

Meeting Minutes
Board of Trustees of Mount Vernon Unitarian Church
1 April 2008

Board members present:

Jim Potter, Chairman
Reid Adler
Wendy Burns
Ilene Gillispie
Lisa Guide
Birgit Robbert
Raleigh Romine
Lauck Walton

Absent:

Bill Clontz
Mike Walker

Others present:

Ron Brandt, Church Administrator
Al Erickson, Treasurer
Rev. Don Vaughn-Foerster, Interim Minister
Meagan Henry, Director of Religious Education
Jane Nelson, Ministerial Search Committee
Bill Alsmeyer-Johnson, BOT nominee
Tamara de la Camp, BOT nominee
Doug Jemison, BOT nominee
Lincoln Cobb, Membership Development Committee
Russ Stumpe

The meeting was called to order at 7:30 by Board chair, Jim Potter.

1. Jane Nelson, Ministerial Search Committee, reported on activities planned for the upcoming candidate week. Rev. Kate Walker will arrive on Saturday, April 5th. Her week at MVUC will be filled with leading the 6 April and 13 April services, attending scheduled committee meetings, participating in church activities, meeting with church staff and various groups, and attending dinners and receptions. (Washington area ministers will host a luncheon as well.) There will be many opportunities for Kate to come to know our MVUC community and for us to come to know her.
2. Plans for the two upcoming congregational meetings were finalized. For the April 13th special membership meeting to vote on calling Rev. Kate Walker as MVUC's settled minister, Wendy Burns, Birgit Robbert, and Reid Adler will register voters on April 13th. Absentee ballots/proxy ballots will be available in the church office and at the April 6th, 13th, 27th services as well.
3. Since there will be only one church service at 10:00 on April 27th, it was decided to hold the annual Congregational Meeting following the service at 11:15 instead of at 5:00 as originally

planned. Ron Brandt and Jim will send information concerning the meeting, including nominees for the Board of Trustees, the Program Council and the Nominating Committee, the proposed budget, and plans for construction. There will be a pot-luck luncheon (organized by Lauck) following the meeting. The BOT members who will register voters and count votes at the April 13th meeting will do so again for the Congregational Meeting.

4. Lauck presented both a balanced and a deficit budget for the 2008-2009 church year prepared by the Finance Committee. The BOT approved the attached deficit budget that will be presented to the congregation at the annual meeting. Discussion about the budget brought up the following:
 - There should be an accurate membership count reported to UUA each year so that MVUC is not paying dues (approximately \$80 per member) for those who are no longer active members. Lincoln Cobb, Membership Committee, will work on establishing procedures to classify membership status and make recommendations to the Board.
 - None of the requests for special funding made at previous BOT meetings were granted. A list of these committee requests should be maintained so that when funds do become available, these special projects can be considered.
 - There should be opportunities for church members to discuss the budget, as well as the construction schedule, before the Congregational Meeting. Meetings will take place after the second service on April 20th and after the vesper service at the Fellowship Dinner on April 23rd. Al Robbert will represent the Finance Committee at these meetings (Lauck is unavailable), and Bill Clontz will talk about the construction schedule.
5. The Board approved the Social Justice Council's proposed task forces that will be voted on by the congregation at the annual meeting. These task forces address the following: 1) outreach and support for the Route 1 community, 2) advocating for reproductive rights, and 3) implementing the Green Sanctuary principles. Information on these task forces is attached. A fourth task force will be considered by the Board by e-mail and will also be presented to the congregation if approved by the Board.
6. Interim minister Rev. Don Vaughn-Foerster gave his monthly report (attached).
7. Meagan Henry gave her DRE report (attached). Wendy added that there will be an outdoor fund-raiser (by donations) in the afternoon on May 4th for the Natural Playground Project.
8. The Director of Music's report (attached) was noted.
9. Ron Brandt gave the Church Administrator's report (attached). As requested by Ron, the Board approved the following motions: 1) The Rental Events Coordinator may schedule events at MVUC on a no-charge or reduced-rate basis when events are considered to serve a worthy community purpose in accord with UU principles; 2) The Membership Development Committee, in cooperation with the Church Administrator, shall be responsible for collecting and publishing key data reflecting trends regarding the vitality of the congregation. See Ron's report for details about these motions.

10. Ron and Bill Clontz (in absentia) further asked that the Board consider starting small parts of the Future Facilities Project. The Board approved that Ron request George Churchill begin to work on the stain-glassed window that he was commissioned to create for the new entry. This eight-foot window will be used in the existing church building until the new construction begins. Costs for the window will be covered by the Building Fund. The Board also requested that Bill research the cost for new risers and report to the Board at a later time.
11. Al Erickson gave Treasurer's reports (attached).
12. Jim appointed interim BOT officers to serve after the Congregational Meeting until the newly elected BOT convenes and holds elections. Lauck Walton will serve as chair, Reid Adler will serve as vice-chair, and Birgit Robbert will serve as secretary.

Action Items:

1. Bill C. will get information and pricing about new risers.
2. Ron will ask George Churchill to begin stain-glass window.

The meeting adjourned at 9:25, and the Board went into executive session to discuss staff salary adjustments for 2008-2009.

