

*Quimper Unitarian Universalist  
Fellowship*

# Annual Reports



July 1, 2009-June 30, 2010

**QUIMPER UNITARIAN UNIVERSALIST FELLOWSHIP  
2009-2010 ANNUAL REPORTS**

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Cover drawing by Bob Logan

## **Agenda for the June 13, 2010 Annual Meeting**

President's Welcome (Betty Oppenheimer)

Verification of Quorum (Jan Forrest)

Corrections/Approval of minutes of the June 2009 Annual Meeting (see pages 2-3)

Election for Board of Trustees, Endowment and Nominating Committees (see below)

Treasurer's Report (Marilyn Mitchell) (see pages 5-8)

2010-2011 Budget Vote (see pages 9-10)

New Business

    Discussion on Boycotting Arizona in 2012 (Sheila Lauder) (See page 11)

Recognition of Outgoing Staff (Kathy Stevenson)

Recognition of Outgoing Board Members (Dave Ditzler) Election Results

Adjourn

### **Election Slates:**

Board of Trustees, 3-year terms: (Vote for 3)

Gail Bernhard

Sarah Hull

Alice King

Nominating Committee, 3-year terms: (Vote for 2)

Jean Walat

Onnolee Stevens

Endowment Committee, 3-year term (Vote for 1)

Lynn Taylor

## **Draft Minutes of the 2009 QUUF Annual Meeting, June 14, 2009, 1pm**

The meeting was called to order by Board President Betty Oppenheimer at 1:02pm.  
Betty noted that at least 88 members (constituting a quorum) were present at the meeting.

**Approval of last year's annual meeting minutes:** John Collins moved and David Alvarez seconded a motion to approve the minutes of the June 8, 2008 Annual Meeting.

Approved: 124 Yes, 0 No, 1 Abstain

(Please note that votes were counted towards the end of the meeting but are shown next to each topic as appropriate.)

**Elections:** Candidates were introduced.

Betty clarified that members should vote for 2 candidates for the Nominating Committee. All candidates except John Collins are new to the positions. Barb Dyer asked and Betty Oppenheimer confirmed that there is an error in the annual report. Barb Dyer and Sheila Lauder will serve on Nominating Committee for 3 year terms, not 2 year terms as it says in the annual report.

The following candidates were elected:

### ***Board of Trustees***

Jan Forrest -- 3 year term

Dicksy Scott -- 3 year term

Kate Madson -- 3 year term

Mike Morrissey – 1 year term (completing Rob Roose's term)

### ***Special Funds Committee***

Carolyn Salmon --2 year term

John Collins -- 2 year term

### ***Nominating Committee***

Barb Dyer - 3 year term

Sheila Lauder - 3 year term

Each candidate was elected with 119 to 125 votes, with 0 to 6 abstentions each.

**Prospective Budget:** Lynn Taylor representing the Budget Subcommittee of the Finance Committee, explained the proposed budget for the 2009-2010 church year.

Highlights of the budget:

- Staff volunteered to forego a cost of living raise.
- UUA scaled back scheduled dues increase.
- We need to take into consideration additional operating expense of the new building, including mortgage payment.
- There is a modest increase in the technology budget. Other committee budgets were kept at the same level as last year, or were reduced based on the fact that the committees had money that was not spent.
- Any apparently large percentage increases were due to very small budget number being increased or decreased so the actual change is small.
- Investment income is down 84%.

Jo Ellen Thompson moved and Flossie Bode seconded the motion to accept the budget.

**Approved: 119 Yes, 0 No, 6 Abstain**

**Treasurers' Report:** John Collins, Treasurer, discussed the current Income and Expense Statement and the Balance Sheet. As of May 31, 2009, pledges are at 89%, of expected, slightly behind where we should be. On the expense side, we spent 90.85%, including a payment that normally is paid in June. Eliminating that, we're on track at 89% expenses. John expects us to balance by the end of the church year, with perhaps slightly less income and slightly less expense. Considering the economy, we are in good financial shape, with no deficit.

*Evolution of function of treasurer position:* The congregation has gotten larger, with more complex finances. We now have a much stronger financial management framework, with more eyes looking at numbers, much better segregation of duties and good operating procedures. Finances are in very good hands. Treasurer's files are now housed at QUUF.

In response to a question about Designated Offering, John noted that the apparent discrepancy between what was in the order of service and the amount shown in the annual report, is due to whether the HOPE collection is included.

In response to a question, John Collins noted that promissory notes taken out by members for the new building will be retired after 3 years and not renewed, as there should be no need.

**Green Sanctuary:** Mack Boelling related the process of applying to be accredited as a Green Sanctuary congregation by UUA. We completed the required 12 Green Sanctuary projects, which were accepted by UUA. The congregation needs to support our seeking and accepting accreditation by UUA. If approved by the congregation Dave Ditzler will accept the certification at GA. Irv Mortensen moved and David Alvarez seconded a motion to approve the ballot question on accreditation as a Green Sanctuary.

*Approved: Yes 122 No 0 Abstain 3*

**Bylaws Revision Recommended by the Special Funds Committee:** Lynn Taylor described the proposed change in the bylaws to change the name of Special Funds committee to Endowment Fund. In Fall 2009, there will be a campaign asking members to include QUUF in their wills. John Collins moved and Jenifer Taylor seconded a motion to approve the ballot question on the bylaws change.

*Approved : Yes 121, No 0, Abstain 4*

**UU Voices for Justice:** Betty described UUA as a voice for UU principles in Olympia. Dave Ditzler has been involved. John Collins fielded questions, including whether this was a violation of church and state. John noted that churches could lobby so long as they didn't lobby for candidates and that UU Voices operates within the legal constraints. Question about proposed allocation of funds to UU Voices: U: In the proposed budget \$1 per member would be allocated if approved by the congregation; maybe next year we will increase to \$2. There was discussion about whether the money would be better used for the work of our existing committees, since people can support UU Voices by becoming individual members. Others said that congregational membership in UU Voices provides a way for QUUF and UU's in general to have a voice at a broader level, that the money would be more effectively spent at that level, and that QUUF should make sure that we have input into the issues that UU Voices chooses to focus on for their lobbying efforts. Betty confirmed that the board had discussed this question extensively and voted to bring it to the congregation for their decision. Jo Ellen Thompson moved, and Maitland Hardyman seconded a motion to approve the ballot question on joining UU Voices.

*Approved: 111 Yes 9 No 5 Abstain*

**Building project report:** Irv Mortensen gave a building report. We're on track financially. Volunteer contribution to the building process has been tremendously important to the project so far and we need

to continue to participate. There are new projects this summer, including stuccoing. Most people can find tasks to help with. In response to a question whether there are tasks that children can help with, Irv agreed that the building committees had to come up with some kid-appropriate jobs. Some of the youth group have helped. Irv passed out volunteer applications and gave an update on work that will be happening in the summer. Stucco party days will be Saturdays, August 1, 8, and 15<sup>th</sup>. There will be childcare and families can participate. People have been writing blessings and messages to the future on the walls—all are welcome to do that.

Financially, we're on track, with some individual line items more expensive and some less. Bids are being renegotiated as appropriate. City street requirements were relatively in our favor, and less extensive than originally specified. All volunteers were thanked. .

**New Business: QUUF Needs You**

Betty advised everyone to read the annual report and to note that several committees need new members. She urged members to get involved over the summer in and the fall.

**Recognitions:** Sheila Lauder, John Collins, Rob Roose and Al Thompson were thanked for their service. The congregation thanked Nancy Mann, who is retiring as Office Administrator. Alice King was thanked for several years service as newsletter editor. Bruce and Flossie Bode were thanked for their service to the congregation.

After votes were counted, Betty Oppenheimer read the results listed individually above.

There was a motion to adjourn by Irv Mortensen, seconded by the whole congregation. Meeting adjourned at 2:11pm

Respectfully submitted,  
Jean Walat, Secretary

## Treasurer's Report

The 2009/10 financial year provided considerable challenge to the new treasurer as learning basic bookkeeping and the data entry protocols of the Power Church accounting software created a steep learning curve. The previous year's procedures included a distributed model of responsibilities with the treasurer assisted by four assistant treasurers. With this year's resignation of the paid bookkeeper (one of the assistant treasurers), the hiring of another assistant treasurer into the office administrator position, and the movement of the third assistant into the treasurer's position, duties have been redistributed and we continue to evaluate what is required to carry out the treasurer's functions as QUUF grows not only in size but in complexity.

In addition to the learning curve and structural changes, the building project added further complexity to the job. There were lots of unknowns built into the budget as the budget subcommittee of the finance committee simply did not know what it would cost to move in and operate in the new space. While I anticipated that we might go over budget by the end of the year it appears now that we are very close to being on target and the budget was an accurate estimate of costs for the year.

### Income:

Pledge income has remained strong through the year with a high percentage of prepaid pledges providing a steady income stream. However, with the last quarter income has dropped as those with outstanding pledges fail to make payments due to financial difficulties or they have become inactive or moved away. Pledge income will be under budget. However, after a slow beginning the plate collections have recovered and will be very close to target. More important, our fund raising and rental income is well above target. All fund raisers this year were very successful.

### Expenditures:

Personnel expenses are the largest component of the budget and they will be on target. The only unexpected increase was in the midyear adjustment in state L&I (workman's compensation) insurance. While the percentage overages are significant, the dollar amounts are very small. Overall, program and administrative expenditures are spending out as budgeted. As is normal, accounts that are overspent are balanced by those that are under spent. This year only a few accounts are ending the year in the red. Even with increases budgeted for the new building, insurance costs are well over budget as are utilities and janitorial services. Likewise, the administrative costs of increased background checks for all employees working with youth, court costs for approval of underage childcare providers, increased costs for advertising, and increased expenditures by the membership and hospitality committees (all those good meals and coffee!) are other areas of overspending.

All in all it has been a tight year with many unexpected expenses but due to the oversight of the many budget managers we are coming out remarkably well. Thank you all!

