

**President's (Dave Kashdan) Annual Report  
June 2017 to June 2018**

Some major accomplishments of the church during 2017-2018

- The church had a very successful fund raising year, with a significant increase in pledges. It was helped by a good economy, but also driven by Board members who cooperated and effectively worked together
- Installed two 72" monitors in the sanctuary, fed by a wireless signal.
- HVUUC signed on Tiffany Sapp as a Ministerial Intern. I wrote a letter to the congregation to introduce the concept, and also held a meeting after a Sunday Service to review the concept of Ministerial Intern with the congregation.
- The Board initiated a Deck Task Force to design and promote the concept of building a large, covered deck in the back of the church. Obtained a commitment from a congregant for seed money for the deck project.

Tasks performed

- Led monthly Board meetings. Emailed board members with agenda, monthly reports summarized into a single Word document and other relevant documents each month prior to the meeting.
- Occasionally had a luncheon with the Minister between Board meetings to informally discuss issues before the church.
- Participated as a member of the Stewardship Committee. I think it is very useful for the President to serve on the Stewardship Committee, and recommend future Presidents consider the same.
- Presided over the Annual Congregational Meeting, worked with other board members to help prepare PowerPoint slides.
- Participated in most merit reviews with church staff.

Sound System Operation (not normally part of the President's responsibilities, but I kept doing this after becoming president)

- Performed regular sound technician duties when present on Sundays and at many memorial services, special events such as movies, etc.
- Re-organized sound cabinet, completely rewiring components, labeling all wires, ensuring that no electronic component was hanging by its power cord. Installed heavy-duty power strip on exterior of cabinet.
- Assisted contractor in installing wireless devices for new monitors in the sanctuary. When they were incorrectly installed (they were too close and hence interfered with each other's signals), I found out what the problem was by calling manufacturer and reinstalled them.

**Vice-President's (Spencer Conco) Annual Report  
June 2017 to June 2018**

In August of 2017 I, along with new Programs Trustee Amy Kinley, and church musician Wendy Hearl, attended SUULE (Southern Unitarian Universalist Leadership Experience). I would recommend going at this year's opportunity if you have never been.

## **Memorial Wall**

This is one of three areas that fall under the purview of the Vice-President. The church's Memorial Wall is located to the left of the church building and is made of granite. In the past the church has used Porter's Monument which is owned and operated by Eddie Porter:

3808 Ft. Henry Drive  
Kingsport, TN 37663  
423.239.3649  
[Granite1949@gmail.com](mailto:Granite1949@gmail.com)

The cost is about \$110.00 per name and we utilize the person's first and last name (that they were known by at church) and year of birth and year of death. I did not 'price shop' for a better deal than Porter's Monument as one advantage to using them is we can simply call and provide the names to go on the wall and they show up and complete the work (we do not need to have anyone on site). Names that were added while I was Vice-President:

**Sam Jones 1953 - 2016 (leaving space for spouse)**

**Dick Goodman 1944 - 2017 (leaving space for spouse)**

**Bob Barker 1937 - 2017 (leaving space for spouse)**

Names that have been approved by the Board to be added which have yet to be:

**Alda Kleske (1934 – 2018)**

**Joe Adams (1929-2018).**

Two things to keep in mind: 1). The 'memorial wall' line item in the budget does not have any money so this is one area that the surplus could go towards or to utilize with the 'board discretionary fund.' 2). The current amount of granite making up our Memorial Wall should be filled completely in the next several years.

According to the Policies, page 5, "The vice president will send out an announcement each May with:

A list of names added since the previous announcement

How to request that a name be added to the wall

Directions on how to make donations to the Memorial Wall Fund.

This was not done in May 2018 so I will ensure it is done before the end of June.

## **Long Range Planning**

At a Board meeting in January a Board member stated that their spouse wanted to take the HVUUC Banner to the upcoming Women's march. It was determined by reviewing the policies that the Board could not give approval for the banner to be present:

Article XIII:

The Church may express itself publicly on any ethical, social, or justice issue, provided the position taken is approved by a three-fourths vote of members present at a Social Justice Call to Action Meeting called specifically to discuss and approve such a position and approval of the Board. Such a meeting shall be announced at least two Sundays in advance in all official information outlets possible (including but not limited to the Yahoo Group, Facebook, the announcement insert in the order of service and mail for those who do not use electronic communication), so all members have the opportunity to plan to attend..."

