



# 2016 – 2017 Annual Report of the Unitarian Church of Harrisburg

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## **Minister's Annual Report**

*Rev. Michael Walker, Interim Minister*  
*July 2016 – June 2017*

### **Introduction**

I've been very honored to serve the Unitarian Church of Harrisburg for these last two years. Grateful for the trust and care I have been shown, I've worked to return the favor, as much as possible. The collaborative ministry of the UCH board, staff and numerous volunteers has been a blessing to us all, I believe. An overall sense of calm seems to have developed in the congregation, and a growing sense of excitement as members begin to imagine your future together.

### **Successes and the Teams Who Accomplished Them**

The most recent success is due to the work of our **Interim Search Committee**, a sub-set of the Board of Trustees. The ISC members were **Rima Cameron, Guy Dannelley** and **Debbie Reihart**. After receiving a list of eight well-qualified applicants, they interviewed a number of them and enthusiastically selected the **Rev. Lyn Cox**. She will begin her work at UCH in August. Lyn has been here (in the Joseph Priestly District of the UUA) for a long time, and currently lives with her family in Baltimore, MD. She will soon complete a two-year interim ministry at the UU Church of York, PA.

Over this year, we have built on the work of two groups from the previous year, the **Healthy Congregation Task Force** and **Multi-Site Ministry Task Force**. Both of those short-term task forces have been replaced by newer, longer-term groups. Respectively, they are now known as the **Congregational Life Team**, led by **Sandy Hamstra**, and the **Market Street Implementation Team**, led by **Laura Shemick**, along with **Rima Cameron, Guy Dannelley, Kel Kyle** and myself. [More info about MSIT's work below.]

Our **Worship Team**, chaired by **David Spear**, has been in place for almost two years now, and is working very well. The **Lay Liturgists** are now co-coordinated by two Worship Team members, **Laura Edinger** and **Karen Sykes**. Other members of the WT include: **Leta Beam, Jim Cavanaugh, Rachel Mark, Debbie Reihart**, and **Libby Tisdell**. The team also supported and received support from staff: **Hannah Belser**, Accompanist; **Ann Hossler**, Director of Music; **Sara Palmer**, Director of Religious Exploration; as well as myself. Overall, the WT has given much in the way of their time and support, as well as helpful feedback along the way, not to mention coordinating many services for my time away. The Lay Liturgists have been a great asset to the worship experience, in my opinion. I've long felt it important to have multiple voices from the pulpit, so it doesn't become *The Mike Show* or some such.

The **Lay Pastoral Care Associates** program has grown this year. Chaired by **Jim Cavanaugh** and advised by me, the members include: **Jessica Chuckalovcak, Marj Forster, Ray Harris, Dennis Hursh, Kathy Stewart**, and **Barb Van Horn**.

After several years of service, **Kathleen Daugherty** stepped down from her role on the LPCA team – we thank her for all of her time and care, and for all the cards she wrote and mailed to members in times of need.

The **Covenant Groups** program (initially known as the Small Group Ministry program) has been underway for a year, with coordination provided by our SGM Team, consisting of **Joyce Stoltzfus**, chairperson, with **Rima Cameron**, **Nancy Hall**, **Sandy Hamstra** and myself. Four groups with two co-facilitators were created this year, and we anticipate the program to grow to include more groups, meeting at a wide variety of days and times, to accommodate more members. Facilitators for this year included the four named above, as well as **Kathryn Ersoz**, **Jesse McCauslin**, **Joe Mellilo** and **Debbie Reihart**.

### **The Proposed UCH Budget for Fiscal Year 2017-18**

In accordance with policy-based governance, I drafted the initial version of the church budget, which was then edited based on input from our Treasurer, **Ed Sykes** and our Finance Chairperson, **Lois Voigt**. Senior staff gave input, as well. A later version went to the full Finance Committee, at which time they asked helpful questions and offered detailed feedback. The Board reviewed the next version. It has gone through another round of edits and re-visioning, based on a meeting with our Board President, **Laura Shemick**, our Congregational Administrator, **Kel Kyle**, and myself. Many minds aided in the creation of the budget you will be asked to vote on at the Annual Meeting.

The meeting of Laura, Kel and myself was to explore a plan of increasing event rentals, for an additional stream of future income. In this plan, we need to make some capital expenditures (air conditioning and parking lot patches at Clover Lane), which we project will be paid off after three years of rentals (using a conservative projection of income from 15 new event rentals, although there is potential for many more, since there are 52 weeks in a year).

Continuing the plan the congregation approved at the last Annual Meeting, the work to prepare the Market St. building for leasing to long-term tenants has been underway for months, and will continue through the spring. In last year's budget, we had set aside \$4,500 in a Board-controlled slush fund, with the intention of using that for capital improvements at MS. We spent those funds correcting various issues reported to us by a Building Inspector [see the Congregational Administrator's report for details.] For the next fiscal year's budget, we conservatively projected income from three of the five rooms we plan to rent out (this does not count space already rented to Gather the Spirit [GTS]).

Even with around 15 event rentals at Clover Lane, and around 3 more long-term tenants at Market Street (in addition to GTS), the church will run a deficit in excess of \$30,000. We addressed a similar shortfall last year by reducing the church staff from 12 to 6 staff members. We cannot cut our program and operational expenses any further, and it seems that we have reached a plateau on stewardship (at least until UCH starts growing again in the next settled ministry, which is the typical pattern in churches.) Therefore, other streams of income are

essential for the church to reach a state of financial stability. Over time, we believe that rental income will exceed the conservative amounts used in the proposed budget, which will eventually be to the church's benefit. But, in the short-term, we have applied the old adage, "you have to spend money to make money," in writing the budget we propose. This is why we have requested the congregation approve a transfer of \$38,000 from the investment fund (that is sometimes called *the endowment*.) These funds will serve four purposes: install air conditioning at Clover Lane (\$12,000) to make the Sanctuary more attractive for wedding and other event rentals; patch the upper parking lot at CL (\$8,000) for similar reasons; as well as moving expenses for your next interim minister (\$8,000); and a budget for the Ministerial Search Committee (\$10,000), to help them find your next settled minister. It is possible that not all those funds will be used; any unused funds would remain in our operating fund and therefore improve cash-flow.

### **Programs and Other Aspects of Ministry**

#### **WORSHIP & MUSIC**

In addition to the work of the Worship Team and Lay Liturgists (described above), weekly worship has been (for the most part) coordinated by me and our Director of Music, **Ann Hossler**. Our Accompanist, **Hannah Belser**, and DRE, **Sara Palmer**, both provided support, as well. Ann joined us this year, so we have had the rather positive experience of learning each other's 'styles' and had fun co-creating worship together. As we had half the staff this year, than in previous years, this has necessarily caused us to standardize many things across the two campuses, and this has included worship and music.

There is another group that has been invaluable to the creation of edifying worship at UCH, and that is, of course, the **UCH Choir**. The Unisingers and the Clover Lane Choir both disbanded after the retirements of Sparkie Radcliffe and Linda Hope, respectively. The new group, which named itself the UCH Choir, has included some members of the two previous choirs, as well as newcomers, too. With the direction of Ann and support of Hannah, this new choir has grown, both in terms of musical performance, as well as in numbers. We are very grateful for the gifts of music they have brought us.

#### **PASTORAL CARE**

I often tell folks that this is the most invisible, yet important, part of my work. Over the last two years, I've been called upon by folks in our UCH community to provide support, and sometimes to just listen, as they have worked through thorny issues in their lives. I have visited church members at four area hospitals, as well as the occasional house call. As noted above, the **Lay Pastoral Care Associates** have been active this year and provided me with invaluable pastoral information that might not otherwise come to my attention.

## RELIGIOUS EXPLORATION

The Religious Exploration program (formerly Religious Growth and Learning [RGL]) has been guided by our Director of Religious Exploration, **Sara Palmer**, and supported by the RE Committee, chaired by **Amy Firestine**. Sara had previously been the 'Head RGL Coordinator,' but we upgraded her position and gave it parameters more in line with RE programs throughout the UUA. I frequently hear from parents about how much their kids get from the program, and how much they enjoy the Message for All Ages in our Sunday services. Please see elsewhere in this report for further information about RE.

## **Administration, Operations and Governance of the Church**

I couldn't have accomplished all that we have this year without the dedicated work of our administrative staff: Kel Kyle, Congregational Administrator; Alicia O'Rorey, Bookkeeper and Tavia Flanagan, Office Assistant.

## GENERAL OPERATIONS AND MAINTENANCE

Many years of deferred maintenance left us in the position of having to address numerous emergency repairs, pest control, and other issues throughout the last year. Year-To-Date Maintenance expenses exceeded \$70,000, which was, to say the least, far more than we expected to spend on maintenance this year. Again, since stewardship has seemed to reach a plateau, but our expenses exceed that level, we have determined that is necessary to create additional streams of income. As our President has pointed out on numerous occasions, it is always better to raise money from outside the congregation, whenever possible. Hence our Market Street Plan that you approved last year, and the event rental plans at Clover that we are wishing to put into effect next year, by adopting the proposed budget.

## THE MARKET STREET PLAN

The Market Street Implementation Team was charged with spending this year assessing work to be done, and scheduling same, for spaces to be rented to tenants. The plan has been that we will have that work completed by this summer, so we can start advertising and leasing to potential nonprofits doing work on Allison Hill. The MSIT has met many times, as well as recruited UCH members to volunteer, mostly clearing materials out of various rooms.

## POLICY-BASED GOVERNANCE

The Board and I have spent a great deal of time and effort in the last two years, fine-tuning our understandings of governance and operations (and learning the difference between the two.) Many of our trustees and I attended Strategic Board Training, facilitated by our District Executive, the Rev. David Pyle. We've also dug into many of our policies, learning how best to use these in our work to fulfill the mission and vision of the church, as expected by our

membership. This is an ongoing process, and advise that work begun continues into the next interim ministry, but that will ultimately be a discussion between our board and your next interim minister.

### **What Does the Future Hold?**

#### FOR THE UNITARIAN CHURCH OF HARRISBURG

It seems that a few experiences from past years are well back in the rear-view mirror, and the congregation is really directing its attention forward. We've done a lot of work together to heal past hurts, to re-affirm relationships and covenants, and to make plans together that will help the congregation become sustainable in the future. It really feels to me like the congregation is ready to embark on a relationship with a settled minister(s). Once that was determined, it was too late in the UUA's search cycle to do that for next year, hence one more year of interim ministry.

However, we took the unusual step of convening, *early*, a Ministerial Search Committee (to find a settled minister). We did this so that the committee will have time to listen to members and process the lessons of the last, unsuccessful search. I predict that this search will be successful, and I'm grateful for the members who accepted the nomination and were selected for the MSC – they have a big responsibility, but I believe they are up to the task! They are: **Mary Lynn Facile**, chairperson, as well as **Dorothy Brown**, **Margaret Carrow**, **Kevin Geist**, **Jim Handshaw**, **Erica Lambert** and **Marjy Schubauer-Hartman**. I wish you all the best in your process, and thank you for stepping up!

#### FOR REV. MIKE WALKER

It is bittersweet to say good-bye, but we are rapidly approaching the day when I must do so. My last Sunday in the pulpit will be June 11<sup>th</sup>. My next two-year interim ministry is going to be in Auburn, California, in the middle of 'Gold Rush Country.' As I've already mentioned to some, I grew up in the area. I never thought I'd have much reason to go back after my whole family gradually migrated up to the Pacific Northwest. But here I go and this time Glenn will be moving with me. We hope to return to the PNW region after that interim, but I'll have to wait and see how the whole search process unfolds, the next time around.