Marilyn Mitchell., Treasurer

# Consolidated Balance Sheet

Quimper Unitarian Universalist Fellowship  
 Balance Sheet (UNAUDITED)  
 Consolidated All Funds - May 31, 2010

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	Current Year
<b>ASSETS</b>	
<b>CURRENT ASSETS</b>	
CASH	\$80,727.85
INVESTMENTS	54,367.45
Subtotal Current Assets	115,095.30
<b>REAL ESTATE</b>	
Land	350,000.00
Church Building	430,000.00
CONSTRUCTION IN PROGRESS	718,663.70
Subtotal Real Estate	1,498,663.70
<b>OTHER ASSETS</b>	346.28
<b>TOTAL ASSETS</b>	<b>\$1,614,105.28</b>
<b>LIABILITIES</b>	
<b>CURRENT LIABILITIES</b>	
TAXES & BENEFITS PAYABLE	\$779.33
BENEFITS PAYABLE	334.50
Denominational Dues Payab	3,691.99
Rental Security Deposits	748.00
TEMPORARY FUNDS COLLECTED	28,765.70
Memorial Service Support	844.36
Subtotal Current Liabilities	35,161.88
<b>LONG TERM LIABILITIES</b>	
Notes Payable LT	8,950.72
PNWD Growth Fund Loan	95,286.47
Building Promisory Notes	30,000.00
Kitsap Mortgage	295,228.29
Subtotal Long Term Liabilities	429,465.48
<b>TOTAL LIABILITIES</b>	464,627.36
<b>FUND BALANCE</b>	
Fund Balance	\$1,149,477.92
<b>TOTAL NET ASSETS</b>	1,149,477.92
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$1,614,105.28</b>

## Current Assets by Fund

QUUF Fund Balance Spreadsheet CURRENT ASSETS				as of May 31, 2010	
1. UNRESTRICTED:	<u>Cash/ Bank</u>	INVEST MENTS		Current	Prev Year
		<u>Vanguard</u>	<u>Ameritrade</u>	5/31/2010	6/30/2009
				<u>Total</u>	<u>Total</u>
Operating Fund	\$19,081.60	\$2.35		\$19,083.95	\$18,175.55
Maintenance Reserve		\$20,303.11		\$20,303.11	\$30,276.93
Operating Reserve		\$12,451.91		\$12,451.91	\$12,441.15
RE Special Fund	\$15.25			\$15.25	\$15.25
<b>Subtotal Unrestricted</b>	<b>\$19,096.85</b>	<b>\$32,757.37</b>		<b>\$51,854.22</b>	<b>\$60,908.88</b>
2. TEMPORARILY RESTRICTED:					
Building Fund	\$36,051.91	\$82.57	\$398.66	\$36,533.14	\$194,049.51
Erickson Kitchen Fund	\$0.00			\$0.00	\$814.29
Endowment Fund	\$1,258.42	\$7,506.99		\$8,765.41	\$9,682.42
YRUU Fund	\$919.88			\$919.88	\$698.43
<b>Subtotal Temporarily Restricted</b>	<b>\$38,230.21</b>	<b>\$7,589.56</b>	<b>\$398.66</b>	<b>\$46,218.43</b>	<b>\$205,244.65</b>
3. PERM RESTRICTED:					
Ministerial Discretionary Fund	\$3,400.79	\$13,621.86		\$17,022.65	\$17,010.88
<b>Total Funds</b>	<b>\$60,727.85</b>	<b>\$53,968.79</b>	<b>\$398.66</b>	<b>\$115,095.30</b>	<b>\$283,164.41</b>

# Operating Fund Income and Expense Report

	Current Period	Year to Date	Annual Budget	Annual Budget Percentage
<i>Quimper Unitarian Universalist Fellowship</i>				
<b>Income and Expense Statement (UNAUDITED)</b>				
OPERATING 01, May 1-31, 2010				
06/10/2010 03:47 PM				Page: 1
<b>INCOME</b>				
OPERATING PLEDGE INCOME	\$18,822.01	\$212,816.46	\$236,900.00	89.83 %
CONTRIBUTIONS	3,253.84	39,659.33	12,700.00	312.28 %
RENTAL INCOME	906.50	3,777.75	2,500.00	151.11 %
INVESTMENT INCOME	0.00	8.62	225.00	2.94 %
FUND RAISING INCOME (NET)	345.00	26,939.29	20,600.00	130.77 %
MISCELLANEOUS INCOME	45.78	556.72	325.00	171.30 %
<b>TOTAL INCOME</b>	<b>23,373.13</b>	<b>283,756.17</b>	<b>273,250.00</b>	<b>103.84 %</b>
<b>EXPENSES</b>				
MINISTER	(\$1,266.67)	\$88,213.79	\$88,257.00	99.95 %
RELIGIOUS EDUCATION	5,252.82	54,432.03	62,097.28	87.66 %
MUSIC PROGRAM	1,833.52	16,396.82	18,276.00	89.72 %
INTERN	43.21	293.79	0.00	0.00 %
GENERAL OPERATIONS	2,580.74	25,818.99	26,190.00	98.58 %
OFFICE ADMINISTRATOR	1,768.18	18,809.83	18,014.00	104.42 %
COMMITTEES	249.11	4,781.62	5,420.00	88.22 %
DESIGNATED OFFER. PAYMENT	7,566.71	27,823.25	0.00	0.00 %
ADMINISTRATION	1,598.36	11,562.41	13,432.00	86.08 %
BUILDING & GROUNDS	2,190.67	15,471.37	12,300.00	125.78 %
CONTINGENCY & MISC	670.28	909.45	823.72	110.41 %
DEBT SERVICE	1,691.80	9,261.24	28,440.00	32.56 %
<b>TOTAL EXPENSES</b>	<b>24,178.73</b>	<b>273,774.59</b>	<b>273,250.00</b>	<b>100.19 %</b>
TRANSFER ACCOUNTS	\$0.00	(\$311,930.01)	\$0.00	0.00 %
<b>TOTAL TRANSFERS</b>	<b>0.00</b>	<b>(311,930.01)</b>	<b>0.00</b>	<b>0.00 %</b>
<b>EXCESS INCOME/EXPENSES</b>	<b>(\$805.60)</b>	<b>(\$301,948.43)</b>	<b>\$0.00</b>	<b>0.00 %</b>

# Building Fund Income and Expense Report

	Current Period	Year to Date	Annual Budget	Annual Budget Percentage
<div style="display: flex; justify-content: space-between; align-items: flex-start;"> <span>06/10/2010 03:51 PM</span> <div style="text-align: center;"> <i>Quimper Unitarian Universalist Fellowship</i>  <b>Income and Expense Statement (UNAUDITED)</b>            BUILDING FUND BF, May 1-31, 2010         </div> <span>Page: 1</span> </div>				
<hr/>				
<b>INCOME</b>				
OPERATING PLEDGE INCOME	(\$1,550.00)	\$0.00	\$0.00	0.00 %
BF CONTRIBUTIONS	8,332.41	239,822.57	163,378.00	146.79 %
INVESTMENT INCOME	536.98	538.83	5,913.00	9.11 %
FUND RAISING INCOME (NET	0.00	6,610.00	0.00	0.00 %
MISCELLANEOUS INCOME	0.00	0.00	20,000.00	0.00 %
<b>TOTAL INCOME</b>	<u>7,319.39</u>	<u>246,971.40</u>	<u>189,291.00</u>	<u>130.47 %</u>
<b>EXPENSES</b>				
ADMINISTRATION	\$0.02	\$0.02	\$0.00	0.00 %
BUILDING FUND				
PRE-CONSTRUCTION EXPENSES	0.00	5,153.30	91,317.00	5.64 %
CONSTRUCTION HARD COSTS	1,811.83	489,304.45	645,918.00	75.75 %
CONSTRUCTION SOFT COSTS	716.26	171,346.88	123,355.00	138.91 %
FINANCE COSTS	1,005.40	9,437.69	22,820.00	41.36 %
Subtotal Building Fund	<u>3,533.49</u>	<u>675,242.32</u>	<u>883,410.00</u>	<u>76.44 %</u>
<b>TOTAL EXPENSES</b>	<u>3,533.51</u>	<u>675,242.34</u>	<u>883,410.00</u>	<u>76.44 %</u>
<b>TRANSFER ACCOUNTS</b>	<u>\$10,000.00</u>	<u>\$321,930.01</u>	<u>\$0.00</u>	<u>0.00 %</u>
<b>TOTAL TRANSFERS</b>	<u>10,000.00</u>	<u>321,930.01</u>	<u>0.00</u>	<u>0.00 %</u>
<b>EXCESS INCOME/EXPENSES</b>	<u>\$13,785.88</u>	<u>(\$106,340.93)</u>	<u>(\$694,119.00)</u>	<u>15.32 %</u>

## Proposed Budget for the July 1, 2010-June 30, 2011 Church Year

	*2009-10 Budgeted	2010-11 Proposed
<b>INCOME</b>		
Pledges	\$ 236,900	\$ 268,250
Contributions	12,700	10,000
Rental	2,500	5,000
Fundraisers	20,600	25,950
Miscellaneous	550	700
Total Income	\$ 273,250	\$ 309,900
<b>EXPENSES</b>		
Staff - salaried	158,404	173,039
Fellowship Programming	32,055	34,501
Admin/Gen'l Operations	19,499	21,514
Physical Plant	12,400	21,960
Debt Service	28,440	35,226
Greater UU Community	22,452	23,660
Total Expenses	\$ 273,250	\$ 309,900
<b>NET Income less Expenses</b>	<b>\$ 0</b>	<b>\$ 0</b>
Designated Offerings & HOPE (9 mon.)	\$ 22,779	(not known)
Members reported to UUA	294	300

\* Actual Expenses are in line with the budgeted amounts at end of 10 months

Please note the following regarding the proposed budget:

- 2010/11 Stewardship pledges have increased 13% from last year. This is a significant increase which will enable us to bring our salaried staff into line with UUA's fair compensation guidelines for our size congregation in our geographic area. In addition, our salaried staff receive health and retirement benefits.

- Our minister, Rev. Bruce Bode, will take two months of sabbatical leave during this fiscal year. The Sunday Services Committee budget has been increased to provide for more non-member speakers.
- The full cost of the mortgages for the new building and land notes are included in this budget. Debt service is approximately 11.4% of the budget. UUA recommends that debt service not exceed 30% of a church budget. QUUF is in an enviable position.
- The cost to operate the new building is the primary uncertainty in this budget since we don't have the experience of a full year of operation. In addition, there will continue to be one-time expenses, such as the purchase of a floor cleaning machine, necessitated by the new building.
- This budget includes a line item for contingencies as required by the bylaws and a small amount added to the Maintenance Reserve.

## **Background for Discussion of Boycotting Arizona for UUA General Assembly 2012**

Sheila Lauder, Chair of the Denominational Affairs Committee, will present this issue at the annual meeting, and a small group discussion will be held following the meeting for QUUF members to express their opinions to the QUUF delegates who will be attending General Assembly in Minneapolis later this month.

### **UUA Board of Trustees Proposes Boycotting Arizona for 2012 GA**

Given the recent enactment of anti-immigrant legislation in Arizona, the UUA Board of Trustees called a meeting on Thursday, May 6, to discuss General Assembly 2012, previously scheduled to be held in Phoenix. The meeting was held by conference call, and included the Board, President Morales, some senior staff, and many other interested and engaged Unitarian Universalists, including several from Arizona.

Moderator Gini Courter framed the beginning of the meeting around questions of basic information. We learned of the cost of moving GA away from Phoenix (possibly as high as \$617K) given our commitments to hotels there. We were advised that additional costs, tangible and otherwise, might be assumed as a consequence of breaking our word with convention hosts. We heard about the organizations already cancelling conferences in Arizona, and the calls of those and other advocacy groups for boycott and unity. We also listened to voices asking us to remain in Phoenix, to provide encouragement there for the local struggles.

By the end of the meeting, we concluded that a values-first decision would make meeting in a location where Unitarian Universalists would be potentially subject to hostile, dangerous, and undignified treatment intolerable. By the same token, our solidarity with those standing on the side of love within the state requires that pulling the GA from Phoenix represent a deeper, not lesser, engagement with the vitally important witness against such hateful legislation.

In terms of process, the Board desired both to make a clear statement of our position, as well as encourage broad participation in this decision making at General Assembly. As a result, the resolution below will be presented to General Assembly 2010.

### **UUA Board Business Resolution on Phoenix General Assembly 2012**

"Whereas the state of Arizona has recently enacted a law—SB 1070—that runs counter to our first principle, affirming the worth and dignity of every person,

Whereas the Association stands in solidarity with allies using a widespread economic boycott of Arizona as leverage for Love against this hateful legislation;

Be it resolved: we will not meet in a state of fear.

