care benefits to an additional staff member, defining the policy for salary progression based on experience and performance and moving closer to compliance with the UUA guidelines.

Submitted by Joe Dear

Religious Education

Mission: To create, support, and implement opportunities for the OUUC children and youth to explore religious ideas and develop spirituality guided by Unitarian Universalist principles and history. The Religious Education Committee is the supporting body of the Religious Education program.

Current Committee Members: Barb Walker-Tindall (Chair), David Mears, Kristi Berland, Jeff Berland, Heather McPherson, Eric Trimble, Susan Bakke, Juno Whittaker, and Don Lane

Other Members In 2003: Leslie Owen (Chair), Tim Ransom, Michelle Wilcox, and Ron Hinson

2003 Activities:

- Met on a monthly basis to complete tasks that support Religious Education (such as supporting and participating in the recruitment of teachers).
- Sponsored the Secret Buddies intergenerational event with approximately seventy adult and child participants.
- Sponsored the annual Easter Egg hunt in collaboration with the middle school youth group.
- Organized and implemented a spring 2003 Coming Of Age program that involved four youth who each worked one-on-one with mentors.
- Organized and supported two teachers (Samantha Ritchie and Mike Harbour) in the implementation of an Our Whole Lives class for 7-8th graders, which was completed in the spring of 2003.
- Collaborated with the Director Of Religious Education to sponsor training of two kindergarten-1st grade and 4-5th grade Our Whole Lives teachers.
- Assisted and supported the Director Of Religious Education in managing and monitoring the Religious Education program budget.
- Introduced seven new members onto the committee, which filled vacancies left by members who were no longer active on the committee
- Created an action plan calendar for the 2003-2004 church year based on committee goals and needs. Used this calendar in planning monthly activities.
- Presented a plan to the Board for the creation of a Director Of Religious Education office. Participated on an ad-hoc committee in evaluating space use and potential spaces for such an office. Supported the creation of a temporary office off of the kitchen.
- Sponsored the annual Yule Play and supported the 2003 Yule Play Co-Directors: Kelly Thompson, Joe Joy, and Andy Bartels.

Accomplishments toward Congregational Mission:

The Religious Education program provides a nurturing and loving community for our children. It supports the creation of loving relationships in and between generations

through classroom relationships, worship, and special events, including the annual Yule Play, Secret Buddies, and the annual middle school spring trip. Through Unitarian Universalist curriculum, the children and youth have had opportunities to explore and grow in mind and spirit. Through curricular values and approaches, community participation in such activities such as the Procession of the Species and Council of all Beings, and each class's annual social action projects, our children and youth are empowered to promote a loving, just, and sustainable world.

Submitted by Sierra-Marie Gerfao

Social Justice

Mission: The creative center of our total endeavor, the imperative of loving mercy and doing justice, is an integral part of our ministry, worship, and education.

Goals: To promote the Unitarian Universalist values that recognize, respect and support individual freedom, justice and choice. These values include the dignity and worth of each individual; respect for the interdependent web of life; the use of our democratic process; and the ongoing work toward a welcoming environment.

Members: Don Lane (Chair), Kay Engel, Polly Taylor, Leslie Romer, Wim Verhoef, Howard Rosenfeld

Activities:

Coffee: In conjunction with the Unitarian Universalist Service Committee began serving Fair Trade Coffee for the social period between Sunday services. Fair Trade coffee benefits 550,000 families in 20 countries by guaranteeing a minimum price for small farmers' harvest and encouraging organic and sustainable cultivation practices.

USA Patriot Act: OUUC in partnership with the Thurston County chapter of the ACLU and several other civic groups, was instrumental in urging the Olympia City Council to adopt a resolution to resist those portions of the USA Patriot Act that violate our basic civil rights. Olympia becomes one of at last count 225 municipalities that have passed some form of this resolution.

Guest at Your Table: Over the Christmas Holiday period congregation members contributed \$600.00 to this program. These monies are used to support the work of the Unitarian Universalist Service Committee.

