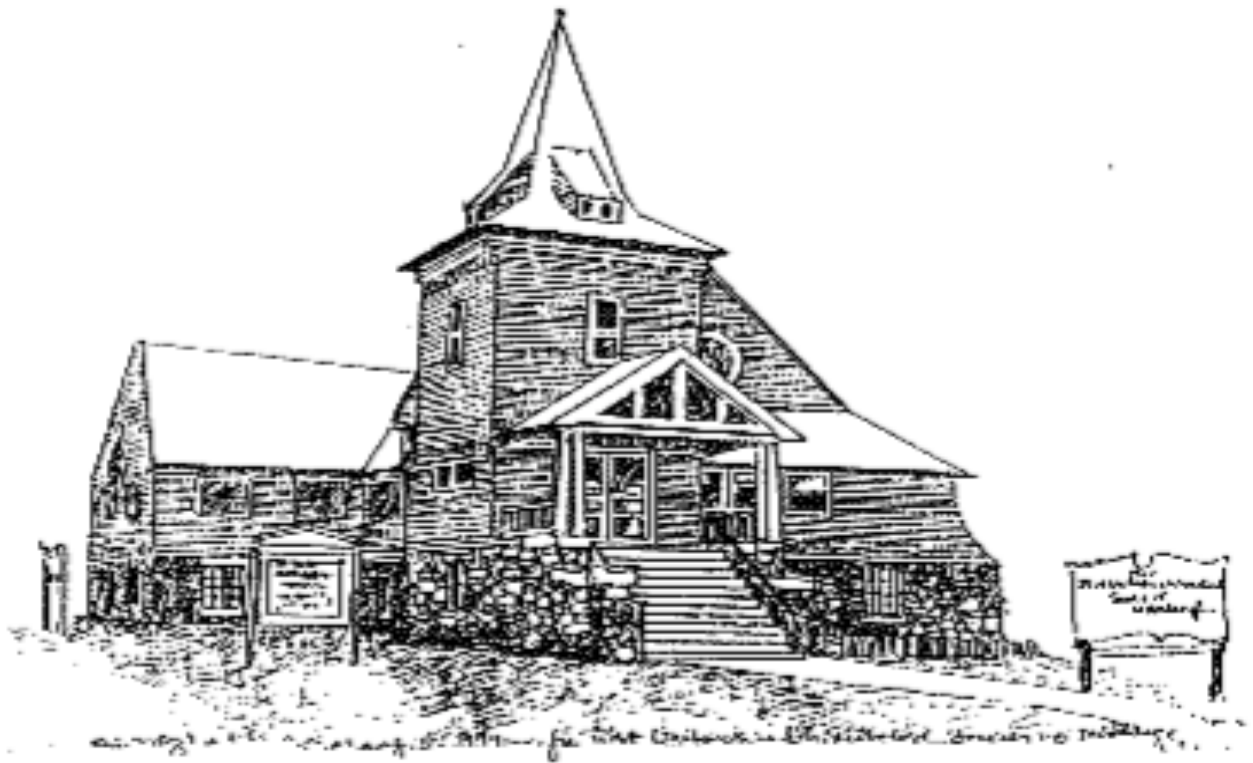


Annual Report

2016 - 2017



The First Unitarian Universalist Society of Middleborough
25 South Main Street
Middleborough, MA 02346

Annual Report

Table of Contents	Page
Ministry	1
Minister's role and responsibilities	
Minister's Overview	
Summary of Minister's Activity	
Worship	
Pastoral/Parish Care	
Committee on Ministry	
Sabbatical Coverage	
Religious Exploration	5
Program Notes	
RE Committee	
Music	7
Program Notes	
Music Committee	
Church Life	9
Small groups	
Programming (fundraisers)	
Membership Development	
Hospitality	
Public Relations	
Social Action	11
Initiative/projects	
Cash in the Plate donations	
MAAC	
Governance/Administration	13
Parish Committee	
Governance/Policy	
Leadership Development	
Staff Support	
Physical Plant/Infrastructure	15
Building & Grounds	
Expansion	
Green Sanctuary	
Memorial Garden	
Technology	
Finances	18
Financial Report for Current Fiscal Year	
Fundraisers	
"I Love My Church" Initiative	
Investments	
Budget for Fiscal 2017-2018	
Appendix – Financial Report for 2016-2017	21

Ministry

Report contributors: Rev. Sarah Person; Laura Stevens, *Worship Team Leader*; Sue Curtiss, *Pastoral Care Team Leader*; Bob Waterman, *Committee on Ministry Leader*

Minister's Role and Responsibilities

"The Minister and the Congregation shall share responsibility for the leadership and ministry of the Congregation. Achievement and maintenance of this collaborative relationship likewise shall be shared. The Congregation shall look to the Minister for spiritual leadership and initiative, for assistance in setting and articulating its vision, and for professional and inspired performance and oversight of the Congregation's programs, in collaboration with the Parish Committee and the Congregation's committees."

Minister's Overview

Once again, FUUSM has had a year of real achievements – this time greatly expanding our efforts to support and sustain how we grow, care for one another and demonstrate our principles in the wider world. Our Parish Care Team has sustained its commitment to serving our members, with new Lay Pastoral Care ministers, advisors, and friends joining the effort. We have Social Justice and Membership Development initiatives underway. We have attracted new individuals and families who are already contributing their time and talents to our educational and special events.

In the midst of all this growth and activity, we have lost members of our church family, Marilyn Nitenson, Thalia Soule, Mary Corthell, Allie Holleman, Tom Sypek, and John Selzer. We also lost members of our extended church family and friends, including Adam Lee Torres, Peter MacQueen, Robert Hughes, Charles Tarbox, Guido Guaraldi, Sally Abaire, and John Wentworth. They will be sorely missed.

This year was somewhat out of the ordinary for me. I visited Israel on an interfaith journey in the fall and returned with a persistent respiratory virus that lasted for three months. Three days before Christmas, I developed a problem disk that had me immobilized for several weeks – using a wheelchair and then a cane to get around for months afterward. I am currently in the midst of a two-month sabbatical. All the while, I have relied on the extraordinary generosity of our lay leaders and colleagues to keep church happening and they responded with inspiring worship, compassionate care of our ill and bereaved, eye-opening educational opportunities, and joyous events and celebrations. I want to thank you all for your support to me and to each other. Our energy and efforts have made this a welcoming spiritual home.

