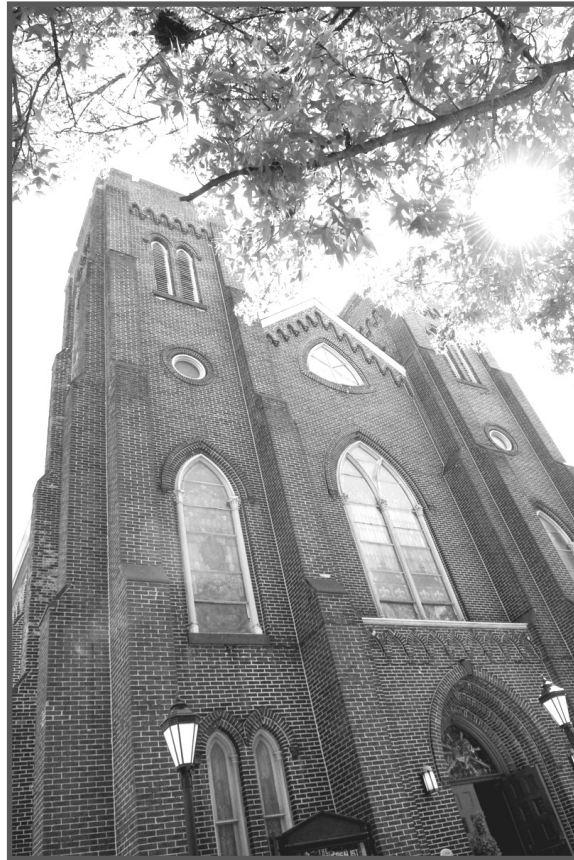


UUCLV YEAR IN REVIEW

2014



UUCLV YEAR IN REVIEW 2014

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UUCLV BOARD OF TRUSTEES' ANNUAL REPORT

For the 2013-2014 Program Year

The Unitarian Universalist Church of the Lehigh Valley has enjoyed opportunities for fellowship, inspiration, education, music and outreach in the twelve months since our last congregational meeting. Rev. Don and the Worship Committee have introduced Worship Themes to the congregation and each Board meeting opens with a discussion of the theme of the month led by Rev. Don.

During the 2013-14 Church year, the Board held a retreat on August 10th and held regular meetings on the first Thursday of each month. Highlights of the Board of Trustees work for the program year include the following:

- Approved the 2013 annual meeting minutes as submitted;
- Created a policy for changing the priority of capital projects;
- Approved the policy and application form for use of the Memorial Garden;
- Monitored the progress of Capital Campaign projects, including the following which have been completed:
 - Repaid Member loans;
 - Installed the dual burner for the boiler;
 - Replaced the Center St. sidewalk;
 - Installed a new stove in the gym kitchen;
 - Replaced the capstones on the RE roof;
 - Restored the brick on the sanctuary South wall.
- Accepted a donation of eight water-saving toilets from Conservation Warehouse;
- Appointed Michael Benning, Eph Fithian, Jean Davis and Erol Ulucakli to the Personnel Committee;
- Appointed Linda Hanna to the Committee on Ministry;
- Endorsed Rev. Robin Capoor as an Affiliated Community Minister;
- Hosted a meeting of the Joseph Priestly District (JPD) Board meeting and a JPD led Leadership Development workshop;
- Endorsed the 2014-2015 budget as proposed by the Finance Committee for adoption at the annual congregational meeting;
- Endorsed Bylaws changes for adoption at the annual congregational meeting;
- Approved restructuring office staff based on the recommendation of the Personnel Committee;

We owe debt of gratitude and appreciation to our wonderful minister, the Rev. Don Garrett, and our awesome staff – Kate Scuffle, Jansen Wendell, Dr. Larry Lipkis and Bob Sclafani. Each do dozens of things outside their job descriptions – and do them without fanfare or even adequate recognition – to keep this place humming and make for a more pleasant experience for everyone here at the UUCLV.

In addition to our staff, we owe a debt of gratitude to the many volunteers whose commitment to the Church makes things happen. In particular, we are grateful for the folks who have chaired standing and ad hoc committees and task forces of the church this program year, as well as the many members and friends whose considerable labors behind the scenes cause so many good things to take place: from worship associates to

ushers and greeters, from dedicated RE teachers and assistants to the Neighborhood Hospitality Coordinators, from H.A.V.E.N. volunteers to homeless shelter coordinators, cooks and chaperones, from 'Second Sunday Concert' folks to Spaghetti Dinner sauciers, not to mention nursery and child care helpers, the Coming of Age (COA) mentors, and the committed folks who handle the innovative and critically important Our Whole Lives (OWL) curriculum.

