

2015 – 2016 Annual Report of the Unitarian Church of Harrisburg

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Minister's Annual Report

*Rev. Michael Walker, Interim Minister
July 2015 – June 2016*

Introduction

This last year of service to the Unitarian Church of Harrisburg has been a pleasure and a privilege. Here, I have found a caring congregation that goes to great lengths to help each other in times of need, as well as reaching out and helping others in our surrounding community. Although I may have arrived here somewhat suddenly, after an unsuccessful call of settled ministers, I have still felt supported and encouraged to do the work of ministry here. I do all I can support you all, and I have felt the same in return.

Sure, a year ago, there were doubts and fears, sadness and anger, after the unsuccessful call — such feelings were only natural. Very quickly, though, I found that this congregation also had a sense of fellowship and strong community, a long history of which the congregation could be proud, a drive to work for social justice (especially on Allison Hill), and so many other factors that helped the congregation pull itself out of its slump. Let me say that, although this report will detail mostly what I and the staff have been doing to support UCH's mission, it should also be said that what we have done is just a small portion of the overall picture. Many church members and lay leaders deserve a great deal of credit for the successes of UCH this year.

Perhaps a surprise for some is that ministers have much to do besides writing sermons and preaching. The lion's share of my time this year has actually been encouraging the work of various teams and committees, and bringing order to administrative and financial systems, including streamlining personnel and negotiating a new relationship with our spin-off organization, Gather the Spirit (GTS). But, I have to also say that I certainly did not accomplish any of that alone...

Successes and the Teams Who Accomplished Them

There are so many groups and individuals in the congregation who have contributed innumerable hours, tons of talent, and other gifts to support the work of this church. I'd like to highlight three teams, in particular, who have helped me personally be an effective leader. Any success I may have had here has been, in large part, due to the work of those who may have gone unnoticed behind the scenes.

The first team I'd like to commend is our **Board of Trustees**. The Board has put in long hours (more than one would expect, really), to make sure that everything got done. They have provided me with wise counsel and direction, as well as always respectfully hearing my input on various issues. In the wake of events last year, they put into motion efforts to gather feedback from the congregation and promote healing, rather successfully, in my opinion. They brought

in consultants, and on a very short timeline found an interim minister who was both available and hopefully had the skills and experience UCH needed (you be the judge). They also put into motion efforts to promote a healthy congregation, to research how to make UCH sustainable, and to bring some semblance of order to the church's convoluted finances. Those who have served during the time I have been here are: **Laura Shemick**, president; **Tom Connors**, vice president; **Judy Linder**, treasurer; **Chris Dutton**, clerk; as well as **Nan Cavanaugh**, **Laura Edinger**, **Dave Forster**, **Mary Henninger-Voss**, **Dennis Hursh**, **Marilyn McHenry** and **Debbie Reihart**.

Another team that has been personally helpful and completely invisible to most folks, I'm sure, has been the **Transition Team**. Their job has been to help me understand the ins and outs of the congregation, to be a 'brain trust' to help me work through issues that may arise, to provide feedback about what is being heard in the congregation and to write an annual assessment about our collaborative ministry (the Board will also write one of these). Mostly, they have taught me about UCH history and helped me understand UCH and its members, so that I could be more effective in my work. With gratitude, I'd like to recognize the TT members: **Cordell Affeldt**, **Margaret Carrow**, **Joan Hellman**, **Michael Mark** and **JD Stillwater**.

The last group I'd like to highlight is what I call my **Staff Team**. Some of the staff are not often seen by most church members, but they work hard to ensure the church operates as smoothly as possible. They support me in ensuring that the administration and finances of the church are handled responsibly, and provide program support for worship and education. Each of these people brought their own skills and ideas, and I've tried to encourage that as much as possible, within the bounds set for me by board policy and the congregation's mission and approved budget. All of the staff that have served UCH while I've been here are: **Hannah Belser**, **Kathleen Daugherty**, **Kimber Dudley**, **Tavia Flanagan**, **Linda Hope**, **Kel Kyle**, **John Moon**, **Alicia O'Rorey**, **Sara Palmer**, **Sparkie Radcliffe** and **Julie Slaybaugh**. I am thankful for the dedication each of you has brought to this collaborative ministry of ours.

Staffing Changes

A few more words on how staffing works here. This has probably been stated before, but worth repeating because not everyone may be very familiar with **Policy Governance** — the system of governance adopted by the congregation many years ago. This is a rather abbreviated explanation. The Congregation sets the mission and vision, and approves a budget to carry out the mission and vision. The Board is elected by the Congregation, and charged with setting policies and limitations for carrying out the mission and vision. The Minister (as CEO) is then called or contracted, and charged with implementing procedures for carrying out the policies, within the limitations and budget. The buck stops with the Minister, who is answerable to the Board. It is the responsibility of the Minister to determine what staff is needed to implement the above.

As a result of Policy Governance, the staff serve to support the Minister and Ministry; *the staff works for the minister, not for the church members*. They are, however, very focused

on the church mission and vision, because those are my own parameters, for which I'm accountable to the Board. One might ask, *if the staff doesn't work for the members, why am I pledging?* Pledges support the mission and vision of the church, not particular staff positions; the minister has to figure out the details how to carry out that mission, and delegates some parts of that work to certain qualified individuals. I think it is also worth saying that, while I have the responsibility and accountability for selection and hiring/firing, oversight and supervision, of all staff, I have also consulted fairly widely with lay leaders. My thinking is that is important to have outside (outside of my own head) advice on the church's mission and vision and how to go about implementing it.

Which brings us to a report of changes I've made to the staff this year. While I have respect and admiration for each of the people who have so faithfully served UCH, financial realities forced me to make some changes this church-year (September 2015 to August 2016). After extensive consultation with the Board, I decided to eliminate several positions, but I was able to allow some changes to happen naturally, through planned retirements and attrition.

ADMIN/OPS

In the 'department' of **Administration and Operations**, we began the year with **Kel Kyle, Tavia Flanagan, Alicia O'Rorey, Kathleen Daugherty** and **John Moon**. The non-profit, Gather the Spirit (GTS) decided to add an administrative position. As a result, we were able to transfer Kathleen's employment from UCH to GTS; her job duties have remained basically the same. As far as I can tell, this new arrangement is working out well for all involved.

We also made the difficult decision to transition from a staff Sexton to a cleaning service. The cleaning service provides two staff for about *one-third* the cost of the salary plus benefits of our former Sexton position. Kel and I provided assistance to John as he transitioned out; his employment ended in February.

As a result of these two changes, I was able to increase Kel's hours back to full-time. As Congregational Administrator, her position is vital to keeping the church operational. Her hours had been cut just prior to my arrival (for financial reasons), but this was not allotting enough staff-hours necessary to do all that UCH needed us to get done... This has been a productive change. Even though this is an increase, but with the other decreases, it is financially a net positive.

Our Administrative Assistant, Tavia, provides office support and assists with room reservations and rentals, and she is primarily responsible for our gift card program (which takes approximately 15 hours/month to administer) and the layout and production of our Sunday *Orders of Service*. Kel and I also call upon Tavia for assistance with all kinds of (administrative) odd jobs, as needed.

Our Bookkeeper, Alicia, has been a blessing for our efforts to bring the church's finances into order. A year before I arrived, the church's finances were transitioned from a limited

bookkeeping application to a more robust integrated church management system (which includes modules for the accounts payable and receivable, as well as tracking membership, pledges, reserves, and other church data.) I know from past experience that such a conversion takes a long time to set up, as databases are relational and complex. It's not just a simple matter of entering a number and we're done... Alicia came onto staff after that transition process had begun, and had a sharp learning curve as she simultaneously brought order to the database (past data), while also trying to stay up-to-date on entering current data. Let's recognize that perfection is impossible and we are always at least a month behind on data entry (because that is how things work, in part because we are often waiting on paperwork from outside entities). With that said, Alicia has done a wonderful job, in my opinion, and we feel the whole database is now in great shape.

RGL/EDUCATION

For **Religious Growth and Learning**, our staff included **Sara Palmer** as Head RGL Coordinator (both campuses) and **Kimber Dudley** as Assistant RGL Coordinator (at Market Street). Due to other work and college commitments, Kimber resigned last November. Rather than hiring a new assistant, I decided to increase Sara's hours to 0.8 FTE (80% of full-time).

Sara has brought enthusiasm and thoughtfulness, as well as her teaching and motherhood experience, to the coordinator role. In addition to working with what we already had in place for RGL, she has also been taking UUA continuing education courses for religious educators (called "Renaissance modules").

WORSHIP/MUSIC

In the area of **Worship and Music**, we have been ably served and led by **Sparkie Radcliffe** as Director of Worship Arts at Market Street, **Julie Slaybaugh** as Accompanist at MS, **Linda Hope** as Director of Music Ministry at Clover Lane, and **Hannah Belser** as Accompanist at CL.

For years, Sparkie had been planning to retire this year and she wanted to go out with a bang with the *Music for the Soul* service on April 17, and that's exactly what happened! What a great musical extravaganza that was. Sparkie's decades of service to UCH ended with her retirement in April.

At the same time, with her mom retiring, Julie decided this was a good time to do other things with her life, including focusing on two youth becoming young adults and getting ready to go off to college.

The MS choir, the Unisingers, will have a challenging transition, I know — but I trust that we will find a way together to continue the exciting and beautiful music of Market Street. I also have the deepest admiration for the talents and dedication of both Sparkie and Julie, and I trust that their future endeavors will be fulfilling.