Sweatshop Watch: Continued membership in this organization that has been supporting worker organizing in the garment industry, consumer education, advocating for fair economic policies and holding corporations accountable for sweatshop labor. There were victories on a number of issues to include passing of the Burmese Freedom and

democracy Act of 2003. This act bans imports from Burma, a country ruled by a brutal military regime.

Submitted by Don Lane

Welcoming Congregation

The mission for this year was to measure interest in order to re-form an active committee.

Membership:

An original core group: Sierra-Marie Gerfao, Patti Pomerantz, Kay Engel, Seth Williams, Debby Porter.

Other interested individuals: Myra Barker, Llyn Dedanaan, Penny Sodhi, Michele Gale-Sinex and Richard Schneider.

Activities:

There were a couple of organizing/prioritizing meetings in the fall, however momentum waned and no particular commitments have been made as of this time.

There is a summarizing memo of options attached, but no current activity.

TO: Seth Williams, Debra Porter, Kay Engel, Sierra-Marie Gerfao, Myra Barker, Penny Sodhi, Llyn Dedanaan; Michele Gale-Sinex, Richard Schneider.

FROM: Patti

I'm sending you this memo, because I've spoken with you about our Welcoming Congregation work. Some of us have met as a group. We looked at a direct action project – creating an OUUC Welcoming Congregation brochure, but decided that the general brochures from the UUA are sufficient. Since that time, there's been some conversation, but no coordinated effort...

...which leads up to the question: Where Are We Now?

Below are some ideas that have come from our conversations. Also, Debra Porter has volunteered to do whatever support work – telephoning, for instance, that she can do from home. What is unknown is who among us has interest and energy to pursue any of these ideas, or brainstorming others. There are many opportunities to hold up what it means for OUUC to be a Welcoming Congregation. If you will let me know if you're interested in further involvement I'll help convene a meeting. Thank you for your commitment to this important work!

- OUUC is in relationship with other faith communities – particularly through **Associated Ministries**. Faith community leaders gather every month for conversation. Perhaps there is an opportunity there to engage with the larger

Olympia faith community about our commitment to welcoming All who gather as sacred. Such a presentation could lead to outreach to specific religious communities – for instance a workshop or presentation to a social justice committee or board.

- Conversations are beginning about how OUUC may be involved with **Pride Day** events (June 19). Suggestions include **staffing a booth** at the parade festivities, **carrying a banner** in the parade with a diverse group representing both the LGBT communities and allies. There is also the opportunity to design and/or present the **worship service** on the following Sunday (June 20). Also, it's been several years and many new members since we've celebrated just what Welcoming Congregation means to our community.
- There's been the suggestion of sponsoring a **Seder** at OUUC for the larger faith community – including the seder meal, music, dance, and perhaps a re-enactment of the Last Supper. This year the first night of Passover is April 5.
- There are several **Bills** that are of direct concern, and where direct response could benefit, rather marginalize and criminalize LGBT persons. Information on specific Bills are on the ACLU website [www.aclu-wa.org/legislative.] Look especially at HB 1809 – Anti-discrimination; HB 1464 – Government Funded Religion; and SB 5878 – Refusal Clause (based on religious beliefs) for Health Care Providers.

Submitted by Patti Pomerantz

Worship Arts

Our mission is to provide ways to deepen the spiritual growth of the members and friends of OUUC and to enhance meaning in our personal and community life by offering a variety of worship experiences. In cooperation with our minister, the Worship Arts Committee creates, shapes and organizes worship programs which reflect our living UU tradition.

Chair: Ginny Taylor

Members: Marigem Emde, Fred Kellogg, Lynn Lumpkin, Carol McKinley, Marianne McNabb, Eric Ness, Frances Tanaka, Ginny Taylor, Ann Yeo. Art Vaeni, Troy Fisher, and Patti Pomerantz also attend our meetings. Evelyn Greenberg is board representative.

Accomplishments for 2003:

- Planned a full year of services.
- Delivered publicity (Unitariana, Olympian) and Order of Service for WAC planned services.
- Acknowledged the congregation's long-term goals and have been mindful of them as we plan our services.
- Introduced the new Birthday Song and solicited responses to it.

