

**Unitarian Church of Underwood
Annual Reports of 2018-19
Annual Meeting, April 14, 2019**

Governance/Administration

President's Report – Kris Warhol

“A journey of a thousand miles begins with one single step” said Lao Tzu. We are a community spread far and wide. Our past has deep roots. We stand here today on the shoulders of great people. Lean on them now with passion and trust. The journey we all travel together has ups and downs as we follow the path before us.

The board along with all committee chairs and members serve the needs of all our members. We implement our principles and covenant throughout the governance as a church. We listen, we extend and strengthen our Unitarian Universalist resources for humanitarian purposes. We continue to grow. What this church gives back through volunteer positions amazes me. All the weekly, monthly functions to bring together Sunday celebrations is our joy.

Let our offerings be the abundance that fuels the weary souls. There is a great big future out there. We count on you in making it happen. Be the contributing factor, accept our invitation to serve.

Exciting times once again face all of us today as we mark 130 years as this church. Take a step forward into the future with a happy heart this day. We are glad you found us and feel privileged to walk this journey with you.

Hiring Task Force for Administrative Support– Mary Worner

Process underway.

Treasurer's Report & Financial Reports– Ron Roller (separate cover)

Stewardship Committee – Dave Sanderson

- Added two members to the committee.
- Met regularly and used as reference the book, “Beyond Fundraising, a Complete Guide to Congregational Stewardship.”
- Organized and presented a Sunday service program to celebrate giving and captured members' input on giving and receiving.
- Ongoing work to determine actions to foster within the congregation an “attitude of gratitude.”
- Continue to monitor collections to determine if they meet the projected annual budget needs.
- Report to the membership on a quarterly basis the status of giving.

- Produced “Gift of Giving” brochure to use in lieu of annual estimate of giving letter and will continue to encourage members to complete and return the tear-off section to indicate their gifts of time and money pledge.
- Encourage more individuals to sign up for automatic deposit of funds. So far, 15 are taking advantage of this service.
- Help the Finance Committee and Board consider the means to meet special project endeavors that foster the UU Principles and UCU Mission.

Pie chart of budget apportionment to Administration; Program, Community Outreach, Facilities.

Respectfully submitted,

Dave Sanderson (Chair); Mary Anderson, Tim Lanz, Tere Mann, Kris Warhol, Mary Worner

Foundation Advisory Committee – Dave Sanderson

The UCU Foundation Advisory Committee oversees the operation of the UCU foundation and advises the Board of Directors regarding the Foundation structure, management and operation. The UCU Foundation will ensure that our church can continue to serve our community while staying true to our principles.

The UCU Foundation Advisory Committee met 4 times in 2018-2019. Committee activities included:

- The Foundation Committee has contacted UCU members by a mailing that includes a letter, two brochures and a bequest form. This was followed by a phone call to answer questions about the Foundation. We will continue contacting friends of the UCU.
- Connie developed a spreadsheet for recording the names of individuals who have been contacted. This will facilitate appropriate follow up.
- All bequest forms are stored in a safety deposit box in Farmer’s State- Underwood, MN. Confidentiality is strictly maintained to protect the privacy of those who make bequests and/or contributions.
- To date the Foundation has received gifts of \$13,500.
- A personal “thank you” card signed by committee members is sent to all donors, who will also get a receipt that can be used for tax purposes.
- The Foundation has an account called the “Unitarian Church of Underwood Foundation”, which is set up with the UUCEF (Unitarian Universalist Common Endowment Fund).
- Dave Sanderson has attended quarterly UUCEF Webinars to update himself and the committee with the investment activity of the UUCEF, which prides itself in participating in socially responsible investments which coincides with the principles of the UCU.

Respectfully Submitted,

David Sanderson, Chairperson

Committee members: Connie Stigen (Secretary), Kris Warhol, Stan Carignan and Mary Worner

Membership Committee – Mary Anderson

The Membership Committee goals are to improve member intake, hospitality, and retention, acquaint selves with members, and monitor that the needs of the membership are being met.