I began this report by telling you how honored I have been to be among you these last two years. Thank you all for being a thoughtful and caring congregation. We have accomplished a great deal together, and I look back on what I feel has been successful interim ministry and a great experience. I have learned much from this church, for which I am very grateful. Getting to know you has been a delight, and I have found this community to be warm and supportive. I will be watching your future endeavors from afar, with great interest. Thank you, each and every one of you!

## **Congregational Administrator's Annual Report**

*Kel Kyle*

*July 2016 – June 2017*

As I approach the anniversary of my fourth year at UCH, I am pleased to be part of a team that is passionate about its work for our members and friends.

**Office Administration & Personnel Management:** Effective and efficient management of the church office is a challenging endeavor which includes much more than day-to-day tasks and human resource responsibilities. Some of these duties include, but are not limited to:

- Overseeing the maintenance of all office equipment and computer systems.
- Maintaining personnel records; coordinating and tracking vacation/sick time.
- Administering benefits including health insurance and our retirement plan.
- Assuring the church is compliant with federal and state labor laws.
- Working with staff on various computer and software issues.
- Recording Sunday service and RGL attendance.
- Maintaining inventory of church equipment and property.
- Preparing reports for Rev. Mike, the Stewardship Team and our Board of Trustees.
- Providing regular updates to the ACS database.

**Fiduciary Responsibilities:** Remaining mindful of the church budget, I remain vigilant to protect the assets of the church from waste and inefficient use by:

- Reviewing and approving vendor invoices and signing checks.
- Depositing checks and monitoring bank accounts.
- Submitting of and reviewing payroll.
- Tracking and monitoring stewardship campaign.
- Assisting congregants with payment processing.
- Negotiating/maintaining office equipment leases and maintenance contracts.
- Purchasing supplies (office, custodial, worship, etc.)
- Assisting with budget preparation.
- Negotiating rental contracts for meetings and events at both campus locations.

**Facilities Management:** One of the most challenging and important aspects of my job is overseeing the maintenance of our campuses. These duties range from evaluating each situation from minor to major repairs both inside and out on each campus and contacting the appropriate repair technicians to schedule work. During this past fiscal year, I negotiated new contracts for reduced rates on lawn care and snow plowing fees as well as discounted fees on ongoing general maintenance at both campuses.



**Lay-Led Ministries, Task Forces & Teams:** Continued working with leaders of various groups/teams/task forces to make sure their information is up to date and available on our website and other forms of media. As in past years, I worked closely with the Stewardship Team creating and sending weekly pledge reports to Dennis Hursh and Rev. Mike. I also worked with Multi-Site Task Force and the Market Street Implementation Team (see below for more info). I worked briefly with the Interim Search Committee, specifically Guy Dannelley to make our search packet available online for candidates to view.

### **Market Street Implementation Team (Chalice Center)**

Without a doubt, one of largest parts of my job this past year is my involvement with the Market Street Implementation Team to coordinate what needed to be completed for each room to be rented. A significant amount of my time each week has been spent on acquiring estimates for immediate and general repairs, ensuring all repairs were completed, coordinating ongoing efforts to begin the process of moving items out of the rooms and readying them to be painted, etc. I am looking forward to hiring a building manager for Market Street to share the work load and be there as a regular presence for our future renters. Based on our building inspection report, a number of repairs needed were of immediate concern and have been completed. The list of those repairs included but were not limited to:

#### **Electrical:**

- Service head conduit support bracket needed to be reattached
- Circuits were not fully labeled on more than one distribution panel
- Unprotected openings needed covers for junction box above panels for exposed wiring

#### **Roofing:**

- Slate tile deficiencies (some slates damaged or missing)
- Rusted/loose flashing with openings and water stains in attic

#### **Drainage:**

- Roof drains obstructed
- Ponding water
- Gutters and downspouts required cleaning

#### **Heating (Steam Boiler)**

- The fiberglass high temp pipe insulation on boiler steam headers at three locations needed to be replaced.
- Access panels on the left side of boiler were removed to clear out oil furnace cement from clean-outs.

- Clean-out doors were brushed out and boiler insulating cement was applied to all clean-out doors to seal in the flue gasses.

#### **Stairwell (Interior and Exterior)**

- Handrails/railings - Plexiglass was installed as spindle spacing is greater than today's modern safety standards of 4" or less. Location: Second floor stairs to sanctuary and sanctuary balcony.
- Guard/Handrail - The guardrail of the stairs to the rear exterior entrance was rusted out and was not attached securely at the base.

#### **Technology**

**Website:** I continued to update and enhance our website this past year. Positive comments from members/friends about the ease of use and information readily available on our website is received on a regular basis. The forms section in particular is used on a regular basis and has streamlined our staff time as well. Our website continues to increase with not only member/friends visiting it, but new visitors as well. The contact form in particular is being used by many outside the congregation to request information from rentals to more info about our beliefs and general service inquiries.

#### **Website Statistics**

- Unique Visitors: Averaging 869 unique visitors to the site each month and growing.
- New vs. Returning: 45 % return visitors compared to 55% new visitors.
- Average time spent on website: 3 minutes.
- Age of visitors: 57% are between the ages of 55-65. 43% are between the ages of 25-54.
- Gender: 64% are female compared to 36% male.
- Desktop vs. Mobile: 69% desktop compared to 31% using mobile devices.
- Operating Systems: 75% are windows users compared to 25% iOS.

**News You Can UU's Statistics:** Weekly eNews communications continue to be sent to members and friends via Constant Contact. As of this writing we have 603 members and friends receiving this information. We continue to exceed the industry standard "open" rates with over 42% while the industry standard for religious organizations is at 30%.

**Social Media:** The official Facebook page for UCH is updated weekly providing information about Sunday services as well as events at both campuses.

**Office Staff:** It continues to be a pleasure to work with those I supervise, namely, our office assistant, Tavia Flanagan and our bookkeeper, Alicia O'Rorey. If not for their dedication and hard work, we would not have accomplished all that we have in church administration this

fiscal year. Tavia provides ongoing assistance by producing orders of service, coordinating our gift card program, copious amounts of data entry, answering phones, church mailings, calendar scheduling, updating membership records, filing and helping out wherever she is needed. Alicia's commitment to our financial records by providing weekly input, creating monthly reports for review by myself, Rev. Mike, the Finance Committee and Board of Trustees is greatly appreciated. She also prepares checks for signature, reconciles our bank accounts and creates contribution and tax statements for our congregants. Her astute knowledge of the ACS Technologies platform has made it much easier for us to get the information needed in a timely manner. I am honored to work with both these women and grateful for their support every day.

In closing, I want to thank Rev. Mike for his guidance and encouragement these past two years. We've been through a lot together in this short time and having his support and appreciation for not only the work I do, but for all that staff does has made a significant impact on us. I will miss you, Rev. Mike and wish you the best in whatever the future holds for you.

## **UCH Music Program**

*Submitted by Ann Hossler, Director of Music*

*July 2016 – June 2017*

### *Vision of the UCH Music Program*

*My vision of the Music Program at the Unitarian Church of Harrisburg is that it nurtures and inspires musicians and congregants alike by the transformative power of music. Music here will create a sacred space both within the individual human spirit and the collective human community. It will bind us to each other and to a greater Whole in a loving and enriching way, and open each of us to the Beyondness of existence. This openness and connection will energize, empower and delight all those who give themselves to the musical experience, informing and enriching both mind and spirit. Individual and collective. Vocal and instrumental. Choral and congregational. Creating or listening. All musical involvement at UCH Clover will deepen, heal, and illuminate the soul.*

Guided by this Vision, I am pleased and grateful to report that I have seen its fruits in the voices and hearts of this wonderful congregation. In this year of transition from a separate choir at each of the two campuses, faithful members of a single choir have been a presence at both Market Street and Clover Lane throughout the season. Instrumentalists have stepped forward to share their talents. The congregation has willingly learned many new hymns and participated in the weekly canon that sings the children to their classes. Musical richness abounds here.

The vocal choir has been meeting regularly on Thursday evenings since early October. In addition to providing a musical offering most Sunday mornings, they have led the congregation in hymn-singing, participated in a Christmas Eve service, and were fundamental to the musical Easter service of “Alleluia.”

The bell choir began to rehearse late in the season, but has proven to be an enthusiastic group. They will be more of a presence in the 2017-18 season.

In addition to the choirs, many other talents have graced this congregation. We have had vocal soloists. We have had instrumentalists on accordion, bagpipe, drum, flute, French horn, guitar, handbell, piano, and trumpet. We have had dancers, both individually and communally. Truly an abundance of riches.

It must be noted, too, that Hannah Belser continues to be a stellar part of the music staff. She particularly showed her mettle when she stepped in to provide service music at both the Market Street and Clover Lane campuses when both Market Street and Clover Lane music directors retired in the spring of 2016.

## Religious Exploration

*Submitted by Sara Palmer, Director of RE*

*July 2016 – June 2017*

### Children & Youth RE Attendance Numbers

- ★ 77 children & youth registered with 43 families (virtually identical to 2015-16's 81/42)

	<u>Registered</u>	<u>Regular</u>
<u>Nursery</u>	6	1
<u>PreK-1</u>	19	10
<u>2-4</u>	15	6
<u>Middle School</u>	17	7
<u>Youth Group</u>	20	6
Totals	77	30

(Regular = attended at least 50% of RE and MakerSpace sessions during the year)

- ★ Continued with dual-site RE on Sundays; full curriculum offered at both campuses
- ★ Scheduling was streamlined as follows:
  - 1st Sunday - MakerSpace - multi-age
  - 2nd-4th Sundays - RE Sundays - age-based
  - 5th Sunday - Social Action Sunday - multi-age

- ★ Here is the overall attendance by campus by Sundays (Sept-Apr) :

Totals	1st	2nd	3rd	4th	5th	Overall
MS	4	5	3	6	2	4
CL	20	25	26	24	19	23
Avg Total	24	30	29	30	21	27

### RE Volunteers

- ★ Helpers - Nursery
- ★ Leaders - PreK-Middle School
- ★ Advisors - Youth Group
- ★ Facilitators - MakerSpace

- ★ All adults volunteering with children and youth at UCH have 3 Pennsylvania-mandated child abuse certifications up-to-date and on file with the DRE
- ★ 14 adults served as MakerSpace Facilitators with a 4-5 session commitment
  - 4 adults volunteered without their own children or youth in RE
- ★ 35 adults served on a age-group team with an 8-12 session commitment
  - 7 adults volunteered without their own children or youth in RE
- ★ RE Training Session held in August - reviewed covenant of care, procedures, policies, child abuse prevention; met with their team to schedule sessions and engage with curriculum
  - Will add Mid-Year or Online Training for volunteers who join after August

