

**Coordinating Team
Report to the Board of Trustees
January 2024**

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

Transition Team Report

submitted by staff liaison Rev. Lisa Bovee Kemper

Team Members: John Burns, Shandra Stout, Lisa Hagen, Donna Fisher

This month, the interim focus has been largely on supporting the congregation in practicing healthy conversation while engaging the conflict in the UUC members facebook page. The transition team has supported Rev. Lisa by listening and giving feedback regarding potential response. In addition, members of the team attended the meeting after the service on 1/8.

During the acute phase of this conflict, there was much communication between the board and Rev. Lisa (on behalf of staff) regarding the appropriate roles of each group (board of trustees and staff) under policy governance. It is understood by both parties that the board's role is vision and monitoring while the staff's role is implementation of ends and interpretation of policy. In the context of the interim work, this situation is an effective "case study" (albeit live and in person rather than in the abstract!) that has supported broader understanding of these roles and accountability.

Rev. Lisa expresses her gratitude to the board for their support of the staff's role and authority regarding the moderation decision made in the Facebook group. In particular, the understanding that it isn't the board's role to agree or disagree with the outcome of the policy decision, but to ensure that the process that led to the decision was in line with the agreed upon policy and enacted in good faith.

In coming months, Rev. Lisa will be hosting a series of drop-in "sack lunch" or virtual conversation sessions. These will be informal meetings to encourage fellowship between UUC members, and increase opportunities for in-person communication.

Quarterly Financial Update July-December 2023

Submitted by, Alesia Hutto, Director of Administration

July-December 2023					Total
	YTD Actual	YTD Budget	Fav/ (Unfav)	Annual Budget	
Contributions	395,451	416,150	(20,699)	772,500	
Other Income	31,489	24,419	7,070	49,238	
Total Income	426,940	440,569	(13,629)	821,738	
Total Expense	385,786	413,134	27,348	833,665	
Net Income	41,154	27,435	13,719	(11,927)	

income of \$426,940 was below budget by \$13,629. Looking at giving trends over the last three years (2020-2022) by mid-year we have collected approximately 53% of our annual income. As of December 2023, we have collected 52% of projected income.

We continue to underspend in programming. Year to date expenses are favorable to budget by \$27,348.

Mid-year finds us with a net income of \$41,154.

Six months into our congregational year, contributions (non-pledged income) and Other Income continue to trend well above budget due to increased contributions, rental receipts and interest earned on certificates of deposit. Pledge payments continue to be below budget by approx. \$26K. We will continue to send pledge statements on a regular basis to remind members of their outstanding balances, and hopefully close the gap on lower than projected pledge income.

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

Role of Treasurer

submitted by Alesia Hutto, Director of Administration

As reported in the October 2023 Report to the Board Ron Maccaroni is rotating out of his role as treasurer. Ron has been working with the current finance team chair, Chip Dickerson, getting him trained to take over this role. During the training process, the treasurer's roles and responsibilities have been updated to reflect the current responsibilities of this vital role. Ron has been invaluable to the UUC. Ron will transition out of this role and Chip Dickerson will take over the responsibilities February 1. Ron will continue his role on the finance team and will be available over the next few months to assist Chip as needed.

Plans will be made to celebrate his work in this role.

Membership/Participation

submitted by staff liaison, Kelly Greene

Team Members: Mary Bruce, Meagan O'Connor, Erica Blake, Mary Ellen Brook, Meredith Quinn

In December, service attendance averaged 215, up from 160 in November. This increase was expected due to the service with Keith Kron and Christmas Eve services. While we noticed participation by UUC members we had not seen recently, just 49% of members were recorded as participating in December. Members who contacted us to resign their membership from UUC noted that they had not been involved in some time. Increasing engagement will help our community to thrive.

Ongoing Activity

•Adult Religious Education/Spiritual Development (ARESD)

submitted by Paula Gribble, Director of Lifespan Religious Education

Team members: Annie Flint, Althea Clark, Catherine Covington-East, Kristin Rogentine-Lee, Ron Spake, Galen Stout, Jinny Sullivan

Current Programming: ARESD offered the Common Read class in October, and it was well attended and received. We are going lead a service on February 4 to share what was meaningful about the class with others. We may do a second round of this class if there is interest.