I continue to be grateful for your energy, willingness to engage, and generosity. I look forward to a great year ahead expanding our membership, pastoral care, adult education and social action initiatives. Thank you.

Summary of Minister's Activity

Office Hour Availability: It's best to arrange meetings by calling or emailing ahead rather than dropping in. I have standing meetings and appointments during the week or may be away from the office and I would hate to miss you. Please call the office during hours of operation below (508-947-1935) or my home study (508-967-2763), or email me at minister@uumiddleboro.org if you would like to get together during the week.

Monday	Day off & office closed
Tuesday	9:30 to 2:30
Wednesday	9:30 to 3:00
Thursday	9:30 to 2:30
Friday	9:30 to noon

Church-related activity: Since my last report to you, I have conducted 23 worship services, and many family services with DRE Juliet Donaldson. I exchanged pulpits with my colleague from our sister church in East Greenwich. I officiated at four weddings, participated in or led four memorial services, and celebrated two child dedications. I meet monthly or semi-monthly with ten committees of the church. I meet weekly with staff members. I have offered pastoral counseling to 13 individuals. Our LGBTQ support group entitled "The Rainbow Group" was suspended last fall but will resume this coming church year.

Collaborative activity: Common Ground: Center for Spiritual Practice in Southeastern Massachusetts (<http://commongroundcsp.org/>). Our mission is primarily educational and our purpose is to help heal the divides between us through radical hospitality. Tanya Trzeciak and I serve as founding board members.

Denominational activity: Ballou Channing District: third term as Vice-President on the Board. Ballou Channing District Ministers' Association: one of two Good Officers for the BCD, offering advice and counsel to my colleagues. New England Region: a Peer Facilitator. At least twice a year, I meet with UU congregational boards to facilitate visioning and planning.

Community outreach: Middleborough Area Assistance Coalition (MAAC): third term as President. Middleborough Affordable Housing committee: appointed by Middleborough Board of Selectmen. Old Colony YMCA: first term as Board Member. Veterans Ceremonies: I have offered blessings and benedictions at our annual town-wide Memorial Day and Veterans Day services.

Discretionary fund activity: I spend UUSM's discretionary fund to help friends and members as well as individuals in our surrounding communities. I work with the Salvation Army, St. Vincent de Paul Food Pantry, Middleborough Gas and Electric, and our Veterans Agent in town to offer emergency assistance to individuals and families experiencing financial crises.

Worship

The Worship Team, consisting of Laura Stevens (Leader), Jim Norris, Frank Girard, and Rev. Sarah Person, helped plan and coordinate the Sunday worship services. Team members served as worship associates opening services with announcements and contributing other elements of the services. The worship theme for the year was "The Stories That Matter." It was influenced this year by political events affecting our entire nation, as well as upheavals within our denomination. The issues provoked significant responses not only in sermons but in heartfelt discussions. These in turn have generated a tremendous amount of interest in activism.

Pastoral/Parish Care

The Pastoral/Parish Care Team consists of the following members: Rev. Sarah Person, Susan Curtiss (Lead), Gene and Gilda Phillips, Sue St. Germaine, Bill Howell, Deanne Bonnar, and Kim Correia. Coordinators: Dody Adkins-Perry for meals, Tricia Tummino for transportation, Chris Korben for cards, Valerie Fontaine for Caring Choir, and Juli Gould for prayer shawls.

The Pastoral Care Team is an extension of the Minister's pastoral care presence. Its goal is to maintain a sustained connection between the congregants and the Church, especially when Church attendance becomes difficult or impossible and to provide a structure for responding to the emergencies that affect the Congregation. This connection is maintained through phone calls, visits, and supportive activities offered by team members.

During this year, the Pastoral Care Team was expanded to include not only more Lay Pastoral Ministers, but also people with particular areas of expertise who could act in the capacity of advisors in specific areas of concern.

Our greatest challenge has been making our program more visible and accessible to the members of the Congregation. We have moved toward meeting this goal by wearing name tags that identify members of the team, reaching out to people as we become aware of issues through self-referral, responding to sharing during the Joys and Concerns portion of the service, and making an effort to get to know people through conversation and connection at Parish events. In April, the team was introduced to the Congregation through an interactive Commissioning Ceremony.

Team Members participate in regular meetings that are designed to help them know how to listen, recognize needs, be sensitive and empathetic, guide or prompt spiritual thinking, and support needs for spiritual practices. To date there have been two training workshops: one on confidentiality conducted by Rev. Sarah and another on community resources conducted by Andrea Priest.

Since the inception of the expanded team in March 2017, the Pastoral Care Team as a collective has offered a total of 52 intentional contacts which can be defined as phone calls, emails, sending of cards, conversations, and visits to congregants. This also includes both hospital and nursing home visits. The Caring Choir has made 10 visits to congregants who are unable to attend Church services since Ingathering last September.

We are currently in the process of creating a Lay Pastoral Care Program Guide that will serve as a reference for those who become involved in the lay ministry. We anticipate building on the foundation that has been laid down as we continue to work to operationalize the work of our team in order to meet the needs of the congregation.

Committee on Ministry

The Committee on Ministry consists of the following members: Rev. Sarah Person, Christine Hoyle, Bob Waterman (Chair)

The purpose of the Committee on Ministry is to help strengthen ministry in our Church. The Committee operates on the principle that while it is the job of the professional minister to provide leadership and perform in a specialized role, overall ministry belongs to the membership of the Church as a whole. Ministry, therefore, refers to all activities that carry out the Church's mission. Accordingly, the Committee on Ministry serves two main purposes: (1) To serve as a conduit for information and feedback concerning the effectiveness of ministry in our Church; the Committee seeks out and is open to input from the Congregation. (2) To serve as a sounding board and support resource for the minister. The Committee met over the course of the Church year, discussing and processing feedback from the Congregation and providing support and feedback to the Minister. The Committee also completed the Minister's annual appraisal.