#### 1st Sundays: MakerSpace

- ★ Multi-Aged PreK-12
- ★ Overseen by Director of Religious Exploration (DRE), assisted by adult volunteer facilitators
- ★ Based on idea of UU faith development through collaboration, experimentation, failure, empathy, activism, and self-determination
- ★ Depending on number of adult facilitators (average 2-6), following Spaces were offered:
  - CrafterSpace (art-based)
  - TinkerSpace (Lego/Bionicles, circuits, dissect small appliances, etc)
  - BakerSpace (cooking/baking)
  - GardenerSpace (nature building, gardening, planting, exploration, etc)
  - MoverSpace (indoor/outdoor games, dance, yoga)
  - BuilderSpace (construction, tools, fix-it, etc)
- ★ As seen above, average attendance: 4 children at Market Street, 20 children at Clover Lane

#### 2nd-4th Sundays: RE Sessions

- ★ Curriculum by age-group:
  - PreK-1st - *World of Wonder* - UUA's Tapestry of Faith focused on 7th Principle
  - 2nd-4th - *Spirit of Adventure* - UU Identity through famous UUs, hands-on activities
  - Middle School & Market Street - *Harry & UU* - Social Action & UU Identity
    - Raised supplies or funds for:
      - Steelton-Highspire School District Libraries (10 banker's boxes of books)
      - Ecumenical Food Pantry (9 laundry-baskets of food)

- ACLU (\$600)
- Children's Miracle Network at HMS (\$50)
- Petitions for Hershey to move to Fair Trade Chocolate faster than 2020
- Humane Society of Harrisburg (\$45)
- Butterfly-friendly plants for UCH campuses (TBD)
- Youth Group - high-interest topics, *Bringing the Web to Life* - UU Faith Development, and Youth Service (5/6) & Trip (6/23-25) Planning
- ★ As seen above, average attendance: 5 children at Market Street, 25 children at Clover Lane

#### 5th Sundays: Social Action

- ★ October (Food Drive & visit to Ecumenical Food Pantry,) January (discussion on rise of hate crimes among children/youth and solutions), and April (UUA Teach-In on White Supremacy)
- ★ As seen above, average attendance: 2 children at Market Street, 19 children at Clover Lane

#### Nursery

- ★ Offered all Sundays when we had 2 adult volunteers
  - Attendance and volunteerism were chronically low at both campuses
  - Chicken and Egg situation - did lack of volunteers discourage families with young children from attending/returning, or did low Nursery numbers discourage volunteers?
- ★ Recommended hiring Nursery Worker for 2017-2018

#### Youth

- ★ Largest enrolled age group; smallest average attendance
- ★ Operated without a dedicated Youth Coordinator
- ★ Recommended hiring 10-hour-a-week Youth Coordinator for 2017-2018
- ★ Did not attend any Cons or Leadership events this year
- ★ Several youth assisted adults on MakerSpace Days and Social Action Days
- ★ Youth serve through RE Committee, Oliver LaGrone Scholarship Committee, choirs, and service music
- ★ Planning a Youth-Led Service scheduled for 5/7
- ★ Planning a Youth Service Trip to Shenandoah National Forest 6/23-25
  - Raised money selling food and items during Coffee Hour
  - Received funds from March Share-the-Plate

### OWL

- ★ Two changes from UCH's recent history:
  - OWL for K-3
  - Scheduled Sunday *afternoons*, 2/6-3/19, from 1-2:45pm (including lunch)
- ★ Mandatory Parent Information/Orientation Sessions held for families
- ★ K-1st - 7 kids, 2nd-3rd - 7 kids; 4 OWL facilitators
- ★ 100% of families reported they will participate in future OWL offerings!

### New Family/Family Communications

- ★ 17 New Families visited during 2016-17
- ★ Families received "Take It Home" handouts after most RE sessions
- ★ OWL families received regular email updates from Facilitators
- ★ DRE used email, text, Facebook, phone calls, News You Can UUs, The Reporter to share scheduling changes, upcoming UCH events, topical resources, and larger UU experiences (Youth Cons, UU Summer Camps, etc)

### Young Adult/Adult RE

- ★ Here are the average weekly attendance numbers for Adult RE programs

YA/Adult					
1st week	2nd	3rd	4th	5th	Avg
25	19	12	10	11	17

- ★ We do not currently offer any Young Adult only programming
- ★ Adult programs that fell under the RE umbrella included:
  - *A Chosen Faith* class, taught by Rev. Mike - Fall 2016
  - *Weekly Forum*, high-interest topics, Sunday mornings - Summer 2016-present
  - *Journeys To Justice*, high-interest topics, 1st Tuesday evenings - Summer 2016-present
- ★ Most Adult RE programs do not require registration

### RE Committee

- ★ Reformed in July 2016, see separate report from President Amy Firestone

### DRE Professional Development

- ★ Title changed from RGL Coordinator to Director of RE Summer 2016



- ★ Active member of LREDA (Liberal Religious Educators Association) and participant of its local chapter - DSAREC (Delaware Susquehanna Area Religious Educators Council)
- ★ Active participant in Facebook UU RE Professional Educators Group, LREDA list-serv, OWL list-serv
- ★ Completed:
  - UUA *Curriculum Planning* Hybrid Renaissance Module - June 2016
  - UU Leadership Institute *Healthy Leadership 101* - July 2016
  - Strength Alignment for RE - March 2017
- ★ Read: *The RE Roadmap* Guide for DREs and Religious Education
- ★ Currently taking:
  - Youth Ministry Training webinars (monthly, Sept-present)
- ★ Registered for:
  - UUA *Multicultural RE* Renaissance Module - May 2017
  - UUA *UU History* Online Renaissance Module - Summer 2017

#### Looking Ahead

- ★ UCH would benefit from:
  - Paid Nursery Worker
  - Paid 10-hour-a-week Youth Coordinator
  - Additional volunteers in Nursery
  - Non-RE-family volunteers either working with children & youth or working behind the scenes
- ★ 2017-18 RE Registration kicking off in May rather than over the Summer
- ★ Summer RE Program - MakerSpace
- ★ Expected upcoming events:
  - Adult Covenant Groups starting in Summer 2017
  - 5-6th OWL in the Fall or Winter
  - *Coming of Age* for 7-8th graders starting in Fall or Winter
  - Young Adult/Adult OWL in Fall or Winter
  - *Examining Whiteness* class for Young Adult/Adults in Fall
  - Youth Mission Trip Summer 2018
- ★ Continuing opportunities with:
  - Anti-Racism/White Supremacy
  - Anti-Oppression
  - Multicultural
  - LGBTQIA

It is my deepest honor to work for the UCH RE program.

## **Gift Card Program**

*Submitted by Tavia Flanagan*

*July 2016 – June 2017*

We continue to provide a mail-order grocery gift card program that currently supports the annual operating budget of the Church. Purchasing gift cards from our three participating vendors allows participants to make a contribution to the church without spending additional money beyond what they would spend on their groceries or other purchases, such as gas. Members and friends are welcome to purchase \$50 or \$100 grocery gift cards from Giant, Weis, and Karns. The Church receives 10% of the face value of cards sold for Giant and 5% for Weis and Karns cards. Cards are mailed on the 5<sup>th</sup> and 20<sup>th</sup> of each month.

At the request of some members, we researched the purchase of cards from two additional stores, Darrenkamp's and Sheetz. It was decided that the extra work involved in picking up and tracking cards from Darrenkamp's would not justify the small number of sales they may generate. Sheetz does not have a gift card program. Giant continues to be our top earning program.

Approximately 60 people participate in the gift card mailing program. Participants can receive cards on a monthly or bimonthly basis or can choose the date of their next order each time they receive cards. Credit card or bank payments can be set up online or a personal check or money order can be mailed in with the next desired order. A stamped and addressed envelope is provided for return payments/orders. Participants can opt-out at any time or can take a break during vacations or months when they have less need for cards.

Gift cards are also sold monthly during coffee hour at both campuses in \$25, \$50 and \$100 amounts. Laura Shemick and David Smith coordinate volunteers and sell cards on the last Sunday of each month at Clover Lane and the first Sunday of each month at Market Street. The total profit earned from sales during coffee hour this past year will reach \$600.

This fiscal year, we expect a profit from all gift card sales to total roughly \$22,000. This is less than the \$25,500 raised last fiscal year. More participation in the mailing program and Sunday sales could provide a great benefit to UCH. Forms and information are available on the Church website's *Gift Cards* page. An updated bulletin board was also created this past year at Clover Lane to advertise the program and provide printed forms. This program is a free and easy way for members and friends to increase revenue for UCH.

## Analysis of Revenues & Expenses Summary

*Submitted by Alicia O'Rorey*

*July 2016 to March 2017*

<b>INCOME</b>	<b>Quarter 1</b>	<b>Quarter 2</b>	<b>Quarter 3</b>	<b>Quarters 1-3</b>	<b>Annual Budget</b>
<b>Total General Fund</b>					
<b>Income</b>	\$ 78,328	\$ 95,990	\$ 67,039	\$ 241,357	\$ 322,079
<b>Rental/Misc</b>	\$ 1,146	\$ 2,735	\$ 921	\$ 4,801	\$ 5,700
<b>Endowments/Trusts</b>	\$ 12,916	\$ 6,494	\$ 17,916	\$ 37,326	\$ 42,518
<b>Community Outreach</b>	\$ 2,340	\$ 2,467	\$ 2,773	\$ 7,580	\$ 15,400
<b>Fundraiser Income</b>	\$ 280	\$ 19,924	\$ 6,391	\$ 26,595	\$ 43,000
<b>RE</b>	\$ 32	\$ 40	\$ 1,202	\$ 1,202	\$ 1,000
<b>Music/Worship</b>	\$ 478	\$ 1,009	\$ 1,067	\$ 2,626	\$ 4,000
<b>Total Income</b>	\$ 95,520	\$ 128,659	\$ 97,309	\$ 321,487	\$ 433,697
<b>EXPENSES</b>					
<b>Administration</b>	\$ 7,558	\$ 5,938	\$ 7,478	\$ 20,975	\$ 34,018
<b>Board</b>	\$ 3,474	\$ 2,525	\$ 2,092	\$ 8,091	\$ 18,500
<b>Buildings</b>	\$ 17,330	\$ 18,676	\$ 25,707	\$ 61,714	\$ 82,340
<b>Community Outreach</b>	\$ 2,340	\$ 2,332	\$ 2,773	\$ 7,445	\$ 15,450
<b>Fundraisers</b>	\$ 149	\$ 327	\$ 254	\$ 731	\$ 800
<b>RE</b>	\$ 220	\$ 939	\$ 2,067	\$ 3,226	\$ 5,000
<b>Music/Worship</b>	\$ 1,500	\$ 3,030	\$ 1,622	\$ 6,152	\$ 9,450
<b>Staff</b>	\$ 56,498	\$ 64,220	\$ 65,237	\$ 185,956	\$ 268,139
<b>Total Expenses</b>	\$ 89,070	\$ 97,988	\$ 107,230	\$ 294,288	\$ 433,697
<b>Net Total</b>	<b>\$ 6,449</b>	<b>\$ 30,672</b>	<b>\$ (9,922)</b>	<b>\$ 27,199</b>	<b>\$ -</b>