Our CL Music Director, Linda Hope, is also retiring this year (this month, in fact). She had agreed to come out of retirement at a time when UCH was in need, and we are grateful for her years of faithful service and musical leadership. Her musical 'curtain call' and retirement party happened May 15. The CL musical service was very moving and lovely. I've been grateful for Linda's leadership and efforts to grow and succor our CL choir — the results are very apparent.

At least for this summer, Hannah has kindly agreed to serve as Accompanist for both campuses. Thank you, Hannah!

Finally, the **Music Director Search Committee** is also starting its work to find someone to fill Sparkie and Linda's shoes, to begin next fall. We will have some savings due to not needing to pay salary and benefits for some positions over the summer. We are anticipating hiring only one music director and reuniting the choir, after a discussion with members of both choirs, musicians and other interested members of the congregation made it clear to the MDSC that that is what is desired. The details on how this will work have not yet been worked out.

MINISTRY

As for the **Ministry**, I followed **Rev. Eric Posa** as Interim Minister, beginning last August (Eric ended his service in July). I was honored and pleased when the Board offered to renew my contract for a second year, to end in July 2017. In regards to UCH's long-term plans for professional leadership, it's worth noting that the Ministry (like other areas of staff) was also reduced from two full-time positions to one. UCH's second minister, **Rev. Donna Renfro**, completed service last August. This has been a very substantial savings to the congregation. However, it is probably not physically sustainable for one person to try to do both jobs over the long-term, and a church of this size and complexity really does need two ministers, in my opinion.

STAFFING CHANGES CONCLUSION

In summary: Over all, I have worked hard to ensure we have the staff necessary to support me in the work of ministry, while also decreasing the monumental (over \$30,000) deficit that I inherited. This has not been easy, for me or any of my staff. Difficult decisions were made, in consultation with the Board of Trustees (as well as the Finance Committee, Transition Team, and the Staff, itself). I've tried to step lightly and handle the emotions of everyone involved with care, although I may not have always succeeded at that as well as I had hoped and tried. All the same, I hope that with time we can all see that we had very little leeway to do anything other than what we did this year. I also hope that those staff who have departed, whether because their position was eliminated or due to retirement or personal decision, know that I truly have the utmost respect for all you have each given of yourselves in service to UCH.

The Relationship Between UCH and Gather the Spirit (GTS)

The UCH Board and I identified an urgent need to clarify the relationship between these two organizations (UCH & GTS), shortly after I arrived here.

First, a little bit of history: During **Rev. Suzanne Marsh's** time at UCH, she began work to create a non-profit organization that could serve as our funding arm for the programs at Market Street (initiated by *Shared Ministry*, and later taken over by UCH). This non-profit is called ***Gather the Spirit for Justice*** (or **GTS**), which is an allusion to one of our popular UU hymns. From what I understand, not much happened with the GTS plan for a few years after the initial work, until **Francis Myers** stepped forward to work on solidifying the organization and recruiting a board, approximately a year before I arrived. Since then, many folks stepped forward to help, many of them UCH members. Elsewhere in the UCH Annual Report, there is a report from the GTS Board.

In the understanding of some people, GTS was only to be a fundraising organization, and not responsible for any programs. Others, however, saw GTS taking on responsibility for the programs initiated by Shared Ministry, and later taken over by UCH: **Common Ground Community Center** (CGCC, also called 'community hours') and **Common Ground Café** (CGC, also called the 'Saturday breakfast'). With the support of the UCH board, and in conversation with the GTS board, I have championed the second understanding — that GTS was becoming responsible for both fundraising and programs. An outgrowth of that has been that GTS is (and has been for some time) maturing into an independent organization, and can no longer really be seen as the 'fundraising arm' of UCH.

To put this down on paper, the two boards agreed to develop a new *Agreement*, brokered by me. Representing the GTS Board was their president, **Jeff Sigel**; representing the UCH Board was our clerk, **Chris Dutton**. Over the course of several meetings, with consultations with the respective boards between our meetings, we developed the Agreement (what we might call a 'memorandum of understanding'.) It is not really a lease, although it does have elements of a lease included in the document. Mainly, it clarifies the relationship between the two organizations and describes which is responsible for what issues, going forward. Although I wouldn't say this Agreement is the sole reason, I think it's fair to say that it contributed to GTS' collective understanding of itself as an independent non-profit organization. Whether it was directly causative or not, GTS has since increased their fundraising, added two staff positions, and taken on substantially more responsibility for oversight of the two programs (CGCC & CGC) and the volunteers for the same. At the same time, I've been able to redirect staff time and funds into other UCH needs. It seems to me that this evolution of events has been a win-win situation for both organizations.

The Proposed UCH Budget for Fiscal Year 2016-17

The proposed budget was written by me, in my role as CEO; during the process of creating the budget, various versions were vetted by the Finance Committee, Board and Staff. Before going further, let me express gratitude to **Lois Voigt**, in particular, who provided in depth analysis and advice. We have not always come at financial issues from the same angle, but we tend to find common ground and a way forward that works for everyone. I've been very grateful for her counsel and assistance.

I promised the Board a balanced budget. I tried to reduce or eliminate the need for transferring money from reserves to do this, but that turned out to be simply impossible — even after reducing the staff by almost half. This budget, however, uses 2/3 less of reserves than last year's budget. Many factors can turn this around in future years. Two, in particular, that I will lift up: 1. Although our stewardship team did a great job this year, they were hampered by not having enough help. 2. We need to expand other sources of revenue. I support the Multi-Site Task Force's proposal as being the most viable method for doing so. In this proposal, we will partner with community service agencies on Allison Hill and receive income for providing them with space to work in (currently under- or un-utilized space in the Market Street building.)

See elsewhere in the Annual Report for the Summary Budget. There is also a more detailed version, from which I can answer questions about particular line-items or reasoning for why something was funded at this or that level. Members of the Board and the Finance Committee can probably answer these questions as well.

Programs and Other Aspects of Ministry

It may be apparent from this report that the vast majority of my time this year has been spent on righting the ship, getting us onto a course that we can maintain, avoiding the shoals and reefs that may sink the ship. In other words, I have spent most of my time helping to bring our finances, particularly staffing and other large expenses, into some manageable state. I've also shepherded our administrative systems (the work of Admin/Ops staff) into methods that work better for all involved — as a result, the high level of complaints about admin that I heard when I got here have trickled off to almost non-existent.

So, what about the **programs**? You know, those aspects of a minister's work that most folks think of when they think of a minister? That is to say, not everyone thinks of a minister as a CEO (even though that is part of what we do, especially in Policy Governance churches). Rather, most folks think about leadership in programs: worship and music, pastoral care, religious education, and social justice.

WORSHIP & MUSIC

Many folks have probably noticed that the services at the two campuses, which once had their own unique flavors, now seem to be more similar. This is simply because UCH went from two ministers to one, and one simply cannot plan two totally different services each week (especially with the time needed to handle all the other issues, described above, that our Board has given a high priority.) With that said, I have tried to ensure quality and care in both. Also, it has been an honor to work with two very talented and knowledgeable music directors. *Gratze* to Sparkie and Linda!

I'd like to also thank our **Worship Team**. There had not been a worship committee or similar body for some time, although there were efforts to get one going at various times in past years. I can't speak to why that was, as I wasn't here. During my time, however, I insisted that we create such a group. They have been meeting most of the year, with **David Spear** as the chairperson. We've been learning together what their role is in the life of the congregation. They have advised me about worship and provided honest feedback. Recently, they created a Sunday service as a team. They are coordinating (in consultation with me) the summer services — I will be doing some, but various lay leaders will be doing many of the services, too. Next year, someone from the Worship Team will serve as the coordinator for the Lay Liturgists, as well.

On Palm Sunday, my colleague, the **Rev. Richard Gordon** (formerly the minister of Shared Ministry) offered a communion service. I couldn't stay, as I needed to get to Clover Lane for the second service, but I heard that it was much appreciated from many who attended. After this, **Jim Cavanaugh** expressed interest in having a more formal UU Christian Fellowship program at UCH. I've encouraged that this be developed as a lay-led ministry (although I understand that they may invite ministers to do special things like administer communion).

I can't wait to hire a new Music Director, and begin building that working relationship.

PASTORAL CARE

This tends to be an invisible part of a minister's work. It also happens to be one of my favorite parts of my work. I've had many occasions to sit down with members during times of need or when they just needed to talk to someone about things in their lives. This has, once in a while, included a visit to a hospital or someone's home.

Our Lay Pastoral Care Associates team has been a fallow group this year, but there also hasn't been a lot of demand. As the congregation grows, the demand is likely to grow, and a team like this could be very helpful to a future minister, who may be spread a little thin...

RELIGIOUS ED, FAITH DEVELOPMENT, RGL

This has been an area where I have admittedly done little but provide guidance and advice to our fairly new RGL staff. We've had many discussions about how RE programs in UU churches are typically structured, and identifying areas in which we could improve. In my view, Sara has really grown into the coordinator position and worked hard to develop the RGL programs at UCH. Being a teacher already, it wasn't much of a stretch, I think.

Early on in my time here, I was told that we should have inter-generational services every month. Knowing how much more work this would be, and suspecting that there was limited desire in the wider congregation for that, I said, "no, I don't think we can do that." But, I suggested that for some of the months, we could offer a "Children's Chapel" instead. I even used one of my Sundays off to go lead them at both locations, so that RGL leaders would have some idea what this could be like. Unfortunately, most leaders didn't come, so I have no idea if this idea has really taken off in the way I proposed or not. Sara thinks that this hasn't been a popular idea, which I'm sad about, as I've seen Children's Chapels become a cherished tradition at one of my past churches. Sometimes, it's difficult to start a new tradition in a place/community that not done it before.