- Welcomed our ministerial intern who has worked with us this year.
- Submitted our budget request for 2004.
- Created, distributed and compiled results of a Sunday Service Survey to solicit from the congregation ideas and opinions about our Sunday services.
- Continued training of members for the role of celebrant.

Submitted by Ginny Taylor

Youth Adult Committee

Mission: To plan and support youth programming, including the congregation's youth group (YRUU).

YAC Members: Hallie McLean (Youth Chair), Ann Colowick (Adult), Wil Wrede (Youth), Joe Sodhi (Youth), Penny Sodhi (Adult), Shelley Spalding (Adult), Matt Clark (Youth), Eric Trimble (as of April 2004, RE Committee-YAC Liason), and Sierra-Marie Gerfao (Non-voting)

The YAC meets on the third Sunday of every month at 12:15 pm. During 2003, the YAC:

- Sponsored a camping trip in the summer of 2003 to support the consolidation of high school youth groups
- Replaced non-active and expiring membership on the committee
- Re-formed after membership fell to non-sustaining numbers
- Elected a youth co-chair
- Elected an a temporary adult co-chair (though she was not able to complete the temporary term due to personal circumstances)
- Sponsored youth group meetings (due to a lack of advisors) and scheduled regular Sunday night youth group meetings
- Planned curricular activities related to the youth group's enthusiasm for social action projects, particularly projects dealing with homelessness
- Created a plan for recruiting advisors
- Increased communication and collaboration with the Religious Education Committee
- Coordinated attendance of youth group members in regional and district youth conferences
- Began feasibility investigation into a youth group trip to South or Central America (there is a lot of enthusiasm around this possibility, and the youth group is hoping to take a trip during the 2004-2005 church-year)

Affiliated Groups

Green Sanctuary

Mission and Goals: Implement the UUA environmental program at OUUC.

Goal for 2003: identify the congregation's environmental priorities and make progress toward them.

Committee Members: Leslie Romer, Joe Joy, Wim Verhoef, Riley McLaughlin, Carlene Cloud, Barbara Walker-Tindall, Suzanne Victoria, Sara Lewis.

Activities:

- Earth Day service with Procession of the Species, visit from the Green Man, a guest musician, and survey of Green Sanctuary Program priorities.
- Made progress on most of the priorities identified through the survey.
- Ordered and installed a bike rack beside the storage shed.
- Provided twice monthly environmental events calendar on OUUC website and in the foyer (suspended in February 2004 due to lack of readership.)
- Provided an adult RE opportunity: Earth Charter discussion series (June 2003)

Accomplishments toward Congregational Mission:

The Green Sanctuary Program Committee provided opportunities for individuals to grow in mind and spirit. The Committee works to promote a sustainable world through the members' individual daily lifestyle choices, and in the way the congregation manages and maintains its facilities.

Submitted by Leslie Romer

MUG

Contacts: Milton Bard and Jim Lengenfelder

Mighty Unitarian Guys meets every Thursday for conversation and comradery. Other Mighty Unitarian Guys are invited to participate in these informal coffee discussions. MUG had met at the Whale's Tail during 2003 but has moved to Tradition's Café in April 2004.

OlyCUUPS

OlyCUUPS has completed another year of providing a place for the expression and exploration of Earth based spirituality for OUUC members and the larger community. In the past year 8 Sabbats were held to honor and observe the Holy Days of the Pagan Celtic calendar. In addition monthly general meetings were convened for the purposes of fellowship, networking, welcoming newcomers, discussion, chanting and crafting. We have made corn dollies, decorated eggs, created vases for Beltane (May Day), carved candle holders out of small pumpkins, and made dream catchers to name a few.

In welcoming newcomers we have made more effort to increase our visibility with those exploring the OUUC community by utilizing the Unitariana, and making fliers with our schedule available in the foyer and hallway of the church. We set up a web site and linked with the church's web site. We also updated and sent our information to CUUPS national which is linked to the UUA. We have reached out through the NWCUUPS e-mail list and to All Souls UU church to make our activities and presence known. We have watched our core group increase after several years of decline.

In serving and being present to the larger OUUC community we again decorated the sanctuary for the winter holidays, and observed the Greening service. Representatives from OlyCUUPS participate in leadership meetings, and have met with one RE class to explore the meanings behind the observance of Halloween.