Sabbatical Coverage

A task group consisting of members Sue St. Germain, Cheryl MacQueen, Gene Phillips, and Bob Waterman (Leader) worked with Rev. Sarah on preparations for the time during the sabbatical. The group addressed coverage for the minister's regular responsibilities in the areas of worship, pastoral/parish care, requests to the Minister's Discretionary Fund, public relations, and staff supervision. The group established liaisons with the committees/teams that share responsibilities for these functions, and served as a resource for addressing any issues during the sabbatical time.

Religious Exploration

Report contributors: Juliet Donaldson, *Director of Religious Exploration*; JR Pucillo-Dunphy, *Religious Exploration Committee Chair*

Events

We began the year with a pool party at Juliet's house in August. Juli Gould very kindly hosted our Halloween bonfire party and 26 children and youth were able to attend. We also held our traditional holiday party where we decorated gingerbread houses, sang carols and dressed the tree.

Theme

Our theme this year was Superheroes, we had a different Superhero for each of our 7 Principles and we ran with this theme as we explored the following topics:

- ❖ UU Superheroes: The Transcendentalists (Sept / Oct)
- ❖ The Maccabees: Superheroes of Hanukkah (Winter Pageant, Nov/ Dec)
- ❖ Superheroes of the Bible (Jan / Feb)
- ❖ Mahatma Gandhi: A most Unusual Superhero (Mar / Apr)
- ❖ A Superhero Social Justice Project on Acceptance of Everyone (May / Jun)

Tricks and Treats for UNICEF

We also had a mini unit on climate change in November when we raised \$300 through our "Tricks and Treats for UNICEF" event, the children made things to sell and put on a talent show for the congregation.

Classes and Attendance

We ran three classes:

- Pathfinders K – Gr 3
- Explorers Gr 4 - Gr 6
- Adventurers Gr 7 and up

Average attendance was 19 (2015/16: 16, 2014/15: 13), with a high of 34 (2015/16: 22, 2014/15: 19) and a low of 11 (2015/16: 8, 2014/15: 7). 28 adults (2015/16: 28, 2014/15: 29) volunteered to teach over the year. Of these 17 did not have children in the program and we are immensely grateful to these dedicated volunteers for stepping up and helping out, the RE program could not run without you. We were deeply saddened this spring when Allie Holleman, a member of our Religious Exploration program, passed away. Our thoughts are with her family and friends. She will remain in our hearts.

Coming of Age

9 youth enrolled in our Coming of Age group, which met throughout the year. We hosted a dinner for local foster families, presented a service to raise awareness of the great work that foster families do, we raised \$950 through the cash in the plate to buy backpacks and supplies for foster children who are often forced to carry their few belongings around in a trash bag as they move from house to house. Thank you to everyone who helped out with this program. Bob Waterman introduced us to meditation, Barbara Bancroft showed us some yoga poses, Andrea Priest helped us create prayer beads, Rev Sarah helped us let go of the past, and Chris Korben introduced us to her horses. Many thanks to all the mentors: Ed and Andrea Priest, Rick and Cindy Benard, Marese Barry Belanger, Kimberly French, Alice Williams, Dan Hotchkiss, and Chris Hoyle.

Adult RE

Kimberly French and Dan Hotchkiss facilitated “Our Place in the Web of Life”, which addressed issues of environmental justice, including the challenges of dealing with climate change.

Musik Garten

Nancy Kidd has been running a very successful music class for preschoolers on Friday mornings.

Childcare

We had an excellent team of three child-carers: Elizabeth Lownds, Ashley Andrade and Tiana Pucillo-Dunphy. All three will be staying on in their roles, but Elizabeth Lownds will also be taking on a teaching role with the Pathfinders class.

Worship

Religious Exploration led 7 services this year on Transcendentalism, Bible Superheroes, The trial of Mohandas K Gandhi, the Coming of Age Foster Care service, Maccabee: Superheroes of Hanukkah, The Coming of Age Credo service and a service on diversity called, Zootopia.

Youth Chalice Singers

With the help of our Music Director, Susan Hotchkiss, six of our children and youth sang in the group choir at the Middleboro Music Guild Youth Concert on April 29th.

Religious Educator Credentialing Program

In April Juliet became a Credentialed Religious Educator through the UUA’s Religious Education Credentialing program.

RE Committee

We welcomed Kim Correia and Pam Rasa to the Committee, with JR Pucillo-Dunphy as Chairperson and Maria Pucillo-Dunphy as treasurer and our CORI representative, and Cindy Benard as Secretary. Thank you to everyone on the committee for their support and commitment to the program.

Next Year

Our theme will be Star Wars where our children and youth will train to be Jedi knights as they study mindfulness, peacekeeping, and how to be guardians of the galaxy among other things. We will also be running the grade 7-9 Our Whole Lives program in collaboration with UU Bridgewater.

Music

Report contributors: Susan Hotchkiss, *Director of Music*; Laura Stevens, *Music Committee Chair*

The music program at First UU has grown so much that we're now more of a "Music Department," representing various styles and strengths. The core musicians sing in the Chalice Choir, from which we assemble Caring Choirs, Memorial Choirs, Family Choirs, vocal ensembles for fiendishly difficult pieces, and simply delicious sing-alongs. We have instrumentalists and actors; powerhouses, novices and professionals; old, young, and in between. Most important of all, we have people who enjoy making music, who strive to hone their skills or pick up new ones, and who strive to create the balm that nourishes us all. This is my ninth year as music director at FUUSM, and my goal is to build a musical community as a side-venture to providing music in worship.

The church year started with an excellent vocal workshop ("Lift Up Your Voice!"), facilitated by Murray Kidd as a kick-off to Ingathering Sunday. With the Chalice Choir officially launched, we prepared for the October Fall Concert, featuring Natsumi Malloy on our historic Woodberry & Harris tracker organ. This was the third of five annual open concerts featuring the organ, which was renovated during the summer of 2014, with support from church members and town Community Preservation Act funding. The following month, our choir sang in the Middleborough Music Guild Thanksgiving Concert which raised substantial funds for music scholarships and an afterschool elementary choir program. May brought a highly successful "Men Who Cook Women Who Sing" fundraiser for the church. We thank Andrea Priest for creating this event.