A number of challenges lay ahead of us in the program year (and years) ahead. As of the submission of this report for publication, it appears we may not end the year "in the black" for the first time in ten years. This is a concern as we look to expand our programming and provide more services to our community. We are fortunate to have a sizeable, historic multi-purpose facility like 424 Center Street, and we continue to strive to use it to the maximum to serve our extensive programming as well as the needs of our community, but the continuing maintenance and repair costs associated with a physical plant like ours is significant. Thanks to your generosity, the proceeds from our Capital Campaign will allow us to continue to be faithful stewards, preserving our historic structure so that we have a safe and secure church home.

Our greatest resource, though, consists not of bricks and mortar, but of **you**, our members and friends. Many thanks to all of you for the role **you** play in the life of the UUCLV.

Respectfully submitted by your Board of Trustees*

Marie Tweed, President
Jan Phillips, Vice President
Susan Weber, Past President
Peter Pellegrino, Clerk
Jan Forse
Sarah Johnson
John Kennedy
Bob Kriebel
Bill Vogler
Tom Zimmerman

*(Rev. Don Garrett, Ex Officio Member)

*(Emma Finkle, Youth Representative)

HAVEN

Haven is a gay, lesbian, bisexual and transgender youth group run by the UUCLV. The mission is to provide a safe and supportive environment, provide positive role models and peer support & sponsor social and recreational activities in addition to weekly meetings. It is place open to youth of ages 14-20.

This year we held 52 weekly meetings on Wednesdays from 7-9pm at the UUCLV.

We also hosted the Prizm prom with a donation from LV Pride for the catered food at the Banana Factory. Last year 100 youth attended and 24 chaperones from the UUCLV and the community.

For community education and outreach we spoke at High School gay and straight alliances and also with foster care agencies. Met with nursing students at Cedar Crest College.

We held a Halloween party for the youth. Had a poetry workshop with Marilyn Hazelton. Had speakers from St. Lukes and from Planned Parenthood. Showed a movie about a trans woman. Rewrote the Haven manual. We also trained five new facilitators.

-- Pete Pellegrino, Ilse Stoll, George Van Doren and Christiane Gadd

BETHLEHEM EMERGENCY SHELTER

History

The UUCLV sheltering program is one of the sites of Bethlehem Emergency Sheltering, Inc. This organization emerged from a coalition of churches in the city formed in January 2009 providing shelter for the homeless in the Bethlehem community during the coldest winter months, December through March. The sites are completely staffed by volunteers with each church covering a night of the week. Meals are provided in the evening and the following morning. As the program developed grants were received and used to buy food, first aid, grooming supplies and sleeping bags. During the 4th season the program was formally organized, bylaws were adopted and the first board of directors was elected in February 2012.

2013-2014 Sheltering Sites

	Women	Men
Monday	Christ UCC 75 E. Market Street	Church of the Manger 1401 Greenview Drive
Tuesday	West Side Moravian 402 Third Avenue	ST. John Windish Lutheran 617 E. Fourth Street
Wednesday	West Side Moravian 402 Third Avenue	Unitarian Universalist 424 Center Street
Thursday	West Side Moravian 402 Third Avenue	Church of the Nativity 321 Wyandotte Street
Friday	Life in Christ Church 51 Hillmond Street	St. Andrew's Episcopal 1900 E. Pennsylvania Ave

Saturday	East Hills Moravian 1830 Butztown Road	Advent Moravian 3730 Jacksonville Road
Sunday	New Covenant Church 21 E. Broad Street	New Covenant Church 21 E. Broad Street

UUCLV Bethlehem Emergency Sheltering Committee (BES)

The UUCLV was involved in the sheltering system at its inception in 2009. It became a formal church committee this church year 2013-2014. Its mission is to endeavor to be effective caregivers to those served by providing compassionate and innovative assistance and to raise awareness of the realities of homelessness and to inspire the greater community to action. This was accomplished every Wednesday night December 1, 2013 through March 31, 2014 by providing shelter and meals in the Community Room and Frieda Marie kitchen.

BES Committee

Co Chairs Ginnie Blocker, Ann Gastinger
Members Barbara Florry, Lorraine Bujnowski, Tom Ulrich, Ellen Bell, Kathryn Lanieri, Jim Lanieri, Dan Hazelton, Kerry Jones

The committee developed shelter guidelines, emergency forms and contacts, intake registration forms, guest rules, volunteer registration forms, volunteer responsibility guides and record-keeping system. The committee was also the core volunteers each week.

Volunteers Recruitment

Volunteers came mostly from within the UUCLV community. A total of 89 people helped through out the sheltering season with many people coming multiple times. A few groups from outside the church such as Epworth Methodist Church members and teachers from Bethlehem High School volunteered meals.

