

**The 2018 Annual Meeting of the
Olmsted Unitarian Universalist Congregation
will be held during our potluck lunch,
after church,
on Sunday, June 3rd, 2018.**

As a Member, you are encouraged to attend,
and vote for:

2018-2019 Operating Budget

Bylaw change(s)

2018-2019 Board of Trustees

2018-2019 Nominating Committee

All friends, guests, and visitors are also welcome to attend.
Please read the attached reports, to save time in the meeting.

OUUC Annual Meeting Agenda ~ June 3, 2018 12:15pm

Opening Words – Rev Mary Grigolia

Reading of the Minutes from the 2017 Annual Meeting

Review emailed Reports:

- President
- Minister
- Treasurer
- Office Administrator
- Religious Education Committee
- Social Action Committee
- Safety and Security Committee
- Building and Grounds Committee

Verbal Reports:

- Growth and Vitality – Emily Williams, Brian Warren
- Sunday Services – Rev Mary Grigolia, for Kay Potetz (absent)

Proposed Operating Budget 2018-2019 – Jim Carney

Vote on the Operating Budget

Bylaw change explanations

Vote on the new, revised Bylaws

Board Nominations and Elections

Vote on Nominated Board slate:

- Treasurer – Claire Ramsay
- Finance Chair – Jim Carney
- Trustee – Kay Potetz, 2nd term of 3 years

Floor Nominations for President or co-Presidents, Vice President, Secretary

Vote for President or co-Presidents, Vice President, Secretary

Vote on the new Nominating Committee Members

New Committee on Ministry will be announced next Sunday

End of year picnic announcement and any other business from the floor

Closing Words – Rev Mary Grigolia

2017 - 2018

Olmsted Unitarian Universalist Congregation

Board

President	Claire B Ramsay, until 6/2018
Vice President	-
Past President	Homer Farr, until 6/2018
Acting Co-Treasurers	Carol & John Walton, until 6/2018
Finance Chair	Jim Carney, until 6/2018
Secretary	-
Trustee	Kay Potetz, until 6/2018
Trustee	Eric Jaworowski, until 6/2019
Trustee	Emily Williams, until 6/2020
Youth Trustee	-

Nominating Committee

Homer Farr, until 6/2018

Brian Warren, until 6/2018

Marianna Carney, until 6/2019

Committee on Ministry

Kay Potetz, until 6/2018

Homer Farr, 6/2019

Emily Williams, until 6/2020

Nominating Committee Report:

Motion for Voting on a Slate of Officers For 2018-2019

President – Open

Vice President – Open

Treasurer – Claire Ramsay

Finance Chair – Jim Carney

Secretary – Open

Trustee '21 – Kay Potetz

Trustee '20 – Emily Williams

Trustee '19 – Eric Jaworowski

Youth Trustee – Vacant (No Eligible Youth)

Officer positions open for nominations from the floor:

President, Vice President, Secretary

Proposed Nominating Committee for '18-'19

Claire Ramsay, Caitlin Chapman, Kay Potetz

From the current nominating committee: Homer Farr, Brian Warren, Marianna Carney

Bylaw Vote

Current Bylaw, page 6:

ARTICLE VII- DUTIES OF THE OFFICERS Section 1. The PRESIDENT shall preside at all meetings of the Congregation and of the Board, and shall be the executive head of the Corporation. The President is an ex-officio member of all committees except the Nominating Committee. S/he shall give direction to all Board considerations and should represent the Congregation on all appropriate occasions. A President who has served his/her Congregation in this capacity for two consecutive terms is not eligible for re-election or appointment as President. ~~or for election or appointment to a position,~~ *Once the term of President has ended, the Outgoing President shall become a Past President, which has voting membership on the Board for a period of at least one year. Nevertheless s/he is eligible to serve in any other capacity. The President shall continue on the Board of Trustees as Past President during the term of their successor. If the Incoming President was previously a Vice President, the Outgoing President is not required to be a Past President, but may do so by choice, if s/he desires.*

If a vote to accept these changes passes, stricken through words will be removed and words italicized will be added.

