

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

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

Theme for the Congregational Year

“Living into Relationship: Nurturing Loving Community.”

submitted by Alesia Hutto, Director of Administration

The UUCC Professional Staff held its annual staff retreat on Wednesday, August 9. This all day retreat focused getting to know each other, reviewing current UUCC policies, presenting the [RASCI model](#) as a tool that aids in project management, starting a conversation around collaborative scheduling and determining our theme for the 2023-2024 congregational year.

The staff settled on the theme, “Living Into Relationship: Nurturing Loving Community.” Director of Lifespan Religious Education, Paula Gribble says, “When we talk about ‘living into’ things, we mean that we give more than a nod to them. When we live into them, we engage with them fully, including wrestling with the uncomfortable parts. The origins of ‘relationship’ tell us that we are creating or shaping connections. So, living into relationship is engaging fully with our creation or shaping of connections.” Our hope is that this year we can encourage our community to live into their relationship with the congregation. The implementation of this theme will begin with the worship service on Sunday, September 17. You can read more about our theme [here](#).

We know that a big part of the Board’s work this year is to implement the [Covenant of Right Relations](#). Covenant is a “relationship” between, it establishes the commitment. Our hope is to educate and prepare the community to understand what it means to live into their relationships or to be in covenant with. Over the course of the congregational year, there will be many opportunities to engage with our theme throughout our program areas.

UUA Common Read

Repentance and Repair: Making Amends in an Unapologetic World

Submitted by staff liaison Kelly Greene, Director of Member Relations

Next month, in collaboration with Adult Programming, we will offer a four-session (via Zoom) exploration of the UU Common Read, *On Repentance and Repair: Making Amends in an Unapologetic World*. We are excited for these discussions and expect they will help our congregation navigate these times. The five steps to make amends are: 1. Naming and owning harm 2. Starting to change 3. Restitution and accepting consequences 4. Apology 5. Making different choices. We encourage all members to participate. We also invited Piedmont UU Church to join us.

Membership/Participation

submitted by staff liaison, Kelly Greene, Director of Member Relations

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

In August, we added one family, removed one member and had a returning member. We had 10 people identified as first-time visitors, up from seven the month before. Total service attendance was 532, with an average of 133 per service. Only 84 people attended on August 20. That was a Community Sunday – and the last weekend of the summer that did not include a school night. Without that Sunday, average in-person and online service attendance would have averaged 149. The service with the highest attendance was DLRE Paula Gribble's first Sunday with us. We will continue to look for trends.

Forty-six percent of members were recorded as participating in the life of the congregation in August, up from 40% the month before. We expect to see that increase with expanded programming and with the important discussions hosted by the Board and the Ministerial Search Team. We are encouraged that the open rate for congregational emails has reached as high as 75% (Congregational Meeting notice).

The team is exploring ways to offer newcomer classes and recognize new members without conflicting with anything offered by the Board or Ministerial Search Team. We do not want volunteers or new members to have to choose. The team will coordinate with staff to find the best opportunities.

Memorial Endowment Trust Audit Information

submitted by Alesia Hutto, Director of Administration

The UCC Finance Team has recently completed its review of the Memorial Endowment Trust's accounting and reporting for the 2022 calendar year. The MET is required to submit the results of annual reviews to the UCC Board.

The Finance Team reports that it "found no errors or omissions and it appears that the transactions and balances reported to the UCC Board have been accurately recorded."

A copy of the review will be given to the UCC Board Co-Chairs.

As of July 31, 2023, the total balance of all MET assets was \$1,055,361.44.

Ongoing Team Activity

Children and Youth Religious Education (CYRE)

submitted by Paula Gribble, Director of Lifespan Religious Education

Sunday Programming: The summer programming, Camp 234, ended in August. The children and youth have since participated in Community Sunday (August 20), Multi-generational worships (August 27 and September 10), and enjoyed a play day September 3. We had a rich and engaging teacher orientation on Saturday, August 26, which allowed Paula to meet the teaching teams and help them prep for the year. The teaching teams are fully staffed (though we may need one more High School Youth Advisor). Currently, 60 children and youth are registered for CYRE classes. Classes begin on September 24.