Wednesday Night Shelter Schedule

5 PM - 8 PM Intake Volunteer, Community Room Steward, Kitchen Steward, Meal Preparation, Set Up/Clean Up

8 PM - 11 PM Two volunteers, show movie, play board games, and enjoy conversation

11 PM – 5 AM Two volunteers stay throughout the night

5 AM - 8 AM Two volunteers clean up and store bags and cots
 Three volunteers prepare and serve breakfast

Shelter Guests 2013-2014 church year

Male guests of varying ages attended the shelter. A total of 101 men made use of the shelter ranging in age from 80 to teens. The average shelter age was 53.

- 80-60 group = 7 men
- 60-50 group = 24 men
- 50-40 group = 31 men
- 40-30 group = 11 men
- 30-20 group = 15 men
- 20 – teens = 9 men

Many of the men stayed with the shelter program for all or most of the nights moving from church to church each night throughout the week. Since the UUCLV has been in the program from the beginning we have gotten to know quite a few of the chronically homeless and have a very friendly relationship with them. On the other hand there are those who come for just a few nights or only one. The numbers of guests served gradually increased from 16 men the first Wednesday night up to 51 men at the maximum.

Shelter

Church members helped monetarily throughout the year with large and small monetary donations, giant food cards, toiletries and clothes.

The UUCLV shelter occurred for 17 Wednesday nights. The doors opened at 5 PM with guests arriving as soon as the doors opened. Sometimes due to weather conditions we opened earlier. Hot coffee and snacks of cheese and crackers were served upon arrival to warm the men up as they set up their cots, sleeping bags, blankets, and pillows. Tote bags were labeled with names so that the same guest could continuously use these items through out the season.

The evening meal was prepared by volunteers in their homes and brought to the church warm to be served at 6 PM. The shelter committee provided condiments, salad, drinks and desserts. Although through their generosity much more was offered by the volunteers. After the meal the tables were removed from the community room and many men settled down to watch a movie. Others played cards or visited with volunteers in the Frieda Marie Kitchen. As the winter progressed the rooms became very crowded with our church housing 50 or more men many Wednesday nights. It is hoped that a bigger space such as the gym can be used next year.

Every Thursday morning breakfast was prepared and served by the same three volunteers coming at 6 AM in the Frieda Marie kitchen. The meal always consisted of freshly cooked eggs, sausage and bacon, toast or muffins and various cold cereals. The rooms were cleaned and bags stored by the men and volunteers with all the men leaving by 8AM.

After the sheltering has ended all the blankets, pillows and sleeping bags are washed and stored ready for the next winter and the beginning of December 2014-March 2015 shelter. This year they were taken to Magna Cleaners, a commercial laundry. In past years a volunteer washed them at a local Laundromat.

Through out the summer the BES chairpersons will continue to meet with coordinators from other church sites organizing the program for the coming winter season. It is the BES committee hope that our site will be able to be enlarged so that we can avoid the over crowding that was experienced this past year.

RELIGIOUS EDUCATION

Children and Youth

- There were 58 infants, children and youth registered in RE and the nursery this year. Approximately 65 children and youth participated in RE.

Classes

Senior high youth group: The group expanded in numbers and was active from start to finish. They presented a successful youth service, once again successfully hosted Art Con in May, and submitted UUCLV to receive the YES award. We were one of eight congregations that earned the YES Award for meeting the requirements established by the JPD-YSC for Youth Empowering and Supportive Congregations.

7th and 8th grade (Coming of Age): Nine youth started the year in the program and ended with seven participants. The Coming of Age service was presented in April and was well received. Fund raisers netted enough funds to make the Boston trip quite affordable. Due to scheduling conflicts, there will three youth and two adults going.

The 5th and 6th grade (Neighboring Faiths): Participation in the class remained steady throughout the year. Highlights included trips to a Catholic Church, Moravian Church, Quaker Meeting, Synagogue, Mosque and a Hindu Temple.

1st through 4th grade (Spirit Play): The rollout of Spirit Play was a big success. We had a good team of story tellers and doorkeepers who made the class fun, engaging and cooperative. Laura Elmore, who has experience as a Montessori teacher, joined the team as an advisor. She has also joined the RE Committee for the remainder of this year and next year. We will need to purchase additional bookshelves or bin shelves for both classrooms next year.

PreK and Kindergarten: The class was small (from 1 to 3 children), making lesson preparation difficult. In the winter we tried combining preK/K with the Spirit Play class with mixed results. Two additional kindergarteners started attending in the spring, so we re-started the class using a modified Spirit Play format. Attendance was still low. We will use the Spirit Play format next year.