The Membership Committee meets about quarterly, usually to prepare for the twice a year welcoming of new members, the first Sunday in October and March. We coordinate with the Celebrants to perform the new member welcoming ceremony. New members welcomed – March 2018: Barb Honer & Jon Solinger, Richard Kagan, Jacob McKnite; October 2018 - Molly Delabre, Audrey Dittberner, Bert Whitcombe; March 2019 – Alison Francis.

We prepared a power point presentation for orientation of new members that has been used close to the time of the welcoming ceremony.

We updated the voting member list and the contact list of members and friends. We recommended to the Board certification of 89 voting members to the UUA. Voting member list is included in your packet. Contact list available by request.

The Membership Committee tracks the cares and concerns of members and friends to follow-up with cards, calls or visits.

We also assume responsibility on a monthly rotating basis the coordination of social hour coffee and treat volunteers. Mary Worner volunteers to clean out the refrigerator on a monthly basis. If you are interested in helping with kitchen coordination, please contact Mary Anderson or Janell Miersch.

Respectfully submitted:

Mary Anderson (Chair), John & Janell Miersch, Alisha Piekarski, Bonnie Showers, Mary Worner.

Communications Committee – Ellen Eastby

The Communications Committee's goals are to maintain, support and expand communication mechanisms that provide the means to increase the church's visibility and program accessibility and keep members and friends informed of happenings.

The communications committee at the Unitarian Church of Underwood serves in several different areas. We see that the newsletter, church report, and occasional miscellaneous announcements are sent out via email or regular mail. We make sure that our Facebook page posts are current and engaging. We manage the website. And, we make sure podcasts are uploaded to SoundCloud. We provide all of the technical support on Sunday mornings. I want to break that down and give you some details.

Newsletter – Mary Anderson does a beautiful job writing our monthly newsletter. Steph Sanderson edits the newsletters. Ellen Eastby emails the monthly newsletter to approximately 175 people. There are a couple of people who need hard copies, but to keep costs down and reduce the use of paper, most of the newsletters are emailed.

Church Report – Either Mary Anderson, Betsy Wells or Carole Mitchell take notes and write the report on Sunday morning. The report is sent to Mary Anderson who adds the bulletin to the church report and then sends it to Ellen Eastby who emails it out to about 175 people.

Facebook – Melody Shores creates Facebook events for every Sunday speaker. She will also post things that might be of particular interest to UCU folks. Ellen Eastby will also post on the Facebook page. Those posts generally come from sources such as the Unitarian Universalist Association - UUA, Minnesota Unitarian Universalist Social Justice Alliance - MUUSJA, Unitarian Universalist Service Committee - UUSC, etc. We currently have about 144 individuals following our page.

Website – Ellen Eastby is the webmaster for our website www.ucofu.org. For additions or corrections contact Ellen.

Podcasts – The recording of the Sunday morning speakers are uploaded to SoundCloud immediately following the service, where they are available for anyone to listen to. Since we began podcasting in November or 2017, we have 82 tracks and have been listened to 1,624 times. Most of our listeners are in the United States, but the audience has also reached Finland and Netherlands. The link to the podcast is usually in the church report each Sunday, but all of the podcasts can be found at this address: <https://soundcloud.com/user-927528278>. By the way, there is an app you can download to your phone that allows you to play any of our tracks, anywhere, anytime.

Technical Support – Amy Beckman, Melody Shores, Tere Mann, Wally Warhol, and Ellen Eastby provide the technical support Sunday mornings. Our goal is to provide the best possible sound quality for those who come to church Sunday morning, record the speaker, and then upload it to SoundCloud for podcast. We have found that by strongly encouraging speakers to use the headset microphone instead of the lapel mic, people are hearing better, and our recordings are of better quality. We have also found that to continue to improve the sound quality, we need to explore the possibility of getting some new, more technologically advanced equipment and change the setup of the equipment. We are planning to get the downstairs TV working with the upstairs camera, so we can better handle overflow and give people working in the kitchen an opportunity to see what is happening in the sanctuary. We also need to assess the needs and/or desires to have the service recorded on video. As an FYI we do not record the entire service because music is often copyrighted.