President of the Board Report

OUUC Annual Meeting June 3, 2018

We started off last year with church painting and landscaping. We enjoyed a fabulous picnic table on our new patio. Wonderful gifts for the church! We replaced the overhead lights in the kitchen and lower offices. We purchased a leaf blower to keep our walkways clear. We installed 16 mice deterrents throughout the building. So far, they are working!

A study was done regarding future air conditioning and sound systems in the sanctuary, we had several meetings with a grant writer, new sign bids were entertained, and we completed the first full year in the CER Growth and Vitality program. We continued the Givelify smartphone app donation program. We began the Amazon Smile program, gaining us a new method of income, albeit small – every little bit helps!

We spent months working with the Crooked Tree Academy, in hopes of them moving into our RE space and operating a preschool for up to 30 students. The school uses the Reggio Emilia method. Unfortunately, they decided to add infants, and our building was not able to be modified in the manner that the state requires for that particular age group.

We, again, dealt with raccoons and their droppings in the attic; a problem that is over 10 years old. We reviewed and updated pricing for rentals, and we prepared and staffed a table at the Wagner's of Westlake Bridal Fair. We will be creating a Butterfly Garden in memorial of Bette Feltman by her good friend, Dorothy Richards.

People in leadership positions began the difficult task of writing "How to" manuals and passing on the knowledge. We continuously have made changes in our website, the BellRinger, the BellSound, and our Yelp and CitySeeker listings. We learned all about the new method that is being used by the UUA for our Fair Share Donation. I, personally, attended 6 financial meetings to be thoroughly versed. In our efforts to be transparent, we now have a Church Bylaws and Policies binder always available in Coe Hall.

The Board entertained thoughts of reducing the size of the Board. At 10 members, we have one of the largest Boards in the UUA. By reducing it, we would avoid further burnout, resulting in having more people available for the Executive Board positions. This year we will be taking the first step by voting to make the Past President an optional position. Eventually, we hope to shrink the number of trustees. Many Boards don't have a Vice President; their only trustee then moves into the President's position. Things to consider in the future.

I met monthly with other UUA Presidents and Leaders. Besides the Growth and Vitality workshops, I also attended "The Art of Herding Cats" and "Your Own Secret Decoder Ring" trainings, along with most of our OUUC committee meetings..

And last, but not least, I met several times with a member of a group that meets at our church regarding her multiple paranormal experiences here. My position as President has been so entertaining these past 2 years; I am going to miss it very much.

Thank you to everyone that attends OUUC. You have helped me to grow in innumerable ways!

Let's Keep Growing!

Claire B Ramsay

OUUC Board President 2016-2018

2017-2018 MINISTER'S ANNUAL REPORT

From Rev. Mary Grigolia, Consulting Minister
Olmsted Unitarian Universalist Congregation

Dear Members and Friends of the Congregation: There are several different models of ministry: interim minister (for 1-3 years), developmental ministry (can be for 3-5 years or open-ended, with the possibility of being called by the congregation as a 'permanent' minister), consulting minister (hired on a yearly basis, accountable to the Board of Trustees), settled minister (called by and accountable to the congregation). Here at Olmsted UU, I am hired by the Board of Trustees on a yearly basis as a consulting minister. The Board and I review my contract annually, assessing and adjusting priorities for my ministry with you. This annual report follows priorities defined in our Letter of Agreement (May 2017), averaging not more than 14 hours per week."