I've not had the time to create an Adult RE program, but there seems to be some interest among some members to bring back the **Forum** as a lay-led ministry — and I have been encouraging this! I hope we will see it become a well-attended intellectual dynamo, next year. **David Spear** raised the idea, and **Susan Jones Sink** has indicated she would be interested in coordinating speakers for the Forum.

SOCIAL JUSTICE, WITNESS AND ACTION

I have put in time and energy for inreach SJ efforts, but have declined to be involved with outreach efforts. That is to say, I've worked with and helped the programs that take place in the UCH buildings and among our community, but have not been at all involved in interfaith or outside organizations. This has been for two reasons: 1. Limited time and energy, and 2. As an *Interim* Minister, I will not be the public face of UCH on a (somewhat) permanent basis, so I don't feel it helps all that much for me to expend limited time and energy on that.

As a result, I've tried to provide moral support and assistance to the programs that used to fall under UCH, but now are run by GTS (although, their program volunteers are still mostly UCH members). For this reason, I usually go to community hours at Market Street once a week, and often attend the breakfast. Many volunteers are there to support the community, which I admire and encourage. I consider it a better use of my limited time, however, for me to support the volunteers who support the community, rather than focusing on community members directly (or those who may be described as GTS clients now); some may have noted that I'm less connected to the community members than our UCH/GTS volunteers, and this is the reason why.

What Does the Future Hold?

Well, my crystal ball is a bit foggy, so it's hard for me to tell. However, I feel very hopeful. The congregation is improving financially, although we may have to sacrifice some expectations about programs, due to reduced staff.

I am also very hopeful about the proposal from the **Multi-Site Task Force** (comprised of Trustees, **Tom Conners, Chris Dutton, Dave Forster, Mary Henninger-Voss** and **Debbie Reihart**.) If the general proposal is approved by the congregation, I look forward to working with the Board, Staff and others, to flesh it out into a detailed business plan, and to begin implementing the plan.

By next spring, I will have been invited to my next church and you will have learned whom your next minister will be. But, I have a lot work to do between now and then, and I intend to leave this lovely congregation in an even better state than I found it. You all have everything you need to be the congregation you want to be (and already are), but sometimes need to be reminded of that, I think.

Congregational Administrator's Annual Report

Kel Kyle

July 2015 – June 2016

As I approach my third year at UCH, it's exciting to be part of a team that is passionate about making this church open, welcoming and efficient. From working with an executive team and our second interim minister, it's been a time of rebuilding and change. Due to financial constraints this fiscal year, my position had been cut to part time. This didn't provide nearly enough time in the week for the critical infrastructure of the church to be effectively supported. As much as I tried to juggle all the responsibilities in a half-time capacity, it was just not feasible. Rev. Mike was able to make some difficult decisions that enabled UCH to once again have a full time congregational administrator to meet the needs of members and facilitate the critical day to day functioning of our church.

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 which contain our members/friends information.

Fiduciary Responsibilities: Remaining mindful of the church budget, I stay 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 with the assistance of our bookkeeper.
- Researching issues, tracking and monitoring stewardship campaign.
- Negotiating/maintaining office equipment leases and maintenance contracts.
- Purchasing office and custodial supplies.
- Assisting with budget preparation.
- Negotiating rental contracts for events at both campus locations.

Facilities Management: One of the most demanding and important aspects of my job is overseeing the maintenance of our campuses. These duties range from evaluating every situation from minor to major repairs both inside and out of each campus and contacting the appropriate repair technicians. During this fiscal year, I negotiated contracts for a new telephone system, lawn care, and snow removal services. I was able to save a considerable amount of money on repairs to the boiler and roofing needs at our Market Street campus as well.

Although it was difficult to say goodbye to our Sexton, John Moon, a few months ago, by doing so I was able to hire a cleaning company at one-third the cost of his salary and benefits. I've also retained the services of a handyman who provides quality work at reasonable prices.

Lay-Led Ministries, Task Forces & Teams: I am fortunate enough to have worked with a number of members from our congregation who are leaders in various ministries, task forces and teams. In addition to collaborating with them to bring their information current on our website, I have had the honor of working closely with the Stewardship Team and Multi-Site Task Force.

Technology

Website: A significant amount of my time during the past year has been spent on developing our new church website. The creation of online forms has made it simple for members to submit room reservation requests, submissions to the News you Can UU's and easily contact staff and the board of trustees by using our contact forms.

One of the newest additions to our website is the availability of sermons/messages not only in written format (PDF) but audio and most recently video via our YouTube channel. Special thanks to **David Spear** and **Steve Long** who record both audio and video at both campuses. Their contributions help me be more efficient and provide our community with excellent worship related resources in a timely manner.

Website Statistics

- Unique Visitors: Averaging 742 unique visitors to the site each month and growing.
- New vs. Returning: 52 % return visitors compared to 47% new visitors.
- Average time spent on website: 3 minutes.
- Age of visitors: 49% are between the ages of 55-65. 36% are between the ages of 35-54.
- Gender: 40% are female compared to 60% male.
- Desktop vs. Mobile: 67% desktop compared to 25% using mobile devices.
- Operating Systems: 55% are windows users compared to 18% 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 over 600 members and friends receiving this information. We continue to exceed the industry standard "open" rates with over 38% while the industry standard for religious organizations is at 28%.

Social Media: The official Facebook page for UCH is updated weekly providing information about Sunday services. Moving into next fiscal year we'll be adding our events and related information as well as resurrecting our Twitter account.

Office Staff: The saying "It takes a village" couldn't be more apropos when it comes to running UCH. It has been my pleasure to work with those I supervise this year, 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. 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, taking on various office projects and much more. Alicia's dedication to our financial records by providing weekly input and updates, creating monthly reports for review by myself, Rev. Mike, the Finance Committee and the Board of Trustees. 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 significantly streamlined our accounting system.

I am grateful that through all of this, I have been guided, encouraged and supported by Rev. Mike whose experience and humor make each work day better.

It's been a rewarding experience working with and for all of you at the Unitarian Church of Harrisburg. I look forward to being a part of what next year brings!

Music Ministry and Worship Arts, Market Street

Submitted by Sparkie Radcliffe, Director

July 2015 – April 2016

The Music Ministry at Market Street seeks to engage heart and mind in a spiritual connection through music. It encourages growth through creative expression and enables persons to participate in church in a different way. The Music Ministry at Market Street provides music that builds community, promotes healing, facilitates outreach, creates sacred space and enhances worship.

2015-2016 Highlights:

Unisingers

- Directed by Sparkie Radcliffe, accompanied by Julie Slaybaugh
- 25 -30 people regularly participated
- Provided special music for worship 3 Sundays per month
- Presented a winter holiday concert
- Sang for the Getting Ahead class graduation
- Sang for the 10th Anniversary celebration of the Interfaith Alliance
- Presented Music for the Soul in April

Worship Band

- Provided music for worship approximately twice monthly

Other congregational musical opportunities

- Ensemble musicians
- Small group singing
- Soloists
- Liturgical dance

Worship and Professional Activities

- Ensured that hymn accompaniment and piano music specific to the worship topic was provided for each worship service
- Designed altar decorations and ensured that sanctuary was appropriately decorated for worship
- Recruited and trained lay liturgists for each worship service
- Created and led the Dark of Winter and Service of Remembrance worship services at both Market Street and Clover Lane
- Served as a District Liaison for the UU Musicians Network until Jan. 2016
- Retired from UCH – April 2016

Music Program at Clover Lane

Submitted by Linda Hope, Director of Music Ministry

July 2015 – May 2016

“Scientists now say the planet itself is generating a constant, deep thrum of noise.

*No mere cacophony, but actually a kind of music, huge, swirling loops of sound,
a song so strange you can't really fathom it, so low it can't be heard by human ears...”*

- Mark Morford, from “How To Sing Like a Planet,”

San Francisco Chronicle, April 23, 2008

If even the earth “sings” then how much more should we also sing. That’s what we’ve been working on this year again with our Clover Lane choir—congregational singing. Whether you think your voice is terrible or beautiful most of us find enjoyment and sometimes transcendence in making music. When we join voices we join those energies to make something much more than each individual’s voice. It is the background of our lives and our worship, bringing heart to head.

Our Clover Lane choir has sung 30 out of 34 possible Sundays during this church year. The 12-14 of them have stretched from Zulu chants, Transylvanian words, modern and traditional folk, traditional choral, chants, a bit of whimsy here and there and a tiny bit of choreography. For us as musicians it has been enriching and satisfying. As we have attempted to engage the congregation we have been gratified as each time people join in. Ours is a mutual journey not just a choir journey.

Each week this choir spends an entire evening rehearsing. They come 45 minutes early for services each Sunday. Outside the board, there is probably no other volunteer group who consistently offers this much of their time every week all church year long. Being in a choir is dedication. Going over the hard stuff time and again. As we “lift up” our own and congregants each week at rehearsal we are mindful of the ministry of what we do and that we are part of a community. Choir membership is open to anyone at any time.

Additionally we have been graced by various musicians in our congregation who had added to our worship experience (Bill Brown, JD Stillwater, Jay Umble, Marjy Schubauer-Hartman, Jim Handshaw, Kendra Trufahnestock, Jane Bechtel, EvAnn Hawley, Paul Moore, and John Hursh).