Respectfully submitted,
Birgit Robbert, Board Secretary

Attachments:

1. MVUC 2008-2009 proposed budget
2. Social Justice Council's task forces proposals
3. Interim Minister's report
4. Director of Religious Education's report
5. Music Director's report
6. Church Administrator's report
7. Program Council report
8. Revenue and expense report
9. Building revenue and expense report

MOUNT VERNON UNITARIAN CHURCH
Fiscal Year 2009 Board Approved Budget

Account	2008		2009	
	Budget	% of Budget	Budget	% of Budget
REVENUE				
Stewardship Pledges	\$ 360,000	77.6%	\$ 360,000	74.7%
Contributions	\$ 18,000	3.9%	\$ 24,000	5.0%
Facilities use and rental (other)	\$ 19,860	4.3%	\$ 20,000	4.1%
Weddings(net)	\$ 45,000	9.7%	\$ 70,000	14.5%
Fund Raising Income	\$ 20,650	4.5%	\$ 8,000	1.7%
Administrative & other income	\$ 500	0.1%	\$ -	0.0%
TOTAL INCOME	\$ 464,010	100.0%	\$ 482,000	100.0%
EXPENSES				
Worship programs (incl music)	\$ 4,500	1.0%	\$ 4,500	0.9%
RE programs incl youth ministries	\$ 7,600	1.6%	\$ 7,600	1.6%
Home community programs	\$ 200	0.0%	\$ 200	0.0%
Our larger world/social justice	\$ -	0.0%	\$ 6,000	1.2%
Communications	\$ 3,200	0.7%	\$ 3,200	0.7%
Stewardship campaign	\$ 100	0.0%		
Denomination Responsibilities	\$ 29,841	6.4%	\$ 29,120	6.0%
Adm programs				
search committees/installation	\$ 16,700	3.6%	\$ 5,000	1.0%
other comm. & expenses				
Operating Expense	\$ 27,700	6.0%	\$ 27,700	5.7%
debt service				
Property maintenance	\$ 54,600	11.8%	\$ 54,600	11.3%
Utilities	\$ 25,800	5.6%	\$ 30,000	6.2%
Employment compensation				
Minister	\$ 109,399	23.6%	\$ 126,774	26.3%
Staff	\$ 159,966	34.5%	\$ 216,945	45.0%
Employee benefits				
payroll taxes	\$ 12,605	2.7%		
insurance	\$ 5,103	1.1%		
pensions	\$ 13,371	2.9%		
conferences & contin. edu.	\$ 5,000	1.1%	\$ 10,000	2.1%
TOTAL EXPENSES	\$ 475,685	102.5%	\$ 521,639	108.2%
NET REVENUE(EXPENSES)	\$ (11,675)		\$ (39,639)	

ROUTE 1 TASK FORCE FOR SOCIAL ACTION

PURPOSE

The MVUC Route 1 Task Force for Social Action reaches out and supports community empowerment programs for the homeless and marginalized population on Richmond Highway (Rt. 1), particularly (but not exclusively) programs undertaken by United Community Ministries (UCM), Ventures in Community (VIC), Habitat for Humanity, New Hope Housing, and On Our Own (Fairfax County program for mentally ill).

SOCIAL CONTEXT

The Route 1 corridor suffers from an increasing population of homeless, socially displaced and ethnically marginalized people primarily among African-Americans and Latinos. Homeless in Fairfax County in general, and on Rt. 1 in particular increased dramatically since 2000, among both African American and White Caucasian groups. The marginalized and non-integrated Latino community reaches out to United Community Ministries (UCM) for support in life skills. County and state programs cannot keep up with the need for outreach and support. Churches along Rt. 1 corridor are increasing their outreach programs in number and diversity, to help those in need. MVUC has a long tradition of reaching out to people in need and the Route 1 corridor will benefit from task force involvement.

RELIGIOUS RATIONALE

Unitarian Universalists believe in the worth and dignity of every human being, irrespective of race, sexual orientation, gender or age. They also believe in applying these principles to every day life, spreading love and compassion among those less fortunate and serving in the community to help those whose dignity is shattered by adversities of life. The Route 1 community of displaced and marginalized people is within a short distance of MVUC and offers ample opportunities for community service. MVUC has been supporting the work of UCM for two decades and recently started working with VIC to reach out to increasing numbers of people in need. By supporting community programs to empower the powerless, this task force translates the bigger UU principles into action.

ACTION GOALS:

1. To help those in need and expand church involvement in our community.
2. To mobilize cross-generational congregational involvement, by identifying intergenerational activities, involving families with or without children, newer members, friends and visitors in age-appropriate aspects of social work.
3. To educate the congregation and advocate for social justice.

Timeframe: Fall 2008 – Fall 2009

Description of Activities:

1. Continue to support existing projects:
 - a. Support for UCM:
 - i. Year-around:
 1. Food, clothes and household items drives.
 2. Volunteer support for empowerment programs such as computer literacy, financial skills, back-to-work training programs; special needs programs such as transportation for disabled people.
 3. Candy Swing.
 - ii. Summer: School Supplies collection
 - iii. Fall: Walk for the Homeless.
 - iv. Winter and spring: Thanksgiving meals, Christmas Shop, special collection, benefit concert.
 - b. Support for VIC-HOP, program to feed the homeless: December 2008 through March 09.
 - i. Fall: recruit MVUC groups to prepare weekly meals, and provide overnight supervision at the shelter.
 - ii. December-March: coordinate volunteer activity: preparation of meals, delivery to Rising Hope church (the venue for VIC-HOP), coordination with county and state social workers on requirements and conditions for participation.
 - c. Support Eleanor Kennedy shelter for the homeless and New Hope Housing clients.
 - i. Tutor children and adults.
 - ii. Provide child care.
 - iii. Food and clothes drive.
 - d. Support Habitat for Humanity events.
 - i. Organize and/or host discussion forums on affordable housing.
 - ii. Publicize volunteer opportunities.
 - e. Organize advocacy and educational events such as Sunday services and discussion forums.
 - i. Annual service on homelessness, in December.
2. Support new projects as opportunities arise:
 - a. Expand support for New Hope Housing, with a monthly commitment to prepare and serve food at Kennedy shelter for the homeless.
 - b. Expand support for Habitat for Humanity, through direct participation in building new homes.