**Balance Sheet**  
*Submitted by Alicia O'Rorey*  
*March 2017*

**Accounts**

<b>Assets</b>	
<b>Current Assets</b>	
<b>Operating Fund</b>	
1-100100 - Operating Fund Checking Account	\$30,858.44
1-100150 - Restricted Money in Checking	\$5,635.60
1-100200 - Restricted Savings Account	\$10,000.78
<b>Total Operating Fund</b>	<b>\$46,494.82</b>
<b>Investment Account</b>	
<b>Ameritrade Account</b>	
<b>Endowment Fund</b>	
1-110100 - Endowment Fund	\$132,524.02
<b>Total Endowment Fund</b>	<b>\$132,524.02</b>
<b>Oliver LaGrone Scholarshp Fund</b>	
1-110110 - Oliver LaGrone Scholarship Fund	\$272,246.61
<b>Total Oliver LaGrone Scholarshp Fund</b>	<b>\$272,246.61</b>
<b>Music Ministry Scholarshp Fund</b>	
1-110120 - Music Ministry Scholarship Fund	\$55,007.62
<b>Total Music Ministry Scholarshp Fund</b>	<b>\$55,007.62</b>
<b>Total Ameritrade Account</b>	<b>\$459,778.25</b>
<b>Total Investment Account</b>	<b>\$459,778.25</b>
<b>Other Current Assets</b>	
1-120100 - Beneficial Interest in Eckles Trust	\$302,838.97
1-140100 - Grocery Cards Inventory	\$333,460.00
1-140200 - Grocery Cards Account Receivable	(\$322,933.75)
1-140900 - Accounts Receivable Other	(\$637.00)
<b>Total Other Current Assets</b>	<b>\$312,728.22</b>
<b>Total Current Assets</b>	<b>\$819,001.29</b>
<b>Fixed Assets</b>	
<b>Buildings &amp; Land</b>	
1-150100 - 1280 Clover Lane	\$810,000.00
1-150200 - 1508 Market Street	\$430,137.41
<b>Total Buildings &amp; Land</b>	<b>\$1,240,137.41</b>
<b>Total Fixed Assets</b>	<b>\$1,240,137.41</b>
<b>Total Assets</b>	<b>\$2,059,138.70</b>

<b>Liabilities, Fund Principal, &amp; Restricted Funds</b>		
<b>Liabilities</b>		
<b>Long Term Liabilities</b>		
1-200500 - M&T Mortgage Principal	\$242,769.13	
<b>Total Long Term Liabilities</b>		<b>\$242,769.13</b>
<b>Total Liabilities</b>		<b>\$242,769.13</b>
<b>Fund Principal</b>		
1-299100 - Unrestricted Fund Balance	\$13,301.75	
1-299500 - Restricted Fund Balance	\$1,760,280.50	
Excess Cash Received	\$27,150.94	
<b>Total Fund Principal and Excess Cash Received</b>		<b>\$1,800,733.19</b>
<b>Restricted Funds</b>		
Total Temporary Restricted	\$15,636.38	
<b>Total Restricted Funds</b>		<b>\$15,636.38</b>
<b>Total Liabilities, Fund Principal, &amp; Restricted Funds</b>		<b>\$2,059,138.70</b>

OPERATING BUDGET FY 2017-18		2017-18 Proposed Budget	2016-17 Approved Budget	2016-17 Projections
<b>INCOME</b>				
<b>Regular Income</b>				
	Stewardship (minus 5% shrinkage)	\$295,000.00	\$302,079.00	\$322,782.53
	Donations / unpledged income	\$10,000.00	\$10,000.00	\$10,541.00
	Plate Offering			
	UCH portion	\$10,000.00	\$10,000.00	\$10,601.97
	Share the Plate portion	\$10,000.00	\$10,000.00	\$10,601.97
	<b>Total Regular Income</b>	<b>\$325,000.00</b>	<b>\$332,079.00</b>	<b>\$354,527.46</b>
<b>Other Income</b>				
<b>Fundraising</b>				
	Auction	\$10,000.00	\$12,000.00	\$9,860.00
	Grocery Cards income	\$22,000.00	\$26,000.00	\$21,905.00
	Other Fundraising	\$5,000.00	\$5,000.00	\$500.00
	<b>Sub-Total Fundraising</b>	<b>\$37,000.00</b>	<b>\$43,000.00</b>	<b>\$32,265.00</b>
<b>Endowment, Estates, Grants</b>				
	Estate income (Eckles, Coble)	\$13,000.00	\$14,000.00	\$12,664.36
	Endowment income	\$6,000.00	\$10,000.00	\$10,000.00
	Freas Grant	\$0.00	\$3,518.00	\$3,518.00
	Music Endowment transfer	\$0.00	\$15,000.00	\$15,000.00
	<b>Sub-Total Endowment, etc.</b>	<b>\$19,000.00</b>	<b>\$42,518.00</b>	<b>\$41,182.36</b>
<b>Rental Income</b>				
	Event Rentals	\$7,500.00	\$2,400.00	\$1,756.94
	Gather the Spirit (GTS)	\$4,500.00	\$3,300.00	\$3,300.00
	Other rentals	\$18,000.00	\$0.00	\$0.00
	<b>Sub-Total Rental Income</b>	<b>\$30,000.00</b>	<b>\$5,700.00</b>	<b>\$5,056.94</b>
<b>Program &amp; Congregational Affairs</b>				
	Worship	\$600.00	\$1,500.00	\$755.71
	Religious Growth & Learning	\$200.00	\$1,000.00	\$200.57
	Coffee House	\$2,000.00	\$2,000.00	\$2,502.86
	Lay-Led Ministries (w/o OLSF)	\$200.00	\$500.00	\$0.00
	<b>Sub-Total Program &amp; Congregational Affairs</b>	<b>\$3,000.00</b>	<b>\$5,000.00</b>	<b>\$3,459.14</b>
<b>Community Outreach</b>				
	Oliver LaGrone			
	Income / fund transfer	\$0.00	\$4,000.00	\$0.00
	Sales	\$0.00	\$1,000.00	\$0.00
	Other Cmty Outreach	\$0.00	\$400.00	\$0.00
	<b>Sub-Total Community Outreach</b>	<b>\$0.00</b>	<b>\$5,400.00</b>	<b>\$0.00</b>
	<b>Total Other Income</b>	<b>\$89,000.00</b>	<b>\$101,618.00</b>	<b>\$81,963.43</b>
	<b>TOTAL INCOME</b>	<b>\$414,000.00</b>	<b>\$433,697.00</b>	<b>\$436,490.89</b>
<b>EXPENSE</b>				
	<b>Administration</b>	<b>\$28,100.00</b>	<b>\$34,018.00</b>	<b>\$27,432.40</b>
	<b>Facilities</b>			
	Clover Lane	\$24,500.00	\$27,000.00	\$18,540.88
	Market Street	\$28,400.00	\$23,400.00	\$21,307.85

OPERATING BUDGET FY 2017-18		2017-18 Proposed Budget	2016-17 Approved Budget	2016-17 Projections
	Custodial Services (CL & MS)	\$12,000.00	\$12,000.00	\$12,300.00
	Mortgage	\$19,940.28	\$19,940.28	\$19,940.00
	<b>Total Facilities</b>	<b>\$84,840.28</b>	<b>\$82,340.28</b>	<b>\$72,088.73</b>
	<b>Board Expenses</b>	<b>\$12,300.00</b>	<b>\$10,600.00</b>	<b>\$4,754.97</b>
	<b>Stewardship Expenses</b>	<b>\$500.00</b>	<b>\$1,500.00</b>	<b>\$0.00</b>
	<b>Fundraising Expenses</b>	<b>\$900.00</b>	<b>\$800.00</b>	<b>\$713.37</b>
	<b>Programs &amp; Congregational Affairs</b>			
	Worship & Music	\$5,250.00	\$5,250.00	\$5,344.99
	Religious Growth & Learning (RGL)	\$3,600.00	\$5,000.00	\$3,372.19
	Lay-Led Ministries	\$200.00	\$500.00	\$194.19
	Coffee House	\$2,000.00	\$2,000.00	\$2,387.95
	Lay Leadership Development	\$0.00	\$0.00	\$0.00
	Membership	\$400.00	\$200.00	\$368.31
	<b>Total Programs</b>	<b>\$11,450.00</b>	<b>\$12,950.00</b>	<b>\$11,667.63</b>
	<b>Community Outreach</b>			
	Share the Plate	\$10,000.00	\$10,000.00	\$10,601.97
	Oliver LaGrone Scholarship	\$0.00	\$5,050.00	\$9.24
	Other Outreach	\$0.00	\$400.00	\$0.00
	<b>Total Community Outreach</b>	<b>\$10,000.00</b>	<b>\$15,450.00</b>	<b>\$10,611.21</b>
	<b>Denominational Affairs</b>			
	UUA (APF, 'dues')	\$5,598.00	\$5,900.00	\$5,900.00
	Joseph Priestley Dist. (dues)	\$2,612.40	\$2,000.00	\$2,000.00
	<b>Total Denom. Affairs</b>	<b>\$8,210.40</b>	<b>\$7,900.00</b>	<b>\$7,900.00</b>
	<b>Human Resources</b>			
	Minister(s)			
	Salary + Housing	\$79,842.83	\$78,114.00	\$79,486.15
	Benefits	\$23,952.85	\$23,434.20	\$23,845.84
	Professional Expenses	\$8,718.56	\$7,811.40	\$2,203.67
	Moving Expense (new minister)	\$8,000.00	\$0.00	\$0.00
	<b>Sub-Total Minister</b>	<b>\$120,514.25</b>	<b>\$109,359.60</b>	<b>\$105,535.66</b>
	Other Staff			
	Salary	\$134,615.38	\$121,880.83	\$113,393.14
	Benefits	\$35,612.70	\$32,202.17	\$28,579.19
	<b>Sub-Total Other Staff</b>	<b>\$170,228.08</b>	<b>\$154,083.00</b>	<b>\$141,972.34</b>
	Misc. Human Resources	\$4,957.00	\$4,200.00	\$5,030.09
	<b>Total Human Resources</b>	<b>\$295,699.32</b>	<b>\$267,642.60</b>	<b>\$252,538.09</b>
	<b>TOTAL EXPENSE</b>	<b>\$452,000.00</b>	<b>\$433,200.88</b>	<b>\$387,706.39</b>
	<b>TRANSFERS</b>			
	Transfer to Reserve	\$0.00	\$496.12	\$5,635.60
	Transfer from Endowment	(\$38,000.00)	\$0.00	(\$30,000.00)
	<b>TOTAL TRANSFERS</b>	<b>(\$38,000.00)</b>	<b>\$496.12</b>	<b>(\$24,364.40)</b>
	<b>NET TOTAL</b>	<b>(\$0.00)</b>	<b>\$0.00</b>	<b>\$73,148.90</b>

## **Board of Trustees**

*Submitted by Laura M. Shemick, President*

*July 2016 – June 2017*

The Board of Trustees, at the beginning of the church year, included the following members: Chuck Daley, Laura Shemick, David Spear, Chris Dutton, Laura Edinger, Nan Cavanaugh, Marilyn McHenry, Guy Dannelley, Mary Henninger-Voss, Debbie Reihart and Tom Conners. One seat was unfilled. The officers are Chris Dutton, Clerk; Ed Sykes, treasurer, Laura Edinger, Vice President; Laura Shemick, President.

Chuck Daley resigned his position in October and Tom Conners resigned his position in September; Rima Cameron was appointed in October to fill Tom Conners' position until the church's annual meeting. Ed Sykes was appointed to the position of church treasurer, becoming an *ex officio* member of the board. As of May 21, 2017, two seats were vacant, and three members were completing their second terms. Church members will be asked at the May 21 election to fill three uncompleted terms (one for one year, two for two years), and to fill three seats vacated by reason of term limits.