The Chalice Choir sings faithfully every other Sunday during the year, with alternate Sundays often featuring solos, duets, trios, and ensembles from the Chalice Choir. Other musicians included Barry Simon (hammered dulcimer), Sixteen Shillings with Mark Belanger (guitar) and Rob Dragunas (mandolin), Shelley Otis (harp), John Rocharz (vocal/guitar), Nancy Kidd (double bass), Owen Kidd (trumpet), Patty Simon and Sue Curtiss (flutes), Adrienne Williams (percussion), and Ruth Iampietro and Susan Hadfield (choir accompanists). Filling the roles of both music and worship leader were Jeannie Gagne and Stan Strickland for Jazz Sunday, and Myra Robinson for "Creativity as a Spiritual Practice." Other guest artists included Erik Lindgren and The Bespoke Consort, and Kathleen Guilday (Irish harper).

The backbone of our music at First UU is the Chalice Choir with 33 singers this past year: Dody Adkins-Perry, Nancy Backus, Marese Barry-Belanger, Holly Begley, Cindy Benard, Rick Benard, Jim Bonnar, Sandie Brangan, Helen Casoli, Susan Curtiss, Rob Dragunas, Valerie Fontaine, Kimberly French, Jennifer Harvey, Dan Hotchkiss, Bill Howe, Jonathan Keene, Heidi Lawton-McCarthy, Dorine Levasseur, Marc MacQueen, Adrienne McDougall, Joshua McKiernan, Kate Melchior, Sarah Person, Andrea Priest, Ed Priest, Bill Sherman, Patty Simon, Jeff Stevens, Laura Stevens, Linda Thompson, Nicola Wilbar, and Heidi Woofenden.

The deliberative body for our music program is the Music Committee, which meets monthly to discuss ideas and help implement plans. Members include Laura Stevens (chair), Dody Adkins-Perry, Valerie Fontaine, Linda Thompson, Nancy Backus, Ed Priest, Heidi Lawton-McCarthy, Patty Simon, and Gene Phillips. Valerie Fontaine serves as the liaison for our Caring Choir Program. Caring Choir is a pool of singers available to serve our congregation under the umbrella of Pastoral Care. Upon request, a Caring Choir will take our UU music to a member or friend who is housebound. This year we had 11 visits, including homes, nursing homes, hospice facilities, and holiday caroling.

The Music Committee also administered "Music-Study Scholarships," funded by the May 2016 "Cash in the Plate." Last year we had seven recipients who shared their studies with the committee and congregation. Thanks to the generosity of the church, we will once again award music-study scholarships in June 2017.

Church Life

Report contributors: Bob Waterman, *Spirituality Group Leader*, Andrea Priest, *Programming Coordinator*; Chris Korben, *Membership Development Team*

Ours is vibrant community always busy with many activities and events. The hard work and dedication of many committed and talented individuals help makes these a success.

Small Groups

We have several small groups that meet regularly in the Church:

- Satsang, led by Valerie Fontaine, is centered on passage meditation.
- The Spirituality Group, led by Bob Waterman, provides a safe, quiet space to explore personal spirituality, learn more about teachings and practices from a variety of traditions, and share life's journey with fellow travelers.
- Sangha Meditation, led by Tom Tanguay, provides an opportunity to develop a deeper meditation practice.
- A new reading/writing group called "The Examined Life," formed by Nicola Wilbar, began this spring. It is an introspective group where participants read, reflect on, write on, share thoughts on the book *The Endless Practice: Becoming Who You Were Born to Be*, by Mark Nepo.
- An LGBTQ support group entitled "The Rainbow Group," led by Rev. Sarah, met until last fall, then went on hiatus. It is expected to resume this coming Church year.

Programming (FUNdraisers)

Our fundraising programs continued to be not only a source of funds, but also a wonderful addition to our Church life. Andrea Priest continued to help coordinate the overall schedule of offerings. She notes that we do have to balance the events with all the other offerings, meetings and needs of the Church, and suggests we continue our efforts to have better planning of the calendar and communication around the scheduling of events.

Andrea also notes that it is good for us to create fundraisers to support the work of the Church. We have fun and create good memories. In particular, there are many service auction events planned throughout the summer to keep us connected. See the Finance report for a full listing of all the fundraisers this past year.

Membership Development

The Membership Development Team, consisting of the members Dorine Levasseur (Lead), Chris Korben, Sandy Smiley, Sue Sherman, and Rev. Sarah Person, began work this Church year to develop ways to both attract people to the Church and help them to become involved once they arrive. The group hosted a newcomer "Munch" which eight people attended. Rev. Sarah and President Bob Waterman spoke about Unitarian Universalism in general and about UU Middleboro specifically. The event provided a forum for discussion of the things which have worked well for new people as well as the obstacles they have encountered. Membership Team members have made extra effort to speak with people who are newer to the church to help them to find their way to increased socialization within the Church community, as well as to find roles which might be of interest to them. Chris Korben continues

to make name tags for people who regularly attend church as part of the membership/welcome efforts. In addition, Membership has been hosting a "Welcome Table" on Sunday mornings. They reach out to new people during coffee and offer information about UU Middleboro. They have organized the brochures located in the parlor, narthex, and parish hall.

Hospitality

The Hospitality Team continues to organize coverage for Sunday Coffee Hour and members contributed to other events at the Church. Contributors included Amanda Huggon-Mauretti, Andrea Priest, Bill Howe, Dody Adkins-Perry, Sandy Smiley, Rev. Sarah Person, and many others who provided treats, helped with set up, washed dishes, etc.

Public Relations

The Public Relations Team continues to spread the good word about all of the wonderful things our Church has to offer. Contributors include Mark Belanger, Pam Davis, Maria Pucillo-Dunphy, JR Pucillo-Dunphy, Holly Begley, Valarie Ortelt, and Rev. Sarah Person.