The last individual of our communications team is our Google Docs. Administrator, Noman Kolstad. Norm keeps our Google Docs. organized and up to date. We can easily find things in our Google Docs. thanks to his record keeping and organizational skills.

*Ellen Eastby (Chair); Mary Anderson, Norm Kolstad, Melody Shores, Bonnie Showers
Technical Support Team: Ellen Eastby (Lead); Amy Beckman, Tere Mann, Melody Shores, Wally Warhol*

Record Maintenance Committee – Norm Kolstad

The Goal for the Record Keeping Committee is to keep orderly and safely store church records so that:

- The church history and significant memorabilia is preserved and maintained.
- There is accountability and transparency of operations, actions and decisions to assure that the UCU Mission is fulfilled and Strategic Plan Goals and Objectives are met.

The committee:

- Officially formed with these committee members: *Norm Kolstad (Chair); Mary Anderson, John Minge, Kris Warhol*
- We gathered and identified records on file and records necessary for retention.
- We are in process of determining how/what records need to be retained, either or both hard-copy and electronically.
- We are considering transcribing oral histories of our older, long term members to preserve their memories of the Unitarian Church of Underwood.
- We will continue to develop procedures and standards for historical and on-going record keeping.

*Respectfully submitted,
Record Maintenance Committee*

Nominations Committee – Susan Groff

The Nominating Committee serves to identify and invite members, whose consent is given, to vacancies on the Board of Directors and to assist with identification of members to serve on the various committees and in other leadership positions either due to vacancy, need for additions or formation of a new committee.

During this past year, the committee refined in writing their processes.

Three Board terms end March 31. One member has consented to being nominated to serving a second term and two members have served their allotted two terms. Thank you, John Miersch and Dave Sanderson for your six years of service.

The Nominations Committee puts forward these names in nomination for the Board of Directors:

- Connie Stigen to serve a second term of 3 years.
- Alison Francis to serve a first term of 3 years.
- Bonnie Showers to serve a first term of 3 years.

Call for other nominations.

Member vote.

*Respectfully submitted,
Susan Groff (Chair); Mary Anderson, Ellen Eastby, Kris Warhol, Bob Worner*

Program Goal is to Support the spiritual journeys of members by providing a broad range of opportunities for personal reflection, discussion, intellectual stimulation, artistic expression, and social interaction. Coordinator - Kris Warhol

Celebrants – Ellen Eastby

The celebrants are: *Bob Worner, Shannon Smith, Katy Olson, Richard Kagan, Deb Ferguson, John Minge, and Ellen Eastby.* The celebrants meet together about 10 times a year to study, share a meal, and engage in meaningful conversation. This year we studied three books. We finished up the book *Fluent in Faith – A Unitarian Universalist Embrace of Religious Language* by Jeanne Harrison Nieuwejaar. We also read *Universalism 101 – God is Love – An Introduction for Leaders of Unitarian Universalist Congregations* by Richard Trudeau. And the last book was *A People’s History – Universalists and Unitarians in America* by John A. Buehrens. We have deepened our understanding of Unitarian Universalism by reading and discussing these books. What we learn is often carried into the talks we give one Sunday a month. Bob Worner speaks six times a year with the other six Sundays divided among the rest of us. We were privileged to welcome new members in October and again in March. Ellen officiated a ceremony of dedication for four beautiful children last summer. This year Katy officiated a wedding of a former member, Bob officiated the memorial service of our long-time member Mickie Edmonds, and Ellen officiated a wedding of non-members; who, incidentally found us through our web site. We plan to continue meeting and studying together, speak in church once a month, and officiate ceremonies as requested.

Speaker’s Committee – Betsy Wells

Objective – The Sunday Speakers Committee will plan and provide stimulating and inspirational Sunday service programs and speakers relevant to UCU mission, UU principles and Living Traditions.

The Speaker Committee met its goal of providing a wide variety of Sunday morning programs. We have received input and suggestions from the congregation that we consider at our monthly meetings. We offered only one post service discussion (the goal was two). We hope to provide more during the 2019- 2020 fiscal year. Included with this report is a list of the past fiscal year’s speakers/programs.