1. Hold the overview of the spiritual health and well-being of the congregation. *Ours is a small, friendly and committed congregation. I appreciate our dedication to be a welcoming and safe spiritual community for people at every stage of life's journey: to explore, grow and serve together. I celebrate our new members, friends and visitors. I'm grateful for the generosity of long-term members who frequently share how Olmsted UU made it possible for them to become who they are today. Caring community transforms lives. I appreciate our ability to celebrate and have fun, welcoming all who attend. We are facing changing expectations and patterns of religious participation. Our small congregation is vulnerable in terms of finances, lay leadership and volunteers. The Board and I have defined this as a high priority in my contract for 2018-2019: What programming will best support our adults and children of all ages? How may we serve our community, letting people know we're here and that they're welcome? We welcome your input, creativity and service.*
2. Support the Membership team, meeting with prospective members, providing orientation, and leading a new member welcome ceremony as part of a Sunday service. *A joy of our community is welcoming new members, which we do the day of our Annual Meeting (6/3).*
3. Participate in the Growth & Vitality Program. *A small leadership team (Kay Potetz, Claire Ramsay, John Walton, Brian Warren, Emily Williams, and I) is participating in a 19 month program sponsored by the Central East Region of the Unitarian Universalist Association, to reflect on who we are becoming as a congregation, what needs are emerging, and best practices (and resources) to respond to our needs.*
4. Supervise the Office Manager. *Cathy Ross makes everything run smoothly in our office. She prints the orders of service, edits the newsletter (the BellRinger) and weekly updates (BellSound), sends event-specific reminders, maintains our database of members and friends, updates the website and works with our web support person. She coordinates rentals and helps get our name into the community, inviting visitors for Sunday and our weekly programs, growing our wedding business, responding to your needs.*
5. Deepen adult programming for spiritual growth. *Our on-going midweek programming this year included WISE Women, Yin Yoga, Book Group, UUnderstanding the Bible, Meditations for Living & Dying Well, and Meditation with Mudras. Our End of Life Focus Group presented a speaker from the Final Exit network and a session on elder law. We started a monthly Dream group, and welcomed a Qigong class, that returns in the fall. We created an Adult Program Team to oversee our adult programs. Its first program is Fourth Friday Flicks, that started in April, returns in June and will meet every other month next year.*

6. Support the work of the Board of Trustees, attending Board meetings and providing a monthly written report of activities and observations; *I lift up: (1) the committed leadership of our president, Claire Ramsay, who shared ideas and wisdom from the online UU Presidents group; (2) former president, Homer Farr, who brings a non-anxious presence, and dedication to our buildings and grounds; (3) Jim Carney who stepped down last year after many years as treasurer, continuing to serve as Finance Chair; (4) Carol and John Walton who took on the daunting task of following Jim as co-treasurers; and (5) our at-large Board members, Eric Jaworowski, Kay Potetz and Emily Williams, who bring dedication, willingness to listen, learn, and lead. And (6) Brian Warren, who, although not a member of the Board, attends Board meetings and brings hands-on knowledge of how things get done. Thank you, all! Board meetings have been fun and engaging because of you.*
7. Participate in the worship life of the congregation, leading one Sunday service per month and attending meetings of the Sunday service team, as time permits; *I serve Olmsted one-third time. This means I lead worship once a month, except when there are five Sundays, when I come twice. I appreciate the dedication of the Sunday Morning Planning Team, that meets on 3rd Sundays, at 9:15. Looking for a great way to get involved? Join us!*
8. Provide Pastoral care. *I am deeply grateful to all members and friends who join me in reaching out to members and friends of the community in times of illness or life changes. I encourage all of us to do so.*
9. Supervise the Religious Education professional, supporting goals set with the RE Committee; *It has been a joy to work with Mandie Hamman, who always finds Stories for All Ages that speak to the themes of our services, as she works with the children to learn our UU principles and identity, organizes social justice projects and field trips, recruits class room teachers and volunteers, and works with the Religious Education Committee to steer the program. In addition to Mandie's skills and care, we are fortunate to have Caitlin Chapman, who works with the babies and toddlers, with her deep skills and care. Both Mandie and Caitlin bring clarity and joy to the children in our program (and to us all).*
10. Participate in the work of the Committee on Ministry; *COM mets quarterly to assess the ministry of the congregation, and also serves as a mediating presence when there are interpersonal issues needing listening and boundaries.*
11. Support congregational teams, task forces and committees as needed;
12. Be available by phone, e-mail, or personal visit;
13. Provide a monthly column for The Bellringer, the Congregation's newsletter;
14. Present an Annual Report to the congregation; *This is it.*
15. Provide rites of passage, free from charge, for members of the Congregation. *It was a pleasure to lead a child dedication for Sybil Plachy at the service on May 20th. I joined Cathy Ross and Emily Williams representing Olmsted UU at a bridal fair this winter, with the hopes and intentions of bringing more wedding couples to our community.*

