

**Coordinating Team
Report to the Board of Trustees
August 2023**

The Coordinating Team (CT) brings the following items
to the Board for your attention and awareness:

Board Monitoring: Report on Stewardship

submitted by Alesia Hutto, Director of Administration

The Stewardship Team for 2022-2023 is comprised of Erica Blake, Joy Bruce, John Burns, Elaine Camp, Mary Hackenberg, Mike O'Sullivan and Julie Smith with Kelly Greene, John Herrick and Alesia Hutto serving as staff liaisons. The canvassers include Lincoln Baxter, John Burns, Shelagh Gallagher, Sarah Graham, Ellen Holliday, Jane Kusterer, Debbie Marr, Kurt Merkle, Gwynne Movius, Mike O'Sullivan, Jinny Sullivan, and Paul Wilson.

The strategy for the 2022-2023 congregational year was to focus on connections. Building on our tagline of "Cultivate Courageous Connections," the goal is to get members to connect more with the congregation by not only attending events and gatherings, but also through generosity. To allow for more time to build these connections our stewardship process transitioned from monthly to quarterly. For more information about the campaign process and work done during the year, please refer to the [Annual Report](#).

Despite our best efforts, this year's campaign did not yield the result we hoped for. Some members are not as engaged in the life of the Community as expected and were not responsive to our many communication efforts. We are also in transition with our first full year without our long-term ministers. Below are the highlights of the outcome of the 22-23 campaign:

- This was the first year using a new campaign process.
- This year's average response rate is 53% compared to last year's 60%. It is helpful to note we sent more communications this year than in previous years.
- Existing pledges were down \$69,240. This number includes \$48,778 in pledges of members who resigned this year.
- More than 70% of our decrease in pledges was a result of member resignations.
- New Member pledges were \$50,120. In 21-22's that number was \$25,000.

New Coordinating Team's Report to the Board Schedule

submitted by Alesia Hutto, Director of Administration

Before the pandemic, the Coordinating Team provided reports to the board including quarterly reports from the congregation's teams. With the onset of the pandemic, the Coordinating Team began to provide *monthly* reports from all teams. With the closing of the physical building, it allowed us to stay connected during a time when we were required to be apart. Now that we have completed a congregational year fully open without restrictions, we are requesting to transition back to quarterly reporting from teams. This will not change the reporting of monthly headlines, trends, and vital information.

We have developed a schedule in which you can expect reporting from each area. This schedule also includes the required board monitoring reporting. You can find the schedule [here](#).

Transition Team Report

submitted by staff liaison Rev. Lisa Bovee Kemper

Team Members: John Burns, Shandra Stout, Lisa Hagen

The Transition Team was convened in August of 2022 at the beginning of the interim period. The team has two main roles and will remain active throughout Rev. Lisa's time at UUCC. The two main roles are:

- To work with the interim minister to assist the congregation in moving through the interim period, and
- To act as support and sounding board for the interim minister for the duration of the interim period.

The team has not met yet in August, so we do not have a detailed report. However, at our next meeting, we will be going over the interim goals and sketching out a timeline for the tasks that fall to us.

Year-End Financial Report

submitted by Director of Administration Alesia Hutto

July 2022-June 2023				
	22-23 Actual	22-23 Budget	Fav/ (Unfav)	Annual Budget
Contributions	718,069	783,500	(65,431)	783,500
Other Income	47,229	42,718	4,511	42,718
Total Income	765,298	826,218	(60,920)	826,218
Total Expense	770,217	823,796	53,579	823,796
Net Income	(4,919)	2,422	(7,341)	2,422

Our financial performance in June resulted in a year-end deficit of \$4,919. Pledge income was the main driver of this variance.

Pledge income losses were higher than anticipated member attrition. We lost fifty-nine members this year which resulted in over \$48,000 in lost pledges. On the bright side we gained twenty-seven new members resulting in \$50,000 in new pledges. Member removals affect the current year, while member additions impact the coming year.