Date	Speaker	Title/Topic	Date	Speaker	Title/Topic
April 2018			October 2018		
1	Ellen Eastby (Easter)	Being the Resurrection	7	Richard Kagan	The Historical origins & Themes in the UUs: Unitarian & Universalist
8	Ron Roller	Empowerment grant recipients	14	Stan Carignan	Habitat & Me

15	Mary Anderson	Annual Meeting	21	Rev. Thomas Schmidt	Could You be a Pagan w/out Knowing it?
22	Joan Vorderbruggen	Forest Bathing/Getting Back to the Garden	28	Bob Worner	Rowboat Society
29	Danny Givens	Intersectional Justice and UU's			
May 2018			November 2018		
6	Bob Worner	Learning to Speak Unitarian	4	Ben Schierer	Shining Cities on the Prairie
13	Wesley Hromatko	Original Purpose of Mothers' Day and Its UU Origins	11	Janell Miersch	Citizen's Climate Lobby
20	Wayne Barkhouse (Kids Picnic)	Whispers in the Night: Using Gravitational Waves to Unveil the Universe	18	Jane Smith	Joining Together with Multiple Truths
27	Sandy Barnhouse/Robbyn Navatto	Me too." A thoughts about this and other concerns for women	25	Athena Kildegaard	The Grace of Gratitude
June 2018			December 2018		
3	Stephanie Sanderson	Shall We Pray?	2	Naomi Schliesman	Homes and Places/Spaces
10	Stefan Jonassen	How Much False Witness Can We Bear?	9	Bob Worner	The Gifts We Bring
17	Roger Parks	In Search of our Light	16	UCU kids	The Nativity
24	Laurel Hallman	Many Lives	23	Katy Olson	Witnessing for Peace, Oaxaca, NAFTA and Corn

			30	Kev Hutch	A Musical Journey on Hip Hop and More
July 2018	Peggy Maxwell	Reflections on Bhutan	January 2019		
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8	Bob Worner	The Beginning and the End	6	Bob Worner	
15	Chris Hyslop	Do Two Rights Make a Wrong?	13	Luther Aadland	River ecology/OT River/dams
22	Ellen Eastby	Gen. Assembly	20	Sherry Bruckner	migrants/S. border work
29	Jim Laine	Metareligion- The Authority That Makes Religious Tolerance Possible	27	Rene Meyer-Grinberg	Transylvania - birthplace of Unitarianism
August 2018			February 2019		
5	Ellen Eastby/Phelps Mill	Flower Communion; Breath of Soul	3	Ellen Eastby	
12	Roger Parks	Letting Our Light Shine	10	Victoria Creek	
19	Dave Hage	The News is Back	17	Rita Chamblin	#3 Pipeline
26	Marianne Bryan	pianist	24	Mary Jane Westra	Cancelled – bad weather
September 2018			March 2019		
2	Bob Worner	Open Hands	3	Stewardship Committee	Gifts in Gratitude
9	Me Too - Men		10	Willard Yellowbird	cancelled - weather
16	Roger Parks	Becoming a Lighthouse for the World	17	Sandy / Women's history	View from the Crown
23	Sandy Barnhouse	Autistic Life; not Life with Autism	24	Maryjane Westra	Stupid Missionary Tricks
30	Bob Worner (sub for Ghazi Hassoun)	Good Things Happen to Good People	31	Edie Barrett	Becoming Uncomfortable

					with White Privilege
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*Respectfully submitted,
Betsy Wells (Chair); Members (for most of fiscal year):
Sandy Barnhouse, Amy Beckman, Diane Johnson, Richard Kagan, JoAnn Larson, Carole Mitchell, Kris Warhol*

Sunday Service Coordination Committee (previously Worship Committee) with the goals to maintain coordination of the elements that comprise Sunday services and continue to provide quality music with opportunities for members of the congregation to participate. – Mary Worner, Chair

The goals set out for the committee were met. We provide the guidelines for the greeters and service leaders, arrange for pianists for the hymns and special music, and sponsor the Christmas Eve service. We incorporate suggestions from others to enhance the Sunday morning service.