Accordingly, the Assembly hereby:

- Directs the UUA General Assembly Planning Committee to recommend to the Board of Trustees an alternate location for General Assembly 2012 at a location outside the state of Arizona;
- Pledges to generate from Member Congregations the amount sufficient to cancel arrangements in Phoenix for GA 2012;
- Pledges further to generate an equal or greater amount to fund ongoing efforts to Stand on the Side of Love in Arizona.
- Pledges to renew and redouble our efforts to become a multicultural, anti racist Association; to live as a people standing faithfully in opposition to systemic racism in our congregations, local communities, and in our own lives.

In addition the Board voted to hold an upcoming Board meeting in Arizona.

## Minister's Report

Whew! What a year of building and moving! We still have a number of projects to complete – and the last inches often take a lot of energy – but we've actually moved in to the new space that for years was only in the realm of imagination – and it's a beautiful space!

In addition to attending many building-related meetings about construction this year, a good bit of my time went into planning and organizing of the following three opening events as we moved from the original sanctuary to the new sanctuary:

1) The first services in our new sanctuary on February 7, where, after dedicating our original sanctuary as a Fellowship Hall, Betty Oppenheimer, our Board President, led us in procession into the foyer of the new building and from there into our new sanctuary singing, "Enter, Rejoice, and Come In"

2) The dedication of our new sanctuary on the evening of February 28, where we were expressed our gratitude to our architects and builders of our new spaces, and were joined by the Rev. Terry Sweetser from the Unitarian Universalist Association, Michelle Sandoval, mayor of Port Townsend, and others, included an expanded choir, in dedicating our new building.

3) An open house and community concert for the larger community, held in the afternoon and evening of Saturday, March 13, in which we welcomed the larger community to our new spaces. The evening concert featured a variety of groups and performers: Rainshadow and Wild Rose Chorale; the Key City Public Theatre; pianist, William Doppman, story-teller, Daniel Deardorff; singer, Judith-Kate Friedman; with Joseph Bednarik, emcee.

I'd like to thank the Building Celebration Committee who worked with me on these events: Flossie Bode, Collin Brown, Carol Graves, David Hundhausen, Marj Iuro, O'Neill Louchard, Nancy Mann, Karen Page, Dennis Reynolds, Carolyn Salmon, and Kathy Stevenson.

This year also saw a major transition in our staff with the hiring of Deborah Carroll as our Office Administrator, who joined us following the retirement of Nancy Mann after ten years of dedicated service to QUUF. Deborah's work, in addition to the normal duties of an office administrator, included major responsibilities in the financial area. Deborah stepped into her work with both competence and grace, and we are fortunate to have the combination of her considerable skills and personal qualities. I'd like to thank both Nancy and Deborah for a smooth passing of the baton.

And, speaking of the staff, I'd like to recognize and appreciate the ongoing work of Kathy Stevenson and Marj Iuro in the areas of RE and music. Both of them put in many extra hours this year as we all tried to keep pace with the swirl of activity in this exciting time of building and moving.

Also, many thanks to the supporting staff who made this a fine year: to Tracy Thompson, Stephanie Anderson, Julie Russell, and Nils Petersen in the RE department; to Ikue Goldstein, Beatus Meier, Leslie Lewis, Helen Lauritzen, Pat Rodgers, Lorrell Louchard, and Kristin and Otto Smith in the music area; to Laura Burn in memorial services support; and to Rene Tanner, Candy Drollinger, Flossie Bode, Terry Wagner, and Marj Iuro in the facilities area.

This year for the first time QUUF became a teaching congregation with the addition of a ministerial student intern. Dennis Reynolds, who joined us from September through May, is close to completing his Master's of Divinity degree at the Meadville-Lombard Theological School in Chicago. Because of his character, life experience, and capacity and desire to serve, Dennis functioned more as an assistant minister than a student. It's been a real pleasure to work with Dennis!

This year I again gave both a fall and winter sermon series. The fall sermon series, for a second consecutive year, was titled, "Who Are We?" It was designed to explore the diversity of our congregation. In this series, planned with the assistance of Collin Brown, for three weeks in a row I invited three or four members of the congregation to speak about "Who Are We?": 1) as public servants, 2) as children of parents, 3) as elders.

My winter/spring sermon series, titled "Necessary Tensions," drew each week on a poem or poems of Robert Frost to illustrate and elucidate the tensions, conflicts, contradictions, paradoxes, and reversals of lives. This series included the memorable reading of two of Frost's greatest dramatic poems by congregation members, Dick and Esther Conway, and David Hundhausen and Deborah Hammond.

Guests that I have invited into the pulpit and with whom I have assisted this year have been the musician, Jim Scott, the Rev. Barbara Meyers, and the Rev. Terry Sweetser (who spoke on the occasion of our building dedication). Additionally, I asked Sarah Hull, Jack Salmon, Joyce Francis, Kees Kolff, Fred Weinmann, and Elaine Nelson, all from QUUF, to join me in the pulpit on various occasions to lend their expertise to the given theme that Sunday. I've been involved in pulpit exchanges on three occasions: the first with the Rev. James Kubal Komoto (Saltwater UU); the second with the Rev. Craig Moro (Community UU Church in Pasco, WA); and the third with the Rev. Jon Luopa (University Unitarian in Seattle; he will be here sometime next year). As usual, I have also worked with the Sunday Services Committee in arranging speakers for the January Series during my reading break, as well as for the upcoming summer services when we have lay members of our congregation speak from mid-June through July.

As in previous years, I again led adult religious education classes in both the fall and winter/spring. The fall class, for a second consecutive year, followed a curriculum of the Rev. Richard Gilbert titled "Building Your Own Theology." This 10-week class with both evening and morning sessions, culminated with each person being invited to prepare a credo statement. Simultaneously, Dennis Reynolds facilitated "Building Your Own Theology, Part II," for those who had taken the previous year's class. My winter/spring adult religious education class was, as usual, a poetry class, this year on the work of the contemporary American poet, Billy Collins, which culminated with class members offered the opportunity to write a poem in the style of Collins, and which produced a number of poems that Billy Collins wished he had written.

Let me conclude this annual report by expressing my appreciation to all the committees of this Fellowship. The work of the several committees related to our building project has again been front and center this year, but the work of our many ongoing committees has again been outstanding ... so many, many people here making their individual and unique contributions to the good of the whole!

Finally, I want to express my gratitude to QUUF's hard-working Board of Trustees, and to their outgoing president, Betty Oppenheimer, who has served in this position for a second consecutive year. There is so much that goes on behind the scenes, and I am grateful and humbled by the dedication and skill of those who contribute so much of their time, talent, and financial resources to this remarkable religious community.

Respectfully submitted,  
Bruce Bode  
May 18, 2010

## Ministerial Intern's Report

Serving as the first ministerial Intern at QUUF has been an exceptional opportunity to learn and to serve. Serving in this time of transition and growth has provided a special experience. I was able to participate in the completion and occupancy of the new building and to observe a religious community undergoing a significant transition with enthusiasm, mutual warmth and sensitivity, and deepened commitment.

I was accepted and welcomed by the community as a religious professional. This was aided by the opportunity to lead the Building Your Own Theology class early in the year. In that setting I was able to demonstrate theological knowledge and to make significant connections with participating fellowship members.

Bruce's mentorship, advice, and collegial support were outstanding. He allowed me to take initiative and thus learn from my successes and my occasional fumbling. The entire staff warmly accepted me as a colleague.

The opportunity to preach in Port Angeles, in addition to at QUUF, expanded my pulpit skills and augmented my stipend, while assisting that lay led neighboring congregation.

A particularly effective learning opportunity came from my being able to stretch myself, by working with a skilled facilitator on a White Privilege Workshop. The honest and appropriate feedback I received from my co-facilitator and participants will enhance my ability to more successfully participate in such efforts in the future.

I was allowed to engage as a participant observer in multiple committees and to actively participate in the life of the congregation through events, service projects, and in worship.

I am particularly proud of my part in initiating and helping to create the first Port Townsend Interfaith Earth Day Celebration and an on-going interfaith group that grew out of that effort.

I am deeply appreciative and I sincerely hope that other Ministerial candidates will have the opportunity to learn from and to serve this vital congregation.

Dennis Reynolds, Ministerial Intern

## Director of Religious Education Report

We have reached the end of another amazing year for Religious Education. The commitment and depth of caring that the families bring to QUUF is inspiring. As is the overwhelming support and love coming from the entire congregation.

The expanded facilities highlight the year. The transformation from a building site to our 'home' was fun to share with the children and youth. It also created a lot of thought and work to negotiate the new space, learn how best to utilize it, and keep the programs running. For example, as exciting as it was to put a class in the new loft, I found it challenging to remember they were there and that the room needed to be incorporated into the set up and take down routine! The use of the Fellowship Hall has already been a luxury. And our new chancel is a glorious place to hold A Time For All Ages and Child Dedications.

Sunday Morning Curriculum:

- Preschool Chalice Children: We Are Many, We Are One. Mid year we added the toddlers, and developed our own programming that created a routine of ritual, story, activity and free play.
- Kind-2<sup>nd</sup> Treasure Hunters: Fall-UU Super Heroes. Winter/Spring-Super Heroes, Bible People
- 3<sup>rd</sup>-5<sup>th</sup> Wisdom Seekers: Fall-QUUF adapted Family Tree of UU Super Heroes Winter/Spring-Timeless Themes, Stories from the Hebrew and Christian Bible
- Middle School Youth: Compass Points, all year
- High School YRUU: See report listed alphabetically in this document

Our Sunday teachers were fantastic. Both veterans and first timers were excellent at delivering the lessons, managing the classroom, and most of all enjoying the children. We are fortunate to have such dedicated volunteers. In addition, the RE Committee, led by Rebecca Brignoli supported the RE community with special events and overall program planning, insight and evaluation.

Our registration numbers again range from 85-110, depending on how we count them. Sunday morning attendance ranged from 9 (the Sunday after Christmas) to 57 on Easter. We had 15 teachers, 3 youth advisors, 3 OWL leaders.

Beyond Sunday morning:

- 5<sup>th</sup>/6<sup>th</sup> grade OWL, 10 children. Led by Tracy Thompson and Dave Russell
- Kind-2<sup>nd</sup> grade OWL, 19 children. Led by Tracy Thompson and Kathy Stevenson
- Middle School Mini Con hosting: 28 youth from 6 Puget Sound congregations. Led by Collin Brown, Kit Pennell, Carrie Muellner and Barb Trailer
- Social Justice Projects: 2 cookie making sessions for the Homeless Shelter, Guest At Your Table, HOPE collection (\$6,933), Food Bank Trip, Breaking the Silence curriculum about mental illness, litter pickup
- YRUU attendance at District Assembly was a great success. Attendees were: Sebastian Lyons, Emma Kelety, Molly McGuire, Alethea Westlund, Ryan Hoffman, Nakaia Millman. They were accompanied by Stephanie Anderson, Nils Pedersen and Todd McGuire.

My Professional Development and Consultation was minimal this year, due to the business of QUUF. I serve as treasurer for PNWD LREDA. I continue as RE consultant to small congregations, this year mostly to UU Church of Yakima and Cedars UUC. I attended the Professional Day preceding District Assembly, as well as DA itself.