Highlights of our FY2022-2023 results:

- * Total income for the year was below budget by 7.3% (a negative variance) compared to last year's 3%. Pledge Income was 8.3% below budget.

- * Total expenses were below budget by 6.5% (a positive variance) compared to last year's 13%. Overall expenses were <1% lower than 2021-2022.

- * We ended the year with a \$4,919 deficit, which was \$7,341 unfavorable to budget.

We are grateful to members and friends who continued to honor their pledges and make contributions. We received full repayment of the \$40,000 in reopening funds extended to Open Door School in 2020. As of June 30, 2023, our reserve balance was \$240,927.

Membership/Participation

submitted by staff liaison, Kelly Greene

Team Members: Liza Pratt, Mary Bruce, Meagan O'Connor, Michelle Dillon, Meredith Quinn, Erica Blake

In July, we had an average of 144 attending (in-person and online) per week. This was lower than in the spring which aligns with the usual trend of summer attendance being slower. Only approximately 40% of UUCC members participated in any way that was recorded, with almost half of those participating in more than one way. We anticipate that the percentage will increase as the summer ends and with the engaging program that will be offered in coming months.

We added one member, a young adult who grew up here and whose parent is involved in multiple ways. We removed one member due to death. Seven people who identified as first-time visitors joined us for service or another activity.

To help newcomers learn more about UUCC, New to UUCC and potentially other classes will be offered. New people will continue to be encouraged to get involved in the life of the congregation. Recently, our new members have joined us as greeters, coffee servers, on teams, etc.

Memorial Endowment Trust

submitted by Alesia Hutto, Director of Administration

Board members include Fred Dodson, Mary Ann Hendrick, Ellen Holliday, Tom Nunnenkamp (chair), Rita Heath Singer and Randy Whitt

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. Years of careful cultivation and management by MET trustees have resulted in a balance sufficient to generate significant income. Each year, the trustees determine the portion of that income available to support and enhance the congregation's work through grant funding. The Memorial Endowment Trust awards grants for worthy projects that might not fit cleanly into our operating budget, but which support our Community's Vision and Mission. The Endowment Trustees announced in January that there is \$46,000 available for potential grants for the 2023-2024 congregational year. They invited recognized UUCC Teams and groups to apply for projects that meet the grant program's guidelines.

In 2022-2023, the MET received four grant applications:

- The UUCC GreenFaith Circle requested funds for marketing to educate congregants on moving their investment dollars to fossil fuel free financial institutions.
- The UUCC Staff and Worship Teams requested funding for new cameras in the Sanctuary.
- The UUCC Staff and Worship Teams requested partial funding for new audio equipment in the Sanctuary.
- The Building and Grounds and Open Door School Managing Teams requested funding for the installation of new fences around the three playgrounds on our property.

At the congregational conversation in June, grant awards were announced for new fences around out three playground areas and new cameras and audio equipment for the Sanctuary.

In May, the board also decided to try an innovative approach for sending out their annual Legacy Society mailing. In the past a hard copy profile was created about a Legacy Society member. The profile was then mailed to all UUCC members with a cover letter inviting them to join the Legacy Society. This year the board decided to create a video profiling a member of the Legacy Society. It was then emailed to all members with a special message from the board. The video has received 96 views. The board plans to fine tune this process and try it again next year!

The board continues its work on establishing a principal “floor” for the fund. Randy Whitt has done extensive research of MET documents to determine the principal amount invested into our endowment. Updates will be reported as they become available.

Community Sundays

submitted by Kelly Greene

Planning Group: John Burns, John Herrick, Lisa Marie Nisely, Rev. Lisa Bovee-Kemper, Janan Jones, David Flynn, Kelly Greene

Ongoing Team Activity

•Adult Education/Spiritual Development (AESD)

submitted by staff liaison Lisa Bovee Kemper

The Adult Education & Spiritual Development Team was successful in its endeavors to hear and respond to our community's concerns and interests. By keeping a focus toward the four priorities identified in our survey (spiritual development, racial equity, environmental issues, and art/film/music), we were able to offer a wide variety of programs that engaged a broad expanse of the adult population of UUCC in both educational and spiritual development opportunities.

