

**Coordinating Team
Report to the Board of Trustees
October 2022**

Due to staff transitions and reassignments, the Coordinating Team (CT) is now comprised of Rev. Lisa Bovee-Kemper, Minister; Kelly Greene, Director of Member Relations and Alesia Hutto, Director of Administration. In addition to the financial and membership reports, the CT brings the following items to the Board for your attention and awareness:

Transition Team Report

submitted by staff liaison Rev. Lisa Bovee Kemper

Members of the Transition Team and I attended a webinar hosted by the Interim Ministry Network on October 12. While we have not met yet to discuss our learnings and begin sketching out a tentative timeline/plan, the seminar helped to clarify and focus our work.

The initial process task of the interim minister is Joining the System, which is where I am right now. Listening, learning norms and expectations, meeting folks, etc. While the joining will continue for a bit, I am now beginning to move into the second process task, which is Analyzing the System. That begins with familiarizing myself with governance documents, website, policies, etc. and flagging places where more conversation or assessment is indicated. I will begin to identify patterns and get a sense of the big picture, which will then inform the work of the transition team and other leaders.

A significant part of the transition team's work, as well as my own, will be communicating with the congregation. Educating folks about what to expect as well as reporting progress and outcomes. I met with Belinda to get an overview of current communications options and she is considering what might work best within the existing system to make sure the content is accessible.

Membership/Participation

submitted by staff liaison, Kelly Greene

Team Members: Catherine Covington-East, Liza Pratt, Gwynne Movius, Mary Bruce, Meagan O'Connor, Claire Lukens, Michelle Dillon

In September, approximately 43% of members were recorded as participating in some way, down from 45% percent. Average service attendance was down to 177 from 189 in

August. We had approximately 14 recorded first-time visitors and approximately 20 repeat visitors.

We expect that in the coming months the number of members will decrease so the percentage of members who are engaged will increase. Letters to members who are out of compliance with the bylaw requirement of giving a donation of record every 12 months will start being emailed this week. The letters request that members renew their connection to UUCC. We expect some will reply with their resignation. We delayed doing this annual check of our membership roles due to the pandemic. Some now counted as members have not contributed since 2017.

September is traditionally a strong month for adding new members. Of our six new members, notably just one is not retired. Our new members were also familiar with Unitarian Universalism before coming to UUCC. On October 16, the first session of New to UUCC, a class for newcomers, will be facilitated by Director of Member Relations Kelly Greene and Rev. Lisa Bovee-Kemper. We hope this class will encourage more new people to join this community.

Memorial Endowment Trust

submitted by staff liaison, Alesia Hutto

The Memorial Endowment Trust (MET) of the UUCC provides an opportunity for members to contribute financially to the life and well-being of the congregation through legacy gifts, memorial contributions, and other means of celebrating or honoring lives within our community. Members are invited in regular appeals to consider including the MET in their legacy giving. Members of the 2022-2023 MET board include Fred Dodson, Mary Ann Hendrick, Ellen Holliday, Tom Nunnenkamp (chair), Rita Heath Singer and Randy Whitt.

The MET announced seven grant awards for the 2022-2023 community year. Below is an update on the progress with these grants:

- The Membership Team requested \$5,500 to produce a 2-to-3-minute video to help visitors learn more about our community: The Membership Team is in the middle of the preparatory work and have clarified our focus/narrative and are finalizing interview questions. They have begun preparations for recruiting interviewees and have started looking at recent UUCC images and videos that might be included and plan to recruit UUCC member photographers to add to our portfolio.
- Our Professional Staff requested \$2,500 to develop an audio/visual design plan for the sanctuary: Barry Ahrendt, John Herrick and Alesia Hutto met with representatives from

ClarkPowell to go over our audio/visual needs on October 5. Ben Schomp, who is assisting us with this work, met with John Herrick and Alesia Hutto to provide input on addressing our sound needs. We are now awaiting contact from ClarkPowell for next steps.