One 'long-range planning' vision I have is for the HVUUC presence to be noticed at Women's marches, MLK parade, LGBT support, etc. so that those in our community that feel disenfranchised by the word 'church' know there is a welcoming and progressive option in north east Tennessee. A long range plan is to start putting Article XIII to use (and working with the social justice committee to ensure it occurs).

At the Congregational Meeting in 2012 it was voted to allow the HVUUC Banner to be present at the annual Martin Luther King Jr. parade indefinitely.

Other 'long range planning' duties:

- 1). Collect annual reports from committees, teams, and staff to use in Board of Trustee oversight and planning and compile a list of needs/challenges from the Board to have ready by the Board retreat. I am still in the process of collecting this and will have it on the Agenda for the June 2018 Board Meeting.
- 2). Submit a budget for annual leadership development in January. This was not specifically done outside the budget that was created based on SUULE and Director of Religious Education considerations.

### **Social Justice**

The social justice committee in the church remains active, but has had difficulties maintain members. Currently, and for the last several years, Kim Chaffin and Doug Chaffin serve as co-chairs and have kept SJC going. As of the time of this report (06/07/2018) the other members include Dottie Blades, Judy Tucker (who attends Board meetings as a representative of SJC), Tori Smith, and Will Powell.

Every Month that has a '5<sup>th</sup> Sunday' a white envelope is included in the Order of Service and the Social Justice Committee has selected an organization or cause that monies placed in the white envelope will go to. When possible, a representative from that group or cause will be at church to speak briefly before the offertory.

In 2016 or 2017 the Social Justice Committee wrote checks to progressive groups. Treasurer Brad Helmer and President Dave Kashdan spoke to me about this being problematic. For instance, one congregant communicated with the President about being upset that money was donated to the 'protestors of the Dakota Access Pipeline' (upon learning it was from a '5<sup>th</sup> Sunday' donation and not from 'their money' to the church their feelings were ameliorated). The Social Justice Committee requested \$750.00 for the 2018-2019 budget. I met with them and explained the reasoning that money being spent outside the church walls without approval could upset people as money is a way of support and expression.

I made a motion at the February 2018 Board Meeting to follow Article XIII as an example and allow the SJC to spend money outside the church walls if approval from the congregation was given. Most Board votes are unanimous, this vote however was 5-2-1 in favor.

What I updated the **Social Justice** Committee about at the meeting this past Sunday was that for funds to be spent outside the church (i.e. to P-Flag, Black Lives Matter, Mothers Demand Action, etc.) a congregational vote needs to occur, similar to Article XIII of the current by-laws for the HVUUC banner to be present (Article XIII is in full is at the bottom of this e-mail).

SJC can have an operational **budget** (which covers cost of supplies, t-shirts, reimbursements for committee members, etc.) and a separate **budget** for monies to be spent outside the walls of the church (the one that requires a vote). The congregation does not speak with one voice; we are a diverse group of members and one person may not want their money being spent in a particular way, hence the reason for the democratic process. As I mentioned in the meeting on Sunday there was a congregant who took exception to the way funds were spent following a 5th Sunday donation because they did not want their money to go towards that cause. It was only after they realized that individuals could choose to support that cause by writing a check on that particular Sunday, for that particular reason, and not from the church's **budget** money, were they no longer upset.

#### Article XIII: Public Statements

The Church may express itself publicly on any ethical, **social**, or **justice** issue, provided the position taken is approved by a three-fourths vote of members present at a **Social Justice** Call to Action Meeting called specifically to discuss and approve such a position and approval of the Board. Such a meeting shall be announced at least two Sundays in advance in all official information outlets possible (including but not limited to the Yahoo Group, Facebook, the announcement insert in the order of service and mail for those who do not use electronic communication), so all members have the opportunity to plan to attend..."

As I mentioned Sunday - the Board did not express any desire to 'vote' to give approval regarding the spending of SJC funds; it would be decided through the democratic process of the called meeting.

The Vice-President is on the Personnel Committee (along with Past President who is the Chair of the Committee and the President). This involves doing annual evaluations with the paid staff members. In 2017 to 2018 this included Minister, Office Admin, Child Care Worker, Director of Religious Education, and Music Director.

Of course, the Vice President is expected to lead Board meetings, or any other of the President's functions, when the President is absent.

Lastly, the minister Jeff Brier expressed that it is important for the minister to attend the annual Board retreat. When it occurs in June future ministers are on vacation. The Vice-President is in charge of planning the annual Board retreat as their term ends and the next retreat should occur in May 2019 to accommodate this.

