

Annual Meeting of the UUCLV – June 14, 2015

Minutes approved by Board of Trustees on July 9, 2015

Note: The meeting handout is attached as part of these minutes and referred to herein.

Jan Phillips called the meeting to order at 12:07pm.

Chalice Lighting by Marie Tweed

A quorum of 61 members was present.

Jan appointed Erol Ulucakli as meeting parliamentarian.

Motion by Margo Dixon and seconded by Sarah Johnson to reaffirm the Church Covenant (page 2 of the handout). Affirmed without objection.

Minutes of last year's Annual Congregational meeting noted to have been approved by the Board and posted on the website as permitted by the bylaws, and included in the meeting handout (pages 3-4) for information. No approval was necessary.

Jan moved to limit speeches to two minutes with no one speaking twice in a row. The motion was approved by acclamation.

Motion by Allen Zinnes and seconded by Bob Cohen to approve the first by laws change (#1) as presented in the handout (page 5). The motion was accepted.

The second by laws change (#2) is to define what it means to be a member. The key change was regarding an identifiable monetary contribution to be made in each fiscal year. Allen Zinnes moved to accept the by laws change as presented in the handout (pages 5-6), seconded by Bernie Bujnowski. There was discussion. Motion carried. There were 3 objections.

Cease Blocker of the Finance Committee discussed the proposed 2015-2016 budget as presented in the handout (pages 7-8). Motion by Allen Zinnes to accept

the budget and seconded by Jim Ranieri. There was discussion. Motion carried. No opposed.

Jan mentioned that to date we have not identified individuals to represent the UUCLV at General Assembly. Chris Davis volunteered to be a delegate to GA. Other attendees wishing to be delegates should contact Rev. Don.

Kathy Stagl of the Nominating Committee presented the proposed Nominees and Trustees for the 2015- 2016 church year. (Slate presented in handout, page 9.) Margo moved to accept the slate as presented, seconded by Chris Davis. There were no nominations from the floor. Motion carried. No opposed.

Karen Berry spoke about the resolution (page 10 of the handout) for supporting Governor Wolf's moratorium on imposing the death penalty. Suggestion was made for a slight change to correct from 5 to 6 the number of UUA death-penalty-related resolutions Bernie Bujnowski moved to accept the resolution as amended and Margo Dixon seconded. Motion carried.

Capital Projects update presented by Frank Claps for the Long Range Planning Committee. Page 11 of the handout is a prioritized list of projects and estimated costs for information. Letters will be going out to the congregation regarding a special matching donations offer for the Gym lavatories project.

Allen Zinnes (Treasurer) reported on the availability of funds for Capital Projects.

Jan noted that the annual report of the Board is included in the handout (pages 12-14).

Ellen Bell informed that the Board decided that the UUCLV 2014-15 Annual Report will be prepared after the close of the church year (June 30). Committees will be requested to provide their reports.

Jan noted appreciation to the Board and its members for service and cooperation during the year.

The Board expressed appreciation to Jan Phillips for his hard work this year as President.

Motion by Marie Tweed to adjourn and seconded by Chris Davis. Meeting was adjourned at 1:03pm. Respectfully submitted:

Cheryl Ann Lombardi

Clerk/date

Annual Meeting of the UUCLV - June 14, 2015

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Agenda

Call to Order

Chalice Lighting - Marie Tweed

Quorum Report (subject to last-minute adjustment)

- 25% x 205 = 52 required for bylaws revisions
- 15% x 205 = 31 required for other actions

Appointment of Parliamentarian

Reaffirmation of Covenant - Jan Phillips

Minutes of 2014 Annual Meeting - had been approved by Board as per bylaws and posted on website. No action required.

Limit on length of speaking: two minutes with no one speaking twice in a row. Adopt by acclamation.

Bylaws Revisions Discussion/Adoption - Jan

- #1: Term ending date
- #2: Membership requirement

Budget Discussion/Adoption - Cease Blocker

Election slate - Kathy Stagl

Resolution Discussion/Adoption - Karen Berry

Capital Projects/Long-Range Plan - Frank Claps/Bernie Bujnowski

Acknowledgment of "retiring" Board Members and Committee Chairs -

Jan

Chalice Extinguishment - Marie

Adjournment

Unitarian Universalist Church of the Lehigh Valley

CONGREGATIONAL COVENANT

In holding our relationships sacred, we the people of the Unitarian Universalist Church of the Lehigh Valley make promises about how we treat each other as we pursue our religious journey together. In this spirit, we affirm and covenant that –

We welcome and accept all who enter.