- c. Advocate for sustainable affordable housing, in coordination with Green Sanctuary task force.
- d. Provide fresh, organic produce from MVUC garden to the homeless population.

TASK FORCE ORGANIZATION

Convener: Georgia Pourchot

Volunteer Support:

- UCM Walk for the Homeless: Kathie Watson
- UCM Thanksgiving food collection, Christmas Shop: Sally Joy Remington
- UCM Life Skills Project: YRUU families
- UCM Candy Vending: Joan Darrah, Lynne Kennedy
- UCM Computer literacy: Ron Brandt
- Hypothermia Project: Every Thursday Women's Group, RE and YRUU families, Contemplative Group and other church groups.

Communication: email and telephone

EVALUATION

Task Force support for Rt. 1 empowerment and community programs are periodically evaluated by its members for

- ❖ Continued need
- ❖ Efficiency and timeliness
- ❖ Availability of volunteers
- ❖ Priorities or services and volunteer support

Annually, in March, task force convener presents a report of activities to the annual meeting of the congregation, identifies achievements and proposes adjustments to the action goals as needs for community support evolve.

Women's Reproductive Rights Strategic Planning Process Worksheet

Purpose

Our stated goal from our beginnings in 2005:
Influence state and national legislation by lobbying representatives. Educate the public, including youth, about threats to reproductive rights. Encourage participation of men in choice and responsibility for their children. Protect women from violence from partners or parents.

Social Context

Reproductive rights are fundamental to women's rights. These rights should be accorded to all women, in America and the world. Every child should be a wanted child.

Religious Assumptions

The following principles from the covenant of the Unitarian Universalist Association of Congregations motivate the founding of this task force:

- Principle 1. The inherent worth and dignity of every person.
- Principle 6. World community with liberty and justice for all.
- Principle 7. Respect for the interdependent web of life.

Another important influence is UU history of supporting women's rights.

Goals

Influence state and national legislation by lobbying representatives. Educate the public, including youth, about threats to reproductive rights. Encourage participation of men in choice and responsibility for their children. Protect women from violence from partners or parents.

Strategies

Educate the congregation on dangers to women's reproductive rights through forums and newsletter articles.

Work with the new minister to incorporate awareness of the threats to reproductive rights and services, on the state, national and international levels.

Investigate ways to work with outside groups such as other churches (UU Churches and churches from other denominations), NARAL, RCRC (Religious Coalition for Reproductive Choice), UUWF (Unitarian Universalist Women's Federation).

Tactics

- We would like to sponsor a pro-choice movie night, as we did in 2006.
- We would like to facilitate an active letter writing campaign from congregation members to elected officials.
- We plan to be active in educating the congregation on relevant issues and candidates' positions in the November election.

Evaluation

Activities:

- We participate in the Our Larger World Social Justice table and display in the Commons between and after Sunday services.
- We informally researched the availability and cost of Emergency Contraception (Plan B) at local pharmacies. It is now available for purchase over the counter by anyone over the age of 18. We reported our findings to NARAL, and Wendy Burns wrote an article for the Windmill.
- Lynn Kennedy participated in reproductive rights and women's issues workshops at General Assembly in 2007 in Portland, Oregon.
- Lynn participated in a YRUU discussion class on reproductive rights in January 2008 with Grace Garner, the new Clara Barton Intern for Women's Issues in the DC UUA advocacy office.
- Four MVUC members attended Pro Choice Lobby Day 2008 in Richmond January 31. This is our third year participating.
- We sponsored the January 2008 special collection, to commemorate the thirty-fifth anniversary of the Supreme Court decision on Roe v. Wade. We raised over \$700 for Planned Parenthood of Metropolitan Washington.

Lynn will speak about the Task Force at the MVUC workshop for new members "Walking the Walk of Social Justice" on April 12th.

Morale

The task force morale is good but will improve now that we have those who were on the ministerial search committee back and now that we have new members.

Lessons Learned

We need to continue grooming new leaders, recruit new members, and now that we will have a new minister we need to work closely with her.

Green Sanctuary Strategic Planning Process Worksheet

Purpose

The Green Sanctuary committee exists to put into practice, within the church, the principles of The Unitarian Universalist Ministry for Earth. Those principles are:

- To build awareness of societal environmental issues among UUs.
- To generate commitment for personal lifestyle changes.
- To motivate UUs to community action on environmental issues.
- To build a connection between spiritual practice and environmental consciousness.
- To make the church a microcosm of what we'd like to see environmentally in our community and in the world.
- To encourage members of the congregation to live their personal lives in an environmentally friendly manner.

The Task Force also exists to gain official certification from the UU Ministry for the Earth as a Green Sanctuary.

Social Context

Current scientific advancements have made it very apparent that the Earth's climate has already begun to change in ways that are harmful to people and other life forms. Further it is believed that it is human activity, primarily the burning of fossil fuels, that is causing this climate change.