Religious Growth & Learning
Submitted by Sara Palmer, RGL Coordinator
July 2015 – June 2016

Attendance Numbers

- ★ 81 children & youth registered with 44 families

	<u>Registered</u>	<u>Regular</u>
<u>Nursery</u>	4	1
<u>PreK-1</u>	15	11
<u>2-4</u>	23	19
<u>5-6</u>	11	9
<u>7-9</u>	19	15
<u>10-12/Youth</u>	9	7
Totals	81	62

(Regular = attended at least 50% of RGL and Project Day sessions during the year)

- ★ Nursery was offered all Sundays with 2 adult volunteers
 - Attendance was chronically low at both campuses
 - Volunteerism was also low, perhaps motivated by low child attendance
- ★ Continued with dual-site RGL on Sundays; we did not ask families to register for a particular campus, as in 2014-15
- ★ RGL Steering Committee set a rotating schedule, where 5th-12th graders attended RGL at Clover Lane on the 2nd Sundays and Market Street on the 3rd Sundays, based on family feedback in Summer 2015
- ★ Scheduling was streamlined for ease of family attendance as follows:
 - 1st Sunday - Project Day, both campuses
 - 2nd Sunday - RGL - PreK-4th, both campuses; 5-12th, Clover Lane
 - 3rd Sunday - RGL - PreK-4th, both campuses; 5-12th, Market Street
 - 4th Sunday - Children's Chapel, both campuses
 - 5th Sunday - Social Justice or Service Sunday, both campuses

★ Here is the overall attendance by campus by Sundays:

	<u>MS - 1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>Avg</u>	<u>CL - 1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>Avg</u>
Sept	X	3	37	3	x	14	5	27	12	12	x	14
Oct	8	3	38	6	x	14	14	46	12	16	x	22
Nov	9	3	30	9	9	12	20	50	15	14	33	26
Dec	13	7	31	x	x	17	26	49	15	x	x	30
Jan	6	4	34	x	1	11	14	49	14	x	46	31
Feb	3	3	37	0	x	11	18	41	19	4	x	21
Mar	4	2	34	12	x	13	23	38	10	19	x	23
Apr	3	1	37		x	14	11	51	x		x	31

(x = no service held)

AVG	7	3	35	6	5	13	16	44	14	13	40	24
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Or, to summarize:

<u>Totals</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>Overall</u>
MS	7	3	35	6	5	13
CL	16	44	14	13	40	24
Avg Total	23	47	49	19	45	37

Project Days

- ★ Social Justice, Anti-Oppression, Anti-Racism themes
- ★ Multi-Aged PreK-12
- ★ Led by RGL Coordinator, assisted by 1-6 adult volunteers
- ★ Workshop rotation components:
 - Story/Opening
 - Craft/Writing/Drawing
 - Music/Dancing
 - Baking/Cooking
- ★ December was “Deck The Halls” which created UU-themed decorations and ornaments for families and both campuses
- ★ As seen above, average attendance was 7 children at Market Street and 16 children at Clover Lane

RGL Sessions

- ★ Before departing, Rev. Donna Renfro chose our Seven Principles-focused curriculum for the 2015-2016 year from UUA's *Tapestry of Faith* collection:
 - PreK-1st - *Love Surrounds Us*
 - 2-4th - *Love Will Guide Us*
- ★ 5&6th (rotated to both campuses):
 - Fall & Winter - *Love Connects Us*
 - Spring - OWL
- ★ 7-9 (rotated to both campuses): see OWL below
- ★ Youth (rotated to both campuses):
 - Fall - engaged in topical discussions guided by their interests and the Youth Leaders
 - Winter - OWL
 - Spring - planned Youth Led & Bridging Service held on 5/22 at both campuses
- ★ 31 RGL Leaders served in a trimester system (Fall/Winter/Spring) of 6 sessions
 - Some Leaders rotated to Market Street *and* Clover Lane, depending on their own older children
 - 21 families volunteered one or multiple Leaders
 - 5 Leaders volunteered without children in RGL
- ★ RGL Leaders participated in one of three Coordinator-run RGL Training Sessions, held in advance of their trimester of service
 - Leaders reviewed procedures, policies, child abuse prevention, and met with their team to build camaraderie and engage with their lessons
- ★ Market Street groupings: PreK-1st, 2-4th, 5&6th, 7-9th, 10-12th/Youth
 - Due to low attendance, we consolidated to PreK-4 in the Winter & Spring. Based on the ages of the children, we used the 2-4th *Love Will Guide Us* curriculum
 - PreK-4th - 12 Leaders (4 rotated)
- ★ Clover Lane groupings: PreK-1st, 2-4th, 5&6th, 7-9th, 10-12th/Youth
 - PreK-1 - 7 Leaders (1 rotated)
 - 2-4th - 9 Leaders (3 rotated)
- ★ Rotated to both campuses:
 - 5&6th - 5 Leaders in Fall & Winter (4 rotated to both)
 - 10-12 - 4 Leaders in Fall & Spring (all rotated)
- ★ Updated expired First Aid kits at both campuses (one per classroom and one in each kitchen)

OWL

- ★ Held OWL for 5&6th, 7-9th, and 10-12th during Sunday RGL time
- ★ Mandatory Parent Information/Orientation Sessions held for each group
- ★ 5&6th - 9 kids, 4 OWL facilitators - held in late Winter/Spring trimester
- ★ 7-9th - 17 kids to start, currently 14 kids, 4 OWL facilitators - held all 3 trimesters
- ★ 10-12th - 7 kids, 2 OWL facilitators - held in Winter trimester
- ★ Several kids didn't participate due to multi-family households/weekend custody schedules, perhaps something to consider for future OWL programs

Youth

- ★ Operated without a dedicated Youth Coordinator
- ★ Did not attend any Cons or Leadership events this year, primarily due to JPD freeze/restructuring of Cons in the district
- ★ Several youth assisted adults on Project Days, Social Justice Days, or in Nursery
- ★ UUCY (York) and RGL Coordinator have planned a Youth Games Afternoon in May for all rising 8-12th graders to expand Youth community
- ★ Youth serve through OLSC, SCTF, choirs, and service music
- ★ Planning a Youth-Led Service & Bridging Service scheduled for 5/22

Family Outreach/FOAS

- ★ Families received "Take It Home" handouts after each RGL session
- ★ OWL families received regular email updates from Facilitators
- ★ RGL Coordinator used email, text, News You Can UUs to share scheduling changes, upcoming UCH events, and larger UU experiences (Youth Cons, UU Summer Camps, etc)
- ★ Starting in March, RGL Coordinator began FOAS (Families of All Sizes) events around the Central PA area to build community among UCH members. The first round were lightly attended, but enthusiastically received by many congregants.

RGL Steering Committee

- ★ Five dedicated volunteers served on the committee, formed last Summer to assist the RGL program and RGL Coordinator
- ★ Met every other month to discuss RGL scheduling and programming

UCH Safe Congregations Task Force

- ★ Six volunteers from RGL Steering Committee, RGL Coordinator, and representatives from both campuses, including a Youth Representative
- ★ Launched in March to build RGL-focused Safe Congregations policy
- ★ Will disband in June 2016 after handing draft SC policy to Board of Trustees

RGL Coordinator Professional Development

- ★ Active member of LREDA (Liberal Religious Educators Association) and participant of its local chapter - DSAREC (Delaware Susquehanna Area Religious Educators Council)
- ★ Elementary OWL (K-1, 4-6) Certified - August 2015
- ★ Completed UUA Interim Training for Program Professionals - Winter 2016
- ★ American Red Cross Adult & Child First Aid/CPR/AED Certified - March 2016
- ★ Currently taking:
 - UUA *Curriculum Planning* Hybrid Renaissance Module - Spring 2016
 - UU Leadership Institute *Healthy Leadership 101* - Spring 2016
- ★ Registered for:
 - UUA *Teacher Development* Renaissance Module - Summer 2016

Looking Ahead

- ★ RGL would benefit from additional volunteers in Nursery and non-RGL-family volunteers, either with children & youth, or working behind the scenes
- ★ Ongoing collection of the three Child Abuse Certifications for volunteers and paid childcare staff by the July 1st deadline
- ★ Summer Program - Web of Life
- ★ Reassessing and updating our Lending Library
- ★ Holding K-1 OWL in the Fall or Winter
- ★ Exploring Youth/Young Adult/Adult RE opportunities in UCH:
 - First Aid/CPR training
 - Family Bookclub
 - Full-Week Faith
 - Service on Sundays
 - and beyond:
 - Regional Cons
 - Local social justice projects (anti-racism, anti-oppression, LGBTQ)
 - Mission trip

It is my honor to work for the UCH RGL program.

Gift Card Program

Submitted by Tavia Flanagan

July 2015 – June 2016

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 5th and 20th of each month.

Approximately 70 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.

Gift cards are also sold monthly during coffee hour at both campuses. 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.