In February, we will offer a class called “What About All These Words?” The class will examine religious language. It will be offered as two options: a 1 session/in person Saturday morning, and a 2 session/Zoom Thursday evening. If the class is well received, it is likely to develop into a series.

We are looking at other class options to add.

ARESD Team: ARESD has had two wonderful and productive meetings. We looked at past strengths and challenges of programming, and what folks thought UUCS needed in Adult Programming. The ARESD team and the DLRE have taken on the responsibility for Credo and Discovery Circles.

Credo programming is in process. We have created a nomination form for others to suggest folks they might want to hear from. ARESD is working on guidance around Credo presentations and recruiting speakers.

Discovery Circles is the next concentration for the Team. DLRE and Ron Spake will work together to look at what has been done in the past and develop a plan to re-launch them.

Future Plans/Big Picture: DLRE, along with the ARESD Team, have identified two trajectories for Adult Learning and Spiritual Growth. 1: Classes which look at Religious Origins, and work toward healing religious trauma, and 2: Classes which center on relationship, seeking healthy ways to connect and deal with conflict.

•Building and Grounds

submitted by staff liaison, Alesia Hutto

Team Members: Tom Beggs, Rocky Hendrick, David Johnson, Dan Maples, Tom Moore (Sexton) and Charles Pilkey (chair); Gardening Group Representatives: Shannon Bradley and Jean Wilson

The second quarter of our congregational year for the Building and Grounds team has been relatively quiet. The team has focused on assisting in getting some much needed projects completed. The team discussed proposals for the removal of a dying tree with the work being completed in December. Select members of the team held several meetings with stakeholders of the Congregational Care Team to explore expanding the memorial garden and the dis(Ability) group to discuss adding ramp access to the Sanctuary stage.

Landscape lighting was installed in November. Additional lighting has been an expressed need, especially since the installation of our firepit. Although there is one remaining installation phase, most of the work is complete. A special thanks goes to Eric Smith and the volunteers of the Building and Grounds Team! This work is possible due to the grant program of the Memorial Endowment Trust (MET) of the Unitarian Universalist Community of Charlotte.

For the winter months, the gardening group is moving their work indoors. Their plan for the next few weeks is to focus on planning. Jean Wilson, head of the gardening group, says, “the group is going to look at each area and draw landscape plans showing what is already there, and what, if anything, we can/should add, move or rearrange.” The goal is to have plans in place for spring. These meetings will take place during their usual meeting times on the 2nd and 4th Saturday in the Conference room between 1-4 p.m. Any gardening volunteer is welcome to attend.

•Children, Youth, and Families (CYRE)

submitted by Paula Gribble, Director of Lifespan Religious Education

Team Members: Joe Argent, David Flynn, Chair, Nathan Hackenberg, Secretary, Janan Jones, Kristie Lauderbaugh, Melissa Schropp, Heather Simpson, Galen Stout, Valerie Vickers, Lisa Walls

Data: We currently have 78 children and youth registered. Average Sunday attendance is 28. December was a hard month with the holidays as well as Paula struggling with health issues. There are 12 Class Days from January – June.

Note: We need to find a way to count attendance for multigenerational services. Also, not all attend on Sunday mornings but attend other things, and not all who attend on Sundays come every Sunday. We now refer to “Middle School Youth” as “Jr. Youth” (Grades 5-7), and “High School Youth” as “Sr. Youth” (Grades 8-12).

Sunday Programming: Classes continue to go well. There was a break from classes Dec. 10 – January 7 for multigen services and holidays. Classes begin again on January 14.

The Sr. Youth will be doing their worship service on February 11. They will have a lock-in (overnight at church) to plan the service on January 12. Rev. Lisa will meet with Youth to help them plan.

We are seeing steady attendance in classes, and good attendance in other activities. Children seem to be enjoying things like children's choir and Community Sunday. We continue to find ways to engage the Youth on Sundays.

CYRE Team: The team has been an extreme support to the DLRE, particularly stepping up to help when Paula was ill. The Team has recently assisted with events, holidays, and Our Whole Lives (OWL) work.