- ❖ Greet all warmly
- ❖ Treat our differences as opportunities for greater understanding

We communicate with kindness and respect.

- ❖ Assume all have good intentions
- ❖ Listen with an open mind
- ❖ Honor boundaries
- ❖ Disagree without criticism or judgment

We participate in our church community with generosity and good humor.

- ❖ Freely share our time, talent, treasure and energy
- ❖ Welcome others to join in our activities while honoring their right to decline
- ❖ Honor all levels of service to the church

We work together to resolve conflicts.

- ❖ Give people the benefit of the doubt
- ❖ Stay engaged even in the midst of difficult issues
- ❖ Assume responsibility for our own feelings and actions
- ❖ Be slow to anger and quick to forgive
- ❖ Gently call each other to account for hurtful behavior

We support each other in times of happiness and sorrow.

- ❖ Recognize talents and nurture spiritual and personal growth
- ❖ Be open to accept help and give help when needed
- ❖ Practice gratitude and appreciation
- ❖ Celebrate the joy of being together

Acknowledging that this covenant represents lofty goals toward which we strive, we empower one another to remind us when our actions fall short of our ideals.

Minutes of the Annual Congregational Meeting, June 8, 2014
(Approved by Board of Trustees August 7, 2014)

Marie Tweed called the meeting to order at 12:07pm.

Chalice lighting.

A quorum of 63 members was present.

Minutes of last year's Annual Congregational Meeting were approved by acclamation.

Marie summarized the Year in Review report.

Outgoing Volunteer Coordinator Tara Stephenson addressed the Congregation about her term of service and her future plans.

Marie moved to limit speeches to two minutes with no one speaking twice in a row. Jane Benning seconded. Motion passed.

Sue Phillips moved to reaffirm the Congregational Covenant. Tom Repasch seconded. Motion passed.

Cease Blocker of the Finance Committee discussed the proposed 2014-2015 budget. Cease answered questions from the floor.

Sharon Beckhard proposed increasing the music budget by allocating proceeds from Second Sunday Concerts to the music budget if the Finance Committee agrees. Discussion followed about reallocating some resources.

Bernie Bujnowski moved to approve the proposed 2014-2015 budget as presented. Judy Claps seconded. Motion passed.

Bernie discussed capital improvements. Discussion followed.

Jan Phillips discussed proposed bylaws changes.

Cease Blocker moved to accept the bylaws changes as presented. Margo Dixon seconded. Discussion followed. Motion passed.

Marie recognized Robin Capoor as our Affiliated Community Minister.

Marie recognized the 2013-2014 Trustees and Committee chairs.

Julie Brooks of the Nominating Committee presented the proposed Nominees & Trustees for the 2014-2015 church year.

Sarah Johnson moved to approve the proposed Nominees and Trustees as presented. Dora Davenport seconded. Motion approved

Marie was presented with a gift from the Board.

Jane Benning moved to adjourn the meeting. Dora Davenport seconded. Motion passed.

Chalice extinguished.

Meeting adjourned at 1:21pm.

Submitted by

Clerk

Proposed bylaws changes 1 and 2 to be voted upon separately

PROPOSED BYLAWS CHANGE 1: The purpose of this proposed change is to revise term end dates. The new term end dates shall become effective immediately.

7.3 Term of Office. The members of the Board shall be elected by the Members of the Congregation at the Annual Meeting. A Vice-President shall be elected every year to serve a three-year term: the first year of which as Vice-President; the second year as President; and the third year as Past President. Three At-Large Trustees shall be elected in odd numbered calendar years. The Clerk and three At-Large Trustees shall be elected in even numbered calendar years. Each At-Large Trustee shall serve a two year term. The newly-constituted Board shall assume its duties at the beginning of the fiscal year following ~~immediately at the conclusion of the~~ Annual Meeting. No person shall serve as President or Vice-President if s/he has served in that office any time during the past six years. The Clerk and At-Large Trustees may not serve more than two consecutive full terms in the same office. No individual may serve for more than three consecutive full terms on the Board in any position.