- The Building and Grounds Team requested \$4,400 to add subtle lighting to our landscape to increase visibility for evening events: The project will begin after the time change. The beginnings of this work include working in the evening and determining ideal placement of the lighting with test products that the electrician (Eric Smith will provide.) As planned, we will start this work late Fall.
- The Building and Grounds Team also requested \$4,800 for awnings over the main entrance doors: As reported in the Building and Grounds Team report, select members met with Jeff Davis with Charlotte Tent and Awning to get that work underway. The color and size for the awning were selected and an official quote has been issued. The Team will review the quote when they gather in November, finalize the details, and hope to submit a deposit by the end of the year. Given the company's current workload and supply shortages, the work will schedule out 12 weeks. At the earliest the awnings will be installed by the Spring.
- Open Door School and the CYRE (Children and Youth Religious Education) Team requested \$18,000 for three new outdoor sheds replacing deteriorating and unsafe current storage: Two of the three sheds have been placed. The third shed could not clear the trees, so a smaller shed has been requested. Shed's Direct has confirmed that the final shed will be placed the week of October 17.
- The CYRE Team also requested \$3,700 to provide shelter in inclement weather and life-saving devices in case of emergency: Tracy Hickman, member of the CYRE Team and installer of our fabulous firepit area is responsible for ordering these items. She will place the order the first week in October when she is back in the country.
- The Intersectional Justice Team requested \$5,000 to aid our community partner The Reentry Housing Alliance: We will be purchasing mini refrigerators and microwaves for the bedrooms, in lieu of the larger appliances in the kitchen, which were sourced elsewhere. The house is slated to open by November, so all purchases will be made in the coming month.

Quarterly Financial Update July-September 2022

Here is a snapshot of our finances for the 1st quarter of FY 2022-2023:

July-September 2022				
	Quarter Actual	Quarter Budget	Fav/ (Unfav)	Annual Budget
Contributions	197,475	244,022	(46,547)	783,500
Other Income	9,962	10,029	(67)	42,718
Total Income	207,437	254,051	(46,614)	826,218
Total Expense	186,584	220,482	33,898	823,796
Net Income	20,853	33,569	(12,716)	2,422

Year-to-date net income (surplus) is at a modest \$20,853 which is \$12,716 below budget. It is concerning that income continues to trend below budget so early in the year, but it is helpful to note that our stewardship process increases the uncertainty around the collection of contributions toward pledges since pledge cycles have varying due dates.

Typically by this time of year we would have received several stock donations, which is not the case this year. Historically we see an increase in giving in the months of November and December, so we anticipate higher income in the coming months.

In the meantime to encourage giving, pledge statements were sent to everyone with an open balance the week of October 10. We hope that this brings awareness to those who are behind in their pledge obligations. Our "Share the Plate" efforts will resume in the month of November with a campaign for Erica's Closet.

We will continue to monitor our trends in income and spend conservatively as possible.

Ongoing Activity

This report includes some changes to our teams. Family Ministry and Community Building are now combined. Our goal is to have mostly intergenerational events rather

than to regularly segregate those for families. Also included in this report is a new team: Denominational Relations. Our preliminary goal is to strengthen UUCC's connection to Unitarian Universalism.

Adult Education/Spiritual Development (AEDS)

submitted by program coordinator, Linn Martin

AE/SD presented three programs in the month of September:

- September 15: *Happy: The Movie*: We had 25 attendees and felt the documentary and Rev. Lisa's follow-up discussion were very enthusiastically received.
- September 22 and 29: Climate Justice and the GreenFaith Movement: Registration for this four-part series is currently 38 participants; however, at each of the first two sessions, just 17 attended, which was somewhat disappointing. The third session was held on October 13, and on October 20, we will formally launch the UUCC GreenFaith Circle. We are taking extra steps to promote this important outreach and hope to see good attendance and long-term commitment from our community.

Upcoming Programs:

- October 27 and November 3: Rev. Lisa's "Big Questions" program. Currently 29 participants are registered, and the number continues to grow.
- November 10: A Credo Writing Workshop was announced on October 8. This is intended to be an introspective follow-up to the Big Questions program and to subsequently encourage more members of the congregation to be willing to present their credos, which is an ongoing challenge. Program facilitator is Carol Hartley.
- November 1 through May: Formation of a monthly Discovery Circle was announced on October 8 as well. This circle, limited to ten members, will be facilitated by Suzanne Lake and Susan Hill. Should we have additional interest beyond the circle of ten, we are pleased to find we have two other facilitators on board to form a second circle.

Monthly Credos: Credo presentations may well be the most attended program at the UUCC. The latest one appeared to have around 45 attendees crowded into the Bernstein Room, and the discussion continued well beyond the allotted time. Recruiting from the pool of senior members has been exhausted and lining up willing presenters has become a challenging task. A willing presenter for the October meeting has not been found; November meeting Rocky Hendrick will present; the December meeting would fall on Christmas Day so no meeting is scheduled.

We were happy and relieved to have Barbara Devinney volunteer to take the place of

Carol Gay, who has been the recruiter for credo presentations for three years. Barbara intends to identify and recruit more of our younger members who have yet to share their stories.

Common Read: A copy of the book, “Mistakes and Miracles” is currently on order, and we will promote it once we have the copy for our table. So far there are no further updates on the UUA (Unitarian Universalist Association) website, but we will continue to monitor and develop a program strategy with Kelly Greene.