The biggest change for me this year was discovering the necessary distancing from the sanctuary Sunday mornings. I can no longer be a backup usher, greeter or decision maker before during or after the service. My place is in the RE spaces. I miss being able to connect with families as they enter.

Religious Education is a tricky program. It is a service to families, but fully dependent on those families for operation. We rely on volunteers as well as families simply 'showing up'. The RE Assistant, Tracy Thompson and I, set the stage for Sunday mornings and special events. We then require expert help from parents, youth and other congregants.

It has been a full and busy year, and very successful. I thoroughly enjoy working with adults and children to create a community that is vibrant, nurturing, friendly and meaningful. I am learning all the time.

Kathy Stevenson, Director of Religious Education

### **Choir Director's Report**

The QUUF choir continues to grow in dedication, community, and skill. Most of the choir members have been involved for many years now and their level of commitment continues to amaze and humble me. I have been challenging the choir with increasingly difficult music and they rise to those challenges through hard work tempered with good humor and grace. Recent changes in my schedule have afforded me more time to further develop and grow the choir and I also look forward to bringing in more guest musicians to perform with us. With the growth in membership, there's hope that the choir will grow too and that will be an area of focus and energy in the coming year. With more singers, we will be able to present even more challenging and beautiful music to enhance our services and bless our congregation.

Marj Iuro, Choir Director

## President's Report

Going back through the minutes from this year's Board work reflects the one key goal we set for this year – to finish the building within budget, and move in.

With incredible work by many dozens of people working on construction, finances and planning, we obtained our Certificate of Occupancy in February (within budget!), and held a series of celebrations of the completion of our new sanctuary, foyer and offices.

But moving into the new building was quite complex (and it continues to be). Behind the scenes, the Board, with support from many committees and task forces, spent the year working through the details of moving into a larger space. These issues included:

- Winding down the Building Steering Committee's oversight of the building;
- Ramping up the new Building Use and Completion Committee, whose responsibilities to raise funds and coordinate the efforts to complete those items which were not included in the original building proposal;
- Rewriting the Facilities Use Policies and revitalizing a new Kitchen Care Committee who will provide a smooth transition when we have a new kitchen;
- Continuing to fine tune our increasingly complex financial systems, which are handled almost completely by volunteers;
- Paying back the members who loaned us money to bridge the financial gap we knew we'd face before all of the pledges were in hand.
- Approving a Long Range Plan for 2009-2014 which will help us gauge our progress over the next several years;
- Creating new positions including Building Hosts, who insure that our renters take good care of our facility, Memorial Support Coordinator, who helps grieving families organize memorials for their deceased loved ones, and doubling our custodial services to care for our more-than-doubled square footage.

My three-year term on the Board and two-year tenure as Board President will come to an end on June 30. I am proud of what QUUF has accomplished during the past three years, and certain that good things will continue to come our way – because we work together as a community, calling on the varied talents of our many members and friends, toward common goals which offer benefit far beyond our own walls.

Congratulations and thank you to all!

Betty Oppenheimer  
President, Board of Trustees

## **Program Council Report**

This is my second year as VP and the Program Council has again proven helpful in keeping the individual committee's continuity of purpose alive as well as facilitating cooperation and coordination among the committees. With the completion of the major building done and the work required to inhabit the new spaces ongoing, communication amongst the committees has been critical to our overall success.

We met three times during the year, first; to lay out our yearly plans and establish lines of communication and assistance, then to establish our committee budget requests for the upcoming year, and last to set our internal calendar dates before opening up our spaces and facilities to outside groups. It appears that we will have many more requests during the year for our venues what with the new, expanded, and improved spaces.

It is my opinion that we have shifted somewhat from last year's consensus opinion where, by discussion, we thought that our next personnel/staff addition would/might be a paid volunteer coordinator to our present frame of mind, which is, looking at the addition of a Sexton to take care of our growing facilities.

As our building and now use committees continue to wind up their work it may be wise to expand (more meetings) the Program Council to keep the major players on the same page. We tried to limit our two hour meetings for the last two years as we had all agreed that we were max-meeting'd out.

I am continually in awe and often humbled understanding/realizing the incredible amount of work the committees perform and the detail and level into which they go to perform their work as well as the care and love they put into all that they do. Each committee chair, all its members, and the work they do make this Fellowship the rich environment where we all can/may grow and thrive. It has been my pleasure to serve with/along side you. Thank you for all you do!

Dave Ditzler

Vice President, Board of Trustees and Chair of Program Council

## Aesthetics Committee Report

### ACTIVE MEMBERS

Brenda Wagner, Bruce Bode (staff liaison), Carol Graves, Cynthia Knudson, David Hundhausen (board liaison), David Russell, Joanna England, Joyce Francis (chair), Karen Page, Kathy Francis, Linda Bach, Linda Lundell, Onnolee Stevens, Patricia Weedman

VIRTUAL MEMBERS (consult & keep apprised of activities but do not attend meetings)

Diane Ainsworth, Irv Mortensen, Jackie Barr, Nancy Mann

### RESIGNATIONS

Clara Klug, Megan Cate

### YEAR'S ACCOMPLISHMENTS:

1. Stucco - Staffed Sunday display of recommended color palettes and solicited feedback from congregation.
2. Lighting/Electrical – Reviewed plans and made recommendations for changes. Selected additional up-lights for sanctuary.
3. Wish Lists – In consultation with staff and membership committee, submitted list of UFOs for foyer, sanctuary, kitchen, and offices.
4. Chairs – Searched available/affordable options for sanctuary seating, made recommendations to board, solicited feedback from congregation, organized a Sunday solicitation for funding, and created a remembrance chair for RE decorated with names. Organized storage, then a working party to assemble.
5. Revolving Art – Expanded program to include foyer walls beside sanctuary entrance, creating a new sub-committee to select and hang displays in foyer and fellowship hall. A second sub-committee will begin displaying 3D art in two from cubbies at each side of the sanctuary, and a third will select photographs/prints to display in the bathrooms.
6. Donations – Accepted donations of a plant for fellowship hall, a clock for the foyer, and a sculpture for the sanctuary.
7. Stain/Paint – Determined color decisions for trim/doors/ceilings. Completed most outside staining of old/new buildings and painting of ceiling pipes in sanctuary.
8. Acoustics Treatment – Consulted on design of back-wall sound proofing on sanctuary.
9. Kitchen/Bathroom Colors/Material – Consulted on materials & colors.
10. Foyer Bench – Procured from Habitat store and refinished a 9-foot church pew for foyer.
11. Joys/Concerns Candle Holders – Consulted on design of new holders.
12. Carpet – Selected carpet color for sanctuary/offices.
13. Bulletin Boards – Responded to request for consultation on board layout.
14. Coordination/Representation – Continue representation on/coordination with other working committees:
  - Membership & Greeting
  - Building Use and Completion (BUCC)
  - Kitchen Task Force
  - Flowers
  - Banner
  - Sunday Services

## A-HA! Report

**A-HA!** has been meeting *each month* in the QUUF Fellowship Hall the first and third Sunday afternoons/evenings since April 2008. Potluck dinners, socializing, and discussions, highlight our time together. Discussion topics are suggested by A-HA! participants often reflecting interests in science, philosophy, morality, and ethics. During the 2009-2010 topics such as “Free will vs Determination”, “Where Religion and Reason Meet”, “How Seriously Is the Earth in Jeopardy? Part I & Part II”, “Is Tolerance Really the Great Virtue of a Democratic Society?”, “How Do You React to Corporate and Individual Greed in Our Society?”, “Do We Reap What We Sow?” and “What Is the Ethical and Moral

Response to a Beggar?" generated a great deal of conversation. Each A-HA! discussion includes a facilitator and the hand-held microphone becomes a "talking stick" that allowed those with a hearing impairment to participate. This recently has become a concern. The new Sanctuary sound system required the use of the same Fellowship Hall equipment that allowed the hearing impaired attending A-HA! to hear. We are hoping, for the sake of those who need it, that soon appropriate sound equipment can be replaced in the Fellowship Hall.

There are 75+ QUUF members and friends on our email list. Usually 18-25 attend an A-HA! gathering. Some participants come for both the potluck and discussion; others come for the discussion only. Everyone is welcome to come to the A-HA! group. Please watch the QUUF Newsletter as well as Sunday's Order of Service for announcements of the upcoming discussion topics and details about potluck participation as well as the times and dates of gatherings.

Jim and Judy Tough, Coordinators

### **Adult Learning Programs (ALPS) Report**

Members: Bruce Bode, Ann Bishop, Jaune Evans, Lee Faulkner, Bob Francis, Rod Mitchell (Chair), Dennis Reynolds, and Jan Forrest (Board liaison)

Accomplishments: A set of courses, workshops, field trips and speakers each of three teaching quarters – Fall, Winter, and Spring. Twenty nine regular courses were taught along with eight workshops, two speakers and three field trips. All three of the field trips involved from sixteen to twenty participants and the winter trip to Lake Quinault was the first to involve an overnight stay. We now have three reading groups, Just good Books, Science Reading Group and Early Bird Reading Group. A rough tally of attendance in the above events would be between 600 and 800. We continue to have liaisons between the committee and all courses and events. We conducted debrief sessions in all winter and spring courses. We co-sponsored events and courses with the Green Sanctuary Project, AHA group, the local chapter of the National Association of Mental Illness and the Edinger Society.

Goals: To broaden the scope of our offerings in an attempt to meet the needs of as many Fellowship members as possible. To make this possible we are continuing attempts to include events from each of the following categories when planning our quarterly programs:

- Religious/spiritual/personal belief systems
- Academic offerings
- Creative classes
- Field trips and shared experiences
- Life style choices
- Physical activities

I will remain chair for the 2010/11 year. We lost Jaune Evans from the committee this year and Jan Forrest is now acting as board liaison. Therefore, we would like one or two new members and someone who is willing to transition into the chair position as my term terminates in the spring of 2011  
Rod Mitchell, Chair

### **Building and Grounds Report**

This past year has been particularly active for the B&G committee as we assisted in the final phase of construction of the new building. The committee is made up of motivated individuals who have committed themselves to keeping the old buildings running smoothly as the new construction draws to a close. Final touches on the new construction will be an ongoing concern. Special thanks to Mack Boelling for his marvelous name tag holder and stage extension design and construction, David Bommer for his design and construction of our temporary door to the foyer as well as building the new trellis to be placed over the walkway to the main entrance to our new building. Other members of the committee have helped by doing detail work, additional trim, garbage and recycling runs, landscape work and all

the sundries that make our new home a truly beautiful, functional edifice. Other B&G Committee members include Don Dybeck, Lee Maxwell, Karen Page and Bob Logan. Joining them are numerous members of the fellowship that have offered their particular skills and expertise. Many thanks to them all for their diligent efforts.

Respectfully submitted,  
Al Thompson, Chair

### **Building Construction Committee Report**

*A building is not something you finish – a building is something you start.* ~ Stewart Brand  
What a year it has been! From ground-breaking to move in day and dedication all in one church year... but behind the scenes so much has happened...

Our new building is nearly complete:

“A structure that stands as a physical expression of the special place that our liberal religious community occupies in the life of Port Townsend.

A sanctuary that seats 185.

Expanded (and accessible) facilities for office space, an institutional kitchen, and fellowship hall”.