Joe Melillo, Dennis Hursh, and Ed Sykes are candidates for the three three-year terms; Rima Cameron is a candidate for one of the two-year terms, and Debbie Reihart is a candidate for the one-year term.

The Board set its priorities for the church year in a July 2016 retreat. The previous church year had seen the Board overseeing important projects relating to the unsuccessful ministerial call of 2015, which culminated in a bylaw change in May of 2016, the Healthy Congregation Task Force work in conjunction with consultant Mike Harris, and adoption of the Chalice Center proposal for our Market Street campus. While the work had been very time-consuming, it had also been very rewarding, as lay leaders saw the members of our church community consider, discuss, and come together for the good of all.

The priorities we set in July 2016 included:

1. Ensuring the Chalice Center proposal approved by the congregation last year is implemented;
2. Nurturing and encouraging the former Healthy Congregations Task Force to morph into the Congregational Life Team;
3. Locating candidates for the Ministerial Search Committee and setting the Committee to its task;
4. Securing a new interim minister for the 2017-2018 church year;
5. Encouraging volunteerism and improving volunteer processes;
6. Reevaluating and updating our financial practices and improving our finances.



The Board also completed many routine and recurrent tasks this year: monitoring the work of the Chief Executive Officer (our minister, the Rev. Mike Walker) and his staff, reviewing budgeted income and expenditures, devising policies for the good governance of the church, and supplementing income through fundraising activities.

1. The Chalice Center proposal is being implemented, slowly but surely. We have repaired or upgraded items necessary for safety (such as Plexiglas childproofing for banisters), checked and repaired electrical circuitry, and repaired roof leaks. Hard wiring for proper internet connectivity will be done in July. Room walls have been prepared for painting, and furniture has been removed. Prospective renters will be able to see completed rooms this summer. The 2017-18 budget includes salary for a 1/3<sup>rd</sup>-time administrative assistant to care for renters' needs.
2. The Healthy Congregations Task Force is now the Congregational Life Team, headed by Sandy Hamstra, and is carefully developing its written job description and programs. Sandy is seeking volunteers to assist with the interesting tasks that the CLT will undertake.
3. The Ministerial Search Committee candidates were selected and approved by the congregation, and the committee is well launched. The 2017-18 budget includes \$10,000 for expenses in finding our new settled minister.
4. The Board's Interim Minister Search Committee conducted a brief yet intensive search, and the Rev. Lyn Cox will be our Interim Minister through the summer of 2018. She will begin her work with us on August 7.
5. Guy Dannelley, David Spear, Laura Edinger, Rima Cameron and Laura Shemick attended workshops on church governance and volunteer recruitment and appreciation, and a Volunteer Fair in January generated many names of prospective volunteers for many areas of church life. Mary Henninger-Voss, Laura Edinger, and David Spear also developed an appreciation program.
6. This task is being implemented through the adoption of governance policies over the course of time. The Board has slowly learned how policy development fits into the type of governance we use at UCH (where daily operations are staff responsibilities and governance, mission, oversight, planning and assessment are lay-leader responsibilities).

The Board also approved governance procedures pertaining to the Oliver LaGrone Scholarship Fund to ensure that the Fund is administered consistently from year to year.

At each Board meeting, members were updated on issues pertaining to our physical plant, mission, finances, member relations, music, religious exploration, safety, denominational matters, and worship services. Rev. Mike Walker served as a highly effective liaison between Board and staff, and ensured that staff members were able to fulfill their duties effectively and efficiently. Board members provided input for an Interim Minister Evaluation and for a Preliminary Ministerial Fellowship Evaluation requested by the UUA. These documents provide the Ministerial Fellowship Committee with valuable information as they consider whether to grant Rev. Mike Final Fellowship status.

The Board deals with matters large and small, at meetings and between meetings, by phone and in person, by text message and email and paper documents. Members read reports and ask questions to satisfy themselves that staff actions are consistent with our mission and vision, devise policies and assess their function, constantly step forward for special projects, and do weekly duty as Trustee of the Day on Sundays. The lay leaders you have elected for the governance of our church are honored to serve the UCH community in these ways, and ask that you continue to bring your questions and comments forward so that we may constantly improve our beloved church.

## **Finance Committee**

*Submitted by Lois Voigt, Finance Committee Chair  
July 2016 – June 2017*

**FY17 Update:** The church's FY17 operating report through the end of April reflects a \$23,360 surplus. Ordinarily that would be sufficient to anticipate a small surplus at June 30<sup>th</sup>, the end of our fiscal year. However, there are several concerns. First, we have experienced a number of large building repair bills which together with utilities mean our building expenses will exceed the budgeted amounts, and the cost for repairs or replacement of a significant roof leak at Clover Lane is still pending. Second, the April surplus includes all of the planned transfers for the year, \$10,000 from the general reserves/ endowment, and \$15,000 from the Music endowment. Those combined transfers are approximately \$21,000 more than the standard Board spending policy. The larger amounts were approved by the congregation at last year's annual meeting, but in an ideal world, we would not need to make those transfers in order to balance FY17. Finally, while it is certainly a positive that many members have fully paid their pledges, the pledge balances still remaining unpaid are unusually small. That means we will need a significant number of members to make extra gifts in the last two fiscal months of the year to meet the FY17 operating needs.

**FY18 Planning:** As explained in the congregational mailing several weeks ago, the FY18 budget includes large transfers from reserves to cover search committee expenses, the moving costs of the new interim minister, capital needs, and the structural deficit. In addition, as of this writing, the FY18 pledge fund drive is significantly short of the \$310,000 goal, and years of budgeting only the bare minimum for building repairs is resulting in unpleasant, unsurprising budget overruns. While ongoing financial issues are to be expected as we enter our 5<sup>th</sup> year without a settled minister, it is vitally important that we strive to meet most of our annual budget needs with current giving as we plan for a strong future.

**Other:** Ed Sykes was welcomed as the new treasurer last summer, while Don Hoskins, Michael Mark, Joe Heefner, and Donna Hoskins-Helm continued as Finance Committee members. We were pleased to review timely financial reports as Alicia O'Rorey continued in her role as the church's bookkeeper.

While the past four years have been difficult ones financially and in the life of the church, the Committee remains thankful to the many members who continue to give generously of their time and their wealth. Thanks to each of you who choose to remain committed to the Unitarian Church of Harrisburg and its important mission!

## **Religious Exploration Committee**

*Submitted by Amy Firestine*

*July 2016 – June 2017*

Time brings change, and with changes in the religious education program for UCH it was time to organize, once more, an RE Committee. So in July of 2016 our newly formed RE Committee met to begin a new journey to focus on improving the RE program.

The first order of business of the RE Committee (REC) was to change what the “R” and “E” in our committee name stood for. In years past RE was referred to as Religious Education or Religious Growth and Learning. We felt that it was important to stress that RE does not just stand for education, but rather for exploring religious ideas for all ages. We then worked on defining what areas the REC would handle versus what roles should be solely that of the DRE; recognizing that the REC will be there to support the DRE in all areas of the RE program.

We then collectively decided on what the committee’s vision and mission statements would be. We wanted to make it clear that we are here to help all members of UCH, regardless of age or familial orientation.

Our Vision Statement states that we are here “to awaken the soul, excite and cherish spiritual life” in guiding and supporting individuals, families, and children on their journey as lifelong Unitarian Universalists”.

Our Mission Statement states that “we realize our Vision by: Embracing religious exploration to awaken the soul; Building and celebrating beloved community with shared Unitarian Universalist values; Supporting growth through ritual and worship to excite and cherish spiritual life; and Ministering to all individuals, families, and children”.

These are also posted on the Committee’s section of the UCH website.

One of the biggest challenges that REC has discovered with regards to the RE Program is the recruitment of volunteers to assist on Sunday mornings. We have a wonderful team of leaders for the Pre-K through Youth Group classrooms at Clover Lane, and a wonderful volunteer leading the Harry Potter and UU lesson at Market Street; however, we have continued to fall short in the Nursery, at both Clover and Market. The REC has a strong belief that in order for our congregation to grow, we need young families to join; families with young children who are not yet of school age. We do not believe we can effectively do so if we continue to have a lack of volunteers to staff the nursery each Sunday. While we do have a group of loyal volunteers who have stepped in at the last moment to assist when we couldn’t find anyone, it isn’t fair to ask the same people over and over to continually miss the Sunday Sermon to help out.

One solution that the REC came up with to help find volunteers during the current season was to provide several sessions during and after coffee hour at both Market Street and Clover Lane where members of U.C.H could work with an REC member to obtain the three required

clearances in order to be a volunteer. This was quite successful in helping quite a few members, but we still continue to struggle to staff the nursery with two volunteers each Sunday.

Another goal of the REC is to help organize the library that is housed in the DRE office. There is a lot of outdated material along with some very useful material that can be used for current program lessons; material that many of the leaders and congregants may not know are there. Our goal is to have a working online library that congregants can locate material and books to be checked out.

As we move into the summer of 2017, the REC is now committed to assisting Sara with registration for the 2017-2018 season. Our Fall Program will include Adult OWL, Coming of Age and OWL for grades 5-6. We will be wrapping up the current season with a teacher appreciation presentation and member reflections from two of our RE Program leaders during the July 18<sup>th</sup> service.

The REC meets on the first Sunday of each month. We have been alternating between meeting after coffee hour at Clover Lane and online sessions in the late afternoon using Zoom. Our committee includes our DRE, Sara Palmer, as well as a youth representative. We have a total of 6 members including Amy Firestine, Committee Chair. Erica Lambert has been our Secretary, providing wonderful minutes of each meeting which are posted on the UCH website. Our youth representative for the 2016-2017 season has been Lydia Hursh, who has provided wonderful insights and suggestions from our youth group. Other members include Tony Morgan and Susan Jones-Sink.

Sadly, Erica and Susan are unable to continue on into the 2017-2018 season, due to other commitments within the church. We will also be saying goodbye to Lydia as she heads off to college. Each member leaving will be finding suitable replacements to fill their shoes.

The REC will continue to look at the RE Program, and assist the DRE in constantly evolving the program to best suit the needs of the church and the UUA.

While we say goodbye to some loyal members of the committee we look forward to a 2017-2018 season with fresh ideas.

\*Excerpt from *The Great End in Religious Instruction* by William Ellery Channing, 18th Century Unitarian Minister

## **Ministerial Search Committee**

*Submitted by Mary Lynn Fecile*

*March 2017 – June 2017*

On 3/12/17 the congregation approved the 7 members recommended by the Board of Trustees to serve on the 2017-18 Ministerial Search Committee. The committee members include: Dorothy Brown, Margaret Carrow, Mary Lynn Fecile, Kevin Geist, Jim Handshaw, Erica Lambert, and Marjy Schubauer-Hartman.

As of the writing of this report, the committee has met three times. An initial meeting with Bruce Marshall, our regional transitions coach, provided a detailed outline of the ministerial search process, a timeline of tasks, and supporting resources. Reverend Mike met with the committee to provide additional information and written resources, as well as offer insight from his experiences with the search process. Committee roles have been agreed upon and a retreat has been scheduled in early May to build relationships among members and develop a vision for this search.

As the committee begins the year long process of respectful inquiry, assessment, and discernment to secure a new settled minister for UCH, the goal of regular and active communication with church members, throughout the entire process, has emerged as an explicit priority for the committee. We look forward to engaging with the congregation in a variety of forums to optimize a successful search for our new settled minister.