The nursery was once again coordinated by Shana Johannessen, and she plans to continue for one more year. Margo Dixon joined the team of adult supervisors. We only have three adult nursery volunteer and need at least two more to allow the team to participate in church life more often. We are also in the process of searching for new youth staff.

- Family Choir: The family choir sang four times this year. The last performance was for RE Sunday and we had about 15 adults and children singing.

- Other events of note: the Barn Dance was fun and well attended; Nick Page came to lead a great multi-generational worship service; we had two fun multigenerational games nights this winter, one of which was rescheduled due to snow; the RE Open House was not well attended. The RE Committee will examine new ways to accomplish the goal of giving the congregation opportunities to find out about the RE program.

Adult RE

- Anthony Gazzillo and Robin Capoor co-facilitated an Adult RE class on Non-Violent Communication from late fall through the spring.

- UU History Film Series: we screened the series during Breakfast Forums and had interesting conversations afterward. There is interest in another of Ron Cordes' films, *Wilderness Journey*, about the black empowerment controversy in the 1960's, which nearly broke up the fledgling UUA.

Looking Forward

- Summer RE: the RE Committee is still researching which program to do.
- Our Whole Lives: Most adults that have facilitated OWL in the past have children who will be in the class. Because of the nature of the program, this is not recommended, so we are recruiting new teachers. Of the 3 men and 3 women needed, we only need one more man. Four of six team members have been trained.
- For a Breakfast Forum in the summer, Jansen will facilitate a conversation with participants about their religious upbringing or past and reconciling with, celebrating or reclaiming that past.

-- Jansen Wendell, Lifespan Education Coordinator

PROGRAM COUNCIL

Program Council ("PC") promotes coordination, cooperation and communication among the committees, sub-committees and groups of the Church.

During the 2013-14 Church year, PC held a retreat on August 17th and held regular meetings on the third Monday of each month (July through April). Subsequent to the preparation of this report, PC will meet in May to develop the Church calendar for 2014-15 and in June to update the "User's Guide" for the coming year.

The principal function at regular meetings is the general exchange of information about committee/staff activities and schedules. Each session (beginning with September) began with a discussion of the Church monthly worship theme, usually led by Rev. Don. Attendance ranged from 10 to 15, averaging about 12.

Accomplishments included:

- Coordinating changes to the "User's Guide" for 2013-14;
- Developing "Guidelines for Committees";
- Developing proposed language to amend Church bylaws Section 9.3 ("Program Council");
- Initiating collection of documents to be contained in the "Church Manual";
- Resurrecting "Netiquette" guidelines (adopted some six years ago) for consideration of refinement and circulation throughout the Church; and
- Submitting meeting minutes and monthly committee/group reports for posting on the church website.

WORSHIP

The Worship Committee and Reverend Garrett have been meeting diligently throughout the year to plan and bring into being the 10:30 Worship Service each Sunday morning. This year we introduced the concept of monthly themes to assist us in focusing on the values that help to build our Beloved Community. Each month one service has been devoted to the theme of the month. It has added a new dimension to the process of creating worship services that are spiritually and intellectually challenging. In order to further this process, the committee has recently become an online member of the Church of the Larger Fellowship. This will provide additional resources from many different Unitarian Universalist sources. Anyone in the congregation is welcome to access the website.

- Robin Capoor

ADULT RELIGIOUS EDUCATION

This year we have created a Compassionate Communicate class based on Non-Violent Communication of Marshall Rosenberg. We meet on Thursday evenings and have grown in our ability to communicate much more effectively.

- Robin Capoor

MEMBERSHIP

The last New UU Class was held as scheduled on Sunday, May 18th. There were six participants in the class. Monthly membership committee meetings have been held to discuss pertinent issues.

--Interim Membership Chairperson, Robin Capoor

MEMBERSHIP II

The Membership/Volunteer Coordinator conducted New UU classes in September and January. We welcomed three (3) new members on November 3 and seven (7) new members on February 2.

In May, a newly formatted "New UU" class format was used. On June 1, new members were welcomed and long term members recognized, both in the service and in the potluck lunch celebration following the service. Both the service and the potluck lunch on June 1 also recognized and honored members of thirty years or more, of which there were 39.

Sunday Hospitality Teams, based on geographic proximity, continued to recruit volunteers to be Greeters, Ushers, bring flowers and bring snacks. We reconfigured the Teams from four to five areas: Central, North, East, West, and South (Central is 18015 and 18018, North and East stayed the same, West became the zip codes of Allentown and South the zip codes South of Allentown).

Membership and the Hospitality Teams developed procedures for Potluck Lunches.

Membership worked on marketing ideas. Sunday Hospitality procedures were developed. The Sunday Hospitality Teams took on the responsibility of cleaning out the refrigerator on the last Sunday of each month. Sunday Hospitality was pulled out from Membership to form a separate Committee.