Religious Assumptions

The Seventh Principle of the covenant of the Unitarian Universalist Association of Congregations states our understanding that we are part of the interdependent web of all life. To allow harm to come to any thread of that web threatens all the other threads, all life forms.

Goals

1. To gain official certification from the UU Ministry for the Earth as a Green Sanctuary.
2. To implement the energy audit recommendations where practicable.
3. To continue to educate the congregation on the importance of lifestyle changes.

Strategies

1. Work with the administrator and the building committee to implement the energy audit recommendations.
2. Continue to work collaboratively with the Minister, RE Director, Administrator, Music Director, other committees, and the Board of Trustees to leverage MVUC's ongoing efforts to "green" all aspects of church programs and policies; to look through a long term, "green lens" at everything MVUC does and plans.
3. Continue to expand MVUC's green efforts into the community, leveraging environmental "wins" within the broader community.

Tactics

1. Use the funds from the Susan B. Anthony grant to purchase energy efficient light bulbs and replacement parts for existing fluorescent fixtures.
2. Work with the Administrator and Building Committee to devise checkout procedures for those closing up a building at night or on weekends to make certain that the dimmed lights are properly shut off, as well as other electrical appliances.
3. Work with the Administrator, office staff, Board of Trustees, and any others to investigate the use of paper with the highest possible recycled content for all paper uses in the church.
4. Work with the Administrator, office staff, Board of Trustees, and any others to eliminate the use of Styrofoam coffee cups.
5. Work with the Administrator, office staff, Board of Trustees, and any others to develop a matrix to track and date the incorporation of green measures recommended in the energy audit, etc.
6. Investigate what policies and procedures currently exist for recycling of all recyclable materials and to work to improve them.
7. Make use of the people who signed up for the various activities at the Intergenerational Climate Change event, e.g. write educational materials, assist in incorporating energy audit recommendations, etc.
8. Hold an Earth Day service on April 27, 2008.
9. Work with the Minister, RE Director and Sunday Services Committee to ensure that enhancing "green" awareness is an ongoing part of MVUC's services, classes, etc.
10. Encourage MVUC members to incorporate "green" measures at home.
11. Plan for an Earth Day Service for 2009.
12. Urge people to get involved in the state and national campaigns to eliminate "dirty" energy sources, such as coal, and to press candidates to state how they will work to make our country more environmentally benign.
13. Continue to work with Greater Washington Interfaith Power and Light and to leverage MVUC's membership, such as participating in a recent green building tour with other churches. The Green Sanctuary plans to offer a similar tour of this facility to MVUC members and neighboring churches, thereby expanding our green network.
14. Help to arrange environmental speakers within MVUC's social justice speaker series.

15. Reach out to the local community to leverage MVUC's environmental successes by providing information about our programs and the UUA Ministry for Earth's Green Sanctuary certification program. Include the local community in appropriate other ongoing activities, such as Simplicity and other circle classes, etc.

Evaluation

- Beginning in 2003, began working with Fairfax County to obtain funding of \$60,000+ in funding for installation of rain gardens, an inlet structure and check dams to control water runoff quality and improve local water quality. MVUC was selected in 2005 to receive funding and Steve Dressing headed work with Fairfax County. Installation was completed in 2007.
- Starting in 2005, did ongoing work with the Construction Task Force to incorporate green features into the proposed Meetinghouse addition.
- Arranged for Terry Clements from the School of Landscape Design at Virginia Tech to hold her spring, 2006 semester-long class at MVUC, resulting in two student-prepared design projects with recommendations for improvements in water runoff, use of native plants, etc.
- Held an Earth Day Fair in April, 2006.
- Conducted an Earth Day service in April, 2006.
- Karen Dornseif and the Greenhouse Committee arranged for MVUC to become certified by the National Wildlife Federation as a Backyard Wildlife Habitat.
- Provided delegates to the General Assembly, who contributed to the adoption of the Statement of Conscience on Global Warming in 2006. Also provided delegates in 2007.
- Held an Intergenerational Climate Change Event in January 2008 that was well attended and at which people signed up to help with environmental activities to be done at church. They also made personal commitments to become more environmentally benign.
- Worked with Greater Washington Interfaith Power and Light (GW IPL), of which the church is a member, to receive an energy audit done.

Morale

The morale of the task force members is generally good, particularly since several new members have joined recently and there is broad support for the efforts of the Task Force throughout MVUC. In fact, green action has spread far beyond the efforts of the Green Sanctuary Task Force. We are thrilled that construction of the water management program by Fairfax County is now complete. We are also very pleased to see environmental awareness growing among the congregation and to see that MVUC is

Interim Minister's Report to the MVUC Board of Trustees

For the Period of March 5 to April 1, 2008

March 28, 2008

Four **Sundays** occurred during the period of this report. I led three services (March 9, 23, and 30, this latter not yet held at the writing of this report). On March 9 I led a service supportive of the Stewardship Campaign and spoke directly to the need to support the church both materially and spiritually. March 23 was an intergenerational Easter/Spring Celebration service that had very meaningful and enjoyable contributions from the Director of Music and the Director of Religious Education. The Pledge Kickoff Sunday was March 16 and was led by Mimi Stevens.

Events and functions I attended within the congregation during this period included: weekly Thursday Groups luncheons, Wednesday Fellowship Potluck and Vespers (which I led), and the Stewardship Dinner, 3/15.