Final budget \$1.5 million.

How we did it:

“Fellowship volunteers (were) a significant part of the labor force, (which provided) significant savings on labor costs and... built community within the Fellowship.

Built green...

The completed building blend(s) with and aesthetically enhance(s) the present structures, keeping the existing sanctuary intact to become a fellowship hall.”

Amazing as it seems, all these quotes came from the Building Options proposal approved by the congregation in May of 2006. We built it by doing the planning and keeping the congregation involved from day one.

Since January of 2006, I have had the honor of chairing 3 different committees (Building Options, Building Design, Building Construction) and serving on the Building Steering Committee. This last year of actual construction, I served with Jim Golden representing the congregation while meeting and planning with our contractor Malcolm Dorn and his site superintendent John Edwards. I also had the honor of working with John to complete the finish of the building.

We built in partnership with the contractors, consultants, and merchants of this county. In building it we built friendships and fellowship and community and helped them in these tough times.

We have built in partnership with our architects Richard Berg and Amy Dahlberg – their imagining, listening, researching and designing have brought to life this already beloved space.

We have built in partnership with WallyWorks; Malcolm, John and their crew. They brought their skills in planning and budgeting, organizing and teaching, directing and building. With their generosity and patience we have built this beautiful building and (Unitarian miracles notwithstanding) brought it to life within the budget they proposed. Without them we would not have the beautiful building we have built together.

We built it in our dreams and in our hearts; we raised it up by raising funds and by raising beams. In building it, we have built community and we have built a future that will live through us and beyond us.

Irv Mortensen, Chair

### **Building Steering Committee Report**

Committee Members: Bruce Bode (staff), Jack Forrest, Jim Golden (chair), Bill Kaune, Marcia Lewton, Todd McGuire, Irv Mortensen, Betty Oppenheimer (Board Liaison), Carolyn Salmon

The Building Steering Committee (BSC) was active until February 2010, when the move to the new space was begun, and the WallyWorks contract was essentially complete. At this point, oversight of the ongoing building-related projects was transferred to the newly created Building Use and Completion Committee (BUCC). Note: several members of BSC chose to join BUCC, providing valuable continuity.

During this year, the primary role of the BSC was financial oversight, with the goal of building as much of the original plan as possible, while insuring that the short term member loans could be repaid. Actual-to budget spreadsheets, for both hard and soft costs, were updated monthly, as was the cash flow forecast for the entire project, including loan repayment. Jim and Irv met weekly with Malcolm Dorn and John Edwards of WallyWorks, who were continually looking for ways to save money without compromising function.

During the fall, it became obvious that, primarily due to a significant reduction of pledge revenue caused by the world's financial troubles, we would not be able to finish the building. Per the building options continuum, we would have to forego the finish flooring if more money were not raised. Through an informal "Finish the Building" campaign in Oct-Nov, enough money was raised to include finish flooring in all areas.

The original budget included \$20,000 in revenue from a PNWD Chalice Lighter Grant. In late November, we learned that the amount of the grant would only be about \$10,000. As a result, we had to defer the dishwashing equipment for the kitchen.

In addition to financial oversight, we helped determine the process for chair selection, recommended a purpose for the auction fund-a-need, and suggested the creation of BUCC.

The overall goals of the BSC were to deliver to the congregation a building meeting the specifications of the Program Document and the "Complete" option on the Building Options Continuum, and provide for the repayment of all of the short term member loans. With the exception of kitchen fixtures and renovation of the back wall of the Fellowship hall, we were able to meet these goal.

Jim Golden, Chair

### **Building Use and Completion Committee Report**

In November 2009 this committee was formed to take the place of the Building Steering Committee as the main building project reached completion. The committee oversees the use and configuration of our new spaces. In that regard the committee worked with the congregation and various committees to create diagrams for use of the Foyer and Fellowship Hall and continues to review a wide variety of use issues. The second major task of the committee is to plan for building completion, especially the new kitchen space, renovation in the back of the Fellowship Hall, old kitchen, and the Loft area. The plans and the fundraising to accomplish these tasks are underway. The goal is to complete phase one of the kitchen project by Sept 2010 and to complete the renovation project by December 2010. The committee has also developed a list of additional unfunded objects (UFO's) that will be added as time and finances permit. Kendra Golden, chair, Robin Ditzler, asst. chair, Al Thompson. Carolyn Salmon, Cynthia Knudsen, Gail Bernhard, Irv Mortensen, Joyce Francis, Marcia Lewton, Onnolee Stevens, Patricia Smith, David Bommer.

Kendra Golden, Chair

### **Building Volunteer Coordination Report**

Our new facilities are nearing completion as is the memorial garden, fountain and grounds. Many thanks to our intrepid volunteer corps who have amassed in excess of 10,000 hours of on the job (labor, carpentry, stucco and landscaping) time, food prep time and clean up time. The remaining parts of the church that need work such as numerous small details and of course our new kitchen, will be completed as the money and finishing expertise become available. Special mention of all 194+

members, friends and neighbors, to many to name in this report, is in order. I apologize for the limited space, yet you all know who you are. However there are some who have gone the extra mile, so to speak, in keeping our project moving. They are Susan Pratt, the person who has worked the data base and sent out many messages throughout our almost 2 year effort, Barb Dyer the maker of that Unitarian elixer, coffee, that continues to fortify us in our efforts. and Joanna England the person who made sure that our break goodies and our Friday dinners kept coming during this whole effort. Last but most importantly those on the various committees whose input was invaluable as it guided us through the decision processes chaired by Irv Mortensen.

No report on this project would be complete without the mention of Wallywork's Malcolm Dorn, John Edwards and Bill Fisher. Their patient, guiding force is evident in all that you see in our new building. We have been able to realize our dreams in a timely manner through their able guidance and assistance. Thank You!!!

Respectfully Submitted,

Al Thompson, formerly Lead Volunteer

### **Cares & Concerns Committee Report**

The Cares and Concerns Committee helps members of our congregation in times of need. We receive phone calls directly from members for assistance, get referrals from the QUUF staff or learn about something during the Joys and Sorrows portion of our service. Members sign up in the beginning of our church year to help out by taking meals to families, giving people rides to appointments, sending cards, etc. While we do not meet regularly we welcome anyone's participation and input. We are planning to attend a workshop about pastoral care systems to learn how some other UU churches are providing services this spring.

Laura Burn and Julie Duke, Co-Chairs

### **Committee on Ministry Report**

The purpose of the COM, as defined in the Ops Manual: "To strengthen the quality of ministry within the fellowship by functioning as the liaison needed between the Minister, the Board, and the Congregation."

COM members for 2009-2010 are: David Rymph, Chair, Paul Becker, Helen Kolff, Nils Pedersen and Deborah Hammond.

COM meetings are usually a quarterly "think tank" for conversation regarding issues that relate to the various ministries of QUUF. The meetings serve as a place where Rev. Bode can bring forth ideas and solicit candid feedback.

We reconvened December third, after a hiatus following the completion of the survey, reminding ourselves of the committee's purpose and beginning again our conversation with Bruce. This year COM has mainly focused on how we are functioning as a Fellowship during the transition from our original sanctuary to the new.

David Rymph, Chair

### **Denominational Affairs Committee Report**

The job of this committee is to inform, encourage and engage QUUF members and friends on a National and District level with the business and actions of UUA (the Unitarian Universalist Association) and the PNWD (the Pacific NW District). We found that when we look outward there is much to be learned and QUUF has much to share.

Delegates at the UUA General Assembly 2009 voted "yes" on the proposed CSAI (Congregational Study/Action Issue) "Ethical Eating" and member congregations across the country were invited to participate in that study. The process is long, but it will ultimately become an announced UUA Official

Statement of Conscience. Our Green Sanctuary Committee took up the cudgels on behalf of QUUF and co-sponsored a well attended screening of the movie “Food Inc ” that launched a series of workshops, research and study on Ethical Eating. The result is an excellent, detailed, and extensive report on Ethical Eating that Green Sanctuary has submitted to the Committee on Social Witness at UUA. Our hope is that QUUF will continue to participate in future Congregational Study Action Issues.

At the District level we had a record number of members attending the PNW District Assembly in Bellevue. Some twenty-six people from QUUF went over the water for this event, a number made all the more significant because it included seven of our Youth Group. Thanks for everyone who went, with special thanks to the young people and a round of applause for our Youth Leaders, Stephanie Anderson and Nils Pedersen.

2009-2010 was a positive year for Denominational Affairs. Our Committee is Sheila Lauder (Chair) with members Barb Dyer and Dennis Crawford. We could use another Committee Member or two.

Respectfully submitted,  
Sheila Lauder, Chair

### Designated Offering Committee Report

Chair is Sue Estes, David Bommer, Michele Bruns, Susan Pratt, Carolyn Braun, Bobbie Liden, O’Neill Louchard and Alta Crawford. Bruce usually meets with us. Board liaison is Jean Walat.

At the request of the Board, some of the wording in the guidelines was refined.

We responded to needs created by three earthquakes in the church year.

Two offerings were done in the place of other designated offerings. A special donation was taken for Haiti, raising \$3,422. A list of recipient organizations and the amount of the donation is below. The amount for the collection taken on June 13 is not available.

The Committee membership will remain the same in the future church year.

Sue Estes, Chair

Date	Recipient	Amount
Sept. 13	School Emergency Fund	\$715
Sept. 27	ECHHO	\$496
Oct. 11	J.C. MASH	\$648
Oct. 25	Americares	\$712
Nov. 8	UUSC Guest at Your Table	\$1813
Nov. 22	COAST	\$898
Dec. 13	Domestic Violence	\$925
Dec. 24	Chaplain’s Fund	\$645
Dec. 27	Paradise Theater School	\$463
Jan. 10	Edensaw Cancer Foundation	\$581
Jan. 24	Habitat for Humanity	\$1072
Feb. 14	Hospice Care	\$913
Feb. 28	YMCA Youth Mentoring	\$739
March 14	Chile Earthquake	\$1169
March 28	YMCA General Program	\$722
April 11	Jumping Mouse	\$727
April 25	OlyCap Community Gardens	\$513
May 9	Animal Shelter	\$657
May 23	NAMI	\$708
June 13	Homeward Bound	Unkown
	Total	\$15,118

## **Endowment Committee Report**

Members: John Collins, Don Dybeck, Marilyn Mitchell (Treasurer), Carolyn Salmon, Lynn Taylor  
At last year's Annual Meeting the Bylaws were amended to change the name of the committee to Endowment from Special Funds. Additionally, the various funds in the Endowment were listed. The major emphasis this year has been to educate ourselves and to further define the various accounts in the Endowment. We are also in the process of interviewing all of the people who have notified us that they plan to leave a legacy gift to the Fellowship.  
The Committee approved six scholarships for a total of \$2,073.50 from the Scholarship and Special Projects Fund. These funds were used for hotel rooms for youth to attend PNWD Annual Meeting, our Ministerial Intern's expenses to attend a training program and registration for the 2010 GA. Additionally, \$400 was approved from the All Purpose account for the Caring Faith Congregations conference. As it turned out, the conference was so successful that the money was returned. Celebration of Life and other gifts to the endowment are expected to total \$1,170. \$920 of this was put into the All Purpose account and \$250 went in the Long Term account.  
The total value of the QUUF Endowment is approximately \$25,788. About \$17,023 is permanently restricted for ministerial discretionary expenditures and the remaining \$8,765 is a mix of temporarily restricted, mainly scholarships, and completely unrestricted money. The goal of the Endowment Committee is to increase the value of the QUUF Endowment.  
Lynn Taylor, Chair

## **Finance Committee Report**

Members: Gail Bernhard, Donna Frosthalm - 8 months, Jack Forrest – 4 months, Carolyn Latteier, Marilyn Mitchell (treasurer & stewardship), Lynn Taylor (Endowment chair), John Collins, Mike Morrissey (Board Liaison), Carolyn Salmon (Chair)  
This year the committee had the luxury of implementing much of the work from last year. New internal controls for handling money & checks seem to be working well. We have enlisted several non-committee volunteers to assist with Sunday morning counting. For the second year, two auditors from Olympia UU will review our books and John Estes will review theirs.  
Our work this year included:

- Reviewing the Income & Expense and Balance Sheet reports monthly to ensure that fellowship finances are in good condition. We provided advice to the treasurer as needed.
- Working with the Personnel Committee to transfer the bookkeeping and accounts payable functions from the Accounts Payable Clerk to the Office Administrator when the clerk resigned.
- Reviewing the Management Review for FY 2007/08 performed by two auditors from Olympia UUC and recommending appropriate responses to areas of concern.
- Developing a 5-Year Financial projection for the updated Long Range Plan.
- Continuing oversight of Building Fund activities.
- Researching and recommending a new rental policy and rates to the Board.
- Providing cashiers, bookkeepers and processing credit card vouchers for the Services Auction.
- Drafting the proposed 2010/11 budget; initiated Zero Based Budgeting by cost centers.