On September 10, Paula and Rev. Lisa co-led a service as the multigenerational kickoff of Religious Education (RE). It was well-attended by children and their families, and a lot of fun. We also did a backpack and bag blessing, which was capped off with a token backpack tag/keychain. About 85 people picked up a token. Following the service, a CYRE potluck was held. It went very well and was well attended.

On Sunday, September 17 we will hold a parent orientation and Our Whole Lives (OWL) interest meeting after service. There will also be two Community Sunday offerings that have specific content that will engage children and youth.

CYRE Team: The team had their retreat on August 13. Paula was able to introduce herself to the team and offer some insight into her philosophy of RE. Additionally, team members shared a great commitment to the team and to CYRE. A new chair, David Flynn, was chosen. Team members have helped with the teacher orientation and the CYRE potluck. Almost every member of the team participated in the potluck, by bringing food and/or helping with set up and clean up.

Members originally wanted to meet on the third Sundays after service, but it was discovered that there were too many things at that time to make a meeting feasible. Paula is working with the team to find a new meeting day/time.

Childcare/Nursery: The nursery is well staffed on Sundays, and we have a great roster of teens willing to do childcare. Paula questioned why the teens were paid less for the work than the adults, since there is no difference in the work itself. As a result, Paula worked with the Director of Administration to increase the pay rate to \$15/hour for ALL providers.

Community Building

submitted by staff liaison, Kelly Greene, Director of Member Relations

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

At the Charlotte Pride Festival, 15 UUCC members talked to almost five hundred people about Unitarian Universalism and UUCC at our booth. Plus, over 20 UUCC members (children through elders) marched in the Charlotte Pride Parade. Now hundreds more people know about us. One new family told me that the UUCC booth at Pride was one of the ways they found out about this community.

The team decided to move the second Sunday Lunch Bunch from Koishi to a new restaurant, Piada. This was in response to Koishi's staff being challenged to accommodate a large group with separate checks. This month's Lunch Around the World will be at a Salvadorean restaurant.

Our hiking group, Seniors Share, UUCC Gamers' Group, Happy Wanderers and (dis)Able Support and Advocacy Group have all welcomed people who are new to UUCC. They have also helped our members feel more connected. We are grateful for the fun, connection and support they provide.

For next month, the team will host a swap – plants, books, puzzles, games – in our parking lot. These swaps have been a great opportunity for people to share what they

have enjoyed and pick up something new. The team will also host a Saturday afternoon of board games for people of all ages.

Open Door School Managing Team

submitted by Alesia Hutto, Director of Administration

Team members: Terry Draper, Kimmie Hirst (FCA Co-Chair), Alesia Hutto, Jen McGuire, Suzy Moore (ODS Director) Elaine Peed, Erin Stooddy and Jim Van Fleet

The Open Door School Managing Team gathered for its first meeting of the year on August 17. The team discussed happenings over the summer. In addition, the Managing Team planned welcome back refreshments for the staff during their staff development week from August 28-September 1..

New director Suzy Moore has hit the ground running by working this summer to take care of some much needed facility and operational projects with the help of Office Manager, Amanda Amos, Alesia Hutto, the Building and Grounds Team, and of course the ODS community. Some of these projects included:

- Repairs to the washer and dryer
- Installation of new fences around each of the three playgrounds. The grant from the Memorial Endowment Trust covered \$20,000 of this cost.
- Mulch and sand application around the playground equipment.
- Fresh paint in the classrooms and the corridors of the educational wing.
- New classroom supplies which replaced broken or outdated materials.
- Completion of the new planting area on playground (this was the revitalization of an Eagle Scout project completed by a former member in the 90's.) This new space will serve as an additional learning center akin to the woodworking room.
- The set-up and training for new communication software.
- Reviving the annual beautification day.

On Tuesday, September 5, the 2023-2024 school year officially began. Last year, when preparing the budget, we planned for 93% occupancy due to lower enrollment the past couple of years. The Full Day class (largest revenue driver) is full. We have a couple of spots available in our MT 3s class and our 4 day 4s class. Each of those classes has 4 openings. Suzy feels confident that those spaces will be filled in the coming weeks. All other half day classes are full, with waitlists.