Other meetings that I attended included: Board of Trustees, Program Council, Executive Committee, Kitchen Cabinet meetings, weekly choir rehearsals, and Music and Sunday Services Committees (to be held after this writing and before the Board meeting on April 1.)

Administrative activities have included the weekly staff meetings; other meetings as necessary with the Church Administrator and the professional staff (i.e., D.R.E. and Music Director); and more than one meeting with (plus innumerable emails from) several individuals regarding Sunday service scheduling, committee functioning, and personnel matters.

Pastoral contacts have averaged at least two persons a week with serious personal issues.

Other issues and activities:

- The service on April 27 has been an issue this month. The request was made by the Green Sanctuary Committee that there be only one service at 10 a.m. on that day to accommodate the schedule of a major environmental speaker. I came into the discussion only after the request for the change had been made to the Program Council. Based on prior arrangements with the Sunday Services Committee, I had thought the Green Sanctuary Committee had been allotted the services on May 20 and I was to plan and lead the services on April 27, so such a switch would require an adjustment of my own plans. Initially, I did not favor the request for one service on April 27, but the email flurry became so intense that, when it became clear that I, as minister, would be the one to make the final decision, I chose to confirm the original request. To rehearse the valid pro and con arguments on both sides of the issue would require more space than is appropriate here in this report. Also, when I confirmed the original request, I may have overstepped whatever tenuous authority I seemed to have at the time by also approving an additional request for single, ten o'clock services to continue through May. After reflecting on that decision, I realized that the Board should be the agency to handle the request for May but announcement of the proposed change had already been made. Subsequently, this has been sorted out and May will continue in the two services mode until the Sunday before Memorial Day when the summer schedule of a single service on Sunday will begin. My conclusion after this experience is that, when a

settled minister is called, that person should be in charge of all Sunday services and any other committee or persons involved should be assistive to the minister.

- An effort has been made this month to create a quieter, more meditative mood during the few minutes just before the beginning of the Sunday service. The object is not to prevent persons from communicating with one another but to encourage them to do so in a way more respectful of the reasons that others come to the service.
- Just a note of reminder: According to UUA protocol, there should be no opportunity for anyone to make any positive or negative comparisons or contrasts between the Interim Minister and the candidate, especially during candidating week. So, during candidating week, I will keep a low profile and stay off premises to work on ministerial things, but not available for routine contacts. If some kind of dire emergency does arise, I will be near my telephone. Also, during the week following candidating week, I will attend the annual Interim Ministers Retreat (this year in Houston). I will return on Friday, April 18 and will conduct the services on April 20. If it is necessary or useful to contact me during that week, I will have with me my cell phone ((941-961-2423) and my computer (email: vaughnfoerster@aol.com).

Respectfully submitted,

Rev. Don Vaughn-Foerster, Interim Minister

DRE Report to the Mt. Vernon Unitarian Church Board of Trustees
March 4, 2008 (Submitted 2/27/08)
Meagan Henry, Director of Religious Education

The following is an update of ongoing RE programming at MVUC:

- I. RE Programming: Children (Pre-K – 5th grade)
 - A. Pre-Kindergarten curriculum is *Chalice Children*. The lessons introduce four year olds to Unitarian Universalism and our church.
 - B. The Green Hill Project for K-5th grades began March 30. The first class introduced the children to the 7th Principle and discussed the meaning of the “Web of Life.” Following an opening and discussion, we planted two varieties of tomatoes for the children’s garden and marigold seeds for Mother’s Day. They are stored in the greenhouse so the seeds will germinate without danger of frost. In addition, the class planted peas along a fence in their garden, followed by a meditative exercise in which we pretended to be seeds under planted in the ground. Remaining classes for the month include: Animals in Our Community, Reduce Your Use, Earth Day Creek Clean Up, and Cobb Playhouse Construction.

- II. RE Programming: Jr. Youth (6th – 8th grade)

The Jr. High Youth curriculum is “Compass Points.” Teachers for the class are Jan Vaughan, Betsy Yarrison, Carl Lohmann, Renee Desrosiers, Tina Bak-Brevick, Lauck Walton.

 - A. Visited All Souls Church, Unitarian on March 30
 - B. Will attend the service on April 6 to hear Kate Walker’s sermon.
 - C. RE lesson on April 13, “Universalism: What Are We Good For?”
 - D. Earth Day Creek Clean Up, April 20.
 - E. Hike to Old Rag, April 27.

- III. RE Programming: Sr. Youth (9th – 12th grade)

YRUU advisors: Paige Redlinger, and Chuck Reams

 - A. High School Topic-Based Discussion – April classes are TBD.
 - B. Sunday afternoon planning session on April 6 from 12:00 – 3:00pm to plan next year’s calendar.
 - C. YRUU meets with Kate Walker Sunday, April 6, 3:00pm

- IV. RE Programming: Adults (committee meets monthly)

Committee Members: George Ball (Chair), Ron Brandt, Jack Hinman, Pat Kenny-Preist, Al Searle

 - A. Adult Education Winter/Spring classes: Buddhist Meditation, Great Decisions, Leadership Seminar, New Testament Class, Simplicity Circles, Welcome to Our Community, Would-Be Poets.
 - B. New class continues through April: *Breathe, Walk, Wash the Dishes: Five Thursday Evening Workshops for Women* led by Rev. Betty Jo Middleton – Thursdays, 7:00 – 9:00pm, March 27, April 3, 10, 17, & 24.
 - C. New class begins in April: *Spirit of Life* led by George Ball and Meagan Henry – Wednesdays, 7:30 – 8:30 pm, April 2 – May 28.

