



# **Olmsted Unitarian Universalist Congregation**

## **2022-2023 Annual Report**

# **OUUC Annual Meeting Agenda**

## **Sunday, June 25, 2023, 11:00 am**

Call to Order

Determination of a Quorum

Approval of minutes from last year's annual meeting in June 2022

Report from the Board

- The property at 5050 Porter Road: Asset and Challenge
- FY23 accomplishments
- FY24 challenges

Review & Discussion of Staff and Committee reports

Motion from the Nominating Committee: Board and Nominating Committee

Election of Leaders for FY24

- Nominations from the Floor
- Discussion of Board Process & Character of Leaders for FY24
- Voting
- Motion on Suspending Bylaws Articles VI and VII for FY24, similar to the suspension for this year now ending

Finances

- Results of the Pledge Drive
- Results of the Service Auction
- FY24 Budget: Discussion and Vote to Approve

Discussion of Bylaws for our New Normal

Further New Business from the Floor

Closing Words

Adjournment

**Olmsted Unitarian Universalist Congregation**  
**Minutes of the Annual Meeting**  
**June 5, 2022**

The Annual Meeting of the Olmsted Unitarian Universalist Congregation (OUUC) was held in the church's Coe Hall at 5050 Porter Road, North Olmsted, Ohio on June 5 at 12:15 p.m. Thirteen members were present forming a quorum.

Brian Warren, serving as Vice President for FY 22 called the meeting to order. Opening words were provided by Rev. Mary Grigolia. Lynda Garvin agreed to take minutes, the position of Secretary being vacant. Pat Krivonak then took over from Brian and facilitated the meeting.

**Approval of Minutes.** Minutes for the 2021 OUUC Annual Meeting held on June 6, 2021 were created from the informal notes and the meeting's agenda. A motion to approve these minutes was made by Brian Warren and seconded by Fran Mulkins. Motion was passed.

The Minutes of the Special Congregational meeting held on September 26, 2021 were similarly approved.

**Discussion of OUUC's Future.** Pat facilitated a discussion regarding whether or not there are sufficient resources, energy, people and vision to make it through the year ahead. For example, due to the reduced size of the church membership, the Nominating Committee was not able to find candidates for all of the Officers' positions. The Fund Drive was insufficient to cover all the expenses for the year ahead at former levels. Individuals present spoke of their current level of commitment and what they hoped to be able to offer in the future. Subsequently, attendees shared what they had learned from this discussion. Comments reflected a deep commitment to OUUC, with an acknowledgment of the limitations of a small, aging congregation.

**Reports.** The reports of staff and committees had previously been published in the year's Annual Report which was sent out to all ahead of the meeting. The Annual Report is available in the office archives. The assembly had opportunity to highlight items from the reports, comment and discuss.

**Nominations for Leadership.** The Slate for the Board and the Nominating Committee for Fiscal Year 23 was presented by the current Nominating Committee, Fran Mulkins and Emily Williams:

For the Board:

- No nominations for officer positions: President, Vice President, Secretary, Finance Committee Chair
- For Treasurer: Kay Potetz, for a one year term, July 1, 2022 to June 30, 2023
- For Trustee: Jim Carney, for a three year term, July 1, 2022 to June 30, 2025

For Nominating Committee:

- Eric Jaworoski, for a one year term until June 30, 2023
- No nomination for the second member of the Nominating Committee

Trustees continuing on their terms on the Board shall be

- Jen Biermann, continuing until June 30, 2023
- Linda Rich, continuing until June 30, 2024
- Past President, Emily Williams

Continuing their terms on the Committee on Ministry shall be

- Homer Farr, continuing until June 30, 2023
- Bob Perry, continuing until June 30, 2024

Nominations from the floor were called for. Eric Jaworowski nominated himself for President of the Board, vacating the slate for Nominating Committee. No other floor nominations were made. A motion was made to accept the slate as amended with the addition of Eric as President. The vote was 2 abstentions, 1 no, and 10 in favor, so the motion passed.

There was then a vote on the slate of leaders per se by written ballot, resulting in 12 in favor of the amended slate of leaders for the coming fiscal year.