In addition, with the Speakers Committee, we established a procedure for a speaker’s table after the service during the coffee hour.

We recommended discontinuing the Thanksgiving potluck due to lack of participation. We suggested we routinely have a potluck when Rev. Stefan Jonasson is the speaker to give him a chance to interact with the congregation.

Mary Worner, Chair with Committee Members: Ellen Eastby, Susan Groff, JoAnn Larson.

Adult Religious Education & Mindfulness Sitting – John Minge, Bob Worner, Sandy Barnhouse, Stan Carignan

We, as volunteer Adult Religious Education leaders, continue to provide diverse and vibrant Religious Education classes based on the Unitarian Universalist principles and/or other traditions.

- 1st Sunday of the month, 8:45 - 9:45 a.m. – John Minge leads the discussion.
- 2nd Sunday of the month, 8:45- 9:45 a.m. – Sandy Barnhouse leads the Ancient Religions Class using *Sacred Pleasures* as resource.
- 3rd Sunday of the month, 8:45 – 9:45 a.m. – Stan Carignan will leads using the book, *Seeing, Knowing, Being* by John Greer as a text to explore what mindfulness is, how it can be achieved, and what it does for a person. Book chapter discussions followed by 20 minutes of mindfulness practice.
- 4th Sunday of the month, 8:45-9:45 a.m. Bob Worner leads the discussion on the book, *Unbelievable* by John Shelby Spong.
- Mindfulness sitting every Sunday from 9:15-9:45 with the objectives to:

- To encourage and give UCU members an opportunity to explore mystical prayer through the act of simply being in silence.
- Realize our UU Principles through practice both individually and as a group.
- Through group experience of the interconnectedness of all life, we help create a more kind, just, loving, and equitable world.
- Bring our UU Principles to life in our daily lives and our faith community

Class attendance varies but those who attend are enthusiastic participants.

Respectfully submitted by Sandy Barnhouse, Stan Carignan, John Minge, Bob Worner

Children’s Religious Education Co-Coordinator – Mary Anderson/Kris Warhol

This time last year, the Strategic Plan goal was to have Children’s Religious Education once per month with the offer of child care the other Sundays. That goal expanded almost immediately with Ron Graham and Jon Solinger attending the kids on April 15 and kids meeting every Sunday since that date.

Space for the children’s program created over at Sverdrup Suites was enhanced through the year. They occupy the living room of #300 of Sverdrup Suites. The chalice reading words, attendance chart, and their works of art now cover the walls! They plan to have an open house soon so you can view their space and their artistic endeavors.

We have built a regular volunteer staff with primary leads: Ron Graham, Jon Solinger, Cedar Walters, Kris and Wally Warhol. Other volunteers have included: Richard Kagan, Lillie Kaye, Bert Whitcombe, Robbyn Navatto, and Audrey Dittberner. Mary Anderson coordinates scheduling so that we have a lead and an assistant for every Sunday. Kris has done other organizational and relief work. If you want to “play” with our children, see Kris, Mary or Ron – we’ll quickly fit you in.

Regularly attending are 7-9 children ranging in age from almost 2 to 9 years-old: Lorelei & Chloe Delabre, Abby & Ivy Kaye, Amari Stone, Violet Solinger, Sequoia Ann, Hart & Hera Walters.

On the first Sunday of each month, we use lessons from the UUA Creating Home series. We continue the theme of “home” in the remaining Sundays’ lessons and activities giving each lead latitude for creativity around their areas of interest that include UU sources, science and our environment.

Co-Coordinator: Mary Anderson and Kris Warhol with special thanks to our leaders and parents: Ron Graham, Cedar Walters, Jon Solinger, Bonnie Albers, Richard Kagan, Lillie Kaye, Robbyn Navatto, Audrey Dittberner, Bert Whitcombe, Molly Delabre, JoAnn Larson, Cathy & Tina Stone, Heather Czeck, Brody Kaye, Chris Walters

U Group – Kris Warhol & Shannon Smith

U Groups are the UCU designated name for Small Group or Covenant Groups that are comprised of UCU members and friends that meet once per month in various locations. The U Group Goals are to provide a safe, secure environment for member reflection and sharing. Our four U Groups (small covenant groups) meet once a month in Alexandria, Fergus Falls, Battle Lake-Underwood, and Perham. The U Groups provide a safe, secure environment for member reflection and sharing.