9.2 Committee Chairs. The Chairs of each committee defined in this Article, except as specified elsewhere in this Article, shall be elected by the Congregation at the Annual Meeting from a slate prepared by the Nominating Committee or nominations from the floor. The term of office shall be one year beginning at the beginning of the fiscal year following ~~immediately after the~~ Annual Meeting. The Nominating Committee may nominate a pair of people to be Co-Chairs of a committee, jointly sharing the responsibilities of Chair. Only Members are eligible to serve as Chairs of the committees defined in this Article. An individual may serve as chair of a specific committee for not more than three (3) consecutive one-year terms.

PROPOSED BYLAWS CHANGE 2: The purpose of this proposed change is to impose an identifiable annual contribution as a requirement for Membership. The requirement shall become effective applied in the 2016-17 church year based on financial contributions during the 2015-16 church fiscal year.

ARTICLE 3. MEMBERSHIP (article in its entirety)

3.1 Any person fourteen (14) years of age or older may become a Member by signing the membership book in the presence of the Minister, a member of the Board of Trustees, or other Member designated by the Board. ~~, the following declaration in the membership book:~~

~~“We the undersigned, being in sympathy with the spirit and the goals of the UUCLV, as expressed in Article 2, and with the Mission Statement and Covenant of the UUCLV and the UUA's Principles, hereby subscribe our names as members.”~~

As a prerequisite to signing the membership book, an applicant should attend New UU classes or and consult with the Minister about the heritage of Unitarian Universalism, its principles, and the responsibilities of commitment to the Church.

3.2 There shall be two categories of membership, as defined in Sections 3.2.1 and 3.2.2 below. Hereinafter, in these Bylaws, when the word "members" refers only to those "Members" as defined in Section 3.2.1, it shall be capitalized (i.e., "Members"). When the word "members" is not capitalized, it shall refer both to Members and to "Associate Members" as defined in Section 3.2.2.

3.2.1 ~~Members are those who have signed the membership book.~~ Members shall **a.) make an identifiable financial contribution each fiscal year and b.)** indicate their continued interest by attendance ~~or~~ participation in Church activities. ~~, financial support, or other responsible contributions.~~ The Board of Trustees may designate a Member as a Member Emeritus in accordance with Section 3.6 of this article.

3.2.2 Associate Members are those who have signed the membership book and wish to continue a nominal affiliation with the Church, but are not actively participating in church activities.

3.2.13 For the purpose of reporting membership rolls to the Unitarian Universalist Association of Congregations, hereinafter referred to as the UUA, only Members, including Members Emeriti, shall be counted.

3.3 Only Members shall have voting privileges.

3.4 The Membership Committee shall ~~inform~~ **notify** Members who have not met the criteria of membership listed in Section 3.2.1 above ~~for two consecutive years that they will be recommended for associate membership~~ **removed from membership** unless they **promptly** indicate that they wish to remain Members **and make an identifiable financial contribution.** ~~or be dropped from the membership roll.~~ The Committee shall inform **the Board of any such notifications and any response from those so notified.** ~~may then recommend removal from membership or associate membership of those who left the area or who have made known that they are no longer interested in membership in the Church. Upon approval of change by the Board, the Membership Committee shall make a reasonable effort to notify each person involved of change in membership status.~~

3.5 Members of the Church may voluntarily withdraw by indicating to the Membership Committee, the Minister, or the Board of Trustees, verbally or in writing, intent to withdraw from the Congregation.

3.6 The Board of Trustees, upon its own initiative or a recommendation from any Member, may designate a Member as a Member Emeritus, in recognition of the designee's exceptionally distinguished service to the Church. Members Emeriti shall have the same status and privileges as other Members, including the right to vote, except that Members Emeriti shall not be required to indicate their continued interest by attendance, participation in Church activities, financial support or other responsible contributions.