Margo Dixon chaired the Membership effort until February at which time Robin Capoor took over.

COMMITTEE ON MINISTRY

UUCLV Bylaw 9.5: The Committee on Ministry shall be responsible for establishing and strengthening the quality of ministry within the Congregation. The committee shall function as a vision and oversight group with focus on all aspects of the congregation's ministry, including, but not limited to, professional leadership, religious education, worship, social justice, pastoral care, and church family. This committee shall be comprised of six members of the Church appointed to three-year staggered terms by the Board from a list formulated jointly by the Board and the Minister. It shall choose its own Chair.

Year In Review

The past year at UUCLV was another year of accomplishment and advancement in creating a "compassionate community that nurtures personal growth and works for justice." Together with Rev. Don and the members of the staff, our Congregation:

- Raised nearly \$500,000. in a capital campaign, some of which has already been used to repair and improve our church home;
- Created and supported programs for members to explore compassionate communication and mindfulness meditation;
- Strengthened our church's commitment to the Bethlehem Emergency Sheltering Program by housing up to 50 men every Wednesday night through the winter months;
- Created a full-fledged Worship Committee to offer diverse and inspiring worship experiences;
- Joined the Lehigh County Conference of Churches, an organization with over 130 member churches;
- Established monthly themes for church-wide discussion.
- Introduced the Spirit Play program, encouraging the creativity of our RE students.

Raised a record amount at our Annual Service Auction which, for the first time, included a basket raffle

Additionally, Rev. Don raised community awareness of the UUCLV by continuing as a contributor to columns in the local newspaper and performing at a rally to support immigration reform. Our Congregation has established a Library Committee to care for the books and magazines that are contributed to us for sharing.

As it did last year, the Committee on Ministry responded to the Board of Trustees' request for recommendations on the minister's compensation. In a separate report to the Board in April 2014, the Committee again made recommendations to begin increasing the minister's compensation in line with the midpoint level suggested by guidelines from UUA. Just as important, the Committee recommended that all the elements of compensation, including pension, professional development, and health insurance, be in alignment with provisions in the Ministerial Agreement, signed in 2010. The Committee will continue to keep this item under review.

Next Year And Beyond

As this report was being prepared, the Committee was continuing to receive responses to the Congregational Assessment that it created to learn what members and friends think about our church and where they see us going in the future. Sixty responses have been received, providing valuable feedback on almost all aspects of our community, including worship, religious education, Breakfast Forum, and how we are carrying out our core values and covenant. The Committee looks forward to analyzing the results, in consultation with the Long Range Planning Committee, and sharing them with the Congregation in the coming months.

In looking ahead, the Committee sees a number of areas that deserve additional attention, based on its discussions over the past year.

- Pastoral care, especially given the increased calls for this during the last year;
- Use of social media to advertise and attract more diverse visitors who might become members; and Living our Congregational Covenant.

In addition, the Committee, while reviewing the congregation's agreement with Rev. Don, noted that it calls for the setting of goals and plans in areas such as long-term financial stability and membership growth and retention (see sections 2.6 and 2.7 of the Agreement). Since we were not aware of any collaborative plans or strategy by the Board to achieve these goals, we recommended, and the Board agreed, to work on this during the next year.

In conclusion, the members of the Committee express their appreciation to all those who contributed to our Beloved Community over the last year. We also thank those who enabled us to carry out our work.

Respectfully submitted,

Ellen Bell, Chair

Karen Berry, Cecilia Collura-Eberhard, Rev. Don Garrett, Linda Hanna, Rory Maruschak, Tom Repasch

STEWARDSHIP

The stewardship committee asks all members and friends of the UUCLV for a financial commitment to fund the operating budget for the upcoming fiscal year.

With 40 canvassers we raised \$234,702 in pledges to be paid by June 30, 2015. We had 150 pledges, which is the same number as last year.

The average pledge was \$1575, which was \$70 higher than last year's average.

Thank you to the canvassers and thank you for your commitment.

-- Ilse Stoll, Stewardship Chair

PIANO CONCERTS

The Second Sunday Concert Series committee would like to express its appreciation to the UUCLV congregation for all the support you gave to the series for its 4th season. We met our goals of providing classical and jazz music for the community; providing visibility for the UUCLV; featuring the UUCLV's concert piano; showcasing local and regional artists; and raising funds for the UUCLV. We are grateful for the organizational leadership of Sue Phillips and the artistic contributions of Larry Lipkis.