The U Group topics this year included:

- Making Friends as Adults
- Hope
- Listening
- I Smell A Good Memory Coming On
- Sanctuary
- Gratitude
- Happiness
- Families
- Summer

We said goodbye to Jacob McKnite, one of the Fergus Falls facilitators. If you wish to participate as a facilitator or U Group member, please contact Shannon Smith:

shannon.smith20@gmail.com or mwarhol7up@gmail.com. Check the UCU Monthly newsletter for full schedule.

Also, for more information please visit UU Small Group Ministry Network on line at UUA.ORG.

Lead Facilitators: Kris Warhol & Shannon Smith; Group Facilitators: Stan Carignan, Jacob McKnite, Melody Shores, JoAnne Cress, Bob Worner, Lee Becker, Susan Sanford, Kris Warhol.

Facilities Committee - Susan Groff, Coordinator

Facilities Committee – Susan Groff, Chair

Goal: Maintain the structural integrity while keeping with simplicity & eloquence of our historical building.

We completed several projects that add to the safety and well-being of our church. Many are small but affect the smooth functioning of our group.

- The TV is now mounted on a swivel mounting and the sanctuary camera is lowered.
- The platform outlet is secured.
- The sound reduction panels are cleared and functional.
- There is a new children's play area under the steps (formerly storage area).
- The lower level carpet was cleaned.

- Children’s Religious Education space and meeting space in #300 have had white boards installed, new folding chairs and a kids table and chairs added to accommodate the number of children who attend.
- The porch on #300 has been finished.
- The BL U group placed labels on the kitchen cabinets.

Projects for 2020/21

- Install a battery powered podium light.
- Touch-up painting.
- Landscaping to prevent water leakage (none has been detected to date) and planting shade trees between the Suites and the church for water control and to provide shade. The water project recommends little leaf linden trees.
- Coordinate with the tech committee to relocate into the back of the sanctuary and replace their current desk with furniture appropriate to the room.
- Review lighting recommendations from OTP energy audit.
- Construct a paver pathway from the church steps to connect with the sidewalk next to the Suites. Remove current paver walkway and reuse pavers.
- Coordinate as needed with projects originating with the Space Task Force.
- Consider replacing kitchen chairs in #300 for RE.
- Research heat cable possibility between Co Rd 35 and the front church door.
- Replace church thermostats with Smart ones using OTP rebate.

Susan Groff (Chair); Darryl Booker, Katy Olson, Kris Warhol and chief volunteer, Ron Graham.

Sverdrup Suites Property Management – Susan Groff, Dave Wass with Kris Warhol

There has been no change in occupancy.

Repairs:

- #200 replaced leaking water heater. Cost: \$800.00 (This includes the plumber, Luke Samuelson’s Warranty)
 - #200 Replaced door handle assembly. Cost: \$ 25.00
 - #400 Thermostat and switch replaced. Cost: \$113.00
- Total cost of repairs: **\$938.00**

Scott and Susan Schei in unit #200 continue to mow lawn and shovel the sidewalks around the building for a \$50.00 monthly rent reduction. They have provided other landscape work in coordination with the property managers.

2019-20 Goals:

- Maintain full occupancy
- Provide repairs as needed
- Consider Water Group recommendations in coordination with church needs.

Budget for 2019-20: \$2,000.00 for general repairs and upkeep.

Other budget items paid at the discretion of the church treasurer (utilities, etc).

Safety Committee – Norm Kolstad

The Safety Committee is charged with ensuring safety and comfort to all who enter the premises, as well as safekeeping of the building and contents.

This year we purchased fire extinguishers, checked smoke detectors, worked on evacuation maps, provided input on evacuation exits to the Space Planning Task Force, and input to the new Records Committee.

The coming year we will continue to review the policy and plans of action. We plan to offer training in the use of the AED and in conflict de-escalation. We also will continue working on the Space Planning Task Force recommendations.