**Past President's (Charlie Stuart) Annual Report  
June 2017 to June 2018**

Personnel Committee activities 2017-2018

- Reorganization of the personnel files:

All paid employee information was organized into an Excel spreadsheet with links to job descriptions, resumes, and annual evaluations.

- Hiring of child care providers:

One child care provider was interviewed by the Personnel Committee and hired to provide backup when a regular provider was unable to attend. Child Care Coordinator is a volunteer position now filled by Cindi Huss.

- Annual evaluations performed:

An evaluation form was drafted and used for the evaluations of the paid staff.

The Personnel Committee (consisting of the Past President, President, and Vice President - Stuart, Kashdan, Conco) participated in the face-to-face and written evaluations of the Minister, Office Manager, Director of Religious Education, and one Child Care Provider. Other child care providers and the Music Director were not formally evaluated this year because they began during the current year.

- Developmental Ministry Annual Report to UUA:

An evaluation form for the first year of the developmental ministry was completed and sent to Keith Kron in February 2018

**Treasurer's (Brad Helmer) Annual Report  
June 2017 to June 2018**

|          | 2017-18<br>Actual | 2017-18<br>Budget | 2017-18<br>Δ |
|----------|-------------------|-------------------|--------------|
| Income   | 187345            | 171305            | 16040        |
| Expenses | 177717            | 171305            | 6412         |
| Δ        | 9628              | -                 | <b>9628</b>  |

Points of note:

- Despite raising our pledge yield to 95%, we received 114.5% of the budgeted pledges. This accounts for \$19k in income over-run.
- The \$6416 overspending came mostly from May expenditures of \$4640 to complete our UUA Annual Program Fund request and \$1700 for gravel.
- For 2018-19, we have raised our budget to over \$189k in order to increase the DRE hours from 10-15/week and meet the full UUA Program Fund request

Progress

- Designated Funds were added for OWL, Summer Camp, Senior Youth Social Justice, and to pay the salary of the new ministerial intern.
- Two significant upgrades were made in our financial record keeping, with the help of Will Powell.
  - Updated Quicken Software from Quicken 2008 to Quicken 2017. This allows a direct download of bank information and instant reconciliation of income and payments.
  - Updated the payroll spread sheet to provide clearer information and pivot tables with quarterly and annual tax information.
- We began generating IRS W2/W3 forms online, which should reduce the work required to generate these forms in future years.
- Over \$5500 was given to a variety of charitable causes from the Flow-Through Accounts, and \$3300 was passed through to WETS.
- Ramesh Munjal has continued as Receiving Treasurer, which is a tremendous help.

#### Challenges

- We eventually need to convert the Receiving Treasurer's records from Quicken 2008 to Quicken 2017.
- Special programs like OWL training and Summer Camp should probably have a person designated to monitor and record all of their income and expenses. Ramesh and I only keep a running balance for these without an itemized record.

### **Membership Trustee's (Peggy Perez) Annual Report June 2017 to June 2018**

#### **\*Membership Trustee's Hopes and Goals:**

- Improve communication with and between committees.
- Have every committee under Membership Trustee have a Policy and Procedure Manual (Some do and some do not).
- Every committee needs a Mission Statement!
- Engage more effort in Volunteerism. The more that people are involved with our church community, they have a reason to stay. They are invested!
- Impress on the chairs of committees to mentor their members. I will soon need a replacement. I hope that they will move up to take my place, and the members will move up to take the chair position.
- Replace the large punch bowl by publishing a church cookbook that is sold to raise money for the punch bowl.
- Arrange for a brunch to facilitate a new Parent's Group.