We expect a yearly profit from all gift card sales to total roughly \$24,000 this fiscal year. More participation in the mailing program and Sunday sales could provide a great benefit to the Church. Forms and information are available on the Church website *Gift Cards* page. 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 2015 to March 2016

Accounts	Quarter 1	Quarter 2	Quarter 3	Quarters 1- 3	Annual Budget
Revenues					
Total General Fund Income	\$90,739.94	\$120,157.98	\$71,158.58	\$282,056.50	\$324,450.00
Other Income					
Other Income Sources	\$1,313.00	\$1,236.02	\$719.00	\$3,268.02	\$7,500.00
Endowments, Estates and	\$8,766.49	\$6,041.09	\$5,428.71	\$20,236.29	\$42,882.50
Grants					
In/Out Transcations	\$2,654.03	\$3,947.16	\$3,522.13	\$10,123.32	\$13,620.00
Fundraisers Incom	\$6,110.00	\$19,957.24	\$6,041.90	\$32,109.14	\$63,000.00
RGL	\$760.00	\$105.00	\$218.00	\$1,083.00	\$8,725.00
Total Other Income	\$19,603.52	\$31,286.51	\$15,929.74	\$66,819.77	\$135,727.50
Total Revenues	\$110,343.46	\$151,444.49	\$87,088.32	\$348,876.27	\$460,177.50
Expenses					
Administration	\$10,848.31	\$7,790.31	\$10,172.14	\$28,810.76	\$39,571.50
Total Board/Leadership	\$0.00	\$75.00	\$3,950.00	\$4,025.00	\$8,100.00
Total Building & Property	\$14,726.29	\$15,823.73	\$28,338.50	\$58,888.52	\$72,640.00
In/Out Transcations	\$2,644.99	\$3,121.52	\$4,124.03	\$9,890.54	\$14,070.00
Fundraisers Expenses	\$275.00	\$1,034.23	\$323.16	\$1,632.39	\$5,500.00
Total Religious Growth &	\$2,518.59	\$600.90	\$962.50	\$4,081.99	\$15,480.00
Learning					
Total Ministry	\$2,938.68	\$1,555.51	\$2,395.62	\$6,889.81	\$11,800.00
Total Pastor Services	\$47,885.11	\$23,047.36	\$24,861.46	\$95,793.93	\$122,987.17
Total Staff Services	\$40,208.12	\$44,192.78	\$46,195.75	\$130,596.65	\$199,837.00
Insurance	\$0.00	\$420.75	\$464.50	\$885.25	\$2,400.00
Total Expenses	\$122,045.09	\$97,662.09	\$121,787.66	\$341,494.84	\$492,385.67
Net Total	(\$11,701.63)	\$53,782.40	(\$34,699.34)	\$7,381.43	(\$32,208.17)

Balance Sheet

Submitted by Alicia O'Rorey

April 2016

Accounts

Assets	
Current Assets	
Operating Fund	
1-100100 - Operating Fund Checking Account	(\$2,991.35)
1-100150 - Restricted Money in Checking	\$24,369.31
1-100200 - Restricted Savings Account	\$8,225.00
Total Operating Fund	<u>\$29,602.96</u>
Investment Account	
Ameritrade Account	
Endowment Fund	
1-110100 - Endowment Fund	\$168,475.12
Total Endowment Fund	<u>\$168,475.12</u>
Oliver LaGrone Scholarshp Fund	
1-110110 - Oliver LaGrone Scholarship Fund	\$269,843.63
Total Oliver LaGrone Scholarshp Fund	<u>\$269,843.63</u>
Music Ministry Scholarshp Fund	
1-110120 - Music Ministry Scholarship Fund	\$69,606.82
Total Music Ministry Scholarshp Fund	<u>\$69,606.82</u>
Total Ameritrade Account	<u>\$507,925.57</u>
Total Investment Account	<u>\$507,925.57</u>
Other Current Assets	
1-120100 - Beneficial Interest in Eckles Trust	\$330,073.09
1-140100 - Grocery Cards Inventory	\$384,651.80
1-140200 - Grocery Cards Account Receivable	(\$379,646.75)
Total Other Current Assets	<u>\$335,078.14</u>
Total Current Assets	\$872,606.67
Fixed Assets	
Buildings & Land	
1-150100 - 1280 Clover Lane	\$810,000.00
1-150200 - 1508 Market Street	\$430,137.41
Total Buildings & Land	<u>\$1,240,137.41</u>
Total Fixed Assets	<u>\$1,240,137.41</u>
Total Assets	<u><u>\$2,112,744.08</u></u>

Liabilities, Fund Principal, & Restricted Funds		
Liabilities		
Long Term Liabilities		
1-200500 - M&T Mortgage Principal	\$250,994.99	
Total Long Term Liabilities		\$250,994.99
Total Liabilities		\$250,994.99
Fund Principal		
1-299100 - Unrestricted Fund Balance	(\$260.77)	
1-299500 - Restricted Fund Balance	\$1,828,061.08	
Excess Cash Received	\$1,354.47	
Total Fund Principal and Excess Cash Received		\$1,829,154.78
Restricted Funds		
Total Temporarily Restricted	\$32,594.31	
Total Permanently Restricted	\$0.00	
Total Restricted Funds		\$32,594.31
Total Liabilities, Fund Principal, & Restricted Funds		\$2,112,744.08

Unitarian Church of Harrisburg
SUMMARY of OPERATING BUDGET
FY 2016-17

OPERATING BUDGET FY 2016-17	2016-17 Proposed Budget	2015-16 Approved Budget	2015-16 Projections or YTD Actual ^a
INCOME			
Regular Income			
Stewardship (minus 5% shrinkage)	\$302,079.00	\$314,950.00	\$342,661.00
Donations / unpledged income	\$10,000.00	\$1,000.00	\$8,720.64
Plate Offering			
UCH portion	\$10,000.00	\$9,500.00	\$11,094.88
Share the Plate portion	\$10,000.00	\$9,500.00	\$12,088.25
Total Regular Income	\$332,079.00	\$334,950.00	\$374,544.77
Other Income			
Fundraising			
Auction	\$12,000.00	\$15,000.00	\$12,004.99
Grocery Cards income	\$26,000.00	\$40,000.00	\$23,607.00
Other Fundraising	\$5,000.00	\$250.00	\$0.00
Sub-Total Fundraising	\$43,000.00	\$55,250.00	\$35,611.99
Endowment, Estates, Grants			
Estate income (Eckles, Coble)	\$14,000.00	\$14,800.00	\$14,212.05
Endowment income	\$10,000.00	\$4,000.00	\$30,000.00
Freas Grant	\$3,518.00	\$5,382.50	\$4,960.00
Music Endowment transfer	\$15,000.00	\$15,000.00	\$15,000.00
Sub-Total Endowment, etc.	\$42,518.00	\$39,182.50	\$64,172.05
Rental Income			
Event Rentals	\$2,400.00	\$5,300.00	\$2,454.67
Gather the Spirit (GTS)	\$3,300.00	\$1,200.00	\$1,806.00
Other rentals	\$0.00	\$0.00	\$0.00
Sub-Total Rental Income	\$5,700.00	\$6,500.00	\$4,260.67
Program & Congregational Affairs			
Worship	\$1,500.00	\$3,100.00	\$1,240.84
Religious Growth & Learning	\$1,000.00	\$8,725.00	\$1,444.00
Coffee House	\$2,000.00	\$4,500.00	\$2,253.33
Lay-Led Ministries (w/o OLSF)	\$500.00	\$720.00	\$666.50
Sub-Total Program & Congregational Affairs	\$5,000.00	\$17,045.00	\$5,604.67
Community Outreach			
Oliver LaGrone			
Income / fund transfer	\$4,000.00	\$3,700.00	\$4,617.25
Sales	\$1,000.00	\$3,200.00	\$945.20
Other Cmty Outreach	\$400.00	\$250.00	\$0.00
Sub-Total Community Outreach	\$5,400.00	\$7,150.00	\$5,562.45
Total Other Income	\$101,618.00	\$125,127.50	\$115,211.83
TOTAL INCOME	\$433,697.00	\$460,077.50	\$489,756.61
EXPENSE			
Administration	\$34,018.00	\$32,424.00	\$36,427.35
Facilities			
Clover Lane	\$27,000.00	\$27,500.00	\$28,988.68
Market Street	\$23,400.00	\$25,200.00	\$27,270.28
Custodial Services (CL & MS)	\$12,000.00	\$0.00	\$1,650.00
Mortgage	\$19,940.28	\$19,940.00	\$19,940.28
Total Facilities	\$82,340.28	\$72,640.00	\$77,849.24
Board Expenses	\$10,600.00	\$200.00	\$75.00
Stewardship Expenses	\$1,500.00	\$250.00	\$102.79

Approved by the Board of Trustees
for presentation to the Congregation,
May 18, 2016.

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Printed 5/19/16

Unitarian Church of Harrisburg

SUMMARY of OPERATING BUDGET
FY 2016-17

OPERATING BUDGET FY 2016-17	2016-17 Proposed Budget	2015-16 Approved Budget	2015-16 Projections or YTD Actual ^a
Fundraising Expenses	\$800.00	\$100.00	\$619.33
Programs & Congregational Affairs			
Worship & Music	\$5,250.00	\$6,300.00	\$4,953.47
Religious Growth & Learning (RGL)	\$5,000.00	\$12,250.00	\$4,280.32
Lay-Led Ministries	\$500.00	\$800.00	\$200.00
Coffee House	\$2,000.00	\$4,000.00	\$1,540.00
Lay Leadership Development	\$0.00	\$500.00	\$0.00
Membership	\$200.00	\$250.00	\$0.00
Total Programs	\$12,950.00	\$23,900.00	\$10,973.79
Community Outreach			
Share the Plate	\$10,000.00	\$9,500.00	\$12,068.25
Oliver LaGrone Scholarship	\$5,050.00	\$8,900.00	\$4,824.44
Other Outreach	\$400.00	\$370.00	\$0.00
Total Community Outreach	\$15,450.00	\$16,770.00	\$16,692.69
Denominational Affairs			
UUA (APF, 'dues')	\$5,900.00	\$5,900.00	\$5,900.00
Joseph Priestley Dist. (dues)	\$2,000.00	\$2,000.00	\$2,000.00
Total Denom. Affairs	\$7,900.00	\$7,900.00	\$7,900.00
Human Resources			
Minister(s)			
Salary + Housing	\$78,114.00	\$80,758.33	\$82,493.17
Benefits	\$23,434.20	\$34,175.50	\$32,067.95
Professional Expenses	\$7,811.40	\$8,053.33	\$8,417.47
Sub-Total Minister	\$109,359.60	\$122,987.16	\$122,978.59
Other Staff			
Salary	\$121,880.83	\$124,731.00	\$110,523.72
Benefits	\$32,202.17	\$30,053.00	\$28,186.03
Sub-Total Other Staff	\$154,083.00	\$154,784.00	\$138,709.75
Other Staff, positions discontinued FY15-16	\$0.00	\$50,435.50	\$26,985.02
Misc. Human Resources	\$4,200.00	\$9,895.00	\$5,894.33
Total Human Resources	\$267,642.60	\$338,101.66	\$294,367.69
Misc. Expense			
Transfer to Reserve	\$496.12	\$0.00	\$5,000.00
Transfer from Endowment	\$0.00	\$0.00	\$30,000.00
Total Misc. Expense	\$496.12	\$0.00	\$35,000.00
TOTAL EXPENSE	\$433,697.00	\$492,285.66	\$480,007.87
NET TOTAL	\$0.00	(\$32,208.16)	\$9,748.73

Approved by the Board of Trustees
for presentation to the Congregation,
May 18, 2016.