MG'S 3 TOP GOALS, PRIORITIES & INTENTIONS FOR 2017-2018

1. Participate as a member of the Growth & Vitality Team, to ensure that we have a congregation-wide visioning process for going forward.
2. Deepen programming for all ages for spiritual growth in volatile times.
3. Support the office manager, Board and members in making our facilities and our congregation welcoming, accessible and visible.

WHERE'S MARY? I'm working through the summer on program development. I'm taking two weeks of vacation in mid-October. I attend local and national trainings to keep us connected with the Unitarian Universalist Association (e.g., General Assembly in the end of June in Kansas City, MO). I'm available via text, phone and email. My days off are Saturdays and Mondays.

In Fellowship, Rev. Mary

OUUC TREASURERS REPORT FOR 2017-2018

The OUUC Treasurer's job changed hands this year to the Walton's, from Jim Carney's long, many year stint as Treasurer. In November, John and Carol changed the bookkeeping format. The new format seems to be working well.

John and Carol performed the following duties for the 2017-'18 church year from Jim's June 2017 Treasurer's job description: collect monies, record, make deposits, and pay bills; pay workers, prepare reports, and attend meetings; assist the Finance Chair with development of the annual budget. (Jim volunteered to do the IRS forms this year.)

In February, the Waltons completed the OUUC Treasurer's Instructions for the Church's Instruction Book. This was a large project that should facilitate future Treasurer's effectiveness.

2017-2018 Office Manager's Report

From Cathy Ross

General duties:

- Edit the newsletter (The Bellringer) and weekly updates (eBellsound)
- Print the Orders of Service
- Update the website
- Communicate events & meetings to members and friends
- Maintain database of members and friends
- Coordinate rentals and work with bridal couples to ensure smoothly run weddings
- Respond to inquiries and requests from the outside community

Growing our wedding business

Worked with Rev. Mary and the Membership Committee to create an OUUC wedding brochure, booth sign and PowerPoint presentation for a bridal show at Wagner's of Westlake where we engaged with 137 guests, of which 55 were brides. While we did not schedule any weddings, we did increase Olmsted UU's visibility in the community. Plans for the coming year include outreach to wedding planners and other wedding service providers. We will also contact area churches to let them know that we are available to couples who, for whatever reason, can't be married in that church.

Updating our brand

Continued working with our web/print designer to create a new graphic image for Olmsted UU communications, including emails, stationery, notecards, business cards and orders of service. Business cards are complete; the remaining communications will be finalized this summer.

Critters in the Attic

Along with member Brian Warren, have worked with Olmsted UU's insurance company and two restoration companies to have the church attics repaired and raccoon-proof barriers installed following damage by raccoons.

Religious Education

2018 Annual Report

This year, we had an awesome year in RE. We had many great conversations about a variety of themes and personal experiences. We have some thoughtful and interesting children here at Olmsted UU! Some of the themes we discussed were friendship, gratitude, emotions, love, kindness, signs and symbols, standing up for what we believe in, treating animals and the Earth with respects, and our interconnectedness.

We typically had 7 children ranging in age from infant to 9 years old. We had 4 children in the RE program with Mandie, ranging in ages from 6 to 9, and 3 children in the younger RE program with Caitlin, ranging in ages from infant to 4.

We had fun making crafts with Fran Mulkins and drumming with Mary Palmeri. The children loved the weeks when we all came together to do these fun and engaging activities. Another favorite activity was the monthly science experiment. We did an egg drop, made static electricity dancing ghosts, a balloon fill using baking soda and vinegar, a balloon rocket, and the "Lincoln High Dive" an experiment about gravity and matter using a penny, a hoop, and a jar.