The Team seeks to get information in a timely fashion to as many people as possible in as many ways as possible, and works with the various committees and teams to facilitate and coordinate information flow. Avenues include our website, social media sites, email updates/alerts (UU Updates, E-tree), features in local newspapers, and specialized brochures.

Everyone has a part in helping spread good PR about our Church. The easiest way is to interact through the Church's social media sites. You can comment on posts, and share them with family, friends, or to a broader audience.

Like us on Facebook:	www.facebook.com/uumiddleboro
Follow us on Twitter:	@UUMiddleboro www.twitter.com/UUMiddleboro
Find us on Google+:	First UU Middleboro MA www.google.com/+UUMiddleboroOrg
Subscribe to us on YouTube:	www.youtube.com/user/UUMiddleboro

Social Action

Report contributors: Rev. Sarah Person; Cheryl MacQueen, *MAAC Representative*, Juliet Donaldson, *Director of Religious Exploration*

Social Action is widely viewed by this Congregation as an opportunity to strengthen our commitment to our faith, our connections to one another, and as a means to engage our children and newcomers to our larger principles

Projects/Initiatives

Rev. Sarah is involved in various community organizations and activities, and serves on a number of local boards. She helps individuals in our surrounding communities with funds from the Minister's Discretionary Fund, and she works with local agencies to offer emergency assistance to individuals and families experiencing financial crises.

The Church supports the Food Pantry of St. Vincent de Paul. The Buczek family volunteers to bring our donations to the Food Pantry. *Please donate as generously and as often as you can.*

A group of UUs gathered to prepare signs for and participated in January's Women's March in Boston. It was empowering and inspiring to join the massive crowds putting our faith into action. Following the March, Juliet Donaldson organized a group to take part in the march's "10 Actions in 100 Days" initiative.

Our youth raised \$950 through the cash in the plate to buy backpacks and supplies for foster children who are often forced to carry their few belongings around in a trash bag as they move from house to house. The youth also presented a service to raise awareness of the great work that foster families do and hosted a dinner for local foster families to honor them.

Children in the RE program raised \$300 through our "Tricks and Treats for UNICEF" event; they made things to sell and put on a talent show for the Congregation.

As a follow-up to the Adult RE course, Exploring Our Place in the Web of Life, Kimberly French and Deanne Bonnar hosted a Climate Justice Roadshow, which highlighted the First Parish in Bedford Church's efforts to grow a faith-based climate-justice movement.

Kimberly French organized a showing of the film "Untouchable," a powerful documentary about a Florida state legislator's crusade against sex offenders and its impact on 800,000 people living under the toughest laws in the nation. Members of the Sex Offender Policy Reform Initiative, a volunteer organization of criminal-justice experts, activists, and ex-convict Registrants who work on policy and education, attended a discussion following the film and a paralegal with the Committee for Public Counsel Services was on hand to sign up visitors and pen pals for inmates at the Massachusetts Treatment Center in Bridgewater.

A new, revised Help Brochure was published, highlighting area agencies that provide assistance in key areas.

Cash in the Plate Donations

Each month, we donate our “cash in the plate;” i.e., any cash not designated toward pledges, to local worthy causes. Thank you for your incredible generosity.

Month	Recipient	Amount
July & August	Brain Tumor Research	\$600
September	Minister’s Discretionary Fund	\$768
October	Middleboro Youth Building, Inc., which owns and operates the “Girl Scout House”	\$578
November	Food Pantry	\$670
December	Minister’s Discretionary Fund	\$1667
January	Fuel Assistance	\$600
February	Heartwood Apprentice Program	\$667
March	Coming of Age project to purchase backpacks for foster children	\$950
April	Church Youth Scholarships	\$1030
May	Scholarships for Church musicians and volunteers	\$909

MAAC

Middleboro Area Assistance Coalition (MAAC) mission: to develop an area wide coalition that will represent agencies dealing directly or indirectly with conditions that are detrimental to the health, safety or social well being of individuals and/or families in the service area.

Sponsored: "Roof Over Your Head - Affordable Housing Search": A workshop that was open to the public on how to search for and secure affordable housing.

Supplied a letter of support for a funding grant to Seven Hills Behavioral Health on behalf of its application to the Massachusetts Department of Health Bureau of Community Health and Prevention's Tobacco-Free Community Partnership Program funding opportunity to implement tobacco prevention programming in Southeastern Massachusetts. The grant was received and will cover 2017-2025.

Assisted in FUUSM's Help Brochure's recent update by supplying additional data and contact information.

Donations received at a MAAC table during Krazy Days were used to provide backpacks and toiletry items to children moving from place to place while in foster care.

Governance/Administration

Report contributors: Bob Waterman, *President, Governance & Policy Team Leader, Leadership Development Team Leader, Staff Support Team Leader*

Parish Committee

The Parish Committee worked continuously this year to address issues from mundane to more significant to the life and future of our Church. Significant issues included: (1) Addressing incorporation of the Society; (2) Handling the Annual Pledge Drive; (3) Addressing major issues with the building; (4) Guiding the approach for changing the locks and distributing new keys; (5) Addressing use of contractors and classification of employees; (6) Guiding budget decisions; (7) Addressing policy updates and revisions.

Governance/Policy

The Governance/Policy Task Group, comprised of Bob Waterman (Leader) and Rev. Sarah Person, serves to: (1) Examine current governance and management structures and methods, and make recommendations on revised or new approaches; (2) Draft and facilitate implementation of changes to Church by-laws; (3) Create, review, and revise policies as needed; (4) Design mechanisms for effective communication of policies (e.g., Policy Handbook, postings on website).

This year's projects included: (1) Continuing to examine policy governance models and alternate organizational structures; (2) Preparing revisions to Church by-laws; (3) Updating policies regarding accepting donations, key distribution, and Church Rentals; (4) Developing charge for the Sabbatical Coverage Task Group.

Thanks go to the committees, teams, and individuals who assisted with review and revision of the above.