The chairs of the Endowment & Stewardship are members of the Finance Committing facilitating communications. We invited chairs of committees which are significant income generators or cost centers to meet with the committee.  
The committee met monthly (subcommittees sometimes weekly), enjoyed problem solving and fellowship and had a lot of fun. We managed to take some of the burden off of the treasurer and the board while we worked to keep the fellowship's finances strong.  
Respectfully Submitted,  
Carolyn Salmon, Chair

## **Friendship Supper Program Report**

The program is chugging along. I didn't tally up the number of guests this year but we had 6 to 8 or so each month. Colleen Johnson has signed on as co-organizer which makes it easier to manage a consistent calendar. She and Jenifer Taylor will continue for the next year unless someone wants to step on with Colleen. In that case, Jenifer would be glad to hand over her part of the reins!

In a nutshell, there was a dinner every month, not always on the 3rd Saturday due to conflicts with other QUUF functions. Both new and longer term people are signing up to host meals; new people have been invited and have come to dinners; and while not a big part of the social calendar at QUUF, the program seems to be filling a niche. As a general rule, when not enough people sign up, we call some of the new members until we recruit enough for a good conversation; 6 to 8 people. We never turn anyone down so if someone calls at the last minute, we just add another chair. So far the hosts have been amenable to that approach. We make an effort to have both newcomers and old timers to speed the integration of the new folks.

Jenifer Taylor, Coordinator

## **Fundraising Oversight Committee Report**

Chair: Kees Kolff

Members: none other than the chair

Board Liaison: Dicksy Scott

Membership: During the past 2 years 2 other people were temporarily on this committee as co-chairs, but both decided they preferred to focus on other specific projects for the church. I would welcome a co-chair, but do not need more than that as long as there are no expectations beyond assuring that the current fundraising activities are adequately personed and that they are coordinated to not conflict with the stewardship drive, church policies and other needs and activities.

Fundraising Accomplishments this year plus brief notes on plans for next year:

Service Auction: \$20,061.94 for operations and \$6,610 fund-a-need for new doors.

Celeste Dybeck and Kees Kolff will co-chair again. Venue will be QUUF.

Rummage sale: \$2,731.15

Flossie Bode and Susan Euro (to be confirmed) will co-chair again.

Media sale: \$2,544.16

Barb Dyer has agreed lead it again IF we can find a co-chair.

UUre Home: \$1285

Abby Pamplin has agreed to continue to promote this effort.

Spaghetti dinner/Talent Show: \$149.67

A popular Music Program Committee (and Marj) event, mainly for fun!

Clothing sales: \$65.00

Some sweatshirts still available.

Beattus CD: \$45.00

Some CDs still available.

Cookbooks: \$25.00

Some cookbooks still available.

Recommendations:

1. Continue with planned fundraising and sell remaining in stock items.
2. Board and Finance Committees should decide if fund-a-need at the auction is needed for operations or can go to help fund UFOs for the building completion.
3. Find a co-chair for the Media Sale to work with Barb Dyer.

4. Find a co-chair for this committee

5. No hurry, but let's eliminate "Collection Plate Giving" from the written responsibility of the Fundraising Oversight Committee. The Designated Offering Committee is now its own stand-alone committee. The section to be removed currently states: "Collection Plate Giving: A subcommittee of this committee plus the Minister and designated member from other interested committees such as Social Justice, music and RE shall meet to determine when the collection plate offering shall be used for outreach, either to UU programs or donated to outside worthy organizations, and to what specific organization or group the funds shall be given. This subcommittee shall provide timely announcements to the congregation regarding the programs and groups that will be supported, including a specific announcement at each service where such a plate collection is taken."

Kees Kolff, Chair

### **Green Sanctuary Committee Report**

Chair: Helen Kolff (continuing next year)

Members: Kevin Clark, Diane Haas, Kees Kolff, Donna Logan, Jeanette Richoux, Kathy Stevenson (Members through 12/09: Lori Hanemann, Mack and Barb Boelling)

Board Liaison: Dave Ditzler. We definitely welcome new members on this committee.

Our focus this year was on the Congregational Study/Action Issue of Ethical Eating and celebration of the 40th anniversary of Earth Day.

In June of 2009, QUUF was recognized as an officially accredited Green Sanctuary congregation at the UUA General Assembly in Salt Lake City.

On 10/16/09, we held our third annual Harvest Celebration. We enjoyed a delicious local food potluck, pressed apples into cider, and created whacky vegetable racecars that we raced with great amusement.

On October 24th, we participated in the International Day of Climate Action where people all over the world called on their leaders to commit to decreasing carbon dioxide (CO<sub>2</sub>) levels in Earth's atmosphere to below 350 parts per million, the stable and safe upper limit for the world's people, creatures, and future generations.

In November, Omnivore's Dilemma Book Discussion Group was co-sponsored by the Co-op and led by Jeanette Richoux.

On 11/14/09 we began a 2-part Ethical Eating Film series beginning with "Food, Inc." organized by Sheila Lauder and Lori Hanemann. On 3/5/10, Jeanette Richoux showed the film, "The Real Dirt on Farmer John" and led a discussion afterwards.

Under the leadership of Diane Haas, we continued working with the Community Outreach and Shelter Team (COAST) to make the homeless shelter as green as possible.

Diane Haas and Mack Boelling organized an Earth Community Workshop with Bill Scarvie on 1/3/10 that was co-sponsored with the Social Action & Ed. Committee.

We offered a discussion group through ALPS in January and February of 2010 on "Ethical Eating: Food and Environmental Justice" as the official Congregational Study/Action Issue for 2008-2012. We discussed readings from the Ethical Eating Resource Guide, gave our feedback to the UUA, and celebrated with a local food potluck.

On 1/26/10, Jeanette, Kevin and Helen went to Olympia for Environmental Lobby Day. We lobbied our representatives not to cut funding environmental projects, ban toxics in baby bottles, and clean up Puget Sound.

Kees Kolff and Bruce Bode organized a forum on the topic of Global Climate Crisis as our Earth Day service on 4/18/10. Other forum participants were Fred Weinmann and Elaine Nelson. A follow-up discussion was held on 4/21/10. We also recognized Kate Dwyer as our Eco-Hero of the year for all her work on the new landscaping. Following the Earth Day forum/service, we invited everyone to help plant shore pines & currant shrubs to improve wildlife habitat at Kah Tai Lagoon Nature Park.

On 4/22/10, Bruce Bode and members of the Green Sanctuary Committee participated in the Interfaith Earth Day Service and table displays at the Maritime Center.

We are planning to sponsor a lecture/fundraiser for North Olympic Salmon Coalition on the proposed copper mine in Bristol Bay by Bill Carter on 6/19/10.

Our goal for next year is to continue many of the projects that we began as part of the accreditation program.

Helen Kolff, Chair

### **Kitchen Care Committee (KCC) Report**

In February I presented KCC's written purposes and responsibilities to Kate Madson, our liaison for clarification and revision as needed for the Operations Manual . Our goal is to promote a clean, uncluttered eco-friendly kitchen and to promote enjoyment of fellowship events involving the use of the kitchen . We are expecting acceptance as a legitimate committee in May. After I had written the procedures / tasks, I addressed the fellowship with an invitation to those who love kitchens or to those who tolerate kitchens well. Eleven women met with us after the services to become KCC members. Three men also stopped by to ask questions about purified water for coffee and a possible Soup Kitchen. Most of our communication was done by email, as I promised to limit meetings. Our first get together was held in the kitchen with tea and wine offered to make information sharing and cleaning more festive. We left a note requesting that all leftovers go home and that the kitchen and refrigerator be used for current foods before eating. Refrigerator, some counters, and drawers were cleared and cleaned . We happily left instructions for operating the borrowed portable dishwasher. Andy Driscoll's generosity has meant no more heavy hand washing.

Already KCC members are taking responsibility for specific areas:

- Contact for custodian, GSC, and B&G Committee Sherry Robinson
- Lost & Found: Barb Boelling
- Napkin Care Scheduling Pauline Carter
- Signage and instruction booklet Phyllis Waldenberg
- Booklet for operating appliances Cynthia Knudson
- Ordering coffee through August Pauline, Sherry, and Calah Tenney
- Member check list for closing events Donna Logan
- New September members : Celeste Dybeck, Diane Bommer, Linda Carlisle
- Sunday Beverage Service Carolyn Braun, Pauline, Calah, Barb, Diane ,Donna
- Liaison Kate Madson

We welcome more help with moving to the new kitchen, ordering coffee, operating the commercial dishwasher and a variety of kitchen tasks.

Donna Logan, chair

### **Library Report**

Our QUUF Library is now in operation!

At the moment Lee Maxwell is committee chair with Annie Karl as vice chair. Polly Carter is our able assistant. Two or three more assistants would be welcomed.

During March and April we checked the entire library collection and arranged by subject matter and then alphabetized by author/editor names. A new honor system of check-out was adopted.

The purpose of the QUUF Library is to share information and inspire and inform.

Responsibilities of the committee are to incorporate new books into the system, maintain an orderly library and to complete a catalog both by title and author/editor to assist members in their book search.

Respectfully submitted,

Lee Maxwell

## **Long Range Planning Committee Report**

Libby Urner, Chair. Sarah Walker, Don Givens. David Ditzler, Board liaison.

The Long-Range Planning Committee completed a major accomplishment during the 2009-2010 church year with the publication of the 2010 Five-Year Plan document, which updates and revises the previous Five-Year Plan Document from 2006.