Each of the children grew in huge ways this year, whether it was engaging more, becoming comfortable in conversation, lighting candles during joys and concerns, or being more understanding of others. This year was a success on so many levels!



2017/2018 Social Action Committee Annual Report

Social Action Committee scheduled meetings: October 1, January 3 and May 6

September: offertory share to Community Women's Shelter

October offertory share to UU Justice Ohio; Marianna Carney attended the conference

November offertory share Urban Hope

December offertory share Guest at Our Table

January offertory share and collection of personal care kits and clothing for Homeless

Standdown; drop off center was pleasantly surprised at the size of our donation;

Delivered by Jim and Marianna Carney

February offertory share food and other items for Berea Animal Shelter delivered by Jane

Semple

March offertory share to March of Dimes; March by Jessica Watts

April offertory share and food collection for North Olmsted Food Bank delivered by Jane Semple

May offertory share to Ronald McDonald House; Saturday breakfast Evelyn Sobczak

The first Sunday of each month October thru July we do a light meal for Urban Hope – everyone is asked to bring something – entire church

We provided 21 meals for Urban Hope; coordinated by Jane Semple

2017/2018 Safety and Security Committee Annual Report

Acting members:

Eric Jaworowski, Caitlin Chapman, Mandie Hamman, Homer Farr

Meetings:

The group had two meetings during this calendar year

Purpose:

Assess the church's building and policies for best safety practices, viewed Church Mutual's current DVD's as a general resource guide, find areas of safety and security that would be of concern, bring recommendations for upgrades or changes to the board of trustees, follow through with safety changes within the groups abilities

Assessment:

The Church's physical plant and policies, in general, are in good standing within current practices and procedures

Areas of concern:

Check on fire extinguishers K-Type recommended and are they charged, is the first aid kit stocked and is it a good size for our needs, remove any leftover paint or flammables from boiler room, add strap downs to secure TV to AV cart,

Label RE wing rooms on windows for quicker recognition by first responders in the event of an emergency, organize and run a fire drill for children in RE

*Recommend a security policy that (when church service starts in the sanctuary the assigned greeter will lock the back lounge door by the parking lot and, if no one will

be on the first floor during service, lock the side door as well. These are blind spots for potential bad people to gain access to building when there is no congregation member there to check on a possible intruder problem)

Steps taken:

Leftover flammables have been removed from boiler room and are being stored in adjacent room off small stage in Coe Hall on shelving above children's reach,

RE windows have been labeled and a corresponding list is available in church main office to communicate to dissipaters in the case of an emergency,

RE group will be doing a fire drill during the month of May,

Lock down recommendation has been presented to the board but no commitment has been taken at this time

-Should still double check fire extinguishers, add straps to TV and check supplies in first aid cases

Report submitted by Homer Farr 5/12/18

copy + post
BUILDING & GROUNDS TO-DO LIST!

① CLEAN OUT GUTTERS
NORTH SIDE OF R.E. WING & FOYER
~~FIX SIGN LIGHTS~~
FIX DOWN SPOUT N.W. CORNER
OF SANCTUARY

CLEAN OUT ~~REST~~ STORAGE ROOMS ~~SOUTH OF~~
1) SOUTH OF STAGE
2) HALLWAY BETWEEN RESTROOMS > PARTIALLY
DONE

CONVERT 8' FLORESCENT LIGHTS
TO LED, (R.E. HALL & DOWN STAIRS HALL)

DEFOST ~~REFRIGERATORS~~ (LEFT)

FIX (LEVEL) KITCHEN DRAWERS

^{CLEAN OFF}
CLEAR KITCHEN COUNTERS

~~REPLACE LIGHTS IN FOYER~~

"SPRING-FORWARD" CLOCKS

CLEAN "MOSS" (GREEN STUFF) OUT OF ENTRY ALCOVE
& CANOPY

CLEAR OUT HOLLY FROM SIDES OF SANCTUARY

FIX & PAINT ^{OFFICES} KITCHEN CEILING

Submitted by Homer Farr
for the Buildings and Grounds Committee