**Suspension of Bylaws Article VII.** Noting that there were a number of offices vacant with no members willing to serve in them, Jen Biermann moved to suspend bylaws on designated individuals for specific task sets as delineated in Article VII. This motion in its entirety is in the appendix to these minutes. The motion begins with a series of seven WHEREAS clauses. These explain the context -- what has happened that make this decision necessary and reasonable for the congregation to allow this temporary suspension of the bylaws.

Jim Carney gave an explanation of the need for this motion, stating that the motion makes a reasonable request to suspend a portion of the bylaws for FY23. Instead of having several separate officers each carrying out duties described in the bylaws, those

on the board are going to figure out among themselves how to get everything done that needs doing. Lynda Garvin seconded.

In the discussion of the motion, those who were not in favor were challenged to propose a feasible plan with a very high degree of working, agreeable to a majority, and that is suitable to the current situation as delineated in the seven Whereas clauses.

When the vote was called, eleven voted in favor of the motion and it passed.

**Budget for FY23.** The proposed operating budget had been distributed to the mailing list, with the notice of the meeting. After the Treasurer answered questions, the assembly voted to accept the budget.

**Adjournment.** The meeting was adjourned at approximately 1:45.

submitted by L. Garvin

**2023 – 2024**  
**Olmsted Unitarian Universalist Congregation**  
**Slate of Nominees for Board Officers and Trustees**

President	Eric Jaworowski, until 6/2024, nonrenewable
Vice President	Open
Treasurer	Kay Potetz until 6/2024, renewable 3x
Finance Chair	Open, renewable 7x
Secretary	Open, renewable 7x
Trustee	Linda Rich (previously elected), serving until 6/2024, renewable 1x
Trustee	Jim Carney (previously elected), serving until 6/2025, nonrenewable
Trustee	Jen Biermann, until 6/2026, nonrenewable
Youth Trustee	Open, nonrenewable
Past President	Emily Williams, until 6/2024, nonrenewable

**Nominating Committee**

Emily Williams (Past President), until 6/2024, nonrenewable

Linda Garvin until 6/2024, renewable 1x

**Motion to suspend bylaws** on designated individuals for specific task sets as delineated in Article VII [this is identical to the motion made last year except for descriptive numbers ]

WHEREAS the COVID pandemic of March 2020 to the present has impacted OUUC in numerous ways and interfered with normal activities and accomplishments;

WHEREAS pledges for FY24 are far below the level of recent past year’s pledges before FY23; WHEREAS the congregation has shrunk to fewer than 30 members as of today;

WHEREAS there have been no qualified members agreeing to serve as officers for FY24 except as Treasurer, Past President, and President;

WHEREAS those Trustees who are continuing on the Board in FY24, the Trustee on the slate to be the third trustee, and those serving in the offices of Treasurer and Past President are agreeable to share the full complement of duties assigned to the Board in Articles VII and VIII of the corporation’s bylaws;

WHEREAS those individuals identified as above to serve as Trustees, Treasurer, and Past President have demonstrated capacity to work well together as a group to fulfill fiduciary duty to OUUC; and

WHEREAS FY24 is anticipated to be a pivotal year in the survival and vitality of OUUC:

Now therefore the members of the Olmsted Unitarian Universalist Congregation present at the FY23 Annual Meeting and constituting a quorum do agree to suspend two portions of the corporation’s bylaws from now through FY24 (July 1, 2023 through June 30, 2024)

a. §1, Article VI calling for election of members to the offices of President, Vice President, Secretary and Finance Chair at this Annual Meeting

b. Article VII, delineating specific duties for the specific offices listed above in a,

and instead assigns all duties listed in §§1, 2, 3, and 5 of Article VII to the Board as a whole so the body of the Board has responsibility for executing the duties described in those sections to the extent they have been executed in recent years and necessary to the corporation in FY24; duties to be assigned as the body of the Board agrees.

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Passed unanimously

Passed by a majority

Voted down

# OUUC Treasurer's Report

2022-2023

**FOCUS:** The focus of the OUUC treasurer in the 2022-2023 fiscal year was to create and maintain a completely transparent bookkeeping system.

The annual Budget for 2022-2023 was \$45,780. On May 31, 2023, only 48% of the pledged dollars have been received. Please contact the treasurer if you wish to examine the monthly financial reports.