3.7 An individual who is not a member but gives financial support to the Church shall be considered a "friend."

UUCLV PROPOSED BUDGET FOR 2015-16

Booard of Trustees approved - May 07 (numbers to nearest \$100 to facilitate analysis)

	Budget 2014-15	YTD 30-Apr	15-16 Budget Wish List	Budget 2015-16	Notes:
INCOME					
1.3 Pledge Payments	216,700	196,106	202,700	197,800	Pledges: 215,000
1.4 New Pledges	3,500	3,820	4,000	4,000	Attrition: 8.0%
1.5 Prior Year Pledges	7,500	12,322	10,000	10,000	
2.1 Plate Cash	4,500	3,442	4,500	4,500	
2.11 Plate-Soc. Conc. Designated	4,500	3,442	4,500	4,500	
2.2 Nonpledge Contributions	6,000	4,376	6,000	6,000	
3.1 Fundraising	21,000	22,704	22,000	22,000	
3.2 Building Use (misc)	24,000	19,158	22,000	24,000	
3.4 Headstart Rental	3,300	3,443	3,300	3,300	
3.42 Montessori Rental		13,350	18,400	18,400	
3.7 Kitchen Rental	7,000	10,994	12,000	12,000	
4.2 Endowment Income	3,300	2,259	3,500	3,100	
5.11 Concert Series	500	400	400	400	
5.12 Music Fund	0	350	0	500	Item added
5.13 Emergency Shelter		1,066		500	Item added
6.1 Interest	0	15	0	0	
7.1 Misc - Other	100	0	100	100	
7.2 Transfer from Sabbatical Fund	0	0	0	0	
9.1 Transfer from Reserves	6,800	0		5,900	
TOTAL INCOME	308,700	297,247	313,400	317,000	
EXPENSES					
Minister					
11.1 Minister Salary (unallocated)	66,400	60,902	70,800	91,100	
11.11 Minister Housing					2014-15= 88,400
13.22 Minister Insurance	8,700	2,185	8,700	0	increase = 3.0%
13.3 Minister Pension	6,700	5,594	7,100	0	
13.4 Minister Professional	6,600	5,817	7,100	0	
11.19 Sabbatical Fund accrual				1,200	\$100/mo accrual
Minister	88,400	74,497	93,700	92,300	
Religious Education					
11.4 LEC Pay	22,500	18,838	23,100	23,000	2014-15= 22,508
11.72 LEC FICA+MCARE	1,700	1,372	1,800	1,800	increase = 2.0%
13.7 LEC Professional	1,000	1,179	1,000	1,000	
21.1 Religious Education	2,600	2,097	2,900	2,700	inc Adult RE
21.4 Safe Congregation	200	394	800	800	
Religious Education	28,000	23,880	29,600	29,300	
Worship and Music					
12.1 Music Director Pay	11,400	8,789	11,700	11,600	2014-15= 11,375
12.11 Music Director Expenses	0	0	0	0	increase = 2.0%
11.75 Music Dir. FICA+MCARE	900	672	900	900	
25.2 Guest Musicians + Accompanist	800	1,700	1,300	1,300	
25.5 Piano Tuning	300	300	300	300	
25.1 Guest Speakers	300	0	600	500	
25.0 Sunday Services	300	290	600	500	
Worship and Music	14,000	11,752	15,400	15,100	
Facilities					
11.2 Administrator Pay	27,200	23,220	28,100	27,800	2014-15= 27,154
11.73 Admin. FICA+MCARE	2,100	1,840	2,100	2,100	increase = 2.5%
13.8 Admin. Professional	300	315	300	300	
11.21 Admin Medical Insurance	0	769	5,000	5,000	subsidized Health Ins
11.97 Admin Medical Insurance	5,000	5,006	0	0	
11.52 Sexton Pay	17,900	9,817	18,400	18,500	2014-15= 18,200
11.53 Sunday Custodian Pay	600	1,903	2,500	2,500	increase = 1.5% (1/2 year)
11.54 Custodian - Special Event	2,500	2,022	2,000	2,200	
11.74 Sextn/Cust FICA+MCARE	1,500	756	1,500	1,400	
14.1 Postage	1,200	1,266	1,100	1,100	
14.2 Telephone	1,000	833	1,000	1,000	