Norm Kolstad (Chair); Susie Adams, Susan Groff, Dave Sanderson, Kris Warhol, Wally Warhol.

Community Outreach – Kris Warhol/Bob Worner, Coordinators

The community outreach goal is to encourage and support members, affiliates, and collaborators to engage in community services, social justice, and environment causes from local to world levels.

Our Members participated in several events and celebrations this past year. We are thankful that committed members are dedicated to changing communities. Here are the events we are aware of:

- April – Annual chili dinner raising funds for Underwood’s Senior Nutrition Program
- May - Friends of The Kirkbride Legacy Hall
- June - All City-Wide Rummage Underwood
- July - Visited Honor the Earth in Osage to deliver funds from the from the Rummage Sale.
- August - Harvest Festival Parade Underwood - spot lighting the Farmers Market and Dalton Thrashers
- October - Shan Fundraiser & Roadside Clean Up
- December - Christmas Eve Service
- Feb: Someplace Safe Tea (Raised \$16,000.00)
- Some of our members attended the UU cluster workshops St. Cloud & Willmar. Other members volunteer regularly on Habitat House builds.
- Ellen Eastby acts as our Liaison to the Minnesota Unitarian Universalist Social Justice Alliance (MUUSJA). She is also on the MUUSJA Board of Directors.
- Janell Miersch acts as our Connector to Minnesota Interfaith Power and Light (MNIPL). She relays to us information on their numerous actions, usually through the monthly newsletter.

Many, if not most members are involved in their communities volunteering for social and environmental justice actions and other helps. To build cohesiveness, the Board of Directors has issued a charge to establish a Social/Environmental Justice Committee. Janell Miersch and Molly Delabre have been appointed to co-chair this committee.

We also developed a form for better tracking of funds raised minus expenses that are now part of the fund raising reporting procedures.

We Unitarians interrupt, we walk the line, we protest, we make noise. Let us know what your passions are and how we can participate even more?

New UCU Social/Environment Justice Committee Forming – Join if interested!

One of the 2019-20 goals and objectives for the UCU Strategic Plan is to form a new committee to focus on doing justice work from a religiously grounded place. This is beneficial because it:

- Sustains us personally and congregationally.
- Provides vision and grounding.
- Gives us courage to engage in transformative work.
- Helps to frame our issues authentically and morally.
- Reflects our most deeply held values and beliefs.
- Increases our clarity and effectiveness.
- Allows us to speak with a religious voice and demonstrate that there is a plurality of religious beliefs that can come together for action.

If you are interested in joining this group, please call Janell Miersch @ 218-531-1445 or email: miers004@umn.edu. We would like 5-7 people involved. We will meet in April to brainstorm ideas, activities and frequency of meetings.

Empowerment Grant Committee – Ron Roller, Chair

Empowerment Grant Objective: Increase visibility of grant awardees and their programs to recognize and promote the important work being done by UCU.

In 2004, a large legacy was bestowed to the Unitarian Church of Underwood by member, Francis Ellison. These funds gave opportunity for UCU to award the first Empowerment Grants in 2007. Annual grants have continued to be paid out since from UCU investments. After twelve years, the awards given out now total \$105,000. Grant applications are made by UCU members to go to an established non-government organization or entity with a proposed project that meets one or more of the UU Principles and is inclusive and non-discriminatory. Applications received are reviewed by the Empowerment Grant Committee and selections are submitted to the UCU Board of Directors for approval.

Grant applications this year exceeded \$19,000 in requests. The Committee applied the criteria for selection and pro-rated funds and made recommendations to the Board for the 2019 Empowerment Grant awards.

Air Quality

We thought we'd sufficiently addressed air quality with prior remedies. But as you well know, we have been considering for some time new windows. The issue of air quality returned when researching installation of new window vs. restoration of windows and adding storms.

Upon Board approval an air quality study was completed that determined there is no mold, but that air quality could be improved with the installation of windows that would open & close and possible installation of a heat ventilation recovery system. Restoration of the six sanctuary windows and adding storms proves to be a better option than the replacement with new windows.