#### **1. Membership Growth: (Chair – Martha Rubenstein)**

- **Committee Members:** Martha Rubenstein (Chair, until June 2018) Phyllis Cairnes (chair-elect), Alicia Cullberston, Ellen Barker, Cynthia Goodman (rotating off in June), Peggy Perez (Membership Trustee and team member).
- **Activities:**
  - A. Weekly Sunday Visitor Table** – staffed each Sunday. Goal is to orient visitors and help foster initial connections as time allows.
  - B. Path to Membership** classes: Goal is to orient people more fully toward the workings of the church and the events/activities in which they might wish to become involved. Three classes, 15 people attended.
  - C. “Ingatherings”** for new members:  
Fall (11/19/17) - 3 joined—Kris & Cherie Monson and Sarah Sanders.  
Spring (5/6/18 ) - Members yet to be determined.
  - D. Stewardship Fair Activity** - Circus table with poster for recruiting to our team and face painting. Painted 9 faces. No recruits.
- **Evaluation from outgoing Membership Growth Committee Chair’s perspective:** We have a great committee. Our current members are committed, and we have each other’s backs e.g. if someone has inadvertently missed a commitment, another one of us notices that and jumps in. For the tasks we are responsible for, I believe things are going as well as they can. It certainly would be nice to have a younger (28-45 year) age member or two, since that is the age group that visits us often. I would rather do what we do well with reliable volunteers, than to experience issues like those that we have had in the past.
- **Visitor Table:** Our Visitor Table team members are doing their job. I think we have a wonderful team! People are friendly, informational, and not too pushy. For visitors that come in early, our “hosts” chat, and try to connect newcomers with a friendly congregant who is in the Sanctuary already. All of our team are skilled in reading body language, and do not seem “pushy” for those visitors who clearly want to “slide in and be invisible”.
- **Communication** - Most of our <40 year old newcomers do NOT want to leave info other than their name and the city they are from in our Visitor’s book. If someone above them in the book has left an email, they may do that. They look at you strangely if you ask for more. They DO NOT WANT to leave their phone or address. I do get it--- people are being hounded so much now, that privacy is a huge concern. We may need to rethink this.
- **Work with the Small Covenant Group** – We need to communicate with Small Covenant Group to expand the services offered to new members.
- **Need more volunteers for the committee!** At least two more people for the committee to be more productive and well run.

## 2. Membership Engagement: (Chair – Peggy Perez)

- **Committee members** – Peggy Perez, Ellen Barker, Phyllis Holmes, Mike Serviente.
- **Present Goals** – To provide a lifeline to our church community, at first with social situations, then with committees, task force groups, and projects. Each committee

member is assigned a new member at Ingathering. Our task is showing “Radical Hospitality” to our new members of the congregation, in other words, to be a mentor.

- **Accomplishments since beginning Membership Engagement** – Since fall of 2016, we mentored 15 new members. We have only “lost” two of those people, making the number go to 13. Eight of the 13 are serving on committees or doing volunteer work at our church. Nine of the 13 are attending regularly. Two are away receiving medical treatment, but are communicated with regularly by email. One is a college student who attends when he can (he is at his regular home during summer), but definitely considers himself a member of our church. One new member comes at least two times a month, and the other two Sundays she attends another church with her husband. We are making an effort to include new people in our church and keeping track of them.
- **Future Goals** –
  - A. Keeping a chart of the new member’s progress.
  - B. Better communication with the Membership Growth Committee so we know what each committee is doing.
  - C. Having regularly scheduled meetings, at least quarterly.
- **Challenges** – We need more volunteers. It is hard to attend to each new member with only four volunteers. Communication takes a lot of effort!

### 3. Fellowship Coordinator (Cynthia Goodman)

- **Two events were sponsored by Fellowship Coordinator:** Annual Picnic and Halloween Party. The volunteers vary during planning stages for these events. Approximately 5-9 volunteers total.
- **Fellowship Coordinator serves as back up towards the responsibilities of Coffee Hour/Potluck**, in order to evaluate needs and then encourage participation as when staffing falls short of our goals.
- **Goals** - Greater attendance in all events as we go forward in 2018/2019 by:
  - A. Purchase of storage shed for supplies, possibly with easy access to kitchen.
  - B. Purchase of permanent picnic supplies, i.e. lawn bowling game, bocce ball, bat mitten supplies, oversized beach ball for games.
  - C. Communicate with other Unitarian Universalist churches to compare our goals, challenges, and learn from each other.
  - D. Demonstrate our unity and openness within our congregation.
- **Challenges** – More volunteers!
- **Suggestions** –
  - A. Replacement of extra-large punch bowl that was broken.
  - B. Enlargement of Fred Ball Room and extended deck to encourage church family participation as a whole.

### 4. Memorial Reception Committee (Chair – Cynthia Goodman)

- **There was one reception in 2017/2018.**

- **Changes in membership of the committee.** Deanna Richardson stepped down as chair. Two new members joined. Volunteer total has varied at 5-6. The new chair is Cynthia Goodman. Present total is five members.
  - **Goal Achieved** – A Policy and Procedure Manual written with a diagram of the Fred Ball Room. This helps the members of this committee to plan and know their roles.
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#### 5. Coffee Hour Potluck (Chair – Christine Barger)

- The volunteers are from the congregation.
- **Goals** - Still working on written procedures; in the meantime Christine Barger will still be assisting new members. Another goal is to have the same month each year assigned to groups who regularly do potlucks.
- **Challenges** – Responses concerning Coffee Hours/Potluck recruitment. The biggest challenge overall is communication. Several times emails have not reached intended recipients.