Input was solicited from committees, board, staff, and other membership groups regarding their programs' Long-Range Goals, Strategies and Action plans. A meeting for congregational input on the draft plan was held on May 31, 2009. Further input was then incorporated into the draft plan, including updated financial projections from the Membership and Finance Committees. The 2010 Five-Year Plan Document was formally approved by the QUUF board of Trustees at its January 6, 2010 meeting. You can find the completed Plan Document on the QUUF website ([www.quuf.org](http://www.quuf.org)) under Administration, then click on the Long Range Planning Committee.

To reach its fullest potential, every community needs a shared vision of where it is going. The Five-Year Plan Document is designed to show where QUUF hopes to be in five years' time, and how we plan to get to that point. A Five-Year Plan is a living document, not a finished product. The 2010 version of the Plan Document is a revision of the original 2006 version, and like any living document, the Plan Document will need to be revisited periodically.

For the 2010-2011 Church year, the LRP Committee anticipates relatively little activity. As part of church year kickoff this fall, we intend to ask Program Council members to look over their committee's areas of the Five-Year-Plan in September 2010, and confirm that the Plan Document still accurately represents the Committee's intentions and direction for the coming year. This will allow us to make small "course corrections" as interim draft updates to the Plan Document in between major revision years. The formal revision process for the next major update of the 5 Year Plan Document will begin in the 2012-2013 Church year.

Libby Urner, Long Range Planning Committee Chair

## **Membership Committee Report**

Membership sponsored many events this past year. In September--with the staff--we organized the all-church picnic potluck on opening day, September 13. Approximately 125 attended this family event. We sponsored three new member orientations (three successive Wednesday evenings in spring and fall; and an all day Saturday in early February at which we served lunch). We had a reception for fall new members at the home of Patricia Smith and Jaap Romjin. We scheduled a Saturday morning coffee for the winter orientation new members to meet with committee and others. This was cancelled when nearly all had conflicts.

Eight new members signed our book in November, fifteen in February, and during the spring and June thirteen will have also become members for a total of thirty-six.\* This year, a number of new friends, many of whom pledge, have become associated with QUUF.

Other accomplishments: requesting the badge board/cabinet and maintaining the badge locations; and designing QUUF name stickers for visitors. We maintain a notebook with information about new members for the use of committee chairs and others searching for talent, interests and skills of members. This is in the office. Membership also undertook to organize the Emergency Contact process for QUUF's safety policy. Forms are now available for members and friends to complete for a notebook available in the office.

Membership received much help from non-committee people: Brenda Wagner and LaVaughn Snel prepared and served the Saturday orientation lunch, eight individuals provided snacks for the fall new member reception, and numerous others have assisted with greeting at Sunday services. We continue to

need the entire congregation's assistance in welcoming newcomers. We acknowledge and thank our staff for their work in membership activities.

The committee consists of 10 or 11 members: Patricia Smith, Nancy Shipley, Nancy Mann, Sarah Walker, Kay Harper, Susan and Dan Petrenchak, Maitland Hardyman, Joanna England, and Barb Dyer. Janelle Goldhammer served on the committee until April. Patricia and Barb were co-chairs until April, with Barb serving as chair until July. LaVaughn Snel will join membership as a co-chair for the coming year.

Our committee would like the table formerly known as the Greeters' Table to be known as the Welcome Table. We are planning to have scarves or similar identifiers that indicate Welcome for greeters to wear. We appreciate the assistance of Jan Forrest, our board liaison, for her presence at committee meetings and her help with leadership issues.

\*These numbers include four persons who will become members in early June before the annual meeting.

Barbara Dyer, Chair

### **Ministerial Internship Committee Report**

The Ministerial Internship Committee was set up in accordance with UUA guidelines to help our intern, Dennis Reynolds, develop and hone the personal and professional skills of the ministry. The committee consisted of Joseph Bednarik, Dennis Crawford, Jan Forrest, Kendra Golden, and Abby Pamplin. We interviewed and recommended granting an internship to Dennis; reviewed his Service and Learning Contract; met monthly (as possible) with him; and prepared a Midterm and Final Evaluation of his internship. Our primary purpose has been to share observations, maintain confidentiality, serve as a resourceful liaison with our community, and support Dennis during his 10-month sojourn with QUUF. It has been a pleasure to work with Dennis and we wish him all the best in his quest to become a UU minister.

### **Music Program Committee Report**

The MPC meets most months of the year. Committee members this year are Susan Pratt, Bobbie McMahan, Lee Goldhammer, Sarah Hull, Carolyn Salmon and ex officio members Rev. Bruce Bode, Marj Iuro and David Hundhausen, board liaison. Carolyn Salmon and Bobbie McMahan are co-chairs. The committee sponsored two regular events this year:

- a dance and BBQ in August '09, featuring guitarist extr'ordinaire Dean Dornin
- Talent/No Talent Show and Spaghetti supper in November '09

We decided to forego the Coffee House in April '10 because there had been so many other special events in connection with the building dedication. There will be a coffeehouse in April, 2011. Performers for each of these events included members, friends and a few performers from the greater community. All were deemed highly successful and will be repeated in the coming year.

The committee sponsored a return concert by Jim Scott, singer and composer, in November '09. The MPC will co-sponsor, with Wild Rose Chorale, the appearance of Libana on May 23, 2010.

The committee produced, with help from many others, a community concert as part of the activities celebrating our new building. Performers from the Port Townsend community included Wild Rose Chorale, Rainshadow, Daniel Deardorff, Judith Kate Friedman, William Doppman, and Key City Public Theater. Joseph Bednarik was MC.

Other activities included:

- assessing whether to accept the offer of an organ from a local resident (we decided no)
- considering whether to sponsor a concert by a Russian Pianist (we decided no)
- arranging for an assessment of the condition of the Steinway grand piano

The MPC budget paid for moving the grand piano to the new sanctuary and the donated baby grand from the donor's home. The fabric for the new covers that Celeste Dybeck and Carol Collins made for the two pianos was also purchased out of MPC funds.

We are pleased with the more diverse music in the Sunday Services and anticipate continuing to have a variety of performers and music.

Respectfully submitted,

Carolyn Salmon & Bobbie McMahon, Co-Chairs

### **Nominating Committee Report**

Chair: Helen Kolff

Members: Barb Dyer, Sheila Lauder, Joanna Sanders, Jean Walat

Board Liaison: Jean Walat

(Joanna and Helen will be leaving the committee in June of 2010.)

In April the Nominating Committee announced the nominees for the Endowment

Committee, the Nominating Committee and the Board of Trustees. We presented the same number of nominees as there are positions available. We informed the congregation that additional candidates for specific positions may be named by petition of at least 10 Fellowship members and submitted to the Nominating Committee at least 20 days prior to the Annual Meeting. At the Annual Meeting on June 13th, each member of the congregation votes for or against each candidate

Lynn Taylor was nominated for a second 3-year term as a member of the Endowment Committee beginning July of 2010.

Jean Walat and Onnolee Stevens were the two nominees for 2-year terms on the Nominating Committee. The following were each nominated for 3-year terms on the Board: Gail Bernhard, Sarah Hull and Alice King.

The Nominating Committee accepted an ongoing additional task requested by the Board:

The Nominating Committee shall facilitate the election of Board officers at the Board's initial meeting following the Annual Congregational Meeting at which time they shall recommend a slate of nominations for the Board offices. At this meeting, additional nominations could be suggested by the new Board in the typical order of President, Vice President, Secretary, and Treasurer; or, if satisfied with the proposed nominations, the new Board could vote to accept the full slate as recommended by the Nominating Committee.

(Helen requested, per Betty Oppenheimer's request, that Deborah Carroll add the previous 2 sentences to the Operations Manual.)

In April 2010 the Nominating Committee interviewed staff, current Board members and nominated Board members individually and proposed slate of Board officers for the Board to consider. The committee also collected other recommendations about the process of choosing officers.

Helen Kolff, Chair

### **Personnel Committee Report**

Early in the church year, the committee advertised and worked with staff to hire a new office administrator to replace Nancy Mann following her retirement announcement. There were also minor adjustments in the job of Accounts Payable Clerk and responsibilities were divided between Board Treasurer and Office Administrator. In addition, with the expansion of our facilities, there were discussions about expanding the custodial contract. We have recently finished the process of interviewing for Facility Hosts for building rentals, and have hired 4 part time Hosts.

Following last year's evaluation, small changes were incorporated into the job descriptions of our employees, reflecting the actual nature of the duties performed. Salary adjustments were recommended to bring our employees into line with the average of similar UUA congregations. However, given the

recession and pledges being down, staff waived increases. This year, increases were again recommended.

Staff will have an opportunity to use a modified performance management and appraisal process. The objective of this new process is to give conscious thought to the longer term issues of how staff is performing, their individual goals and how their work relates to the larger goals of QUUF.

The current committee consists of Joanna Sanders and Barb Boelling (co-chairs), Lorell Louchard, and Mike Morrissey (Board Liaison). Julie Russell moved off the committee due to her employment as a youth advisor. Barb, Joanna and Lorell have agreed to complete their two-year terms, but the committee will need one other member for next year.

Our main goal for next year is upward salary adjustments for staff, if possible.

Barb Boelling and Joanna Sanders, Co-Chairs

### **Religious Education Committee Report**

Our group consists of: Kathy Stevenson, Director of Religious Education as well as Tracy Thompson, Assistant to the DRE.

And committee members are, Barbara Allen, Rebecca Brignoli, Amy Elizabeth Gordon, Susan O'Brien, Beth Ross, and Calah Tenney.

Dicksy Scott, our Board Liaison, attended many meetings as well.

We quickly jump into action in the fall, by planning the first of our three major events, the Harvest Party, which we co-sponsor with the Green Sanctuary. We help oversee the function, and telephone reminders to the families.

Afterwards, we focus on the Holiday Craft Party. We facilitate the event from organizing the crafts (and supplies), to set up and clean up, and telephoning reminders to the families. This year many of our teens assisted the craft leaders, which was both helpful and heartwarming.

Our third sponsored event is the Teacher Appreciation, to honor and thank the teachers, YRUU and OWL volunteers. This year we hosted our third annual High Tea. It requires a flurry of tea paraphernalia gathering, and a lot of food preparation, and dedication from the committee and volunteers. Well worth the effort, as everyone always seems so pleased at the event!

Additionally, the REC was available for the Mystery Pals/Find-Out Sundae, and the Spring Fling.

As a committee, we are available to our DRE for feedback, support or when extra help is needed, on Sunday mornings or for events. We keep especially current on family events taking place; the WAVE drive, Easter, Christmas Pageant, the Building Dedication, Family Camp and this year's Tree Planting. Looking forward to next year, we will be seeking at least two new Committee members, as longtime member Susan O'Brien and Amy Elizabeth Gordon are both stepping down.

Rebecca Brignoli, Committee Chair

### **Social Justice Council Report**

Social Justice Council Steering Committee is comprised of co-chairs: Diane Bommer and Diane Haas. Others: Jenifer Taylor, Ruth Baldwin and Dan Anderson

This year we have transitioned to a Council model. Our theme was Economic Justice.

Winter Shelter team: Kees Kolff, Jenifer Taylor, David Bommer, Diane Haas, Holly Mayshark. We supplied meals and night monitors for 2 weeks.