-- Larry Lipkis, Sue Phillips, Pat Herring, Ellen Bell, John Diamant, Allen Zinnes, and Ilse Stoll

DENOMINATIONAL AFFAIRS

“The Unitarian Universalist Association shall devote its resources to and exercise its corporate powers for religious, educational, and humanitarian purposes. The primary purpose of the Association is to serve the needs of its member congregations, organize new congregations, extend and strengthen Unitarian Universalist institutions, and implement its principles.”

UUCLV is a member congregation of the Unitarian Universalist Association (UUA) and its district office, the Joseph Priestly District, which serves dozens of congregations in the mid-Atlantic states. These organizations provided a variety of opportunities to connect with other UU's and learn from other congregations things that help us improve and grow our own beloved community in the Lehigh Valley. Because our congregation pays its full share of contributions to support UUA and the Joseph Priestly District, we are recognized as a **“Fair Share Congregation”**.

Probably the most exciting news is the growing number of UUCLV members who plan to attend the **UUA General Assembly** in Providence, RI at the end of June. As I wrote this, I counted nine, plus Rev. Don and Janson Wendell. It will be great fun and a wonderful opportunity to engage with our fellow UU's. I know we will have much to share when we return from the Ocean State.

The Annual Assembly of the **Joseph Priestly District** was held in April at a beautiful conference center outside of Philadelphia, and I was honored to be joined by our two UUCLV leaders, President Marie Tweed and Vice President Jan Phillips. During the Friday evening awards ceremony I was surprised and pleased to be called up to the podium to accept the YES (Youth Enabling and Supportive Congregation) award for UUCLV. The award indicates that our youth believed that UUCLV had done much to support their efforts to grow as young Unitarian Universalists. The Saturday program was filled with excellent workshops and an inspiring keynote talk by Rev. Kathleen McTigue, director of the UU College of Social Justice, on the religious basis for UUA's social justice work. We also participated in a conversation with members of the emerging congregation in Pottsville and discussed ways that UUCLV might help them. Much of the Assembly was recorded and is available for viewing on the JPD website.

During the JPD Assembly participants expressed appreciation to **Rev. Richard Speck** for his leadership of the District over the last 12 years and also wished him a happy and fruitful retirement. Thank you, Richard!

Another opportunity for learning and linking with other UU's occurs each year in our own backyard. The **Unitarian Universalist Mid-Atlantic Community (UUMAC)**, held at DeSales University in Center Valley, will take place the third week of July. If you're interested in this family-oriented summer camp experience, please see our own Tara Stephenson, who is Director of UUMAC this year, or long-time participant Chris Davis.

Last year 25 members of UUCLV (12%) participated in the Joseph Priestly District's **Chalice Lighters** program, which provides funds to congregations for projects that help them grow. Congratulations to all who contributed, and for others who are interested in growing our denomination, please consider contributing just \$20 three times each year. For more information, see me or Chris Davis, or log on to jpuua.org.

During the last several years there have been growing discussions about **proposals to merge** our Joseph Priestly District with three others (Metro NY, Ohio-Meadville, and St. Lawrence) to form the **Central East Regional Group (CERG)**. The proposals seems to be rooted in the desire to use resources more efficiently, but as I learned from attending a workshop on the merger's status, there is much more work to be done to even

get to the point where the existing districts will be able to vote on it. In the mean time, the CERG has developed into a very valuable online resource for congregations and individual members to obtain information and learn about such things as leadership development and ways to grow congregations. I urge you to google CERG and find out for yourself.

Thanks to Cease Blocker, members of UUCLV have had a bunch of opportunities to view and discuss two important videos produced by UUA. The videos deal with Leading Change and Welcoming New Members, two subjects that are very pertinent to UUCLV's future. I hope that many of you had an opportunity to see and discuss how we might apply some of the ideas to our Beloved Community.

I am grateful to have served as your Denominational Affairs Representative for the last two years and I congratulate Chris Davis on her nomination to succeed me. Chris is a devoted UU who has attended many General and District Assemblies; I know she will serve you effectively and with great enthusiasm. And I hope that we can work together to form a Denominational Affairs Committee, especially since there appears to be growing UUCLV interest. As for me, I was honored to be asked to serve the Joseph Priestly District as a member of its Finance and Audit Committee, so I hope to bring more news back for the District and the UUA as I meet more people who serve at those levels.

Finally, I am very pleased to report that beginning soon (if not already) the website of the Joseph Priestly District will prominently represent UUCLV as a proud member, with the following image. Log on to jpd.uua.org and see for yourself, in living color.