Leadership Development

The Leadership Development Team consists of members Bob Waterman (Leader), Barbara Bancroft, Chris Korben, and Rev. Sarah Person. The team's purpose is to assist with the cultivation of leadership in the Congregation. Specific objectives include: (1) Helping define and establish the mission and vision of leadership in the Church; (2) Assessing needs for leadership development opportunities; (3) Developing and delivering leadership development activities, such as training, retreats, and meetings for Church leaders; this may include identifying outside activities at the regional level, UUA, or other sources, and identifying resources to provide activities in-house; (4) Assisting with seeking out and identifying individuals in the Congregation who have the skills, abilities, experience, and willingness to serve in leadership positions on committees, teams, and task groups.

This year, the team: (1) Continued to examine the Church's leadership mission and vision, and identified specific developmental needs for the enhancement of leadership skills; (2) Facilitated a retreat for the Parish Committee at the start of the Church year; (3) Recruited members for the Sabbatical Coverage Task Group; (4) Coordinated the Nominating process and sought out candidates for Parish Committee positions for the upcoming year.

Staff Support

The Staff Support Team, consisting of Bob Waterman (Leader) and Marc MacQueen, provides support to the Church's professional staff and to the Minister, as staff supervisor. This year, the team: (1) Examined staff compensation and benefits issues, and made recommendations for staff salary increases for next year's budget; (2) Made recommendations on the use of contractors, and handled the onboarding of new child care provider staff members; (3) Assisted with RE's exploration of increasing the hours for the RE Director's position and the possibility of establishing a Youth Program Coordinator position; (4) Updated the Custodian/Sexton position description.

Physical Plant/Infrastructure

Report contributors: Sue Sherman, *Building & Grounds Team Leader*; Pam Davis, *Expansion*, JR Pucillo-Dunphy, *Technology Team*

It takes many hands to keep our Church in good working order. Our glorious old building and surrounding grounds continue to delight, but also present many challenges to keep things presentable and functioning properly. Profuse thanks go to the many who work tirelessly to see after this very important work.

Building & Grounds

There are a lot of items you may not see detailed in this report. There are a number of people who do volunteer work on the building. This report is solely a Building report. If something is missing from this report please let me (Susie Sherman) know. The regular workers are Alan Melchior, JR Pucillo-Dunphy, Bill Sherman, and Susie Sherman. Others were Holly Begley, Rob Dragunas, Tiana Pucillo-Dunphy, Evalyn, Ed and Misha Buczek, Marc MacQueen and ANONYMOUS!

The Wayside Pulpit was completely rebuilt and installed by the Buczek family. What a wonderful gift! Thank you Evalyn, Ed and Misha Buczek

Upkeep and maintenance:

1. Steve (our Sexton) has put out traps and removes mice regularly.
2. Anonymous repaired the mailbox.
3. Rob Dragunas replaced the kitchen faucet filters.

Well Done Landscaping will continue donate plowing our driveway.

1. Susie removed the majority of the ivy from the area behind the Memorial Garden.
2. Holly and Susie (mostly Holly) worked on removing the ivy from the Nickerson Ave. side of the church and chopping back the Mulberry tree.
3. Holly Begley painted the return grates brown under the pulpits in the Sanctuary.
4. JR and Alan replaced the Sanctuary and Parlor lights with LEDs, each 60 watt bulb will now be about 4 or 5 watts so instead of 300 watts; we will only be using 25 watts in the Parlor.
5. Replacement of Motion Sensor Security Light outside access door was done in January 2017.
6. JR replaced the lighted switch in the Narthex.
7. Upgrade of 2 door closers were installed, with door stops for the open position; 1 downstairs going into the Parish Hall; 1 for the door going into the parlor upstairs to help keep heat cost down and 2 door stops.
8. Another hand hold was installed on the left at the top of the stairs.

Part of the Sanctuary roof was replaced by Roberts Roofing:

1. The side facing Nickerson Avenue was replaced. Below the peak of the roof on the side facing the driveway door of the Parlor was not done. The Parlor roof was, also, only replaced on the side facing South Main Street.
2. The roof above the Sound booth was replaced.

Sanctuary plaster and painting by Macuch Restoration and painting:

1. Interior plaster repair on the ceiling in the Sanctuary on the Nickerson Ave. side above the first 10 pews was patched and covered with 3/8" plasterboard, then skim-coated and primed and painted with 2 coats of paint.
2. The ceiling above the Sound booth was also primed and painted with 2 coats of paint.

THIS IS WHAT WE SPENT from "I Love My Church" funds for roof and inside Sanctuary work. We budgeted \$14,000, and we did the job within budget!

- An estimate was done by Sonny Vozzella of \$950 to fix the holes in the floor in the Sanctuary under the radiators. This work was not done.

Other Maintenance:

1. Well Done Landscaping removed the leaves from the property in the fall.
2. The batteries in the lights on the back stairs were replaced 3 times.
3. 3 furnace filters were replaced by less restrictive type. 1 in each furnace.
4. 2 filters in the Parish Hall returns were replaced 3 times. (Bill, Steve and Susie)
5. The filters in the Sanctuary (there are 4) were not dirty and will need checking in the Spring.
6. JR changed the door handle on the men's room. No more door locking door with no one in the men's room.
7. Steve replaced the Music Office door lock.
8. Tiana and JR changed the 4 lights out in the Parish Hall cans and put the 3 OK bulbs in the boiler room on Steve's bench as spares.
9. Tiana, with JR's help, changed out the light switch in the ladies' room to a motion switch. It is set to stay on for 15 minutes.
10. Young Electric added the necessary new circuits to the Parish Hall. (We tripped the circuit several times trying to make coffee.)
11. Susie turned the bathroom door in the handicapped stall of the Women's room to open in and not bang into people.
12. Russ (Specialized Heating) moved the condensate drain from outside into the drain at the kitchen sink.

Above and Beyond Elevator - Marc oversaw:

1. Wednesday, December 21 technicians for the pre-inspection maintenance.
2. Mass. state inspection of church elevator was done on January 10, 2017.
3. Replacement of the "elight" (emergency light) on January 20, 2017 which is the light inside the Elevator cab, on the ceiling, left hand side as you face the cab. The bulb runs off a transformer and both were burned out.
4. Above and Beyond Elevator did further repairs in March and the brake shoes were replaced.