- V. Special Programming
 - A. Coming of Age (COA) class for 8th and 9th grades, teachers - Jacki Arnold and Bonnie Brandt. As part of the COA class, the participants will go on a UU history and heritage

- trip to Boston, MA this Spring and I am working with the teachers and parents to coordinate this trip.
- B. High School OWL, teachers – Brigit and Al Robbert. This class has 12 participants: 8 MVUC youth, 3 friends of MVUC youth, and 1 from the Accotink UU Church.
- VI. Intergenerational Events
- A. UU Seder, April 19.
- VII. Worship
- A. For All Ages – I continue to meet regularly with Rev. Don Vaughn-Foerster in order to coordinate the FAA with the theme of the service.
- B. One For All Ages was led by a guest story teller in March: 3/16 (George Ball).
- C. I am in the planning stages for the May 18 RE services and June 1 Coming of Age service.
- VIII. MVUC/Fort Hunt Preschool Space Relations Committee (meets quarterly)
- IX. Religious Education Council (meets monthly, 2nd Tuesdays, 7:00pm)
Committee Members: George Ball (ARE Liaison), Tamara de la Camp (Chair), Betsy Lowry (new committee member), Seileen Murphy (IG Events Coordinator), Karen Offringa (new committee member), Betsy Yarrison (Curriculum Liaison).
- A. RE Open House, April 8, 2008.
- B. See attachment for Report of RE Sunday attendance
- X. Other church involvement
- A. I continue to work with Program Council to coordinate Fellowship Meals, Wednesday evenings, once a month Jan. - Jun. The next one is scheduled for 4/23/08.
- B. Youth portion of the 2008 Romania trip: The partner church trip to Romania has been cancelled because we did not get enough participants to make the trip financially feasible. I will work with Lisa Gillispie to explore options for youth involvement in a trip for next year.
- C. Natural Playground Project – continuing to plan RE contributing projects for the spring semester Green Hill Project and storytelling and bluegrass fundraiser.
- XI. DRE Relations Committee (meets bi-monthly or as needed)
No activity.
- XII. District and Professional Development
- A. GWAREC (Greater Washington Area Religious Educators Committee) meetings occur monthly and I serve the District as secretary to the group. Next meeting is April 12th.
- B. I attended the Teacher Development Renaissance Module at the Bishop Claggett Center in Buckeystown, MD, March 5 – 7.
- C. I co-led the Bridging Workshops at the JPD Spring Conference in Bethesda, MD, March 28 & 29. Also at the conference, I was awarded my “Renaissance Pin” to acknowledge that I’ve taken five of the Renaissance Modules for Religious Educators.
- D. I will attend the JPD LREDA Chapter meeting, May 7 & 8.

**Report from the Director of Music
to the MVUC Board
March 2008
by Melodie Feather**

*My personal mission in life is to help others embrace their gifts
so that, together, we can learn to share treasures from within.
As a musician, I strive to fulfill this mission by embracing
my love of music and creating opportunities
so that others may share their gifts.*

Collegial Endeavors

- **Ministers** – Don and I planned four services in March; I provided music and keyboard services for two of them and coordinated musical support for the other two.
- **RE** – Don, Meagan and I continue to meet on a regular basis to plan worship services. Meagan and I discussed and recommended a modified rehearsal schedule for the Kids' Choir to support their singing at the 4/13 services.
- **Other Staff** – I attend staff meetings and coordinate with staff on an as-needed basis. I am most appreciative of the support staff's attention to detail in regards to all aspects of service planning in regards to the music program.
- **Lay Leaders** – I collaborated with Mimi Stevens to plan the 3/16 service. I am in communication with representatives of the Green Sanctuary team in regards to the 4/27 service.
- **Choir** – Weekly rehearsals continue on Wednesday evenings. Despite illness, weather, and busy schedules, attendance is still above the average from last year. The choir sang three Sundays in March, including Easter. We continue to have monthly community time, and I believe that this has helped strengthen dedication and support to the music program. Another new member joined in March.
- **Music Committee** – The Music Committee met on March 30th.
- **Director of Music Relations Committee** – Mimi Stevens, Trish Waters, and Robin Roberts serve on this committee. I continue to be in communication with this group.
- **Supervisory Group** – My annual evaluation is scheduled for 3/31.
- **Other** – I continue to rehearse with instrumentalists, soloists, and/or small vocal ensembles on a regular basis as they prepare music for Sunday services. I rehearsed with Eric Pourchot on music for several Sundays in March and with the flutists for Easter on two occasions.