CAPITAL PROJECTS

Progress on Capital Projects

Significant progress was made this year on addressing Priority 1 projects in the Capital Projects list approved by the congregation. Completed projects this year included installation of dual fuel burner (actual cost \$18,324 vs \$10,900 estimate), Center Street sidewalk repair (actual cost \$15,175 vs \$12,700 estimate), and purchase of a new gas stove for the gym kitchen (actual cost \$3288 vs \$5000 estimate). The stove replacement was moved to Priority 1 as a result of safety considerations associated with original stove. Additionally, work on repairs to the South Wall (contract amount \$44,000) commenced in early May. Work on replacement of capstones on RE Building roof will commence in June (contract amount \$38,770 vs \$24,900 estimate). Differences between estimated and actual cost are largely due to changes in scope and labor costs over two years since original estimates were developed. In addition, the Finance Committee retired (paid off) approximately \$94,532 of outstanding RE roof loans. Administrative expenses were \$550.

The major remaining project in the Priority 1 category is the repair of damages/leaks associated with Hurricane Irene. Recent storms have demonstrated that earlier efforts to resolve leak problem have proven unsuccessful. The Capital Projects Committee is working closely with the roofing contractor to identify the source of the leak and develop a scope of work to address it.

Status of Finances and Future Activities

As of April, 2014, \$341,546 has been collected from individuals who pledged in the Capital Campaign. This represents approximately 70% of the total amount pledged of \$486,324. There is currently \$155,078 of capital funds available, approximately \$83,000 of which is already committed to the South Wall and RE capstone repairs. As noted above, Hurricane Irene repairs must still be addressed and significant costs are likely to be encountered.

At the present time, the two highest priority projects in the Priority 2 category are the Community Room remodeling and installation of a handicapped lift for the disabled. The Community Room Remodeling was originally estimated at \$36,000 and the disabled access project was originally estimated at \$122,000. The Capital Projects Committee is refining/updating estimates for both these projects. In addition, the Homeless Shelter Committee has formally requested that the addition of bathrooms and washer/dryer be moved to the Priority 2 list as a part of their efforts to move shelter activities from the Community Room to the gym. This project was originally estimated at \$10,000. This request is currently under consideration by the Board.

Submitted by

B. Bujnowski

Michael Benning, Phil DePietro, Ilse Zinnes

FINANCE

Members of the Finance Committee include Cease Blocker, CHRIS Davis, Jan Phillips, Allen Zinnes (Treasurer), Don Davis (Assist. Treasurer) and Darold Silkwood. The committee's principal purpose is to advise the Board and the congregation on all financial matters pertaining to the church. The committee prepares the annual budget, coordinates fund-raising events, schedules periodic review of the church's finances, oversees Heritage Society activities and building use efforts. The committee meets monthly and ad hoc as necessary.

Fiscally, the year was a success. As of the end of April, pledge payments are ahead of schedule and no funds have been required from reserves. We expect a positive cash flow at fiscal year- end.

For the upcoming year, The Board approved budget is \$308,700, approximately the same as last year. Pledges were approximately \$5000 below budget. Addition effort is in the works to reduce this deficit. Employee salaries were increased by 3%. See the budget for details.

The capital fund drive raised \$486,000. If this, \$341,000 has been collected (70%). As of April 30, \$154,000 is still available for Class I & II projects.

The Heritage Society operates under the Finance Committee direction. Thirty members have pledged through stock, charitable annuities or their wills over \$400,000. The Building Use committee is a subcommittee of the Finance Committee. Pat Herring, Frank Claps and Kerry Jones. The committee oversees all rentals, working closely with the staff.

LONG RANGE PLANNING

The Long Range Planning Committee met several times this year and was involved in reprioritizing a couple of items in the Capital Projects as well as assisting in the implementation of the congregational survey. On the former, we agreed to move the purchase and installation of a new stove for the gym kitchen to a top priority; and agreed to move bathroom/shower facilities for the homeless from priority 3 to priority 2. We also worked on possible government grants for that project and will continue to see outside funding for its construction.

We look forward to working with the Committee on Ministry to evaluate the congregational survey and include relevant results in a future long-range plan.

Respectfully submitted,

Frank Claps, Chair, Long-Range Planning

Cease Blocker, Judy Claps, Cecilia Eberhard, Lisa Gerstenblith, Sokunvery Varr

PROPERTY

The Property Committee's purpose is to oversee the church facilities as to the maintenance of the structure and the systems, and as to the general cleanliness and orderliness. The committee coordinates with our sexton – Bob Sclafani. The committee members are Karen Norvig, Ilse Zinness, Dave Campolongo, Linda Bahner, Dora Davenport, Gene Hunter, and Pat Herring.