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Printed 5/19/16

Board of Trustees

*Submitted by Laura M. Shemick, President
July 2015 – June 2016*

This has been a year of great and important work by UCH members, friends, lay leaders, and staff. Here is a brief synopsis of that work.

The 2015-2016 church year began shortly after the May congregational meeting in which 88 percent of those attending voted to call Christian and Kristin Schmidt as UCH's co-ministers, which call the Schmidts declined. Your Board of Trustees, which recognized the event as a crucially important point in UCH's history, went into overdrive mode at once, and immediately took a number of steps to take advantage of the energy of the situation.

The Board invited Mike Harris, a congregational consultant with the Joseph Priestley District, to assess our circumstances, and followed his suggestions to hold small-group meetings where congregants could discuss their hopes and concerns. We also searched for and found an interim minister who had the necessary skills to assist the church in getting our financial house in order and planning for the future. By the end of the summer, Rev. Mike Walker was present and assisting us, and Mike Harris had the necessary information about church members' hopes and concerns to prepare recommendations for further action.

The Board quickly conferred with Rev. Walker about priorities, asking him to right the UCH ship of finance, which had been sinking steadily into the Sea of Red Ink for the previous three years. Part of the Board's charge to Rev. Walker was to conform our staff structure to our finances and to the fair-compensation standards suggested by the UUA.

In the October update congregational meeting, we reviewed the recommendations and started work on three items: determining the best way forward for our multi-site congregation, improving our governance processes, and improving our congregational culture. The Board authorized the Multi-Site Task Force and the Healthy Congregations Task Force to work on the first and third issues, and tackled the governance issue as a whole.

From the governance work has come two proposed bylaw changes – the change that requires the money in the Oliver LaGrone Scholarship Fund to be used exclusively for scholarships, and the change that requires “high stakes” decisions to be made by an absolute majority of church members, rather than by a majority at a congregational meeting. The Board continues to develop changes to our governance procedures that will reconcile our belief in the democratic process with the practical need to ensure the congregation's full backing of plans that affect the entire congregation. Additional changes will be presented to the congregation over the coming year for discussion and action.

The Multi-Site Task Force, a subcommittee of the Board, conducted exhaustive research on possibilities for uses of our two sites, and developed a proposal that would enable us to continue services at both buildings, through sharing underused space at Market Street with

compatible renters needing additional space for their work in the Allison Hill neighborhood. Should this solution prove acceptable to the congregation, UCH will be able to continue its work in Allison Hill, assist other groups in their work, and arrive at a sound financial footing that will empower the church in its overall work.

The Healthy Congregations Task Force is carrying out its mission by:

1. Developing a series of educational and interactional sessions to facilitate increased sense of belonging increased commitment to the mission and vision of UCH and increased ability of the members to communicate with honesty and love.
2. Developing and implementing a process for managing conflicts that might threaten or have an adverse effect on the congregations' ministry.
3. Promoting reconciliation between individuals or groups of individuals as well as the congregation as a whole.

The Healthy Congregations Task Force offers listening and mediation services for members of our community who have disagreements with other community members, has offered communication workshops, and has hosted events at which participants can get to know one another, as feelings of trust tend to increase with increased social interactions. The Task Force will continue its work by sponsoring useful adult education programs, as well as other community-building events, in coming years.

UCH has a long tradition of using less-than-optimal methods of resolving disputes, which has resulted in periodic losses of membership, lingering bad feelings, and a sense of distrust in leadership. By creating the Healthy Congregations Task Force, the Board has taken action to change our church culture, which will allow us to use our great talents and energies for building bridges and creating community.

Returning to the Sea of Red Ink - Rev. Walker, working with staff and the Board, has been able to prepare a budget with a small deficit (about \$1,700) for the coming fiscal year. Last year, our projected deficit was about \$43,000, so this year's budget is a very welcome change for the better. Through the generous pledges of our members and friends, we will have sufficient staff to enable us to have spiritually rewarding and intellectually meaningful Sunday services, religious learning for children and adults, inspiring music, as well as the means to work for positive changes in our community and in our society.

The Board itself has learned a great deal this year about policy-style governance, with the help of Rev. Walker. We are learning how to navigate between the shoals of policy and daily operations; Board members acting as volunteers in various church activities are learning how to keep their "Board hats" off as volunteers, and how, when "hatted," to address issues raised to them by members of the church community. Board members have spent uncounted hours in helping to keep UCH on course; while we occasionally have veered a bit, we have always managed to turn the wheel so as to return to the course we have set.

The Board collectively needs a bit of vacation, in my opinion, and it is my hope in the coming months that we will be able to rotate duties so that every member gets a well-deserved, if short, respite.

Thank you for your willing and thoughtful participation in Board-sponsored activities, and your great support over the past year. This church is only here because we – each and every one of us - are all willing to do our part.

TRUSTEES

Board of Trustees, 2015-2016

Officers & Term Ends

Laura Shemick, *President* (June 2018)

Tom Conners, *Vice-President* (June 2018)

Chris Dutton, *Clerk* (June 2017)

Trustees at Large

Nan Cavanaugh (June 2016), Laura Edinger (June 2018), Dave Forster (June 2016), Mary Henninger-Voss (June 2017), Marilyn McHenry (June 2018), Debbie Reihart (June 2017), open (June 2016), open (June 2016), open (June 2017)

Board Resignations

Dennis Hursh

Judy Linder

Finance Committee

Submitted by Lois Voigt

July 2015 – June 2016

FY16 Update: This fiscal year represents the 3rd consecutive year where UCH has had a deficit budget. Unlike the previous two fiscal years, however, ***there is a possibility we could complete the fiscal year with a small surplus if approximately 96% of this year's pledges are fully paid by June 30th***. I suspect few would have thought that possible 12 months ago, and I am very thankful for the continued giving of dedicated members, the more than \$28,000 raised from last fall's Close the Gap campaign, and the hard work of our interim pastor and Board in reducing expenses over the course of the past year.

Unfortunately, the effects of the more than \$75,000 in deficits already accumulated over the past few years meant the church had to access the Ameritrade investment fund last summer and fall for a total of \$37,400 to meet cash flow needs, and will very likely need to do so again soon if donations take their typical dip over the summer months. When combined with essentially no investment earnings in the last two years because of market conditions, by this fall the unrestricted portion of our long-term investments will likely have declined by more than half since the high point in 2013.

FY17 Planning: The reality that additional deficits are not sustainable made for difficult staffing decisions, and another round of bare bones budget planning for FY17. Next year's budget is only a plan: it is a roadmap for estimating the church's resources and using them wisely to accomplish its mission. Actual stewardship pledges of \$314,820 less 5% shrinkage is the primary income source, while unpledged donation income was lowered to a more reasonable level (one we would typically attain without large memorial or other gifts). Total congregational giving in the FY17 budget is 10% less than the amount we expect to receive in FY16 (meaning no Close the Gap Campaign if stewardship giving remains on track).

Other: Last April, the church welcomed Alicia O'Rorey as its new bookkeeper. Alicia worked hard to bring financial statements current, and the Finance Committee has been pleased to be able to review those on a timely basis this fiscal year.

The Committee welcomed Joe Heefner as a new member last summer, and experienced other changes as Donna Hoskins-Helms had to step down as Chair following Phil's strokes in December. Judy Linder resigned as Treasurer in March, so I am temporarily filling the Committee Chair and Treasurer roles as the Board searches for replacements. Many thanks to Don Hoskins and Michael Mark for their continued service and commitment. And thanks to each of you who choose to remain committed to the Unitarian Church of Harrisburg and its important mission!

Clover Lane Coffee House

Submitted by Bart Carpenter

Sept. 2015 – May 2016

The year 2015-16 marked the 13th year for Clover Lane Coffee House, its ninth year under the direction of Bart Carpenter and Dale Dourte. Kay Gurish coordinated refreshments; the OLIVER COLLECTIVE coordinated its fall showing with the November coffee house. 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 (\$45 for season pass to all nine concerts).

The season featured a diverse group of artists. These included perennial favorites such as local musicians Womack & Lowery, Nate Myers, and John Telazzo/Voices in the Hall; a Japanese folk fusion (New York-based Hirosha Tsukamoto); and national artists such as Mouths of Babes and The War & Treaty. We were also pleased to host collaborative concerts with UCH members and friends: a Christmas Cèilidh with Bill Brown and friends and Jay Umble, playing with longtime colleague Bill Druck.

Average attendance was around 25-30. The coffee house also generated a modest \$500 profit to the church.

Many thanks to UCH members and friends for their attendance. Special thanks to all who have hosted visiting artists and/or assisted with refreshments and logistics over the past year. If you have artist recommendations or ideas for 2016-17, please pass them along.