More Maintenance downstairs:

JR and others:

1. Filled in the cracks around the basement windows. Some of the caulking got on the windows but can be cleaned up when we clean up around the windows.
2. Replaced the light over the side door to the Access Door into the Parish Hall.
3. The key to unlock the Access Door into the Parish Hall was moved to the left side of the Access Door near the light switch.
4. Bill and Susie replaced the valve in the kitchen sink faucet.
5. Alan, Bill, and Susie installed new LED decorative ceiling lights donated by Pam and Chris in the Parish Hall.
6. Advanced Lock and Key re-keyed our 3 entrance locks in March. This was recommended by our insurance company as it has been several years since it was last done. We purchased 100 keys and have distributed about half of them.
7. We purchased 3 cases of Dishwasher solutions - Detergent, Rinse and Sanitizer from Northeast Restaurant Supplies | Mashpee.

Expansion

The Expansion Task Group, consisting of Pam Davis, JR Pucillo-Dunphy, Alan Melchior, Sue Sherman, and Rev. Sarah Person, ensured that the last remaining items from the downstairs renovation and heating/cooling system installation were completed. Air returns will probably be needed in the two new offices to help with air circulation. The group conducted a brief survey to gain feedback on the parish hall space and opinions about the most pressing space needs. The results were tabulated and conveyed to the Parish Committee and the Congregation. The group is looking ahead to further engaging the Congregation on examining expansion plans for the future.

Green Sanctuary

Though relatively inactive this year, the Green Sanctuary Team still serves to advocate for engaging in environmentally responsible and sustainable practices in all that we do, including purchase and use of goods and materials, energy conservation, and recycling.

Memorial Garden

The Memorial Garden Team, led by Mike Schroeder, oversees maintenance and care of the Memorial Garden, which is the repository for ashes of former members of our Church. The Garden is a place of contemplation and remembrance, and many hands have contributed to its upkeep and beautiful presentation.

Technology

The Technology Team keeps our technical systems and equipment in working order, maintains our Church website, social media accounts, and email addresses, and records and distributes for broadcast our Church services. Contributors include JR Pucillo-Dunphy, Maria Pucillo-Dunphy, Rob Dragunas, Mark Belanger, Valarie Ortelt, and Rev. Sarah Person.

Finances

Report contributors: Pam Davis, *Treasurer*; Andrea Priest, *Programming Coordinator*; Bob Waterman, *President*

Current Fiscal Year

Some pledge units have indicated that while they will try to complete their pledges for this year they may be unable to and some of our Pledge Units have died. It is anticipated that we may be down as much as \$4750 this Fiscal Year (3.6%). On the plus side, we had some unexpected income this year from our insurance due to decreased losses. This year's fundraising goal is within reach. Thank you to all our volunteers that made our fundraising efforts successful. Our expenses have been 1.9% less than budgeted. Our anticipated budget deficit for the current fiscal year may be less than budgeted or \$12,810. (See particulars in the spreadsheet at the end of this report.)

Fundraisers

A significant portion of our income comes from the fundraising programs that so many of our members work tirelessly to help make succeed. Andrea Priest continues to be the central coordinator and driving force for these events.

In August, we held our Annual Yard Sale, in collaboration with the Street Festival, Krazy Days, which was very successful thanks to the hard work of many but namely the organizers Dave Berman and Nancy Backus. It is a huge effort to get everything sorted and ready. It was a great opportunity to recycle, reuse and raise some money. Items are not all priced; buyers make an offer, which reduces the amount of time pricing all the items. This festival brings many people to the downtown so we need to use this traffic as a fundraiser.

In October, we participated again in the Lakeville Arts Festival by providing a food stand where we sell vats of soup and bread, chicken salad, meatball subs, homemade goodies, and cranberries donated by Helen Casoli. We had new tents which worked well. It is quite a task to organize and it takes many hands to implement, but is always a good fundraiser and a great way to be present in the community. We continued to sell the goods at church on Sunday and had good results.

In March, Norm Grenier continued the tradition established by Linda Thompson as auctioneer for the annual "Service Auction." The Goal was to raise half of the budgeted fundraiser line, and we exceeded that goal! The best parts, of course, are all the opportunities to get together for all kinds of activities all year long.

The annual Plant Sale, once again coordinated by Mike Schroeder and Maria Pucillo-Dunphy, was a success, although a bit less traffic. The weather was cloudy and rainy following a week of cold and rain. It is always a very fun day working with other gardeners, catching up with each other's stories, and spending time together. Church members and the community rely on this event for their garden planting and Mother's Day gifts. Leftover plants are donated to the COA, which has resulted in a beautiful community garden maintained by volunteers. There was more competition this year resulting in less sales. We may have to consider a different twist to the day to attract buyers?

Men Who Cook, Women Who Sing was a terrific success, celebrating its 12th year. There were over 25 performers in addition to the full choir. Over 13 “Men Who Cook” participated and did a great job. In addition, there were more than 30 people involved in preparing other appetizers, setting up, working the kitchen, and cleaning up. The new set up works great, as well as the updated plugs and additional lighting.

We have one more fundraiser in June with Silvard - a pianist also brought to us by Dave Berman. We will have baskets to raffle and light refreshments. It will be a great wrap-up to the year.

“I Love My Church” Initiative

The “I Love My Church” Initiative, organized and led by Rick Benard and Amanda Huggon-Mauretti, was immensely successful in raising funds for renovations and long-term maintenance projects. Renovations, reroofing, and ceiling repairs were funded by I Love My Church money plus \$4284 from the Mary Fuller Fund. Future I Love My Church contributions that come in will be deposited in the Mary Fuller Fund to replace the money withdrawn. As shown below, there is already \$586 from I Love My Church donations available to start replenishing the Mary Fuller Fund. The Congregation’s commitment and generosity in contributing to this initiative has allowed the Church to accomplish some much-needed repairs and improvements to the Church property. Thank you all for your contributions.