#### 6. Covenant Group Facilitators (Chair – Wendy Hearl)

- There are currently **eight active committee members**.
- **Two facilitators trained** this fiscal year.
- **Eight Covenant Groups formed.** Six of them were a finite number of weeks, and two are ongoing. The average numbers of members were six.
- **Goals Achieved-** Our main goal has been to increase the interest and attendance in small groups. We launched a record number of successful groups in the fall, and we are trying to make sure groups meet at a variety of days and times to meet the needs of more people.
- **Challenges** - When and how many people sign up for groups is still very variable. We would like to explore additional ideas to funnel members into groups consistently.
- **Future Goals** - As our church grows, Small Group Ministry is going to be increasingly the important glue holding the congregation together and retaining new members. Next year, we want to work on our mission and vision statements with this in mind.

#### 7. Caring Team (Chair - Wanda Earp/Deanna Richardson)

- **Number of Caring Team members, including the chair/co-chairs.** Members=13; includes 2 co-chairs.
- **Specifics on what your committee does (Meal Trains, Cards, Phone calls, etc.).**
  - A. 4x5 Chalice Cards=99
  - B. Long term Cards= 18
  - C. Large Community Cards=6
  - D. Phone calls=52
  - E. Visits=7
  - F. Meals for CT not associated with a Meal Train= 4
  - G. emails= 21

- **Are you satisfied with the number of committee members at present? Do you need more?** Current number works as it enables 2 members per month to share the monthly coordinator duty.
- **Goals** - The Caring Team provides a contact to our church family in times of joy and sorrow in a variety of ways as indicated above.
- **Challenges for your committee.** Keeping all informed from one month to the other when needs carry over. We rely on email to do this and for the most part it works when members are diligent about reading the information. Facebook remains a challenge for us as many folks use this medium to inform rather than completing a Candle Card. Most of the CT members are not on FB so I fear we miss information due to this process. When we are informed about a posting we follow-up to confirm accuracy and further sharing with the Church family.
- **Other comments or suggestions.** The Caring Team has begun initiating a Meal Train when needed so the number of meals taken to an individual is not known. We also initiated a “MealTrain2” that enabled another service (dog walking) Thanks to Joy Boyd.

### **Program’s Trustee (Amy Kinley) Annual Report June 2017 to June 2018**

The RE (Religious Education) Collaborative met monthly. The RE Collaborative set a very ambitious agenda at the beginning of the year. I attended their first meeting on June 4, 2017. During that meeting Sarah White suggested the church have a day camp during the summer which had never been done before. They also discussed having Our Whole Lives (OWL) Training at church. To say the least, this has been an exciting year for the RE Collaborative in that they will indeed have a summer camp with a Harry Potter Theme. The OWL training was held in October and was very successful and brought in people from all over the country who were very impressed with the training they received. The OWL training will also be extended to area youth groups with grants being used to finance it. A gratitude dinner was held at the end of the year for all the volunteers who participated in OWL. They also hosted a White Supremacy Teach In which was well attended.

Religious Services met monthly. The introduction of candle lighters was discussed, especially the youth, saying something about them as they step up to light the chalice. Speakers were coordinated to fill in when Jeff was not in the pulpit. They discussed what they would like Tiffany Sapp, the incoming intern, to do for the services. She would coordinate for Jeff two Sundays a month. She would preach one Sunday a month on Jeff’s scheduled Sunday off. They purchased three battery operated portable lights that can be used for the service if needed at the pulpit, by the musicians and at the ledge used for the computer used for slides. They continue to do an outstanding job coordinating the services.

The music committee has had some challenges this year. It was originally decided to look for a choir director but with pianist leaving, a decision was made to change direction and create a music director position. This position has actually been discussed for many years and the board decided this was the year. Previously the music committee took complete responsibility for

music during the services. Ads were placed in hopes of finding someone. Margi Peterson, had come to our church and expressed interest in the position. She was hired and worked for one year. She will be moving to California. The music committee had some communication problems during the year and lacked consistent meetings. John Franjioni stepped up and offered to be assistant chair. As programs trustee, I suggested the committee choose a regular meeting time, which they did. They decided to meet the 4<sup>th</sup> Sunday of the month after the service. They are in the process of looking for a new music director. Gerald Keep has graciously volunteer to be chair. John Franjioni and his family will be moving to Georgia and will be greatly missed.