Christmas Giving Tree- coordinated by Diane Bommer and Jenifer Taylor; Provided gifts for child with special needs (\$1,160 collected for gifts)

Habitat for Humanity-meals for caravaners, fundraising \$2,300

Health Care Reform – Jenifer Taylor

YMCA –provided help with afterschool programs

Volunteers: Dixie, Nancy Shipley, O'Neil Louchard, Jean Walat, Carol Graves

Sponsored: Afghanistan Program, fundraising for Haiti- Songlines concert (raised \$1,127)

Postcard campaigns: Standing on the Side of Love-GLBT advocacy, just budget

Co-sponsored with Green Sanctuary:

Workshop: "Change the Story, Change the Future" with Bill Scarvie

Ethical Eating- Congregational Study/Action Issue

Plans for next year include working with Caring Congregations, Water Issues, and Affordable Housing

Diane Haas and Diane Bommer, Co-Chairs

### Stewardship Committee Report

Members: Abby Pamplin; Charlie Peterson; Dennis Reynolds; Kendra Golden; Linda Carlisle; Marilyn Mitchell, chair; Robin Stemen.

This year's stewardship campaign began just after we moved into our new building and the theme we selected was **Caring for our Home**. Our goal was to secure adequate funding to care for the new building including adequate maintenance and upkeep, fair compensation for staff, and increased support for expanding committee programs and services. Our message focused on the UUA fair share giving guide and encouraged members and friends to consider both their level of commitment and their ability to pay in making their operating pledge. No set monetary goal was presented to the congregation but our primary goal was to encourage a higher level of pledging from those with the means to do so.

The campaign consisted of our traditional elements. A color brochure stressing who we are at QUUF was prepared by Charlie Petersen and sent to all active members and friends of the congregation. Abby Pamplin arranged for member testimonials from Colleen Johnson, Karl Bach and Jean Walat. The dinner theme was **Celebrate!** And it was truly a wonderful celebration, held for the first time in the new sanctuary and in the fellowship hall. We had a record attendance of over 200. With leadership provided by Kendra Golden and Linda Carlisle-Hodson we met the logistical challenges of dinner seating in two rooms, re-setting up for theater seating for the program and hand dish washing in record time. Opening the program was a video montage of construction photos prepared by Deb Bouchard and Kendra Golden. This year's dramatic production, written, directed and produced by Robin Stemen and David Hundhausen showcased the singing, dancing and thespian talents of a stellar cast. Stewardship Sunday featured some thought provoking insights on QUUF pledge efforts by Intern Dennis Reynolds and a thoughtful sermon by Minister Bruce Body tying the necessary tensions of tradition and innovation found in the poetry of Robert Frost to those of community and individualism, the basis of financial commitment to our values.

This year's financial goal was \$275,000. With 90% of the pledge cards returned we have received \$268,347 and based on past performance we anticipate that our goal will be reached.

Statistics based on returns thus far:    Range of pledges: \$7,800 to \$30    Mean: \$1,249

\$7000-7800	3
\$6000-6999	3
\$5000-5999	2
\$4000-4999	3
\$3000-3999	9
\$2000-2999	25
\$1500-1999	17
\$1000-1499	37
\$500-999	50
\$100-499	62
Less than \$100	4

Thanks to everyone for another great campaign.

Marilyn Mitchell, Stewardship Chair

## **Sunday Services Report**

*The following people served on the QUUF Sunday Services Committee during this church year:*

Robin Ditzler (chair)	Julie Duke (flowers)
Linda Little	Rachelle Merle (ushers)
Terry Wagner	Mack Boelling (sound)
Nancy Richards (flowers)	Sarah Hull (sound, succeeding Mack)

*Also participating:* Bruce Bode, Minister; Dennis Reynolds, Ministerial Intern; Marj Iuro, Choir Director; nKate Madson, QUUF Board Liaison

In addition to coordinating flowers and recruiting ushers throughout the year, our committee worked on 3 major objectives in support of our primary purpose, which

*is to maintain and enhance the content and quality of our Sunday Services:*

1. Developed and delivered a guest speaker program for January 2010 (during Bruce's Winter break); our program consisted of:
  - William Scarvie, member of Cedars UU Church on Bainbridge Island and Coordinator of Outreach for the Earth Community Institute of the People-Centered Development Forum; in addition to his sermon, "We Are the Ones We've Been Waiting For," Bill facilitated an afternoon workshop that was inspired by David Korten's book, *The Great Turning: From Empire to Earth Community*
  - Mike O'Connor, a Port Townsend poet, writer, and translator of Chinese poetry
  - Dennis Reynolds, QUUF Ministerial Intern; he made an early appearance in our QUUF pulpit during the Martin Luther King weekend with his sermon, "Shadows of Shame, Legacy of Hope"
2. Adapted our processes to best support services in our new sanctuary space:
  - Usher procedures and instructions
  - Placement and scale of sanctuary flower arrangements
  - Placement and presentation of sanctuary votive candles
3. Developed a program for Summer 2010 (during Bruce's Summer break); as is our practice, this year's program will focus primarily on our QUUF members. After soliciting suggestions from the Fellowship, we have selected the following speakers, scheduled from June 20 – August 1:
  - Bob Francis
  - Carolyn Salmon
  - Jeanne Murphy
  - Mona Warner (Director of Children's Choirs at First Unitarian Church in Portland, OR, who will present a special music program)
  - Joyce Francis
  - Terry Copeland
  - Joseph Bednarik (annual poetry service)

Carolyn Salmon, Chair

## **Technology Committee Report**

Committee: Gail Bernhard (Chair), Ned Schumann (Data, infrastructure, control systems), Gary Nelson (Sound), Jeff Kelety (Telephone, network), Julia Cochrane (Application/web support), and Libby Urner (PC software/hardware). Honorary members Gary Cook (Sound) and Doug Pulling (Induction loop and FM) were a huge help during the building planning and construction period. Thanks to everyone for their invaluable contributions!

During the past year, the Tech Committee built upon the organizational and technical groundwork begun in 2009. Efforts were focused primarily on technological advice/support for the building process of the new sanctuary and office spaces. The team was involved in finalizing designs, selection of equipment, and installation of wiring, infrastructure and electronics for voice, data, sound and lighting systems.

Major accomplishments include:

- Acoustical modeling, design, installation, testing and preliminary tuning of the sanctuary sound system, including acoustic wall panels, sound booth, speakers, mixer, amplifier, cable runs, floor boxes, microphones and recording computer;
- Research, evaluation and installation of new induction loop system for the hard of hearing;
- Assistance to the Building Committee/vendors with finalizing electronic control capability for lighting, security, fire/flood detection;
- Planning, installation and documentation of network/Ethernet conduit, wiring, wall jacks and backboard/electronics in new building spaces;
- Extension of wireless network to new building spaces;
- Installation and implementation of upgraded phone system, with voice mail module;
- Update to technology sections of the QUUF Long Range Plan;
- Configuration and implementation of new desktop computer for Office Administrator; MS Office and security software upgrades for other office computers;
- Provided ad hoc technical support and recording services to staff, Sunday Services, Alps and other committees for a variety of programs, performances and events, as needed.

Priorities for the coming year include:

- Smooth transitions to new Chair and Board Liaison, and recruiting additional members – both technical and non-technical members are welcome and needed;
- Fine tuning of sanctuary sound design and acoustical adjustments; address foyer and fellowship hall acoustics, in consideration of eventual renovations and available funds;
- Dressing down electronics backboard (in office) and surrounding with a box;
- Bringing technical and user documentation up to date and making it web accessible/secure;
- Working with staff and the Board to enhance and extend our website/intranet capabilities;
- Exploring opportunities for productivity and cost saving technology on behalf of the Fellowship.

Gail Bernhard, Chair

### **YRUU (Young Religious UUs) Report**

This year's advisors, Nils Peterson and Julie Russell, along with Youth Coordinator Stephanie Anderson facilitated the YRUU program. They accompanied youth to a youth conference in Randell, Washington and the District Assembly in Bellevue. Cookies were baked for the homeless shelter and for volunteers working on the church. The Polar Plunge was again our major fundraiser to fund the program for the next year. We appreciate the support of the congregation. Our goal is to plan a service project, possibly a trash pick-up. This year's group had good attendance at meetings, filled with good food, fun and conversation. Next year we hope to participate in more outreach, and we have a Non-Violent Communication Facilitator coming to help us reach the goal of "deepening" the group.

Stephanie Anderson, Youth Coordinator.

**QUUF MEMBER STATISTICS**  
**For the 2009-2010 Fiscal Year**  
**QUUF Membership as of 6/10/10 = 310**

NEW MEMBERS (36)

<u>NAME</u>	<u>Date Joined</u>
Jeanne & Kevin Clark	11/22/09
Barbara Morey	11/22/09
Terri Murphy-Naughton	11/22/09
Glenn & Phyllis Waldenberg	11/22/09
Eric Waldenberg	11/22/09
Michael "MJ" Pruitt	11/22/09
Jeanette Choate	2/28/10
John & Pam Clise	2/28/10
Mia & Hans Frederickson	2/28/10
Linda Carlisle Hodson & Bud Hodson	2/28/10
Colleen Johnson	2/28/10
Terri & Jerry Swanson	2/28/10
Mary Tucker	2/28/10
Lara & Lorna Wheeler	2/28/10
Linda Norton & Lloyd Westbrook	2/28/10
Steve Shanklin & Sherry Robinson	3/21/10
David Beatty	3/23/10
Holly & Todd Carlson	5/16/10
Janet Trask Cox	5/16/10
Jane Evans	5/16/10
Elsbeth D. Stowell	5/16/10
Jeanne Koch	5/16/10
Jim and Audree Anderson	5/17/10
Helen Carrick and Elaine Garner-Morales	6/04/10

BIRTHS -None

CHILD DEDICATIONS

<u>NAME</u>	<u>PARENTS</u>	<u>DATE</u>
Sam Holmes	Shannan Kirchner-Holmes & Nathan Holmes	11/08/09
Elena Ruth Raven Wheeler	Lara & Lorna Wheeler	5/09/10
Tobin Daniel Raven Wheeler	Lara & Lorna Wheeler	5/09/10
Tobias Jay Gordon	Amy Elizabeth & Marc Gordon	5/09/10
Samuel Joseph Carlson	Holley & Todd Carlson	5/09/10
Annika Elizabeth Carlson	Holley & Todd Carlson	5/09/10
Elias Bothell	Allegra & Jed Bothell	5/09/10
Henri Rafferty Bothell	Allegra & Jed Bothell	5/09/10
Oliver Bothell	Allegra & Jed Bothell	5/09/10
Ida Helen Merle	Rachelle & Ryan Merle	5/09/10

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DEATHS

<u>NAME</u>	<u>DATE OF DEATH</u>
<b>Robert (Bob) Knudson</b>	<b>08/31/09</b>
<b>Joel M. Johanson</b>	<b>10/08/09</b>
<b>Norma Jean Davidson</b>	<b>11/18/09</b>
<b>Clara Lindquist Klug</b>	<b>2/05/10</b>
<b>Karen Morgan Driscoll (wife of Andy Driscoll)</b>	<b>4/03/10</b>
<b>Jan Givens</b>	<b>6/3/10</b>

BRIDGING YOUNG ADULTS, JUNE 2010

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**Sebastian Lyons**  
**Julianne Gurnee**  
**Lisa Rowan**  
**Mikaela Euro**  
**Conner Roberts**  
**Evan O'Brien**

MEMBER WEDDINGS:

**John Collins & Carol Graves, February 14, 2010**