## **Market Street Implementation Team**

*Submitted by Laura Shemick*

*July 2016 – June 2017*

The Chalice Center proposal is being implemented, slowly but surely. We have repaired or upgraded items necessary for safety (such as Plexiglas on the banisters), checked and repaired electrical circuitry, and repaired roof leaks. Hard wiring for proper internet connectivity will be done in July. Room walls have been prepared for painting, and furniture has been removed. Prospective renters will be able to see completed rooms this summer. The 2017-18 budget includes salary for a 1/3<sup>rd</sup>-time administrative assistant to care for renters' needs.

## **Worship Team**

*Submitted by David Spear*

*July 2016 – June 2017*

In its second year of existence, the Worship Team continued the mission that it established in Fall 2015. These generally included providing feedback to the minister, gathering input from the congregation, and developing and scheduling the lay liturgists.

The Worship Team focuses on fostering excellence in Sunday Services, which we regard as the spiritual center of church life. In this context, the team defines “worship” as that which honors what is worthy or important, creates moments that can be personally transformative, and is based in part on our Six Sources.

The team meets monthly to discuss the Sunday morning worship services at a macro level. It does not schedule details of individual services, as these are coordinated by Rev. Mike, Ann, other staff, and individuals involved in each service.

Laura Edinger continued polishing the script that is used for each Sunday service. The scripts have become largely the same for each campus, at the direction of the minister. Creating two different services was overly burdensome for staff and confusing for volunteers supporting the services, so efforts were made to simplify the needs in order to maintain the worship service experience for those attending both locations.

At the suggestion of one church member, the team developed a Silent Joys and Sorrows element for services at Market Street. During this time, members can place a colored glass disk into a bowl to reflect the tone of the joy or sorrow they are holding.

Laura Edinger and Karen Sykes agreed to be coordinators of the lay liturgists for all services, in coordination with the minister. They held trainings to instruct the various volunteers about the responsibilities and procedures for Sunday services, both in preparation and in execution. The team also solicited additional volunteers to serve as lay liturgists.

The team scheduled most of the services during summer 2016, except for the Sundays when the minister was in the pulpit. They selected the topic of “The Day That Changed My Life” and solicited various church members to speak on that topic. Since many speakers were new to this role, each speaker was assigned a mentor from the Worship Team to assist in the preparation and execution the services.

The team is in the process of scheduling services for summer 2017 and intends to employ the same process as was used in 2016.

As of April 2017, team members included Leta Beam, Hannah Belser, Julie Brown, Jim Cavanaugh, Laura Edinger, Ann Hossler, Rachel Mark, Sara Palmer, David Spear (chair), Karen Sykes, Libby Tisdell, and Rev. Mike Walker.



## **Healthy Congregation Task Force/Congregational Life Team**

*Submitted by Sandy Hamstra*

*July 2016 – June 2017*

This past year has been a year of transition for the Healthy Congregation Task Force. The HCTF's most significant effort for 2016-2017 was the launching of the Small Group Ministry in an effort to deepen personal relationships, to build community and to offer opportunities for spiritual growth. Eight UCH members stepped forward and were trained to be group facilitators. They committed to lead four groups every month, September through May. Thirty members and friends of UCH participated in these monthly meetings. As we entered our second year of small group ministry, the name of this program is being changed to Covenant Group Ministry to better reflect spiritual growth as well as the relationship building aspects of these groups. Covenant Group registration for the 2017-2018 season begins in May 2017.

The second transition for this year has been the evolving of the task force into a standing team, called the Congregational Life Team. The Congregational Life Team is an independent committee whose purpose is to continuously evaluate and empower the congregation's fulfillment of its mission. CLT recognizes that the responsibility for Ministry extends beyond the minister to the entire congregation. In short, the CLT assesses how well we "walk our talk," "practice what we preach" and "live our values." The Congregational Life Team will also be responsible for conflict management within the congregation. The CLT will report to the Board and to the Congregation. Members are currently being recruited to serve on this new team.

As we move into a new era in the history of UCH, we bid good bye to the Healthy Congregation Task Force. We also offer our heart-felt thanks to all the task force members who have so faithfully served this congregation through a difficult time in our history.

## **Racial Justice Task Force**

*submitted by Laura Edinger*

*July 2016 – June 2017*

The Racial Justice Task Force (RJTF) was created in 2016 to open the door to more and deeper conversation about race within our sacred shared church home. The RJTF aims to create opportunities for engagement – to delve into racial justice issues – to allow our members and friends to enhance their personal understanding of racial inequality and its far-reaching effects.

During this first church year of our existence as a task force, we have held a church service and we planned a gaming event with more opportunities for participation in the planning stages.

On January 8, 2017, we held our first church service, “Speaking of Racial Justice.” This was a gentle, participatory service that included elements of music, art, dance, and discussion. Members and friends in attendance at both Market Street and Clover Lane were invited to create and share artwork about their experience of feeling included. Karen Mallah graciously shared her talent and danced during the service. Words by Kenny Wiley titled “Your Life Matters” were presented for members to reflect on either in spoken word or silently regarding times in their lives that they felt like they did not belong, that they felt like an outsider, that they felt like the “other.”

On April 23, 2017, Karen Mallah led members and friends in a card game - Barnga. Barnga is a simulation game on culture clashes that helps immerse players into a world where the rules are not what we expect them to be. At the conclusion of the game, Karen led participants in a deeper discussion of the impacts of racial inequality.

The RJTF is planning to schedule more participatory events for the 2017 and beyond. Stay tuned!

If you are looking for additional resources to study prior to the next event, please visit the [UUA's Black Lives Matter](http://www.uua.org/worship/collections/black-lives-matter) webpage - <http://www.uua.org/worship/collections/black-lives-matter>

As of April 2017, team members included Laura Edinger (chair), Karen Mallah, Margaret Carrow, Ray Harris, Sara Palmer, and David Spear.

## **Lay Led Ministries**

### **Adopt a Highway**

*Submitted by John Hargreaves*

The Adopt a Highway cadre insures that two miles of Lindle Road near the church is policed 3 times a year. We don our orange vests spring, summer and fall, collecting about twenty bags of trash over the course of two hours.

According to Rachel Yehuda, professor of psychiatry at Mount Sinai School of Medicine, littering is a symbol of disunity in society. She says that littering is, "a horrible thing to see because it encapsulates this idea that you are in it alone, that there isn't a shared ethos of trying to protect something shared. It is the embodiment of every man for himself."

Keeping that in mind our education efforts with the motoring public reaped big dividends this year. We ventured out three times and collected an average of eleven bags of trash. This is a 20% reduction from the previous decade. One theory, as yet unproven, is that the people littering are younger and consequently throw the trash further from the vehicles, beyond our sight. Whatever. We are happier.

### **Amrit Yoga**

*Submitted by Ed Sykes, facilitator*

Amrit Yoga sessions are held on Monday nights at 6:45 PM and are a time for self-reflection and spiritual awareness. Sessions are free and last about an hour and fifteen minutes. The group follows the instruction of Amrit Desai through the use of a CD. The positions are intended to provide a complete sequence to improve flexibility and physical well being through the release of stress. The goal is to become more spiritually aware of the body and its signals in order to lead a more productive life. The sessions do not require any prior experience and everyone works at their own level. You are encouraged to wear loose fitting clothes and bring a yoga mat. We would welcome any that wish to come and join us to see for themselves. This year beginning in July 2016 to this week the group has had an average attendance of 7 people per session and a total attendance of over 291.

### **(Breast) Cancer Awareness**

*Submitted by Jim Cavanaugh*

This ministry fields a team of walkers in the Making Strides Against Breast Cancer annual event each year, and so helps the American Cancer Society to honor breast cancer survivors, raise awareness about steps we can take to reduce the risk of getting breast cancer, and raise money

to help it lead the fight against this disease with breast cancer research, information and support 24-7, and access to mammograms for women who need them. The walks have featured Jim Cavanaugh, Debbie Reihart, Nejua Meflah, members of the Hursh family, Laura Edinger and the Carpenters. Many members of UCH donated, along with friends of the walkers.

We support survivors in the congregation and their families, and maintain informative and helpful pamphlets in the display rack at Clover Lane. If there was a place for them at Market Street, we would do so there as well.

Please save the date of the next Making Strides Against Breast Cancer (MSABC) walk, October 21<sup>st</sup>. It will be the 20<sup>th</sup> anniversary of the walk, and I know that in those years many strides have been made against breast cancer. And more remains to be done, so your help walking or donating is important. Thanks!

## **Clover Grove**

*Submitted by Jen Wallitsch*

Clover Grove is a lay-led group of earth-centered spiritualists at the Unitarian Church of Harrisburg. This group of eclectic pagans meets monthly to discuss spiritual issues and celebrate seasonal pagan festivals and the phases of the Earth and Moon.

Clover Grove has approximately 30 Facebook friends and generally has between 5 to 10 participants at monthly meetings. Between 50-100 people typically attend our Winter Solstice ritual, bonfire, and potluck.

We meet the third Wednesday of every month from 6-8 pm at Clover Lane in the common room. All are welcome to attend our meetings. Our ritual celebrations are open to the public as well as UCH members.

In the 2016-2017, we hosted a Winter Solstice ritual and a Samhain (Halloween) celebration. We also held our regular monthly meetings during which group members took turns leading discussions on different topics including: Chinese New Year, tarot reading and divination techniques, mead making, labyrinths. We celebrated pagan rituals for Valentine's Day, Mabon, Beltane, and Earth Day. We also contributed a basket to the UCH Auction.

In 2017 we look forward to a ritual writing workshop, candle making, petition magic workshop, a community picnic, and our annual Samhain party in October. We will assist Queen Spirit, which hosts the 2017 Winter Solstice celebration.

We are a small but close knit group and, for many of us, Clover Grove is our sole spiritual outlet. We welcome participation from other church members and the community. Please direct questions to church member and Clover Grove leader Jennifer Wallitsch - jwallitsch@gmail.com or 717-371-6220.

## **Clover Lane Coffee House**

*Submitted by Bart Carpenter*

The year 2016-17 marked the 14th year for Clover Lane Coffee House, its tenth year under the direction of Bart Carpenter and Dale Dourte. The coffee house is a family-friendly, smoke-free venue for local and visiting artists, and we have gained a loyal following in the community for providing high-quality music at a very modest price. Tickets are \$10 (\$40 for season pass to all eight concerts), with a discount for families.

The season featured a diverse group of artists. In collaboration with Susquehanna Folk Music Society, we offered Alash Ensemble, famed throat-singers from Tuva, and Bulgarika, a quartet of musicians from Bulgaria. We also intercepted Four Shillings Short on one of their rare East Coast appearances; the California-based duo play Celtic, medieval and Renaissance music. UCH artists included “our own” Bill Brown and friends, performing a Christmas Cèilidh; a jazz trio featuring Jay Umble, Theo Umble and Steve Meashey; and J.D. Stillwater accompanying Don Baragiano for an evening of Arabic Jazz fusion. Local artists were Sung from the Heart (November); Janie Womack & Bobbie Carmitchell (February); and Nate Meyers trio (May).

Many thanks to UCH members and friends for their attendance. Special thanks to all who hosted visiting artists and/or assisted with refreshments and logistics over the past year. If you have artist recommendations or ideas for 2017-18, please pass them along.