Grounds Crew

Submitted by Ron Skrabut

July 2015 – June 2016

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.

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. A group of about a dozen dedicated UCH members is 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 backup for one-time tasks, and we will add you to our labor pool.

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.

This past year has been a good one for the care of the gardens at Clover Lane. Several families and individuals have come forward to lend a hand in tending the spaces in front, on the east side and in back of the church. They are Bill and Julie Brown; Peter and Kendra Trufahnestock, Kate Quimby; Josh and Christine Cysyk; David and Olga Platt; Casey Keene; Molly Dougherty; Chris Chase; and Richard Guthoehrlein. Bart Carpenter deserves much credit for these good results from his recruitment efforts. Sandy Hamstra and Steve Todd deserve recognition for their attention to cutting back some of the overgrowth on the island and the Holly trees on the eastern side of the church which were hitting the church's gutters. Probably the greatest improvements in the overall appearance are the result of Richard Guthoehrlein's work. Many of our garden spaces have no caretaker, and have been neglected in past years, but that is not now true because of Dick's attention to all these areas. So, while more volunteers have come forward, there are still areas without a designated caretaker ranging from the 100 sq. ft space at our entrance on Clover Lane to one of more than 1,000 sq.ft dividing the lower parking lot, and of course the others can be divided or shared. More helpers are always needed.

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, Judith Samkoff and Marjy Schubauer- Hartman. Those entering the church are encouraged to pickup and deposit appropriately any litter on their paths.

Worship Team

Submitted by David Spear

July 2015 – June 2016

The Worship Team was founded in fall 2015. It assumed several goals regarding Sunday services, including providing feedback to the pastor, gathering input from the congregation, and developing and scheduling the liturgists.

Approximately 15 people originally joined the team, but personnel changed over the months due to scheduling conflicts or other commitments. As of April 2016, members included Hannah Belser, Jim Cavanaugh, Marsha Dulaney, Laura Edinger, Mary Henninger-Voss, Rachel Mark, Sara Palmer, Debbie Reihart, David Spear (chair), Karen Sykes, Libby Tisdell, and Rev. Mike Walker.

Its mission statement is:

The Worship Team focuses on fostering excellence in Sunday Services, seeing them as the spiritual center of church life. The team seeks to support services that lift up things that are worthy or important, create moments that are personally transformative, and are based in part on our six sources.

The team developed and led the service for April 10, 2016. The idea was suggested by Reverend Mike as a team-building exercise. It accomplished its purpose well, provided an excellent service, and exemplified teamwork. It also gave the team insights about what is required to develop a Sunday service.

With the retirement of Sparkie Radcliffe and Linda Hope, the team assumed responsibilities for overseeing and organizing the summer lay-led services. The planning was still in progress as of the writing of this report.

Healthy Congregations Task Force

Submitted by Sandy Hamstra

July 2015 – June 2016

The Healthy Congregation Task Force (HCTF) was created by the Board upon the recommendation of District Consultant Mike Harris. The first role of the task force was to conduct a series of listening sessions in order to learn the current views and concerns of congregation members.

The Board then charged the HCTF with two goals: 1) developing and implementing a process for managing conflicts that might threaten or have an adverse effect on the congregation's ministry and 2) promoting reconciliation between individuals or groups of individuals, as well as the congregation as a whole. The HCTF has sought to fulfill these goals with the following activities and events:

1. Conducting 30 group listening sessions and 15 individual personal listening sessions.
2. Selecting and offering a Conflict Resolution Tool for use by individuals who are seeking more skills in managing their personal conflicts more effectively.
3. Creating a list of available mediators to assist members in their efforts to resolve their interpersonal conflicts.
4. Creating the Strengthening Community One Conversation at a Time event, which was attended by 21 persons. The goal of this event was to offer member's an opportunity to get to know each other better by having one on one conversations in a relaxing and fun atmosphere.
5. Organizing and hosting the Crafting Community out of Conflict event led by Dr. John Reuwer, which was attended by 38 members and friends of UCH. The goal of this event was offer the member additional insights and skills in the use of Non-Violent Communications as a tool for developing empathy and finding common ground when dealing with conflicts.
6. Attending all multi-site meetings to take notes and facilitate as needed.
7. Providing the congregation with an opportunity to express its gratitude to our music directors.
8. Reporting to the UCH Board at each monthly meeting.

The task force plan to continue to equip the membership with communication and conflict resolution skills and develop programs to build community relationships and bonds.

Members of the HCTF include Kate Carpenter, Kendra Trufahnestock, Karen Mallah, Bob Bargh, Joyce Stoltzfus, Sandy Hamstra, and Nancy Hall.

Multisite Task Force

Submitted by Chris Dutton

July 2015 – June 2016

The Multisite Task Force (MSTF) was created in January 2016 as a task force of the Board of Trustees. It was formed in response to one of the recommendations of Mike Harris, the consultant retained by the Board to review the status of the congregation following the congregation's unsuccessful call of a settled minister. The MSTF's assigned task was to explore options for utilizing or consolidating our church campuses.

The MSTF met every week for almost four months, researching and completing assignments prior to each meeting. The MSTF developed a project plan; studied current models of multi-site worship; examined the costs of operating our two campuses; explored the possibility of selling one or the other property; considered the separation of UCH into two congregations; and developed a plan for moving forward.

The MSTF has recommended that the Unitarian Church of Harrisburg develop a "CHALICE CENTER," an interfaith community center at its Market Street location. Under the MSTF's proposal, the Market Street building would serve as a hub for a variety of efforts that serve the Allison Hill community either through worship or through the provision of services. While the Unitarian Church would continue to have a presence, we would bring other partners to the table. Space would be rented out to other churches and non-profit organizations in the area. The task force researched the possibilities for rentals, and determined that our Market Street site has potential to rent to various community and religious groups.

The MSTF, with the help and cooperation of the Healthy Congregations Task Force, gave a power-point presentation on the factors that led to its proposal, and the reasoning behind it, on April 3, April 10, and April 11. The power-point was followed by small group meetings in which congregants could react and respond to the proposed Chalice Center. Notes were taken and compiled following the meetings.

In May, the MSTF developed and published information on the UCH website, to assist the congregation in making its decision on the Board's recommendation. The information included the power point slides presented at the group sessions; the recorded comments from the small group sessions; a synthesis of the feedback received during the group sessions; answers to frequently asked questions; and other information requested by the congregation. The task force drafted a formal proposal for further consideration by the congregation and published it on the website.

Two town hall style meeting were held in May, before the Annual Meeting, to provide opportunities for the congregation to thoroughly review the draft proposal in a public forum at which all members could attend, pose questions, comment and discuss. The task force developed a final proposal following the town halls for formal adoption by the congregation.

The proposal developed by the task force is not a plan that addresses all details. Rather it proposes that the congregation approve the concept of a Chalice Center and it directs the Board of Trustees to continue to fully develop and enact a detailed plan. While the MSTF has laid groundwork in its consideration of options and exploration of the feasibility of the Chalice Center, much more work needs to be done in order to fully address all the details that are involved in the development of such a proposal.

The task force was created and tasked for a specific purpose – the development of a multisite proposal for presentation to the congregation for its approval. That task has been completed. Any further work by the task force will be at the direction of the Board of Trustees.

Members

Chris Dutton, Chair

Tom Conners

Dave Forster

Mary Henninger-Voss

Debbie Reihart

Rev. Mike Walker, *ex officio*

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.

This year was particularly challenging because a Sheetz convenience store opened on our stretch. You can imagine the increase in trash that might entail. However we acted immediately and let customers know that littering was forbidden until they were at least one mile away. Alas this strategy was less effective with suicidal deer and groundhogs. Communication was, of course, a problem. As social scientists have shown, those who are intent on killing themselves frequently do not ponder the full consequences, it can be an impulsive act and this seems to be true of our mammalian friends. The feelings and obligations of the volunteer litter patrol did not seem to play a role in their sad plans.

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 to see for themselves. This year beginning in July 2015 to this week the group has had an average attendance of 8 people per session and a total attendance of over 322.

(Breast) Cancer Awareness

Submitted by Jim Cavanaugh

This ministry exists primarily to field a team(s) of walkers in the Making Strides Against Breast Cancer annual event each year, and so to help 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. This year's walk featured Jim Cavanaugh, members of the Hursh family, and the Carpenters. Many members of UCH donated, along with friends of the walkers. Thanks! 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.

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 virtual Yahoo group members 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 2015 we hosted a Summer Solstice ritual, a Lughnasadh pagan community picnic in August, and a Samhain (Halloween) celebration. We also held our regular monthly meetings during which group members took turns leading discussion on different topics including: Chinese New Year, divination techniques, tree meditation, herbals and oils, and Scandinavian Yule traditions. We also contributed a basket to the UCH Auction and participated in the UCH congregation remediation discussions.

In 2016 we look forward to celebrating Earth Day, making fairy gardens, spiritual crafting, hosting a pagan community picnic, our annual Samhain party in October, and hosting the 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.