UUCLV PROPOSED BUDGET FOR 2015-16

Board of Trustees approved - May 07 (numbers to nearest \$100 to facilitate analysis)

	Budget 2014-15	YTD 30-Apr	15-16 Budget Wish List	Budget 2015-16	Notes:
14.3 Office Supplies	2,500	1,446	1,800	1,800	
14.4 Office Equipment	8,000	6,541	8,000	8,000	
14.5 Internet	1,500	619	900	900	
14.6 Office H/W	2,000	1,006	1,000	800	
14.8 Office S/W	300	1,013	800	700	
15.1 Custodial Supplies	1,800	1,692	1,800	1,800	
15.2 Electricity	3,200	3,030	3,200	3,200	
15.4 Gas (heating)	12,300	12,245	12,300	12,300	
15.5 Trash Removal	1,800	1,810	1,800	1,800	
15.7 Water&Sewer	1,200	1,012	1,200	1,200	
23.2 Gen'l Upkeep & Repair	9,000	8,440	10,000	9,000	
23.24 Cleaning Service	0	4,805	0	0	
23.21 Furnace Repair & Maint.	1,500	378	1,000	1,000	
23.22 Maintenance Contracts	1,100	1,223	1,100	1,100	
23.23 Snow Removal	4,500	6,645	5,500	5,000	
23.43 Sound System Upgrade	1,000	0	0	0	
24.1 Building Rental Expense	300	1,775	1,000	1,000	
Facilities	111,300	101,427	113,400	111,500	
Denominational Affairs					
31.1 UUA	12,700	11,130	12,100	12,100	202 members @\$60/mem
31.2 JPD	5,900	4,452	5,900	5,900	202 members @\$29/mem
Denominational Affairs	18,600	15,582	18,000	18,000	
Program					
11.6 Child Care	2,000	2,042	2,500	2,500	
22.1 Membership	300	176	300	300	
22.2 Advertising	1,500	431	600	600	
22.3 Hospitality	500	1,121	1,300	1,000	
22.22 Newsletter Production	800	1,336	1,000	1,000	
26.1 Social Concerns Programs	300	246	400	400	
26.11 Social Concerns-Designated	4,500	3,442	4,500	4,500	
26.12 Emergency Shelter	300	1,381	1,000	1,000	
26.6 Other Programs		311	1,000	0	
26.62 Comm on Ministry				400	new item
26.64 Church Planning				400	new item
29.0 Board/Program Council	700	383	500	500	
35.0 In-lieu-of-tax Contrib	300	300	300	300	moved from Financial Obligations
Program	11,200	11,168	13,400	12,900	
Financial Obligations					
11.99 Employee Grp Insurance	2,900	2,240	2,600	2,600	moved from Program
13.5 Workers' Compensation	1,600	1,621	2,000	2,000	
15.6 Insurance	7,500	6,120	8,000	8,000	
16.6 Member Loan Payments					
16.9 Mortgage/Roof Loan	21,900	18,188	21,900	21,900	\$1,820 per month
20.1 Stewardship	200	60	200	200	
20.2 Treasurer Expense	600	308	500	400	
20.21 PayPal/Credit Card Fees	300	202	300	300	
20.22 Payroll Service	1,200	1,018	1,200	1,200	
20.3 Financial Review	1,000	1,500	1,300	1,300	Accrual for next review in '16
Financial Obligations	37,200	31,256	38,000	37,900	
TOTAL EXPENSES	308,700	269,562	321,500	317,000	

Nominating Committee Slate for 2015-2016

Vice President – Bob Kriebel

At-Large Trustees – Tom Zimmerman (new term)
- Sharon Beckhard
- Barbara Diamant

[Ellen Bell will become President; Jan Phillips will become Past President; Cheryl Ann Lombardi will continue her two-year term as Clerk; Nancy Butow, Chris Johannessen and Ilse Stoll will continue their two-year terms as At-Large Trustees]

Committee Chairs:

Church Family – Kathy Stagl, Sue Phillips
Church Planning – Frank Claps
Communications – Jane Benning
Denominational Affairs – Christine Davis
Finance – Cease Blocker
Membership – Pete Pellegrino, Varee Var
Music – Janice Galassi
Property – Pat Herring
Social Action – Gene Hunter
Stewardship – Dorothy Cockrell
Youth R.E. - Kerri Finkle
Worship – Sarah Carlson Summer

Nominating Members- Tom Repasch and John Kennedy join Kathy Stagl, Frank Stone, and Karen Berry.