The summer was a slow time as we were focusing on the transition from part time AE/SD coordinator to Lifespan DRE. Paula and Rev. Lisa are in the midst of the onboarding.

•Building and Grounds

submitted by staff liaison, Alesia Hutto

Team Members: Tom Beggs, Charles Pilkey (chair), Rocky Hendrick, David Johnson, Dan Maples and Tom Moore with Alesia Hutto serving as staff liaison.

The building and grounds team held their first meeting of the 2023-2024 congregational year on August 7. This meeting served more as a check-in with discussion around what was accomplished over the previous year and what some of our goals will be for the current year. For more information on the team's accomplishments for the 2022-2023 congregational year, please see the [Annual Report](#).

We have had an active summer, using this downtime to complete some outstanding projects from last year. Projects completed over the summer months include:

- Eagle Scout project of installing new planting beds in the planting area at the front edge of playground number one. This was a revitalization of an Eagle Scout project completed by former member Dan McCready.
- Installation of new awnings over the exterior doorways.
- Removal of a dead tree and several limbs inside playgrounds number one and three.
- Installation of new fences around each of our three playgrounds.

We are shifting our focus to setting goals for the new year. We will complete one outstanding Memorial Endowment Trust Grant for installing landscape lighting on the Memorial Garden side of the property. Other work will include being a resource for the

finance team in their work of reviewing the systems and assets of our property to determine a recommended reserve balance that is more appropriate for today. We will also continue to prepare for applying for federal grant funds available to not-for profits to make energy efficient upgrades to their property.

•Communications

submitted by staff liaison, Belinda Parry

Team Members: Courtney McLaughlin, Kimberly Melton, Debbie Rubenstein

In the spring of 2022, the Communications Team surveyed UUCC members, nonmembers, and staff to determine the extent to which those groups were engaged with communications from the UUCC and the effectiveness of existing platforms. Survey responses indicated that a majority of respondents were satisfied with UUCC communications.

Following up on this work, during the 2022-23 program year, the Communications Team worked to fully identify the UUCC's communication tools, evaluate the effectiveness and purpose of those tools, and ensure that leadership teams and members know about, understand, and are comfortable with those tools so they can connect with the work of the community and with one another. Another objective was to define the role of the Communications Team at the UUCC.

The culmination of this work is that we now present a comprehensive report detailing how UUCC communications platforms and channels can be used to target audiences and subject matter with recommendations for best practices, including detailing of UUCC's communication platforms and guidelines for creating and publishing content. You can view that report here: [UUCC Communications Report 2023](#).

•Community Building

submitted by staff liaison, Kelly Greene

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

Our Community Building Team has been busy offering opportunities for members to connect with each other and to UUCC. The biggest event, in coordination with CYRE and the DLRE Search Team was the congregation-wide Potluck Picnic for Paula on our new DLRE's first Sunday with UUCC. Attendees were invited to bring food to share. After

service, Freeman Hall was packed full of members of all generations enjoying food and getting to know each other better. Lots of people pitched in to help clean up.

We continue to offer two opportunities a month to gather with others at lunch offsite after service, with Lunch Bunch and Lunch Around the World. Our affinity groups, such as Gamers Group, Happy Wanderers and (dis)Able Support and Advocacy Groups remain strong points of connection and important ways new people get to know us.

In the coming weeks, we will celebrate Charlotte Pride uptown, participating in the parade and the festival. Other potential upcoming events for the season include a plant/book/puzzle swap, trunk or treat and an activities and groups fair.