This was the first year since the pandemic that the school is returning to “normal” by bringing back some of the opportunities that educates and allows their community to connect such as ease-in, parent education forums and a revitalized Family Community

Association (FCA.) In addition, they have added, in person parent volunteer and substitute training and a community book club.

With new leadership at the school and transitioning to post-pandemic operations, the team is focused on setting new goals for the school. The team met on September 13 to begin to chart the goals for the school over the next three to five years. This meeting was just the start of a conversation that will continue over the next few months.

Intersectional Justice (IJT)

submitted by staff liaison, Lisa Bovee-Kemper, Interim Minister

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

Intersectional Justice hosted a potluck event on August 22 that was well attended and helped attendees feel more connected. We did a brief presentation giving basic overviews of each of the partner groups and volunteer opportunities. In addition, there were tabletop questions/conversation prompts and attendees were encouraged to get to know one another. Paula created an activity for participants of all ages to reflect on our values and intersectional justice commitments. We hope to have similar events in the future.

UUCC sponsored 90 minutes of calls during the Medicaid Expansion Calling Blitz at the end of August. IJT worked with UUJusticeNC to participate in this advocacy effort. Special thanks to Kelly for serving as our Group Captain and making sure everyone got signed up and received the calling information.

At our September meeting (which is happening after this report is submitted), Paula Gribble will join us and discuss logistics and possibilities for collaboration on the educational aspect of the IJT portfolio, which is our current top priority for the year.

Earlier this month, we received the sad news that longtime community partner Re-Entry Housing Alliance (RHA) will officially close its doors. Dave Walsh, former RHA liaison, has been keeping us updated. Once we know more about which (if any) organizations may be taking over some of the work, we will see if there is an opportunity to seek new partner relationships in the same area of justice work, or if we need to redirect resources to an entirely new partnership opportunity.

Security

submitted by Alesia Hutto, Director of Administration

The worship service on Sunday, September 17 will kick-off our dive into our theme. Over the course of the congregational year, there will be several opportunities to engage with our theme throughout our program areas.

Pre-pandemic the UUCC had a security team. Its formation followed the work of a Security Task Force that issued a report in 2013. Security's initial charge was to review the recommendations of the task force and implement those that appeared both necessary and feasible. The team pre-pandemic instituted security protocols intended to provide reasonable precautions against disruptions to our activities and services.

When in-person operations stopped with the onset of the pandemic, the team became dormant and eventually disbanded. Efforts were made to bring the team back together when we began to offer in person services, but most volunteers were either no longer connected to the UUCC or didn't feel comfortable coming back in person. This left a gap in the implementation of those policies as we began to hold in person services and events.

The need to reconvene our security team has become a priority because our current policy does not work with our post-pandemic Sunday operations. We also have a need to plan for crises outside of security breaches, such as medical emergencies.

Plans and recruitment has begun for creating a security team that will help develop plans and policies around security and medical emergencies. We have two UUCC members who have volunteered and three staff members. Although recruitment is ongoing, plans for a first meeting are underway. Rebecca Ransom, Worship and Security Team member, has connected the UUCC with a security consultant who will be working with stakeholders and staff to do a security assessment. It is scheduled to take place in October.

Worship

submitted by staff liaison, Rev. Lisa Bovee Kemper, Interim Minister

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

The worship team met in July and September. At the September meeting we took extra time to introduce one another and welcome the new members. In addition, we requested that a member of the A/V team attend worship team meetings as a liaison to

maximize collaboration and communication regarding Sunday service logistics. Paul Nisely attended in this role.

The team decided that on Christmas Eve we will do the pageant service in the afternoon and the candlelight service in the early evening, with no in person offering at the 10:00 morning worship time. We plan to share a link to a livestream of another congregation's morning service for folks who wish to view.

There was a lengthy discussion about ways to get clearer with tech cues, especially understanding the difference between what is on the livestream and what is on the screen in the sanctuary, as well as identifying the camera "scenes." Some things were clarified, and it was determined that it will be helpful for Rev. Lisa to meet with one or two of the techs to see what happens at various times during the service to improve the specifics of the tech directions.

The team also reviewed the services held in July and August. Both the lay led services and the guest preachers were well-received with positive feedback heard from various parts of the community. Also noted was the significant energy and excitement felt at Paula's arrival and a sense that she is integrating into the community smoothly so far.