Congregational Support

- **Accompanying** – Eric Pourchot and Herb Tyson led all the music with guitars for the 3/2 services, and this seemed to be well embraced. Dolly Rowe provided keyboard support on 3/30, and I covered the other three Sundays in March. I met with Sue Redding on 3/26, and she may begin accompanying for choir rehearsals and/or services.
- **Songleading** – I continue to encourage members of the choir to provide this leadership. Alan Bunner, Mimi Stevens, and Dolly Rowe stepped forward in March. This leadership also supports and enhances congregational singing.
- **Ingathering** – I continue to question what to arrange for during this period of time. I have discussed new approaches with Don and Meagan. Several members have expressed their concern about the extent and volume of the talking when meditative music is being played.
- **Special Musicians** – Eric Pourchot organized a guitar ensemble for the Ingathering at the 3/2 services. About a dozen guitarists participated in this. MyraSands Lusk sang a solo with the choir on 3/9. A flute and hammered dulcimer duo provided special music on Easter (3/23). They were joined by three other flutists (Barbara Al-Turki, Linda Davidson, and Mike Gillispie) and percussionist, Daniel Stern. The Friends of Aldersgate Brass Quintet provided special music on 3/20.
- **Administrative** – I wrote an article for the April *Windmill*. I provide updates for the in the Weekly Bulletin and the weekly email. In addition to face-to-face meetings and rehearsals, I continue to respond to dozens of emails and phone calls each week in regards to activities related to music at MVUC. I wrote my first annual report this month. Coordination for the special musicians this month took more time than usual.
- **Other** – I continue to work closely with Angel Collins to support the Kids' Choir (ages K-5th grade) and Voices of Youth (ages 6th-12th grades). Attendance for the Kids' Choir has been sporadic and disappointingly low since this rehearsal has been moved from between the services to Sundays at 2pm. Angel was sick on 3/16, and I covered the rehearsals for both Voices of Youth and the Kids' Choir. Both groups sang on Easter. Three special rehearsals have been scheduled for rehearsing music for the 4/13 service when Rev. Kate Walker is with us. Additional opportunities for these groups to sing are being considered for 4/27, 5/18, and 6/1.

Denominational/Community

- I attended an Area III Handbell Festival in Ocean City, MD, on March 7-8th. I participated in workshops on “Advanced Conducting” and “Negotiating with Difficult Personalities.”
- I have been asked to organize UU participation for the Northern Virginia Habitat For Humanity benefit concert on May 4th.
- I continue to work with the GA Planning Committee to prepare for GA 2008 in Ft. Lauderdale, FL, on June 25-29th. I will be attending a face-to-face meeting in Ft. Lauderdale the first week of April.
- I enjoy working on UUMN projects which include: updating the website related to *Singing the Journey*, serving as administrator for an upcoming Skinner House publication, and serving as Acting Director of Publications.

Report to the Board of Trustees

Ron Brandt, Church Administrator

April 2008

Chapel hearing aids – Because some people have complained of trouble hearing Sunday services, we have tried to make sure that the Personal Receivers tuned to the sound system are working and that people know about their availability. We sent seven for repair and, with funds provided by SBA (Holiday Shop), bought four new ones. We now have XX units available.

Chapel lights – Two ceiling lights in the chapel are burned out, although all bulbs were replaced just nine months ago. Fixing the lights is quite expensive (about \$700), because it requires renting special equipment to reach the high ceiling and all the bulbs are replaced at once. Replacement bulbs have been ordered and will be installed 2-3 weeks from now.

Salary adjustments to compensate for changes in health insurance payments – Nancy Fox has completed the necessary computations and we have made the salary adjustments required for MVUC to pay for the extra cost of federal taxes on health insurance benefits for the Director of Music and Director of Religious Education. The adjustments were necessary because MVUC mistakenly treated payments in lieu of health insurance as tax-exempt.

Policy on reduced rate or no-fee rentals - Because we have had several no-fee events in the recent year (barbershop chorus benefit concert, jazz band practices, Stratford Landing School Christmas presents), the Board of Trustees has sought a policy governing such rentals. With the concurrence of Nina Tisara and Dotty Ann McClelland, our rental agents, I propose the following policy:

The Rental Events Coordinator may schedule events at MVUC on a no-charge or reduced rate basis when they are considered to serve a worthy community purpose in accord with Unitarian Universalist principles. Such events:

- Should not unduly interfere with the program of the church, and
- Should not appear to conflict with potential income-producing rentals.

Organizers of the events may be charged for incidental costs, such as for necessary custodial services. The Church Administrator will inform the Board of Trustees when such an event has been scheduled.

In accord with intent of the proposed policy, I wish to report that we have again scheduled a benefit concert by the Harmony Heritage Singers in exchange for their Christmas party. The concert will be on February 22, 2009, in exchange for their party on December 13, 2008. It has not yet been decided what charitable organization or program of UCM will be the beneficiary.

Policy on relevant data – Although existing policy requires the Administrator to report data on membership, Sunday attendance, etc. each month, the Executive Committee has suggested that quarterly reports would be sufficient. The Membership Development Committee has now established a pattern of reporting these data in their annual reports to the congregation, so with the concurrence of Lincoln Cobb, chair of Membership, I propose that the policy be revised as follows.

Current policy:

The Business Administrator shall be responsible for collecting and publishing key data reflecting trends in vitality of the congregation. Specifically, the Business Administrator shall provide, in monthly written reports to the Board of Trustees and in an annual report to the congregation, current data presented in the context of relevant historic data (such as this year, last five years, etc.) for the following:

Monthly and annually

- Sunday services attendance (determined in accord with current UUA guidelines)

Annually

- Membership, including number of new members, number of members lost (because of death, relocation, or resignation), and current total membership.
- Number of pledging units and summary of amounts pledged.

Proposed policy:

The Membership Development Committee, in cooperation with the Church Administrator, shall be responsible for collecting and publishing key data reflecting trends in vitality of the congregation. Specifically, the Committee shall provide, in quarterly written reports to the Board of Trustees and in an annual report to the congregation, current data presented in the context of relevant historic data such as the following:

- Sunday services attendance (determined in accord with current UUA guidelines)
- Membership, including number of new members, number of members lost (because of death, relocation, or resignation), and current total membership.
- Number of pledging units and summary of amounts pledged.