RESOLUTION FOR THE UUCLV CONGREGATION'S JUNE 2015 ANNUAL MEETING

WHEREAS, in the last 54 years, the Unitarian Universalist Association General Assembly approved five anti-death penalty/capital punishment resolutions and an "action of immediate witness" in 2000, which call for:

1961—UUA churches and fellowships "to exert all reasonable efforts toward the elimination of capital punishment,"

1966— the complete abolition of capital punishment in the US and Canada and urging member churches and fellowships to work for the formation of state councils affiliated with the American League to Abolish Capital Punishment and to support the Canadian Society for the Abolition of the Death Penalty,

1974—"all Unitarian Universalists and their local churches and fellowships to oppose any attempts to restore or continue it in any form,"

1979—gubernatorial action to commute death sentences and to prevent the restoration of capital punishment (This is in response to Florida's announced intent to resume with more than 100 delayed executions.),

1989—putting an end to the execution of youths 16 years old and younger and those determined to be mentally retarded, and

2000—asking state governors to commute all existing death sentences and to prevent its restoration in any form while urging congregations to work with other organizations as well as increasing efforts to persuade governors to "forgo capital punishment." (This statement was generated in response to the 2000 execution of Texan Gary Graham, the 222nd person to be executed in Texas since 1982.)

WHEREAS, The Unitarian Universalist Church of the Lehigh Valley (UUCLV) unanimously approved a resolution in June of 2007 supporting a death penalty moratorium in Pennsylvania,

AND WHEREAS, on Feb. 13, 2015 Pennsylvania Gov. Tom Wolf announced his intent to effect a death penalty moratorium until he has received and reviewed the forthcoming report of the Pennsylvania Senate Task Force and Advisory Commission on Capital Punishment, established under Senate Resolution 6 of 2011, and there is an opportunity to address all findings satisfactorily,

THEREFORE BE IT RESOLVED, the UUCLV supports Pennsylvania Gov. Wolf's death penalty moratorium until such time as capital punishment in Pennsylvania is thoroughly studied and further action can be taken to rectify the injustices of capital punishment sentences as they are currently imposed.

BE IT FURTHER RESOLVED, that copies of this resolution shall be forwarded to Gov. Wolf, Northampton and Lehigh county district attorneys, and Lehigh Valley state legislators.

Capital Projects List

- 1.) Gym lavatories - \$35,000-\$36,000 (already funded, independent of Capital Fund)
- 2.) North wall and tower - \$13,000 high estimate combined
- 3.) Chairlift - \$130,000 estimated total (\$20,000 Chalice Lighter grant received)
- 4.) Rugs on south stairwell leading to sanctuary, and rugs for sanctuary \$3,600
- 5.) Painting woodwork on outside windows - \$18,000
- 6.) Grounds outside South wall
 - a.) Memorial Gardens - \$8,400 (separate funding proposed)
 - b.) Added parking space for handicapped - \$2,000
 - c.) Improvements to yard area - still being considered.
- 7.) Gym kitchen floor - \$5,000

UUCLV BOARD OF TRUSTEES' ANNUAL REPORT (2014-2015)

June 14, 2015

The bylaws require the Board of Trustees to "present to the membership at the Annual Meeting a full report of its activities and proceedings during the previous fiscal year."