Affinity Groups: Joe Spencer has taken over leadership of the Religious Humanism group, and October 8 was the first meeting under his leadership. The book, “Becoming More Fully Human” by William R. Murray, is the subject for ongoing discussion. At the Activities Fair held October 2 during coffee hour, it appeared that the other AE/SD affinity groups were well represented.

Future Programs: We expect in December to have a yoga meditation like a very successful one that was held in July of this year. The 2022 schedule is pretty well established through the holidays, and the team is now beginning to plan for 2023. In addition to several programs already in the formative stages, the Survey Monkey we published in September resulted in numerous suggestions and offers to lead a wide range of programs.

Building and Grounds

submitted by staff liaison, Alesia Hutto

The Building and Grounds Team for 2022-2023 is comprised of Tom Beggs, Charles Pilkey (chair), Rocky Hendrick, David Johnson, Dan Maples, Tom Moore, and Jinny Sullivan with Alesia Hutto serving as staff liaison.

At the September meeting the Team discussed plans to move forward with the MET Grant project of installing awnings over the doors leading to the vestibule. In early October, select members met with Jeff Barber with Charlotte Tent and Awning to get that work underway. The color and size for the awning were selected and an official quote has been issued. The Team will review the quote when they gather in November, finalize the details, and hope to submit a deposit by the end of the year. Given the company’s current workload and supply shortages, the work will schedule out 12 weeks. At the earliest the awnings will be installed by the Spring.

It was reported by Open Door School that there is some water damage on the concrete wall that runs parallel with Sharon Amity Rd. Member Joe Spencer, a former engineer,

accessed the damage and submitted a report to the Building and Grounds Team to review at their October meeting. He assessed that the damage can be contributed to two factors, the backing up of the downspouts over that area and the sloping of that area near the windows. He provided the Team with recommendations that they plan to research in the coming months with licensed contractors.

In the month of November, the Team will hold its Fall Grounds Day in place of a formal meeting. The plan is to install lattices along the bottom of the new sheds and complete some tasks presented by the gardening group if necessary. To date the team is accepting requests for projects and will open the opportunity up to volunteers if the list of tasks grows. The Grounds Day is set for Saturday, November 5 from 9:00 a.m. to noon.

•Children, Youth, and Families (CYRE)

submitted by program coordinator, Melissa Schropp

Sunday CYRE (Children and Youth Religious Education) Classes have had steady attendance in our first month of Religious Education classes. Our high School class attendance remains low, while the Middle School is quite robust this year. Both SpiritPlay and Elementary classes have been well-attended. Our nursery attendance hit a post-pandemic high of six children on Sunday October 2!

We hope to schedule outings for the Elementary class to both Temple Beth El and St Gabriel Catholic church before the end of this year as a part of the World Religions curriculum. An outing to Davidson College for their low ropes challenge course is planned for the Middle School class on Sunday October 30. We are also starting a Middle School Youth Group that will meet one or two Friday evenings each month for fun, games, and fellowship. The High School class lock-in on Friday September 30 was rescheduled to Friday October 7 due to severe weather. It had a small turnout and ended at 11:00 p.m. with no one spending the night. They will continue to plan their upcoming November 13 service during class on Sundays.

Parent Orientations for CYRE and Mountain (Con)ferences were held on Sunday, September 18 and attendance was a bit light. Mountain (Con)ference Registration for fall, with dates in November and December, is underway with several families registered. We held the Our Whole Lives (OWL) Parent orientation on Sunday September 25 following service and based on demonstrated interest plan to offer two OWL classes in the Spring: 5th/6th and 8th/9th grades.

Operation Sandwich was held on October 9 and was a success – we had plenty of hands-on deck and together made 300 sandwiches for A Roof Above shelter. The Middle School and High School youth will be holding a Pancake Breakfast fundraiser on Sunday October 23 following service.

Our next monthly CYRE team meeting will be held via zoom on the evening of October 16.

•Community Building

Submitted by staff liaison Kelly Greene

Team Members: Jennifer-Dove McLeod, Althea Clark, Lisa Marie Nisely, John Burns, Justine Busto, Susan Hill, Denise Weldon-Clark, Jeannie Fennell

On October 2, we hosted a highly successful Activities and Groups Fair after service in Freeman Hall– the first one in over ten years. Approximately 20 affinity groups, program areas, volunteer groups, etc. had tables with information and sign-up sheets. Volunteers talked to interested folks about what they do. Most staffed tables got at least a handful of new people to sign up for their offerings. One attendee noted that it was really loud in the room; so many people were talking to each other. This event helped new people and existing members better understand the breadth of ways to get involved in this community. We plan to continue this annual event.