Windows Replacement or Window Restoration Comparison

Sustainability	Window Restoration	Window Replacement
<i>Comparable energy use</i>	Equivalent	Equivalent
Durability of Materials	Old growth wood	New growth wood
Life Cycle Cost Analysis	Indefinite – can be re-restored	20-35 years
Return on investment		Cost 2 x more
Embodied energy	Old saved/restored	Old to landfill
Natural light	15% more than replacement windows	15% less than restored windows
Comfort	Equivalent	Equivalent
Ease of use	2 hands needed to open like original windows	Easy to open with mechanical crank
CULTURAL SIGNIFICANCE OF AUTHENTICITY, AESTHETICS, AND HISTORIC FABRIC	Original windows preserved retaining historic fabric	Original windows replaced losing historical fabric
Costs	\$33,000-\$34,600	\$51,840-\$52,400

This is a complete budget estimate including removal, transport, temporary covering, and all materials and labor. The restorer removes, restores, reinstalls; the storm window supplier furnishes and installs.
 Note: An on-site visit by the actual restorer has yet to occur.

Conclusion: The Space Planning Task Force concluded that window restoration + storm window runs less money, retains the historical fabric of the church and better meets our values in being environmentally friendly.

2nd Emergency Exit

Another item we've talked about for some time is adding a 2nd Emergency Exit. This first came up when we developed the Safety Plan. There is the potential, although small that a fire could occur while the building is occupied. There is also the remote chance of an intruder/active shooter entering the premises and causing great havoc. We've thus had to think about our means of escape, other than the main entrance into the sanctuary. Consequently, the thoughts

of building a 2nd emergency exit. It poses numerous challenges but if deemed necessary, the most viable answer is to convert the front window by the piano to an exit door with an outside platform with steps descending to the ground.

Second exit-door from Sanctuary

Demolition work labor to wall and roof \$3,000

Rebuild roof over LL toilet \$5000

Outdoor landing with stair to ground \$5,000

Exit door/frame/hardware \$2,000 (this would be integrated into arch window restoration work)

Architect fees* \$6,400

Contingency \$4,280

Total \$25,680

Conclusion: The Space Planning Task Force concluded that the Board should invest member input in weighing safety and risk factors and the needed commitment to make the change to add a second exit-door from the Sanctuary. Note that greater efficiency and reduction in costs would occur should the Board decide to proceed with the window restoration and 2nd exit together.

Heat Ventilation Recovery Exchange for greater air quality

Because windows that open and close provide ventilation about five months of the year, the environmental health professional recommended installation of a heat ventilation recovery system that would operate throughout the year.

Conclusion: The Space Planning Task Force concluded that installation of a Heat Recovery Ventilation system would improve air quality. The membership will need to evaluate its necessity and value to their well-being and if determined so, make a commitment to pay for it. We haven't yet had a professional in to tell us how complex or costly this will be or if it would need to be done at the same time as the window restoration.

We'll get back to these three matters in a few minutes after I've filled you in the other things considered by the Space Planning Task Force.

The environmental health professional made other recommendations to prevent potential moisture build-up that might increase the chances of mold and threaten air quality. These recommendations have been deferred to the Facilities Committee. Those included:

- Re-grading, contouring and landscaping of church south side edges to avert water running toward the foundation wall.
- Install gutters to control water run-off from roof.

Other items deferred to Facilities:

- Remove/install sidewalk or pavers from apartment to church and to street to augment easier access.
- Retrofit lighting to LED recommended by Otter Tail County energy auditor.

Connection between Church and Apartments

When we began the Task Force, some of us shared our vision of having perhaps a glass structured enclosure connecting the church with the apartments with meditation gardens, play areas, lovely landscaping. When we ended, we determined that because of the construction costs and complexities, the uneven ground level between building and accessibility challenges, and the small need for movement of people (other than the young and active children) occurring now between the church and the apartment suite, for now – a connecting sidewalk will serve the purposes intended – easier walkway access. The Facilities Project will take on the sidewalk and landscaping as part of their projects for the coming year.

There were a few other small things considered by the Task Force and determined unnecessary.

You can find the complete Space Plan and Addendums at:

Respectfully submitted:

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