## **CroneSpirit**

*Submitted by Joan Hellman*

The lay-led ministry, CroneSpirit, meets on the third Tuesday from 10 am - 12 noon in Fuller Chapel at the Clover Lane campus. We are:

- A discussion group for women over 65, both UCH members and non-members
- Honoring a crone tradition of conscious female aging and self-power
- For personal enrichment, such as through intellect, knowledge, comfort or companionship, anticipating a maximum of 10 women
- Sharing, listening and learning, without gossip or speaking disrespectfully to or about each other

During the past year, our topics, led by our members, have included:

*Stereotypes in Aging, How America Has Changed over Our Lifetimes, Share a Book, What Happens When Harmed by Medicines Instead of Helped? Be Your Own Advocate, Best States for Women in America, The Election Is Over: Its Meaning and the Future, What Triggers Feeling Old? Dealing with Scammers, What Are Your Sources of Power and Self Esteem?, To Do or Not To Do-That Is the Question As We Age.*

## **Green Sanctuary**

*Submitted by Rachel Mark*

Green Sanctuary continues to serve as a Climate Action Team in cooperation and collaboration with UUPLAN Environmental Justice (E-J) team, and with interfaith groups, such as PA-Interfaith Power and Light (PA-IPL). We focus on education, events, and advocacy.

In collaboration with Harrisburg PA-IPL, UCH hosted three Active Hope workshops, based on the work and writings of Joanna Macy. The workshops were well attended by members of UCH and the Harrisburg community.

In September 2016, Green Sanctuary hosted Sister Simone Campbell, who presented the UUA Ware lecture in 2014.

On November 9, 2016, Michael Mark made a presentation to explain the CCL carbon fee and dividend proposal. Citizens Climate Lobby (CCL) is a nonpartisan, nonprofit organization that works at a federal level. The Harrisburg chapter meets monthly at UCH Clover Lane.

As part of the UUPLAN Journey to Justice series, the E-J team offered several presentations at UCH Clover Lane:

- On November 1, 2016, Food & Water Watch presented a film and discussion of Food Justice. In December, Brook Lenker from FracTracker discussed the impacts of fracking in Pennsylvania.
- On January 3, 2017, Don Brown presented insights from his participation in COP-22 in Marrakech.
- On February 7, the award-winning film Before the Flood was shown.
- On Tuesday, April 18, the Environmental Justice team, along with UUPLAN and other faith leaders in Pennsylvania, hosted a panel of five experts who presented and discussed: "Creating a Sustainable Energy Future in Pennsylvania."

## **Grounds Crew**

*Submitted by Ron Skrabut*

### UCH Landscaping

UCH hires commercial firms to cut the grass at both campuses, including the plot behind the Market Street property. Volunteers are responsible for all other work.

### Gardens at UCH

#### *Clover Lane*

The Clover Lane campus covers several acres in front and back of the church, including 17 individual garden areas ranging in size from a few flower pots to 1,400 square feet. Dedicated UCH members are responsible for maintenance and upkeep of their assigned plots. In addition,

Queen Spirit maintains a secluded area on the lower level behind the Common Room.

Grounds work is an opportunity for a church member to plant roots in our community, literally and figuratively. Gardening activity generally occurs at the convenience of the individual, i.e., you can work this into your own schedule. The church has a supply of gardening equipment available for communal use. We welcome volunteers at any time! You can also volunteer to serve as a backup for one-time tasks, and we will add you to our labor pool.

#### *Market Street*

The two garden areas at Market Street, because of wind and other conditions appear to be magnets for trash and require more continuous care and are tended mostly by Debbie Reihart and Marjy Schubauer-Hartman. Those entering the church are encouraged to pick up and deposit appropriately any litter on their paths.

Our annual cleanup/mulch activity occurs each spring usually over two Saturdays in April and May, and we encourage full church participation. Participation in the cleanup continues to be weak, and we need to find more effective ways to attract members to this volunteer activity.

So far we have had one cleanup in 2017. This past April, eight members cleaned some of the garden areas at The Clover Lane Church. Much more needs to be done and we will consider scheduling a group cleanup this summer and renew efforts to get members to “adopt” garden spaces.

### **Helping People in Prison and their Families (HPIPF)**

*Submitted by Jim Cavanaugh with help from Margaret Carrow, John Hargreaves and Chris Dutton*

Since beginning in December 2001, this lay led ministry has helped women and men in prison and their families in lots of ways. We continue to partner with the PROGRAM – IT’S ABOUT CHANGE, and the PA Prison Society. We support both the Prison Action Committee of Christian Churches United and Decarcerate PA, a group working to halt construction of new state prisons. We co-sponsored, with Decarcerate, and hosted Mariposa and the Saint, a powerful play about solitary confinement in prison.

Our highest-involvement project is the weekly contribution of Sunday’s Patriot-News classified want ads. How is it high-involvement? Because so many UCH people bring them to the Sunday morning service at either Clover Lane or Market Street. Volunteer couriers take them to the PROGRAM’s Community Center (at 1515 Derry Street) where women from work release and clients from the neighborhood, many without computer skills, use them to seek jobs. THANK YOU! Please keep them coming!

We help the women at the Dauphin County's Work Release Center. Our activities there have included:

- Jim Cavanaugh's service as chaplain to the women at Work Release through twice-weekly visits (plus occasional delivery of flowers from the Sunday church services and leading a Chapel Talk inside the prison most Thursdays), and
- The creative writing workshop led by Lisa Acri, Mary Henninger-Voss and their friend Niurka Reyes- Garcia ended after nine years, sadly, as Work Release could not offer the support needed to have adequate attendance. THANKS to Lisa and Mary and Niurka for their selfless efforts for so long.

We continue to support the Prison Action Committee of Christian Churches United by:

- Providing drivers to transport women from Promise Place to the monthly Community Connections Reentry Breakfast (unless we are hosting the breakfast, like we do each April),
- Sponsoring the breakfast each year at Market Street. The April 23 breakfast was our 9<sup>th</sup> time, and it was a success thanks to huge volunteer support by Margaret Carrow, Chris Dutton, John Hargreaves, John Abbott, Darlene Kvaternik, Guy Dannelley, Barb Pearce, Aaron Cooper, Keith Sultzbaugh, Barry Nazar, David Platt, Carolyn Robinson, Craig Lefferts, and others whose names escaped us. We also had volunteers from the Pennsylvania Prison Society. THANKS to all for a great breakfast.
- Helping the annual Concert of Hope succeed in raising funds to support CCU's Prison Ministry. Many do not realize that the Associate Chaplain at Dauphin County Prison is supported by CCU. The Concert's fundraising is important to help support that cost for Christian Churches United.

The HPIPF lay-led ministry and UUPLAN co-sponsored the screening and discussion of ***Long Road Back: Ex-Offenders Struggle for Acceptance*** on May 2. This replaced our normal book discussion in May.

## **Lay Pastoral Care Associates**

*Submitted by Jim Cavanaugh*

The mission of our Lay Pastoral Care Associates (LPCA) is to work with our minister to assist UCH members in life changing situations. This year, we have provided support, compassion, and a listening presence to members who were hospitalized, grieving, needing long-term care, facing job loss, adjusting to other life-changing situations, or similar circumstances. The pastoral care associates provide presence and support, and walk the journey with the people they serve. Pastoral care associates are not trained therapists -- they listen and refer the individual to other services and agencies as appropriate. A hallmark of the program is absolute confidentiality. Our team members are Jim Cavanaugh (Coordinator), Jessica Chuckalovcak, Marj Forster, Ray Harris, Dennis Hursh, Kathy Stewart, and Barb Van Horn



### Who should contact Lay Pastoral Care Associates?

- People who are hospitalized
- People who are grieving a loss
- People who are separated or divorcing
- People who need long term care
- People who are terminally ill
- People experiencing job loss
- People experiencing financial struggle
- People in abusive situations
- People adjusting to difficult life changes
- People with a family member in prison or who were victimized by crime.
- Family members of all the above

### Mindfulness Meditation Group

*Submitted by Chuck Daley*

Mindfulness Meditation Group at the Unitarian Church of Harrisburg, Clover Lane  
See us online at [meetup.com/Mindfulness-Meditation-at-Clover-Lane/](https://www.meetup.com/Mindfulness-Meditation-at-Clover-Lane/)

Meeting since 1999 at Clover Lane in the Unitarian Church of Harrisburg, everyone is welcome at our regular weekly practice sessions and occasional special events.

*“Mindfulness is awareness that arises through paying attention, on purpose, in the present moment, non-judgmentally.” Jon Kabat-Zinn.*

**Mindfulness** is an acquired skill, useful for focusing attention, managing pain, reducing stress, and overcoming habitual negative behavior.

**Mindfulness meditation** can point the way to spiritual practice, calming the mind and encouraging the development of awareness and insight.

**Mindfulness Meditation at Clover Lane** provides a space for us to practice together in support of one another.

- Everyone's welcome at our free events.
- Regular meetings are held each Tuesday at 7 pm. Doors open at 6:45.
- We meet in the Fuller Chapel on the main level at Clover Lane.
- We are a practice group not affiliated with any particular lineage.
- We have a 25 minute meditation, a reading, and discussion.
- Bring your own seating or use our cushions, benches, and chairs.
- Please check the schedule in the monthly newsletter for special events.
- Any questions? Please ask! <[mmg@harrisburguu.org](mailto:mmg@harrisburguu.org)> Please send a "subscribe" request if you would like to get our newsletter each month.

## **Oliver LaGrone Scholarship Committee**

*Submitted by Margaret Carrow*

The mission of the Oliver LaGrone Scholarship Committee is to generate, broaden and nurture postsecondary aspirations of Harrisburg School District students by providing personal support and advocacy; providing financial assistance for post-secondary education; involving Unitarian Church of Harrisburg (UCH) members in action toward this purpose; and maintaining the legacy of Oliver LaGrone as the inspiration for the Scholarship.

Mr. LaGrone was a nationally noted poet, sculptor, philosopher, and humanitarian. He was also a member of UCH while he lived in Harrisburg in the 1970's. This year, the OLS Committee awards a \$1,750 scholarship, renewable for up to four years (a total of \$7,000), for post-secondary education to a Harrisburg School District graduate. Also, a mentor is identified from the UCH congregation with expertise in the scholar's area of study. This mentor offers advice and guidance to the scholar throughout his or her education and sometimes beyond. A representative of the OLS Committee participates in the annual Harrisburg High School Awards Ceremony usually held in May at the school's auditorium. At this ceremony, high school seniors are recognized by the faculty and community at-large for their achievements. At this ceremony, the representative of the OLS Committee recognizes the scholar and the nature of the program are presented to all in attendance.

A Selection Panel was assembled from members of the UCH Congregation and the community at large, to review applications, interview finalists, and choose the scholarship recipient. This year, John Hursh represented the youth of our congregation. Darlene Kvaternik and David Platt represented the UCH congregation. Sarah Fedor, a city of Harrisburg employee and Patricia Stringer PA Pardon Advisory member and community/union activist represented the Harrisburg community. Out of this process, a new scholar was selected in April; Roman Colon, a senior at Sci-Tech High School in the Harrisburg School District. Roman will be a freshman at Penn State University Harrisburg Campus in the fall, where he plans to major in civil engineering. Mark Malarich, UCH member has volunteered to be a mentor for Roman.