We hope to continue our growth and activities in the next year, and continue to be welcoming place for the exploration of Earth-based spirituality with greater networking with other groups within our OUUC community and beyond.

Submitted by Mary Marsh

Out of the Woods Shelter

A Little History

Out of the Woods evolved from the church's commitment to social advocacy and justice. People were, literally, sleeping in the woods. In 1994 the B & G Annex started taking in a few homeless people during the week when the building housed only the sextons. At the same time, OUUC started a food bank of non-perishables located on the church premises and began distributing coupons for purchasing food. In July 1999 the endeavor incorporated and has been developing ever since. During the past few years, a little financial boost has been given out to help with the rent or transportation to work.

Management

William Arensmeyer, Associated UU Minister, is the unpaid director who has guided the operation from the beginning. An active Board of Directors sets policy. They are:

Molly Gibbs, Chair; Karen Jackson, Secretary; Luci Phillips, Treasurer; John Kooiker, M.D.; Ann Tosomeen, M.D.; Penny Sodhi and Karl Johnson. Kay Engel is the volunteer Outreach Worker, and the OUUC sextons, Chuck and Jo Goms, are the shelter hosts.

Policies

The Director is active in the community network of charitable organizations. The 12-bed year-round emergency shelter space accepts only women, children, and families screened by and referred through the Emergency Shelter Network and other community-based organizations. The Annex has been an overflow shelter for abused women. There is no discrimination based on marital status or sexual orientation. In most cases, food coupons and other financial assistance are distributed upon referral from another agency.

Agencies sometimes pool their resources to make a one month rental or utility payment for a family in crisis.

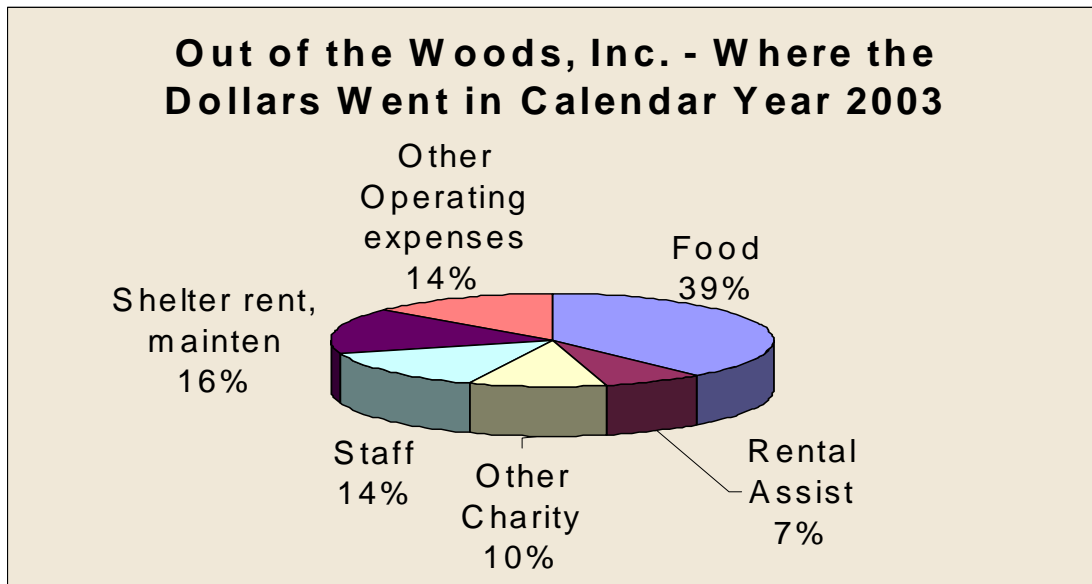
Accomplishments in 2003

- Established an active Board of Directors;
- Submitted an application to the Internal Revenue Service for 501 c 3 tax exempt status;
- Revised the Articles of Incorporation and By-laws;
- Provided 2,500 bed nights at the shelter;
- Provided beds for 41 people at the church during emergency overflow in the winter;
- Provided \$6,295 worth of food and coupons for approximately 300 individuals & families;
- Provided \$1,100 worth of housing assistance for 13 individuals and families;
- Prepared Thanksgiving dinner attended by 43 people;
- Distributed Christmas gifts totaling \$584 to 12 needy families;
- Sheltered 11 babies under three months old;
- Sheltered 5 pregnant women near term, two of whom gave birth while living there; and
- Earned respect from the Mega Food stores to the point that they now donate extra food coupons when we purchase coupons from them. This is in addition to the donation of 1% of the value of customers' grocery receipts compiled through use of the yellow electronic card.