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: *Living Arrangements for Us As We Age, Ethical Wills, The Role of Adult Children in Our Lives, The Myth That More Exercise Is Better, Myths: Loneliness Is More Likely and Creativity Declines with Age, The Art of Tidying Up, Holiday Traditions Past and Present: Finding the Joy, Keep Good Mental Health When Physical Health Fails, Letting Go, and Sibling Relationships in Maturity.*

Green Sanctuary

Submitted by Rachel Mark

- In 2015-16, Green Sanctuary focused on climate change action, offering opportunities for education and advocacy.
- The 9-part series Years of Living Dangerously was offered as a soup-and-film series following Sunday morning services. The series was also offered as outreach to the community, as Friday evening “dinner theater” events. Years of Living Dangerously is a highly-acclaimed 9-hour series which takes place in locations around the world, where climate change is already impacting the environment and lives.
- The film Merchants of Doubt was shown on two occasions, with a total of 120 people in attendance, and a panel discussion.
- Green Sanctuary hosted a board meeting of PA-Interfaith Power & Light, a state-wide organization addressing climate change as a moral issue.
- UCH hosts monthly meetings of Harrisburg Citizens Climate Lobby, a nonpartisan volunteer national organization, which lobbies Congress for a national carbon fee and dividend.
- Green Sanctuary has participated in the past year with the Environmental Justice team of UUPLAN (Unitarian Universalist Pennsylvania Legislative Advocacy Network), a statewide organization.

Helping People in Prison and their Families (HPIPF)

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

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 also 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 has continued, in its 9th year! When the group started, it was difficult at first to secure consistent attendance because the women's work schedules vary so widely, but with staff support, a few more women attend and liked it. Those who attend get a lot out of it, they tell us. The books of poetry they have produced are displayed on our bulletin board in the Common Room, Clover Lane. Sadly, because of space limitations and required programming issues, the workshop has come to an end – but they hope to **continue it in some capacity at another time**. It helped a great many women laugh, cry, commiserate, and think about their lives. We congratulate Lisa and Mary and Niurka for their sustained effort.

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),
- Sponsoring the breakfast each year at Market Street (the April 23 breakfast is being planned as of 'press time'). It will be our 9th time!
- 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.

And we educate ourselves by reading a book together each spring. This year we are reading, and will discuss in May, ***Just Mercy*** by Bryan Stevenson.

Mindfulness Meditation Group

Submitted by Chuck Daley

Mindfulness is an acquired skill, practiced during meditation and vital in our everyday lives. It can be useful in focusing attention, managing pain, reducing stress, and overcoming habitual negative behavior. Meditation can also point the way to spiritual practice, calming the mind and allowing the development of awareness and insight. The ability to be mindful is strengthened through practice, and the Mindfulness Meditation Group provides a space for us to practice together in support of one another.

- Everyone is welcome. Affiliation with any organization or belief system is neither promoted nor discouraged.
- Engaging in safe, respectful and welcoming conduct is the only expectation. Participation is entirely voluntary.
- Format: One 25 minute period of meditation followed by a short reading and discussion.
- Bring your own seating or use our cushions, benches, and chairs.
- Every Tuesday, 6:55 pm, Fuller Chapel, upper level, Clover Lane.
- On 3rd Tuesday of alternate months, there are silent meditations without speaking or reading.
- On 5th Tuesdays MMG holds special events.

For more information or to see the monthly schedule, please email mmg@harrisburguu.org and ask for the MMG monthly newsletter.

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 \$1,625 scholarship, renewable for up to four years (a total of \$6,500), 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, Jonnece Thompson represented the youth of our congregation. Tabitha Lewis and Joyce Dourte represented the UCH congregation. Teresa Wise, retired school teacher and school administrator represented the Harrisburg community. Out of this process, a new scholar was selected in April; Taryana Peterson, a senior at Sci-Tech High School in the Harrisburg School District. Taryana will be a freshman at Xavier University in New Orleans in the fall, where she plans to major in pre-med. The OLS committee is looking for a mentor for Taryana.

Continuing scholars are:

2012 - Stanley Lumpkin, Jr. - Shippensburg University - Sports Management

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

The highlights of 2015 – 2016 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 \$3000.00 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 \$20,000 for the Oliver LaGrone Scholarship Fund; 13 shows, Spring 2009 thru Fall 2015!

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, Lee, 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. We sponsored a book scuffle and bake sale at Clover Lane that raised over \$700.00. Contact Chairperson for Oliver LaGrone: Margaret Carrow at 260 – 9449 for more information about the groupies or the committee.

Join us at the LaGrone Award festivities June 5th 2015 (either campus). The formal LaGrone Award Service is during the 9:30 am service at Market St and a reception is on the lower level fellowship hall following the 9:30 am service at Market St to welcome the new scholar. The OLSC Award Service will be at Clover Lane during the 11:30 service and a cake will be served following that service, also. In FY 2017, OLSC plans to raise the amount of scholarship to \$7,000.00 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.

QueenSpirit

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, Jennifer Wallitsch lead us in a circle exploring leadership. Ann Stillwater brought us a program addressing White privilege. Kandy Melillo and guest facilitator Cindy Lehman presented "The Power of Forgiveness." This is about self mastery, as taught 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.

The ministry has fielded members for events at the Capitol and in the church.

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.

Reproductive justice, a concept put forth by coalitions of women of color, promotes 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.

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 friendship and support for its members. We meet for dinner on the second Tuesday of each month, alternating locations between the East and West Shores. We use monthly donations from our members for two purposes: to support our church with the purchase of appliances for the kitchen and to support our community with contributions to the Ecumenical Food Pantry in Harrisburg. Look for our information in The Reporter.

UU Christian Fellowship

Submitted by Jim Cavanaugh

The well attended (20-25) 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 need to thank Rev. Richard Gordon and Sparkie Radcliffe for making that happen. And restarting the UU Christian Fellowship group makes sense – the Unitarian Church of Harrisburg has Christian members, and they deserve a chance to worship. The existence of a UUCF group will recognize our Christian UUs and provide a group from which volunteers can come to make the needed worship services happen.

Future UU Christian communion services can be planned, perhaps quarterly and either as the regular service at Market Street, or afterwards. The Worship Team has been asked to include these in the UCH liturgical calendar.

We affiliate with the national UU Christian Fellowship (UUCF, www.uuchristian.org) We have had an organized Christian presence at the Unitarian Church of Harrisburg since October 2013, with sporadic services. With your help we will restart that presence in the coming year.

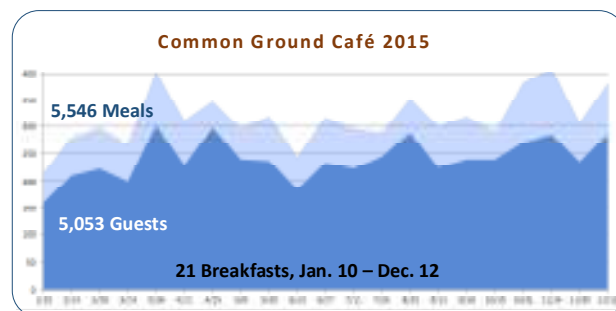
Common Ground Café

*Submitted by Jeff Sigel, GTS Board President
July 2015 – June 2016*

In 2015, the Common Ground Café and Community Center at Market Street became independent, self-funding programs with the creation of Gather The Spirit For Justice, a 501c3 non-profit organization. This fulfilled a vision set forth by UCH and Shared ministry members in 2010 to ensure financial sustainability for these important activities on Allison Hill. The partnership and support of UCH has been essential to moving toward this goal. GTS and its programs would not exist without this unique relationship. UCH's partnership and support in terms of share the plate donations, volunteering and reduced rent for Market St. space continue to be key to GTS success as we build for the future. Thanks for all that you do!

Common Ground Café

Common Ground Café takes place on the second and last Saturday of each month from 9-11am. Not your traditional soup kitchen, The Café is set up as a restaurant, complete with menus and a greeter who helps guests find a seat. The Café offers a hot breakfast featuring eggs, sausage, grits, pancakes, and other seasonal items. Hot coffee is plentiful! Food is prepared on site, orders are taken and delivered by waiters, tables are bussed and reset, dishes washed, kids are offered craft activities and books to read or take home – all by volunteers from the Allison Hill neighborhood, area churches, as well as nearby businesses and organizations. All volunteers are encouraged to eat and visit with the guests, because our goal is all about building community. In 2015, the Café served more than 5,000 meals, shown in the accompanying chart.



Common Ground Community Center

The Common Ground Community Center is open on Monday, Wednesday, and Friday from 10:00 a.m. to noon. The all-volunteer center provides people with a safe respite from the stresses of the neighborhood, a light brunch (usually soup, bread, coffee, juice prepared by volunteers from the neighborhood), vouchers to obtain food from one of the local food pantries, a telephone, and bathrooms. Envelopes and stamps as well as photocopy and fax assistance are available. Personal hygiene items, including deodorant, soap, lotion, feminine hygiene products, razors, shampoo, – all donated by individuals and local churches – are available.

Funds are available once monthly for new State Identification cards, as well as replacement and renewal cards. A state ID is the most critical item needed for getting a job, obtaining government assistance, dealing with financial institutions, to name but a few.

The primary service provided at the center is a listening ear. Volunteers help folks with reading and understanding correspondence, bills, and other forms that confront them in their lives.

Basic financial counseling is available – but not cash. Once weekly, a volunteer physical therapist helps “listen” to bodies that are under stress. Volunteers also help our neighbors with problems they are facing such as evictions, utility shut-offs, substance abuse, legal issues, housing, illiteracy, applying for government benefits, etc.

Neighbors and volunteers chat and laugh as they share food and stories, celebrating what makes us unique and discovering all the things we have in common. There is also time for serious conversations about what is happening on the Hill, in Harrisburg, around the country and in the world. The Center also has a small library of children’s and adult books for sharing.

Neighbors and volunteers tell us that they value building relationships, making new friends and reconnecting with old ones, and being treated with respect, dignity and love. Neighbors and volunteers appreciate that they are genuinely needed to help with the work of the center. The Common Ground Community Center is their program. They help decide what happens there and what is needed in the future.

Attendance for 2015 was 660 guests per month, just under 8,000 for the year.