MVUC MEMORANDUM

TO: BOT
FROM: BILL CLONTZ
SUBJECT: PROGRAM COUNCIL REPORT
DATE: APRIL 1, 2008
CC: MINISTER, ADMINISTRATOR



1. Attachments (3): Minutes of the March Program Council Meeting
Stewardship Committee Charter and RE Council Charter

Highlights from the Program Council in March:

2. Charters

We now have, with minor exceptions, charters for all committees and will forward hard and electronic copies to the office. Some have not been reviewed for some time and we have initiated that process as well. We planned to have the appropriate Program Council Coordinators review charters with professional staff and Committees for those committees that interact directly with professional staff to ensure no disconnects between contracts and charters, but have elected to delay that process until a called minister is in place and staff relationships have been reviewed. Two additional charters were reviewed and approved and are forwarded to the BOT for action this month.

3. Annual Reports

Almost all annual reports are in, in an easier to read, standardized format. The process should be complete in a matter of days. Some volunteer groups have traditionally prepared annual reports as well, a process we encourage as part of the church's historical archives. Groups not submitting such reports will not be in the annual reports book.

4. Committee Activities

Your attention is directed to the Council Report section on committees' updates. Fellowship Wednesdays continue apace; the Spotlight Sundays program is uneven at best and likely will be terminated this Sumer.

5. Candidate Minister

Our candidate minister will attend the Program Council meeting during Candidating Week.

Other Items (non Program Council) of Interest

1. Jamie Bobotek still has not, as of this writing, received a reply from the respondent's lawyer concerning the property line issue. He continues to pursue a response.
2. The derivative of the standard MVUC Leadership Seminar, specifically developed for new elected persons (Board, Program Council, and Nominating Committee) will be offered 30 May – 31 May. The standard course has generated a lot of interest, with copies requested from over 30 other UU congregations and one district. The standard course is planned for its next presentation in the Fall if there is sufficient interest and available facilitators.

MOUNT VERNON UNITARIAN CHURCH
Fiscal Year 2007-2008 Revenue & Expenses
As of March 31, 2007 - 75% of the fiscal year

Account	ACTUAL Jul thru Feb	ACTUAL Mar-08	ACTUAL To Date	ANN Budget	ToDate as % of Budget
REVENUE					
Stewardship Pledges	272,463	28,637	301,100	360,000	83.64%
Contributions	11,732	1,315	13,047	18,000	72.48%
Facilities use and rental (other)	16,209	935	17,144	19,860	86.32%
Weddings(net)	54,609	12,824	67,433	45,000	149.85%
Fund Raising Income	8,035	5,412	13,447	20,650	65.12%
Administrative & other income	1,845	0	1,845	500	369.00%
TOTAL INCOME	364,893	49,123	414,016	464,010	89.23%
EXPENSES					
Worship programs (incl music)	2,172	715	2,887	4,500	64.16%
RE programs incl youth ministries	5,125	197	5,322	7,600	70.03%
Home community programs	118	0	118	200	59.00%
Our larger world/social justice	121	0	121	0	
Communications	4,069	0	4,069	3,200	127.16%
Stewardship campaign	0	0	0	100	0.00%
Denomination Responsibilities	21,909	1,698	23,607	29,841	79.11%
Adm programs			0		
search committees	4,632	154	4,786	16,700	28.66%
other comm. & expenses	349	302	651	0	
Operating Expense	17,128	1,931	19,059	27,700	68.81%
debt service	0	0	0	0	
Property maintenance	27,553	1,398	28,951	54,600	53.02%
Utilities	18,911	2,990	21,901	25,800	84.89%
Employment compensation		0	0		
Minister	63,573	7,806	71,379	109,399	65.25%
Staff	107,732	13,274	121,006	159,966	75.64%
Employee benefits			0		
payroll taxes	8,320	1,031	9,351	12,605	74.18%
insurance	3,911	437	4,348	5,103	85.20%
pensions	7,197	1,039	8,236	13,371	61.60%
conferences & contin. edu.	3,445	273	3,718	5,000	74.36%
TOTAL EXPENSES	295,964	33,245	329,209	475,685	69.21%
NET REVENUE(EXPENSES)	68,929	15,878	84,807	-11,675	-726.40%

MOUNT VERNON UNITARIAN CHURCH
Building Fund Finance Report - March 31, 2008

INCOME:

Balance brought forward	1,050,074.06	1,050,074.06
Received in Feb		
At McLaughlin		
At MVUC	2,185.00	
	2,185.00	
Total received for Building Fund (includes interest)		1,052,259.06

EXPENSES:

Paid on B&H line of credit	265,000.00	
Campaign	20,626.37	
Consultant	20,890.00	
Architect	233,514.00	
Engineers, contractors	30,261.00	
Permits, fees	4,147.00	
Other Expenses	7,606.73	
Total Expenses to Date	<u>582,045.10</u>	<u>582,045.10</u>

NET Funds on Hand for Building \$470,213.96

Mar Expense: Cole & Denny \$825

WHERE FUNDS ARE:

Funds at McLaughlin Inv.	229,123.23
Cash in B&H	111,936.29
CDs at B&H	129,154.44
	<u>470,213.96</u>