•Congregational Care

submitted by staff liaison, Kelly Greene

Team Members: Janet Palmer, Jan McNeely, Nancy Greene, Vivian Brenner, Judy Love, Catherine Covington-East, Rob Marcy, Greg Schropp, DeWitt Crosby, Sheila Lay

In July, the team sent eight cards, delivered one meal, and delivered one bouquet of flowers for our members experiencing illness, grief, or other hardship – or celebrating occasions such as a marriage in their chosen or biological families. They also delivered a baby blanket to a family expecting a new child.

Congregational Care offered a lovely reception for approximately 90 friends, family, and colleagues of long-time member Ann Wood. Within the next month, they will also offer small receptions for the loved ones of Michael Masterson and Ignacy Kuczminski.

This team consistently offers care and demonstrates what it means to be a loving community. In the coming months, they will consider if there are changes they can or should make to what visits are made to which members and whether those efforts can be expanded. They are also exploring potential improvements to the UUC memorial garden for which they might request a Memorial Endowment Trust grant.

•Denominational Relations

Submitted by Staff Liaison Kelly Greene

Team Members: Karen Bringle, Rob Marcy, Ken Smalley, Caroline Webber

This fall, we plan to offer a discussion of this year's UUA Common Read, *On Repentance and Repair: Making Amends in an Unapologetic World* by Danya Ruttenberg. As soon as we get information from UU the Vote/UU Justice NC, we will again join their efforts.

Also, this year, we will continue the work of connecting UCC members to our UU values and discussing the upcoming vote on Article II of the UUA bylaws.

When we learned about a UU church in Plano, Texas being firebombed, a card-making activity was organized. After service, approximately 20 members of our community made beautiful cards of support for our UU siblings and those were mailed the next day.

•Intersectional Justice

submitted by staff liaison, Lisa Bovee-Kemper

Team Members: Rebekah Visco, DD Hilke, Dave Warren, Janan Jones, Manny Allen, Melanie Greely

Current Goals:

- Improve communication regarding engagement opportunities, making sure UCC at large has access to timely information about issues, partner groups, and action opportunities. This includes but is not limited to Currents submissions, website copy, social media.
- Maintain overall commitment to the IJ Guiding Principles and engagement strategies, understanding that the current model was created to align with the ambitious mission, vision, and ends statements adopted by the congregation as a whole.
- Broaden and clarify ways to get involved with intersectional justice work understanding two things:
 1. participation in Core Groups (or similar educational engagement opportunity) is the most effective way to learn and go deep into transformational work, and
 2. not everyone in the congregation has the capacity to go deep, but there are many ways to participate in the work.
- Create an “on ramp” to meet the needs of folks who are not able to participate in Core Groups (or similar) but still want to be part of the work.

The current focus is on rebuilding relationships with current partners, increasing denominational connections at the state and national levels, and improving overall communications.

We are hosting a relationship building and information session potluck on August 22 and have invited DLRE Paula Gribble to our next meeting to discuss possibilities for IJT (Intersectional Justice Team) educational focus this year. Also stay tuned for revisions to the IJT website pages.

•Worship

submitted by staff liaison, Rev. Lisa Bovee Kemper

Team Members: Sharon Walker, Shelagh Gallagher, Rebecca Ransom, Laura Hamilton, Richard Kistler, Megan van Fleet, Sarah Kucharski

Though the team did not meet in August, we were focused on supporting summer pulpit coverage while Rev. Lisa was out of the pulpit. The six Sundays she was out of the pulpit were filled with a successful variety of guest speakers and lay led services as follows:

June 25: Livestream of General Assembly Sunday Worship with Rev. Manish Mishra-Marzetti, Nancy Macdonald-Ladd, and the GA (General Assembly) choir.

July 2: “Be the Welcome” Lay-led service by Membership Team,

July 9: “A Multiracial Tapestry of Accountability” by roddy bell-shelton biggs

July 16: Community Sunday, service led by Worship Team

July 23: “Resilient Inefficiency” by William Williamson

July 30: “What the Moon Taught Me” by Rev. Lisa Garcia-Sampson