In September, the team offered three opportunities for members to join them at events for the Charlotte International Arts Festival. They did this as a way to invite UUCC members to participate in the wider community. We also recognized that such outings would require fewer resources and less work for volunteers. Unfortunately rain and low attendance led to the cancellation of each of these offerings.

Upcoming offerings include a plant swap, trunk or treat and a Thanksgiving potluck.

•Congregational Care

Our Congregational Care Team continued to make phone calls, visits and to send cards and deliver meals to members in times of crisis and celebration this month. Our minister and other professional staff continue to reach out to our members in times of crisis, celebration, and simply to check-in.

•Denominational Relations

Submitted by staff liaison Kelly Greene

Team Members: Karen Bringle, Rob Marcy, Caroline Webber (liaison for AE/SD), Rebekah Visco (liaison for justice)

Our first event was a postcard writing party. On Saturday, October 8, 40 people joined us in Freeman Hall. In partnership with UU Justice NC and [Center for Common Ground's Reclaim Our Vote campaign](#), we are part of what is being called the largest mobilization of North Carolina UUs ever. Each person was given a stack of 20 postcards, addresses, labels and stamps to start. Some people took postcards home. So far, we have completed about 1500 postcards to infrequent North Carolina voters. We had music, coffee and snacks. We used colorful pens and people had wonderful conversations while writing. Postcards are to be mailed by the 25th. Given the enthusiastic participation, we hope to offer events like this for every election.

Our goal is to help our members to become more informed and engaged in the exciting things that are happening in Unitarian Universalism. The team recognizes that our congregation has not been strongly connected to the wider Unitarian Universalist community and the conversations happening there. Some members are expressing support or concern regarding the proposed 8th principle. Unfortunately, these conversations are happening without an understanding of the history of our UU principles. Most people in our congregation lack basic understanding of the [Article II Study Commission](#)'s significant work and the upcoming changes happening.

We propose three events to assist. First, since we want our members to vote on these issues at UUA General Assembly (GA) next June and going forward, we want to have an interactive event featuring UUCC members who have participated in GA to offer their experiences and help encourage others to attend. We are also reviewing videos of past GA offerings to share with members.

Second, we would like to have an educational session on the history of our principles to give us context for both the 8th principle discussion and for the [Article II](#) discussion. We would like to have a third offering focusing on what Article II of the UUA bylaws is, what the Commission is charged with doing, the timeframe of their process, how we fit into this process, etc. We are partnering with Rev. Lisa Bovee-Kemper for this work and hope to have our first offering in November.

- [Intersectional Justice](#)

Submitted by staff liaison Kelly Greene

Team Members: Dave Walsh, Janet Zick, Emmanuel Allen, Shannon Maples, Rebekah Visco, Melanie Greely

The Intersectional Justice Team and its Engagement Group are working with five community partners: Erika's Closet, Mis Amigos, Compassion Closet, Reentry Housing Alliance and GreenFaith.

For Compassion Closet, the team led a weeks' long clothing drive and clothes-sorting event. Many bags of children's clothing were collected and approximately 15 volunteers sorted and transported the clothes.

Our partner [Erika's Closet](#), which assists individuals transitioning out of incarceration and/or homelessness, will be the Share the Plate organization for December. Its Executive Director, Traletta Banks, will speak about the organization in the service on October 23 and hold an information session after service.

On October 9, we held an information session with our partner with [Reentry Housing Alliance](#). A dozen volunteers attended to hear updates and learn about upcoming volunteer opportunities such as contacting potential landlords, assembling furniture and decorating for the grand opening of their new house in early November.

The Engagement Group continues to explore other potential partnerships in our community.

•Worship

submitted by staff liaison, Rev. Lisa Bovee Kemper

The Sunday Service schedule is mapped out through December 31, and we are beginning to fill in the second half of the church year. Service topics are varied, with some multigenerational offerings as well as observing rituals and traditions such as youth-led services, ancestor remembrance, etc.

So far, feedback on services/sermons has been largely positive, with some predictable complaints and growing pains mostly related to the vast difference in my worship leadership and preaching style as compared to what folks are used to. We have noted that services tended to run long in the first weeks of my time here. This is primarily a result of the learning curve related to stepping into an unfamiliar service order and has improved due to the attention we are giving it in planning as well as simply integrating my style and liturgical habits into the existing structure.

John Herrick and I quickly developed a rapport and a strong working relationship and I'm grateful for his professionalism, skilled music leadership, and significant and supportive role in worship planning.

The worship team has met twice since August 1 when I took over responsibility for worship. Their role in recent years has focused on offering feedback on past services and troubleshooting/discussing questions or comments on service elements and other topics related to the Sunday service experience.

As part of the interim process, I am working with John and the team to review and assess the current order of service elements as well as the role of the team. We are also exploring a move toward increasing collaboration in worship planning.