The library was given a donation of books. Bath Calvert sorted through them and placed appropriate ones in the church library.

### **Facilities' Trustee (Greg Kramer) Annual Report June 2017 to June 2018**

#### **Building Maintenance**

- Cleanup
  - I have been receiving complaints about church cleanup
    - I have talked with the individual that cleans the church about our concerns especially about toilet cleanliness. She has concerns for her children about the harshness of chemicals needed to clean the toilets to desired cleanliness. Many of the green chemicals we have used in the past few years have not done the job but safe chemicals from Ford System are not effective either.
- Roof Repair
  - Poor construction techniques used by the last addition construction company had the roofing decking to peel up and would have exposed roofing rafters to the weather. It was decided that this newest roofing was in poor state and older sections were showing their age. It was decided to repair the decking and put new shingles on the church roof.
  - Leak by Light Tower which shows as a leak along the interior beam to the left of a person at the lectern. It was my expectation that reroofing and careful work on the Light Tower and roof decking flashing would eliminate this leak. No improvement was noticed, and I have made two more attempts to silicon seal any possible water leaks around the tower legs, shingles along the tower roof, along the flashing between Tower wall and roof shingles, and along shingles perpendicular to the internal exposed joist which shows the dripline.
- General Repairs
  - Lighting
    - Many fluorescent lights are failing at the church. It is easier so far to replace older lights with 4ft LED lights and remove the ballast. Unfortunately newer fluorescent fixtures are so poorly made and with a design change doesn't allow this easy fix. So all light fixtures in the REZ are like this and are failing. Options are being considered.

- Outdoor lighting is being upgraded for security reasons. Many external lights have been converted to LED and are on dusk to dawn timers or light sensors. We have had failures of some of the LED string lights which I was hoping to do a better job than spotlights for outdoor lighting.
- Security system has been changed over to mobile phone service which increased our annual fee for the security system to increase.

#### Building Improvement

- A new deck was approved and Facilities worked with the New Deck Task Force (NDTF) to do any work that would facilitate that NDTF's effort.
  - New power lines for the church to allow roof deck behind the church.

#### Grounds Maintenance

- Stump grinding will have to be done at the church after removing trees for the power line.

### **Stewardship Trustee's (George Cross) Annual Report June 2017 to June 2018**

□ Startup Information - Received Board of Trustee Binder at retreat meeting - Greg Kramer emailed me the spreadsheet for the previous year Annual Fund Drive - Discussed job with some past stewardship trustees □ Formed Stewardship Committee - Members = Dave Kashdan, Spencer Conco, Richard Boyd, Dottie Blades - Meet approximately 3 times beginning in November 2017 □ Minister Internship Position - Met with Tiffany Sapp along with Jeff Briere and Spencer Conco - Board approved fundraising for the Interim Position - \$10,400 was raised from 16 pledges of support - Sent the pledge information to Ramesh Munjal (asst. Treasurer for income) for accounting □ Annual Fund Drive - Planned with committee members - Pledge Drive from Feb. 3 to March 10, 2018 - On Feb. 18 had after church (immediately) short presentation of budget needs for upcoming year in February (with Power Point slides) - Handed out all pledge cards personally with the amount of previous years pledge amount on the card at this meeting - The pledge cards had 3 options for selection - 1) pledge same as last year, 2) add 10% to last year's pledge or 3) other - Had an after church Carnival on same day (games, food and emphasis on providing committee information) - Mailed rest of pledge cards out with a short letter describing this year's fund drive - Followed up after March 10 with phone calls and emails to pledges not accounted for - Pledge Drive raised \$165,086, from 91 pledge units - Other sources of Income equaled \$21,036 - Presented a balanced budget at annual meeting of \$189,234 - Sent the pledge information to Ramesh Munjal (asst. Treasurer for income) for church accounting □ Resources Reviewed - Past Stewardship Trustees (Dave Calvert, Greg Kramer, Richard Boyd, Dave Kashdan) - UUA Website for Stewardship and Fundraising - Webinars from "Stewardship For US" (see website)

NOTES: 1) Richard Boyd is in charge of Grocery Cards fundraiser. Always in need of volunteers for Sunday morning after church, raised about \$6,000 this year, program will continue  
2) Rosemary Kleske is in charge of the annual Service Auction. Raised about \$14,000 in Nov. 2017, program will continue.