Financial status in 2003

In the past, the largest source of income has been from OUUC fundraisers and individual church members. Some money has come from community organizations and the Federal Emergency Management Act (FEMA). IRS designation as a 501 c 3 organization will enhance the ability of Out of the Woods to tap into more public support.

Calendar Year 2003 began with a budget of \$11,457 and ended with \$10,539. In the interim, Out of the Woods distributed \$16,314 as follows:



Submitted by Luci Phillips

Triangles

Triangles continues to do outreach to the Bi/Gay/Lesbian/Transgender community. Brochures are in some counselors offices and there is an extensive e-mail list. Members of Triangles have been particularly supportive of persons in crisis or with illnesses. Some members walked in the Gay Pride Parade and the Peace Rally. Several members testified at the Olympia City Council meeting in favor of honoring equal marriages. We continue having monthly potlucks at OUUC and occasionally organize other activities to include: bingo, bowling, films, plays and book discussions.

Unitarian Universalist Federal Credit Union

OUUC is an affiliated member and supports the credit union by providing office space and in turn UUFCU provides OUUC a fax machine, secure filing space and a small fee.

Mission: To support the financial needs of UU members and friends.

The Unitarian Universalist Federal Credit Union (UUFCU) is a cooperatively owned, non profit, federally chartered institution. All accounts are insured by NCUA up to \$100,000 each. UUFCU has successfully operated for seven years, grown every year and has assets in excess of \$300,000. Its main service has been to provide loans to members at competitive rates as well as dividends for their investments

Women in Motion

OUUC's Women in Motion is a loosely organized group of women in the congregation that like to hike, ski, bicycle, and do other outdoor recreational activities together. There are a number of other groups that plan outdoor activities in the Puget Sound area. This is the group that shares Unitarian Universalist values. Through 2003 we tried to have two outings each month, one full day on a Saturday or holiday, and one Sunday after church.

In 2003 we had ten outings. Nine OUUC women and seven guests participated in these outdoor activities. They included six hikes in national and state parks and forests, one snowshoe trip at Mt. Rainier, three bicycle trips: to Skagit Valley Tulip Festival, Lewis County Historical Ride, and Covered Bridges Ride in Oregon.

All trips are led by participants. The group adds events to its calendar throughout the year, in order to be responsive to current weather patterns and individual schedules.

Updates to the schedule are distributed by e-mail to interested women who provide their e-mail address to Leslie.

To become an active member, all you need to do is pick an activity from the schedule, call the leader for that event, and join in the fun. We'd love to have you join us!

Submitted by Leslie Romer

Events

Aural History Project

Committee Mission and Goals: To record and make accessible to the congregation the aural (oral) histories of founding members of the congregation.

Committee Members: Primary: Emily Ray, Tim Ransom, Jeanette Whitcher;
Secondary: Janet Fisk; Melanie Ransom, Les Kreger

Activities: The project members met to define the purpose and scope of the project. Primary members then conducted interviews of early and founding members of the Unitarian Universalist community in Olympia, recorded their memories and photographed them. With the assistance of Riley McLaughlin, excerpts of interviews and photographs were combined in a Power Point file which was presented to the congregation at the annual dinner in 2002. In 2003, additional interviews were conducted, and preparation of the presentation in booklet form was begun.

Accomplishments toward Congregational Mission: The Aural History Project provides part of the historical context in which the OUUC congregation pursues its mission.

Submitted by Tim Ransom

Auction

Mission and Goals: Our mission is to make a substantial contribution to the OUUC annual budget with a process and event that builds community as well as raising funds. The annual fundraising goal for the auction committee is established in the annual budget. The goal for 2003 was \$12,000.