Some items we addressed this year are

- 1) The peeling paint in the gym kitchen. A plumber fixed a leaky heating pipe which was keeping the ceiling wet and making it impossible to paint. It is being painted.
- 2) Fixing a valve on a radiator so that it shuts off.
- 3) Correcting a heating problem in the sanctuary
- 4) Replacing many ballasts in the community room and other rooms
- 5) Fixing some exit sign lights

Items we are working on:

- 1) Repairing the Wall Street steps
- 2) Repairing the Center Street steps
- 3) Repairing or replacing the handicap entrance railing and deck
- 4) Getting the correct locks for several doors

We also had three work parties where we cleaned the gym kitchen, cleaned the Wall Street entrance down to the gym, worked in the yard, cleaned the coat closet, and swept around all outside structures. The work parties were well attended.

--Pat Herring , Property Chair

BUILDING USE

The committee consists of three church members who coordinate with two staff members. The church committee members are: Frank Claps, Kerry Jones, and Pat Herring – Chair. Staff members are: Bob Sclafani – Sexton, and Kate Scuffle – Church Administrator.

We currently have 11 long term renters who rent either a classroom, the gym, or the kitchen on a continuous basis which could be anywhere between weekly and once a month. One renter occupies a room on an exclusive basis and is in the building on a variable basis. The Headstart program known as Community Services has the use of two rooms and the gym during the school year.

One time rentals include weddings, parties, and other social functions. These usually take place in the Sanctuary, the Community Room or the gym.

The rental income from July 1, 2012 through the end of April, a period of 10 months, is kitchen rental - \$5130, Head start Rental - \$3,300 (full year), and all other one time rental and long term rental - \$18,377. Pro rated to a 12 month basis this amounts to a projected \$31,440 per year.

-- Pat Herring , Building Use Chair

CHURCH FAMILY

The Church Family Committee is dedicated to service within our own church community during times of need or crisis. It coordinates volunteer help from the congregation to respond to situations which already exist or which arise. The committee, in cooperation with the congregation, acts much as a loving family does to extend a hand to members and friends in times of need.

In the 2013-14 church year, the CFC issued requests for cards, food, rides, calls and visits for 20 members of the UUCLV. There were four memorial service related announcements, with requests for reception donations. There were six total notifications of deaths of members or relatives of members. There were 10 other notifications/requests of a "miscellaneous" nature. There were no requests for transportation help this year .

Grateful appreciation is expressed to all who so generously volunteered to provide comfort, food, financial assistance and transportation when needed by members and friends of the congregation. It is also important to acknowledge that there are many members of our congregation who operate "silently," helping on their own initiative. Thank you all.

-- Co-chairs: Sue Phillips, Janet Warren

GREEN COMMITTEE

This year we focused on increasing Native Plants in the Lehigh Valley. We held two very successful plant sales, fall and spring. We sold this year over 2300 native plants. The plant sales added \$ 7500 to fundraising at the UUCLV.

We joined the Bird Town Coalition, with consolidates all environmental Groups in the LV. We were recipients of a grant from the Birdtown Coalition/Lehigh Gap/LV Community Foundation in the spring plant sale.

We also supported The Sand Island Native Plant Preserve, the Native Meadow on the Southside Bethlehem Greenway, the Native Meadow at the DaVinci Center in Allentown, the Bethlehem Sculpture Garden, the Bach Office Garden on Heckewelder in Bethlehem, the Lehigh Gap Environmental Education Center, the new demonstration beds of shady lawn alternatives at the UUCLV garden, the Johnston Estate, the Lehigh Elementary School Garden and the Native Meadow at the Lower Saucon Trail head.

--Ilse Stoll, Marylou Horkowitz, Sheila Gallagher

NOMINATING

The 2013 - 2014 nominating committee consisting of Julia Brooks, Chair successfully recruited capable candidates for all defined, open positions that will be filled via election by the members of the congregation at the annual meeting on June 8, 2014.

-- Julia Brooks, Barbara Diamant, Chris Johannessen, Kathy Stagl, Allen Zinnes

COMMUNICATIONS

The Communication Committee advertised for spring and fall native plants sales. Each Sunday the Sunday morning Forum topics were put in the Morning Call.

-- Jane Benning, Communications Chair

HOSPITALITY

Hospitality functioned as a part of the Membership Committee for most of the year. It's function includes the Sunday morning welcoming of visitors, both old and new. The Neighborhood Hospitality Chairs successfully recruited Ushers and Greeters, and people to bring flowers and snacks, to support Sunday morning services.

"Hospitality" provides both temporary and permanent name tags for visitors and members.

"Hospitality" supports every potluck lunch conducted on Sundays to honor new members.

"Hospitality Neighborhood Facilitators" include Jean Davis, Jackie Simone, Dora Davenport, Renae Orban, Cheryl Lombardi, Robin Brumfield, Linda Hanna and Anthony Gazzillo, with Margo Dixon as Chair.

Hospitality is suggesting that it be separated from Membership and given committee status, moving forward.

-- Respectfully submitted, Margo Dixon