### **Continuing scholars are:**

2013 - Dauoda Kassimou – Penn State University, Harrisburg Campus – electrical engineering

2014 – Merced Ramirez – Messiah College – international business

2015 - Mark Santana Crespo – Penn State University, Harrisburg Campus – criminal justice

2016 – Taryana Peterson – Xavier University (Temple University in September 2017) – pre-med

The highlights of 2016 – 2017 annual coffee houses and the LaGrone Artist Collective fall sales; the amazing fundraiser conceived by and carried out by many artists in the congregation. The Collective beautiful works of art have blessed the congregation and the Oliver LaGrone Scholarship Fund, bringing in over \$1000.00 for the Fund!

**OLIVER COLLECTIVE:**

*Opening Learning Integrating Visioning Experiencing Reflecting*

**What**

- A group of contributors of personal art work as premium gifts for contributions to the Oliver LaGrone Scholarship Fund
- The members of which support each other in personal artistic growth

**Who**

- Friends of the Oliver LaGrone Scholarship Fund
- Members and friends of the Unitarian Church of Harrisburg

**Why**

- To support social action through the Scholarship
- To strengthen the financial base of the LaGrone Scholarship Fund
- To establish an environment of safety and reflection for those wishing to co-explore their artistic capacity and their work's quality

The OLIVER COLLECTIVE: over \$21,000 for the Oliver LaGrone Scholarship Fund; 15 shows, Spring 2009 thru Fall 2016!

This year to help with the yearly requirements of the Oliver LaGrone Committee, many volunteers have been recruited to assist. This group of over fifteen volunteers has aptly been named the LaGrone Groupies. The standing Scholarship Committee members are – Cordell, Rick, Jessica, Amy and Margaret. With the help of the Groupies, the Scholarship Committee plans to keep our momentum going! Additionally, the OLS scholarship was available on online saving printing cost for the applications, posters and fast facts sheets. This year we celebrated the 25<sup>th</sup> Anniversary of the Oliver LaGrone Scholarship Fund at services at both campuses on April 30<sup>th</sup> 2017. A reception took place at the Clover Lane campus. Contact Chairperson for Oliver LaGrone: Margaret Carrow at 260 – 9449 for more information about the groupies or the committee.

We thank everyone who joined us at the LaGrone Award festivities April 30<sup>th</sup> 2017 (either campus). In FY 2018, OLSC plans to raise the amount of scholarship to \$7,500.00 and to generate visibility and goodwill throughout the congregation.

## **Philosophy and Literature Discussion Group**

*Submitted by Don Brown*

This group this year continued the format it has been following for over 30 years. The purpose of this group is to find, read together, and discuss books of fiction and non-fiction of excellence. We believe reading great books helps us better understand ourselves, our culture, people who are different from us from other cultures, and the important issues of our time. We have learned over the years that discussing good books also provides an opportunity for members in our group to share at a deeper level how they are experiencing and understanding their own lives. Each year we select 11 books, one for each month while one session in December is devoted to selecting next year's books. We usually meet on the second Sunday of the month in the evening either at Clover Lane or at one of our members homes. For information about this group, contact Don Brown at [dabrown57@gmail.com](mailto:dabrown57@gmail.com).

## **Queen Spirit**

*Submitted by Randa Todd*

Queen Spirit encourages women to explore their feminine spirituality through creative ritual, meditation, retreats, storytelling, discussion and education in a safe, trusting environment. We gather monthly to share a meal and experience a sacred circle.

Queen Spirit sisters volunteer individually or in twos or small groups to plan and facilitate the circles. Currently this Lay Led Ministry has over 50 women on its mailing lists. Approximately 10 women attend monthly.

The first Circle of the year begins with a ritual that leads to a discussion on what Queen Spirit sisters want to experience during that year and acceptance of volunteers to facilitate those activities. Members easily volunteer to present topics they are interested in. Over the past year, Cordell Affeldt led the sisters in finishing the QS quilt. Susan Norris led us in Soul Collage. Patti Hazell shared Ostara and Celebrating Spring. Kandy Melillo and guest facilitator Cindy Lehman presented: "What is your Choice? We Live in Fear or in Love." based on a chapter of the book "Petals of Grace" by Sai Maa, a spiritual master in the light of the Divine Feminine, to name a few topics.

In partnership with Clover Grove, Queen Spirit developed the Winter Solstice Service, which is open to the community.

Plans for the coming year include:

- Co-presenting the Winter Solstice service with Clover Grove
- communing with Nature
- continuing monthly potlucks and Circles
- Queen Spirit workshops

## **Reproductive Justice Allies**

*Submitted by Barb Pearce*

The Reproductive Justice Allies Lay-led Ministry supports the work of UUPLAN in the reproductive rights/justice arena and that of Planned Parenthood Keystone in the larger community.

We also work with the PA Religious Coalition for Reproductive Choice on such initiatives as petitioning our government for support of reproductive health efforts and other family planning and reproductive justice issues.

Once again in the last year, the ministry has fielded members for events at the Capitol and in the church. Our members also support the Fund for Choice effort under the PPKey umbrella. Our more than 20 members and friends of this lay-led ministry in the congregation keep in touch via email, teleconferencing and occasional meetings. Each of us is committed to the proposition that women's lives matter. We have also linked up with the new We March, We Act group in the church.

Women of color suggested the idea of reproductive justice as a means to promote the right of all women to have children, not to have children, and to raise their children in safe and healthy environments.

For more information concerning the denomination's support of reproductive justice or this lay-led ministry, contact Barb Pearce or Margaret Blough or Jim Cavanaugh or Anita Mentzer or Karen Sykes.

## **We March. We Act.**

*Submitted by Wendy Shaver*

We March. We Act. is a new UCH lay-led ministry that was born from the energy of the Women's March on Washington. The goal of the group is to support one another in taking specific, effective actions that are relevant during the Trump Presidency. We are committed to meeting in person (about once a month for an hour and a half) to share important information, identify inspired actions and share joys and sorrows related to this difficult work. We have only had two meetings so far. Our first big event is hosting the March on Harrisburg at UCH's Market Street campus from May 21-25 as 50 activists arrive in the state capital to participate in legislative advocacy, rallies, demonstrations and nonviolent civil disobedience to promote the goal of a fair democracy.

This is our charter:

To boldly and vibrantly live the seven Unitarian Universalist Principles AND to affirm and promote the Guiding Principles of the Women's March on Washington by:

- Fully and fiercely engaging in the democratic process at both the state and federal government level

- Finding our voices and talking with others in our communities about taking progressive action
- Supporting one another as we constructively navigate this challenging time
- Sharing vital information quickly so that our actions produce maximum benefit
- Energizing UCH members & friends to claim our place in advancing a progressive agenda in our city, state and country.

## **Women's Night Out**

*Submitted by Linda Brown*

Women's Night Out is a lay-led ministry of the Unitarian Church of Harrisburg that focuses on the friendship and support of its members and in giving back to our local community.

We meet on the second Tuesday of every month at 6:30pm at a local restaurant chosen by our committee, alternating locations between the East and West Shores each month.

Besides the very social aspect of our dinners, our members contribute, as they are able, to the support of a local charity, the Ecumenical Food Pantry. (Please see Lay-Led Groups-Food Bank on the UCH website.)

To join Women's Night Out and experience the fun and friendship of our group first-hand, as well as providing support to the Ecumenical Food Pantry, call Linda Brown at 731-8755 or email at: librown50@comcast.net

## **UU Christian Fellowship**

*Submitted by Jim Cavanaugh*



The well attended communion service on Palm Sunday, and good turnouts at previous communion services, show that UCH needs to offer Christian services on a regular basis. We thank Rev. Richard Gordon and many others for making that happen – Yvonne Hursh organized volunteers, Lois Voigt provided accompaniment for hymns, Marjy Hartman did publicity, and others helped in countless ways. Thank you!

Having a UU Christian Fellowship group is important, because the Unitarian Church of Harrisburg has Christian members, and they deserve a chance to worship. The existence of a UUCF group recognizes our Christian UUs and provides a group from which volunteers can come to make the needed worship services happen.

Future UU Christian communion services are planned to be quarterly, after the regular service at Market Street. The Worship Team has agreed to include these in the UCH liturgical calendar, with the understanding that the UUCF group is responsible for making the services happen. We affiliate with the national UU Christian Fellowship (UUCF at [www.uuchristian.org](http://www.uuchristian.org)) We have had an organized Christian presence at the Unitarian Church of Harrisburg since October 2013, with communion services each year.

**Gather the Spirit**  
**Common Ground Café and Community Center**

*Submitted by Jacqueline Rucker, GTS Program Director*

*July 2016 – June 2017*

MISSION! MISSION! MISSION! This has been one of the main points of discussion for the board for GTS for the past year. There have been many changes over the past year and we have committed to several important activities: continue to explore how we continue to carry out the mission of GTS and how to finance our work.

The first order of business has been to ensure that we function as one organization with different parts. Although Common Ground Cafe and Common Ground Community Center evolved in different ways, they both function under the supervision of the GTS board and mission. How do we continue to “bring people together on common ground to strengthen community in Allison Hill.”

In 2016 GTS hired its first “kitchen manager” and program director. These positions would give the board the administrative assistance to keep the programs going while it worked on development and fundraising. The kitchen manager is again open and we are seeking a person who can provide leadership in maintaining the food services and volunteers for both programs. It has been a difficult task to find such a person for a small amount of money. The board will continue to adjust the job description to fill the position. The program director works as the administrative person to GTS and will help with the strategic planning and development. GTS will have to broaden its giving base and contacts in order to raise funds to keep the services intact and self sustaining. The board will have other challenges as well. How to keep volunteers from burn out; how to develop ongoing leadership; how to maintain a stable relationship with UCH and how to retool the mission to stay connected with the community. A very tall order indeed!

In the meantime the provision of services continues. The number of meals served/clients has decreased somewhat for the Common Ground Cafe this past year. In 2015 more than 5,000 meals were served in the 21 Saturdays covered. In 2016 the numbers were a little less than 5,000. We do understand that the neighborhood constantly changes; there is less housing development going on that brings in families and more people are now working and may not come to the breakfasts. We will continue to analyze these numbers and try to bring new ideas to the provision to the breakfasts. We do know that many of the same people attend on Saturday as do the weekly meals but that more children and families attend on Saturdays. We also have community people who volunteer on Saturdays. We want to use this opportunity to network with those in the community so that they continue to see us as their advocate and partner.

The number of meals served during the week fluctuated during the year of 2016. About 660 people came to the Center before a “kitchen manager” began duplicating meals as they had on Saturdays. Once the meals were harder and more elaborate, the numbers increased to 750 per

month. Once the meals were more soups or simpler fare, the numbers decreased some. Now about 60 people per day come to the Center. This is more manageable since it was more difficult for the volunteers to provide the services and clean up each of the day for so many more people. In addition, the community comes to the Center for food referrals, personal care items and state IDs. They also come to the Center for conversation, advice, board games and meeting with friends. At the end of 2016 student nurses from Hershey Medical Center began providing services (flu shots, blood pressure screenings) on the first Wednesday of each month. This has been a win-win situation for us and we hope to continue.

At a recent retreat we did acknowledge what Gather the Spirit does have is dedicated and committed volunteers which is absolutely necessary to keep the organization going. Our next project for 2017 is to develop our strategic plan. We also will develop more partnerships, strengthen ones we already have and raise funds.