The members of the 2014-2015 Board are:

Jan Phillips, President	Marie Tweed, Past President
Ellen Bell, Vice President	Rev. Don Garrett (ex officio, non-voting)
Cheryl Ann Lombardi, Clerk	Emma Finkle, Youth Representative (non-voting)
Nancy Butow, At-Large Trustee	Sarah Johnson, At-Large Trustee
Chris Johannessen, At-Large Trustee	Robert Kriebel, At-Large Trustee
Ilse Stoll, At-Large Trustee	Tom Zimmerman, At-Large Trustee

Meetings:

- The Board held its regular meetings every month, normally on the first Thursday; these meetings customarily opened with discussion of the "monthly theme" prepared by Rev. Don.
- Other Board meetings:
 - Retreat on August 9, 2014
 - Special-purpose meetings on March 8 and April 19
 - Workshop with Mark Bernstein of the UUA Central Eastern Region on April 4
 - Luncheon meeting with Rev David Pyle (JPD Executive Director) on May 17.
- A congregational meeting was held on January 18 to approve application to the JPD for a "Chalice Lighter" grant to help to fund the proposed wheelchair lift project.
- Several "town hall meetings" were held after church services, usually with a focus topic.
- Executive committee (President, Past President, Vice President and Minister) met monthly in advance of and to plan for Board meetings.

Proceedings:

- Approved the minutes of the annual congregational meeting (June 8, 2014) as submitted;
- Revised the Board's Covenant
- Appointed Emma Finkle as Youth Representative to the Board (non-voting)
- Appointed "task forces" to:
 - Investigate options to enhance and finance the Memorial Garden. Review committee charters for the Board (ongoing process).
 - Assess options/process to evaluate Ministerial performance, working with Committee on Ministry.
 - Propose bylaws revision(s) related to membership

- Approved a entrance/exit plan for emergency shelter clients to avoid conflicts with school tenants.
- Accepted outside independent review of 2013-2014 financial records; no deficiencies were found by the reviewer.
- Reviewed and revised closure-of-church procedures (e.g. for inclement weather).
- Approved continuation of membership in the Lehigh Conference of Churches.
- Adopted policy to not allow members of the church to be retained as contractors.
- Adopted direct monthly allowance for Administrator's health insurance and discontinued direct purchase of insurance.
- Prepared and submitted annual report to UUA, including certification of membership (202) in January.
- Requested Property Committee and HAVEN to investigate options for soundproofing the gym.
- Authorized application for grant from JPD Chalice Lighters to help fund wheelchair lift project. The congregation approved the application at a special meeting on January 18. In April, the JPD approved a grant to us.
- In conjunction with service leaders, cancelled two Sunday services due to snow.
- Monitored progress on capital projects (see below)
- Recommended JPD awards to Emma Finkle (Outstanding Youth) and Kate Scuffle (Outstanding Staff). (Emma was awarded at JPD conference in April.)
- Recommended Ginnie Blocker and Ann Gastinger for Northampton County Outstanding Seniors. Ann and Ginnie (posthumously) were recognized by the county in May..
- Worked with the Administrator and the Membership Committee to update database and refine related reporting (Marie).
- Reviewed policies adopted by past Boards; reaffirmed or deleted as deemed appropriate.
- Reviewed changes to the Personnel Manual developed by the Personnel Committee.
- Appointed replacement members of Committee on Ministry as recommended by Rev. Don.
- Attended JPD annual conference (Jan and Ellen) in April
- Decided that the church Annual Report be prepared following the annual congregational meeting.
- Endorsed for presentation at the annual congregational meeting (June 14, 2015)
 - Proposed 2015-2016 budget (prepared by Finance Committee)
 - Proposed bylaws revisions (prepared by bylaws revision task force)
 - Proposed resolution in support of Gov. Wolf's death penalty moratorium (prepared by Social Action Committee)
- Approved and documented arrangements for Gym lavatory project funding.
- Reviewed Memorial Garden task force report; approved plan concept.

Capital Projects

The status of capital projects active this year:

- RE Building capstone replacement - completed
- Community Room remodeling - completed
- South tower storm-proofing - completed
- Gym lavatory installation - contracted [expected by end of June]

The Board thanks Rev. Garrett and Staff (Kate Scuffle, Administrator; Jansen Wendell, Life Education Coordinator; Rick Poltarak, Sexton; and Dr. Larry Lipkis, Music Director) for their excellent service this year. Mr. Poltarak is a new employee, hired in November.

Finally, the Board also thanks the committee chairs, committee members, and many, many member volunteers (especially Treasurer Allen Zinnes and Affiliated Community Minister Robin Capoor) for their contributions of time and energy to the church this year.

Respectively submitted,

Jan Phillips, for the Board