In addition to vision work and big picture planning, the Team has chosen portfolio areas (such as OWL, Events, Curricula, etc.) for subgroups to work on.

Other Events: The holidays brought great fun for children and families. Many people attended the Holiday Party on December 16 where they visited with Santa and enjoyed games and crafts. Around 20-25 children attended and participated in the Christmas Eve service and pageant.

•Communications

submitted by staff liaison, Belinda Parry, Office Administrator

Team Members: Courtney McLaughlin, Kimberly Melton, Debbie Rubenstein, and Melissa Schropp

The Communications Team provides graphics, design, writing, photography, web, and social media services directly to UUCS staff and teams for smaller-scale projects and works with contractors hired by the UUCS on larger projects. There are four Team members: Courtney McLaughlin, Kimberly Melton, Debbie Rubenstein, and Melissa Schropp, who joined the team in December. The team meets on the 3rd Tuesday of each month via Zoom.

The Communications Team is working with the Stewardship Team to create marketing materials that will draw members' attention to the seasonal stewardship campaign and educate members about the importance of pledging and contributing, including inviting people to think about and share their own reasons for pledging.

The team continues investigating ways to utilize our social media platforms (Facebook, Instagram, YouTube) more. We are reviewing our existing newsletter, *Currents*, with an eye toward better integrating Intersectional Justice, Denominational Relations, and other program/leadership areas that do not currently have their own space.

This year, we are reviewing and updating marketing materials and our online presence.

•Denominational Relations

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

Team Members: Karen Bringle, Nan Fuller, Lilly Hagen, Ken Smalley

In December, UUCC wrote and mailed holiday messages of hope and care to 100 incarcerated Unitarian Universalists through Church of the Larger Fellowship's Worthy Now Prison Ministry.

In November and December, members from Denominational Relations and Intersectional Justice participated in a pilot WEAV (**WEAV** stands for **W**ho and **W**hat are **U**Us? **E**mbodied Justice, **A**dvocacy, and **V**ision) training offered by Starr King School for the Ministry. Participants offered feedback to the class leaders to help improve the final offering. This month, the same participants will attend additional facilitator training so that this program can be offered at UUCC in the future.

Next month, UUCC will certify with the Unitarian Universalist Association, submitting our congregation directory listing, congregational leadership, financials, membership, diversity, etc.

Upcoming activities for this team will include preparing the congregation to participate in General Assembly (virtual this year) and partnering with UU Justice NC and UU the Vote regarding the 2024 elections.

•Music

submitted by staff liaison, John Herrick, Director of Music

Team Members: Lisa Lackey, Judy Love, Debbie Marr, Lee Martinec, Jan McNeely and Larry Oliver

The late fall/early winter music program had robust attendance in the Adult and Children's Choirs, with the Handbell Ensemble staying consistent. Since the October 11 report, the Adult Choir sang in eight services, the Soprano/Alto Ensemble (a subset of the Adult Choir) sang in two services and the Children's Choir sang in three services. Highlights included the children singing for a Halloween-themed service on October 29, and the Handbell Ensemble and Adult Choir presenting a seasonal Music Sunday in early December. On December 24, the Children's Choir sang in the 4:30 p.m. service and the Adult Choir sang in the 7:00 p.m. service, accompanied by a brass ensemble comprised of UUCC members.

Members of the Adult Choir, accompanied by Scott Whitesell, sang an outreach holiday concert for a large and appreciative audience at Brookdale Carriage Club on December 3. Several residents there have been UUCC members. An afternoon of caroling to homebound UUCC members on December 17 had to be cancelled due to very wet weather, but John Herrick met with the members and delivered care packages from the Congregational Care Team. Singers from the Adult Choir will take a Singing Valentine program to Brookdale Carriage Club and Windsor Run on February 11 (past UUCC members live at both locations).

Community building social activities included monthly pre-rehearsal dinners for the Handbell Ensemble on the second Wednesday of each month, a post-rehearsal reception for the choir on November 1 and a Twelfth Night potluck gathering for all music program participants on January 6.

Music team member Jan McNeely did a wonderful job this past fall in organizing the UUCC music library and will continue to serve as music librarian.