Executive Committee Members: Leslie Romer and Pam Davidson, Co-Chairs; Sharon Love, Computer Guru; Ruth Abad, Tickets; Ron Ruhl, Chief Chef; Bob and Ann Kirchoff, Silent Auction Directors.

Activities:

- Auction Committee meetings start in January, with the Auction held the last Saturday in March. The theme is selected at the January meeting: "Auction a la Oscar."
- The Committee updates the member information in the auction database and prepares a donation form for inclusion in the February Unitariana, along with an article announcing the theme and other information about the upcoming event.
- Auctioneers are identified in February, either by volunteering or being recruited. The Kitchen Crew starts working to identify the menu for the auction dinner. All the donations are entered into the database. In late February, previous donors are contacted to help them identify or describe their donations for the year.
- In early March Pam and Sharon finalized the auction catalog and the committee met to staple and label 300 copies for mailing and refine plans for the event. An auctioneer rehearsal was held to help the volunteer auctioneers prepare for the big event. Beverage glasses were rented and any necessary permits were obtained. During February and March, day-of-the-event volunteers are recruited by phone or on Sunday mornings. The childcare coordinator was told how many children are expected, so that enough childcare providers can be engaged. The Middle School advisor was consulted on event decorations. All donors of objects were contacted and delivery plans were developed. All dinner tickets for the auction were sold before the day of the auction!

- About a week before the auction, Leslie and Pam decided which items should be in the live auction and which in the silent. The Bid Block list for the Live Auction was prepared. The auction database was updated with the Live and Silent designations. Bid Sheets and broadsheets for the silent auction were prepared. Live auction bid recorders sheets were printed, with enough lines for all the purchasers of each live auction items. Bidder number cards were printed, as well as sign in sheets for arriving bidders.
- On the day of the event, Leslie arrived at the church in the morning to receive donations and to answer questions and coordinate set up. The Kitchen Crew arrived by early afternoon to start food preparation, after a long morning of finalizing their food shopping. The Kirchoffs also began silent auction set up in early afternoon, while Joe Joy and the Middle School Group transformed the sanctuary into a Hollywood wonderland..
- At 4 p.m. the registrars began registering bidders, the babysitters arrived and took charge of small guests. At 4:30 p.m. bidders started writing their names, numbers and bid amounts on silent auction sheets. At 5 p.m. dinner was served. At 6 p.m. the live auction began, with breaks each half hour until 7:30 p.m. Each break provided bidders an opportunity to put one last bid on a favorite silent auction item before one of the three sections of the silent auction closed. At 9 p.m. the live auction ended, bidders lined up to receive and review their invoices before visiting the cashier and making payment. The executive committee, spouses and a number of very helpful people stayed to move the remaining silent auction items to our cars, take down all the card tables and long folding tables, and arrange the church furniture for Sunday morning.
- Items that did not sell at the auction were offered to the congregation at either the winning bid (for spaces in parties) or the minimum bid. When all sales had been completed, Sharon completed the data entry and drafted merge letters for the donors and bidders. Leslie totaled donor amounts, edited, formatted and printed the letters. Leslie and Pam distributed the letters to members at church and mailed the rest.
- Auction a la Oscar 2003 raised \$13,000 for the OUUC budget. The Auction Executive Committee and the Kitchen Crew built skills and camaraderie. The congregation had opportunities to work, play and eat together at the event, as well as add wonderful events to their calendars for the rest of the year.

Submitted by Leslie Romer
Auction Committee Co-Chair 2003

All-Church Retreat

Members: Kathy Jones, Diana Finch, Gail Gosney, and Susan Southwick
Activities: Plan, advertise and implement All-Church Retreat
Congregational Mission: Making connections with new and old friends in the church community.

Submitted by Susan Southwick

Women's Retreat

Mission and Goals: Building community among liberal women in our area.

Activities: Planned March retreat a Camp Seymour for OUUC and All Souls Community members and friends

Accomplishments toward Congregational Mission: Building community through mind and spirit; personal spiritual growth which recharges us to go out to do service in the larger community.