	2015	2016	2017	Totals
Renovations	-\$35964	-\$40007		-\$75971
Roof & Ceiling		-\$13945		-\$13945
Mary Fuller Fund			-\$4284	\$4284
I Love My Church	+20250	+\$62950	+\$3000	\$86200
Difference				+\$586

Investments

The Church has several investment funds, some that are restricted, and one general fund that is unrestricted. The Investment Team, consisting of Bill Howe, Marc MacQueen, Gene Phillips, and Alan Melchior, oversees the investment strategy for the managed funds.

Investments	Plus	Minus	Balance April 30	Anticipated Change	Anticipated Balance June 2
Pratt Trust			73329		73329
Scott Trust	+1000		14722	+1000	15722
Mary Fuller Fund	+500	-4284	16035		16035
Organ Fund			797		797
Memorial Garden Fund			907		907
Unrestricted Fund		-7589	101555	-5000	96555
Total Investments					107245

*Investment income will be allocated at the end of the Fiscal year (June 30, 2017).

Budget for Fiscal 2017-2018

This year, the Parish Committee undertook the work of the Annual Pledge Drive. The kickoff was a Miracle Sunday event, during which 28 pledge units pledged a total of \$75,514. PC members then followed up with the remaining pledge units. The anticipated income from pledges is less than the current year's. The death of some long-time members and the relocation of other members hit our pledge income hard, and new pledges have not quite filled the gap.

While we achieved this year's fundraising goal, volunteer fatigue suggests that maybe the Fiscal 2017-2018 fundraising goal should be lower. This amounts to lower income. Expenses on the other hand have kept rising.

The Parish Committee's plan had been to reduce deficit spending again in Fiscal 2017-2018; with the goal of eliminating deficit spending entirely. The Parish Committee was unable to come up with a budget that could do that without serious negative impact on staff and programs. Next year's budget has a significantly higher deficit spending. Any level of deficit spending is not sustainable. So, the Parish Committee will be engaging with the Congregation in multiple serious discussions over the Fiscal 2017-2018 Church year. The Congregation will need to decide what significant programming and possibly staff changes need to be made so that the Church can return to a sustainable non-deficit spending budget.

Appendix

First Unitarian Universalist Society of Middleboro
Income and Expenses 2016-2017 (May 26, 2017)
 July 1, 2016 through May 26, 2017

Income and Expenses for 7/1/2016 to 6/30/2017				
Fiscal Year Budget	Budgeted July 2016- June 2017	Actual July 1 2016 - May 26 2017	Anticipated July 2016- June 2017	Notes
Income				
4010 · Pledges	131500	114366	126,766	Anticipated
4020 · Fund Raisers	20000	19910	20370	Anticipated see Note 1
4030 · Special Gifts	3500	2065	2215	
4050 · Rental Income	3000	2718	2968	
4060 · Investment Income				
4061 · 4.0% of Unrestricted Investments	4800	4800	4800	Note 2
4063 · DG Pratt Trust	3750	3597	3597	Note 3
4060 · Total Investment Income	8550	8397	8397	
4150 · Other Income	1005	3657	3707	
4170 · RE Registration Fees		360	360	Note 4
Total Income	167,555	151,473	164,783	
Expenses				
Outstanding Dues	0	995	867	
6130 · Total Music Committee Expense	2500	2416	2500	
6140 · Total Religious Education Expense	4104	2759	4164	Note 4&5
6285 Sabbatical Expense	2600	0	500	Note 6
6300 · Building and Grounds Total	5250	3052	3752	Note 7
6320 · Total Insurance	4500	6257	6257	Note 8
6350 · Total Office	2300	1951	2091	
6360 Total Licenses & Accounting Fees	710	690	790	
6400 · Total Utilities	4750	4545	4545	
Total Communications	1985	1915	1915	
6500 · Committees				
6510 · Membership Committee	50	74	74	
6520 · Social Action Committee	50	0	0	
6530 · Public Relations Committee	50	0	0	
6540 · Worship Committee	900	827	827	Note 9
6550 · Stewardship	550	125	125	
6560 · Technology	50	68	68	
6580 · Parish Committee	1350	0	85	Note 10
6585 · Adult RE	50	0	0	
6586 · Expansion	0	0	0	
6587 · Leadership Development	0	0	0	
6500 · Total Committees Expenses	3050	1094	1179	
Total Staff Compensation	141,630	129,081	142,169	Note 8 & 11
Total SS and Medicare	4,431	4,133	4,520	
6690 · Payroll Expenses	50	39	50	
6710 · Total Sub-Contractors Expenses	1990	1807	2212	Note 12
6800 · Kitchen & Janitorial Supplies				
6804 · Kitchen Supplies	300	264	344	
6803 · Sunday Coffee	305	305	305	
6805 · Janitorial	600	381	416	
6800 · Total Kitchen Supplies Expenses	1205	950	950	
Total Expense	\$181,055	\$160,689	\$177,593	
Surplus (Deficit)	-\$13,500	-\$9,216	-\$12,810	Budget Deficit
Deficit Spending Sources				
Deficit Spending from Investments	13500	11053	12810	Anticipated

Notes start on following page

Notes:

Note 1. Fundraisers. One fundraiser left; Silvard Concert in June

Note 2. Line 4061 Dividend income assumes 4% withdrawal per annum from unrestricted investments

Note 3. Actual income from Pratt Fund

Note 4. Fees collected by Religious Education Program from participating families

Note 5. Anticipated cost (\$360 was defrayed by RE Registration fees noted under income)

Note 6. We need to consider establishing a Sabbatical fund and budget moneys toward
Rev. Sarah's next Sabbatical as soon as we have closed the deficit spending gap.

Note 7. Paid total Fiscal 2017-2018 Workman's Compensation bill this year instead just paying 1st qtr.

Note 8. Moved \$500 for snow removal to Compensation as Sexton is doing snow removal of walkways

Note 9. Included Worship Supplies line item in Worship Committee line item.

Note 10. Incorporation & 401c3 status not completed so money budgeted was not spent.

Note 11. Church Administrator requested to start work a week earlier than budgeted

Note 12. Minimum wage increased so needed to pay child care providers at new rate

GENERAL NOTE A: All lines highlighted in violet represent fixed costs.

GENERAL NOTE B: Green column headed "Anticipated" shows the expected price tag for the church year.