May 31, 2023:

- ❖ The OUUC Chase bank account totaled \$26,850.08 on May 31, 2023. The beginning balance on July 1, 2022, was \$33,578. Thus, there is an approximate \$6727.92 loss in the OUUC Chase account.
  - ❖ Unfortunately, not all pledges (current year 2022-2023) have been paid to date, and the pledges for the next fiscal year (2023-2024) are low at this point.
  - ❖ The OUUC Marcus account totaled \$47,367.34, (including \$15,000 of unearned income from insurance company for barn damage).
  - ❖ The OUUC received \$11,500 from an anonymous donor.
  - ❖ The OUUC auction produced approximately \$7000 for our use. The final totals are not yet in.
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- The improved bookkeeping system.
    - ✓ OUUC now has a bookkeeper (\$250/month) paid by an anonymous donor.
    - ✓ There is continual monitoring of OUUC expenses.
    - ✓ All expenses are now “connected” to a receipt, and **all** expenses are balanced with the Chase bank statement monthly.
    - ✓ All books are available to members for review. Contact the treasurer if you so desire.
  - Move \$30,000 from PNC (non-interest earning) Bank Account to one earning interest.
    - ✓ The \$30,000 PNC account was closed, and the money moved to an interest earning account. (Marcus Securities)
    - ✓ The Marcus account is now earning 4.09% interest.
    - ✓ Our \$30,000 has grown to \$47,367.34. This total includes the original \$30,000 from PNC plus \$15,000 from an insurance settlement, and interest earned on the account.
  - Check register.
    - ✓ All OUUC checks are now recorded and monitored by our bookkeeper monthly.
    - ✓ There exists documentation for every written check by OUUC.
  - Segregate the Utilities Expense.
    - ✓ Formerly Utilities were categorized as one cost account, i.e., Utilities.
    - ✓ There are now separate cost accounts for gas, electricity, and water.
    - ✓ This provides the ability to closely monitor each account and observe monthly changes in OUUC utility use.
    - ✓

- Web Page improvement.
  - ✓ We contracted with Holland computers in early 2022. However, the company did not perform to expectations, and OUUC cancelled the contract and money was refunded.
  - ✓ Professional photographs were created and purchased for our new web page. An anonymous donor provided this.
  - ✓ To improve our Web Page, Bob Perry, an OUUC member for many years, has volunteered his time and expertise to work with Cathy Ross, our office manager, to achieve the goal of web page improvement.
  - ✓ To date there has been much improvement in our web page and work on this project continues.
  
- OUUC now has one debit card.
  - ✓ The debit card is kept in the OUUC locked office.
  - ✓ The treasurer and office manager are responsible for the use and location of the debit card.
  - ✓ The office manager and bookkeeper match receipts with the debit card expenses every month.
  - ✓ This year, all expenses, receipts, and purchases have balanced.

**SUMMARY:** Although the OUUC bank accounts appear to be healthy (Chase \$26,850.08 and Marcus \$47,367.34), factor in that OUUC received \$15,000 in unearned income, \$ 11,500 from an anonymous donor and \$7000 from the service auction.

OUUC pledge goal for 2023-2024 fiscal year is \$55,125.  
To date we have \$20,920 in pledge responses.

Thus, we must increase our pledges (or cut our costs tremendously) if we wish to survive in future years.

Kay Potetz, Treasurer  
June 14, 2023

# MINISTER'S ANNUAL REPORT to the Congregation

From Rev. Mary Grigolia to  
Olmsted Unitarian Universalist Congregation  
for the Annual Meeting, June 25, 2023

## EVOLVING CONNECTIONS IN A TURBULENT TIME

As I reflect on our shared journey of the last year, I remember the grim reality of OUUC's possible demise shared at last year's Annual Meeting. I am grateful for the love and commitment to OUUC that emerged this year, in the aftermath of pandemic:

- I am grateful for the generosity of our volunteer leaders: members of the Board, Committee on Ministry, Nominating Committee, Care Team, RE Committee, Sunday Services, Adult Program Team, and those who care for the building.
- I am grateful for our stellar staff members: Office Manager, Cathy; Religious Exploration Coordinator, Sheryl.
- I am grateful to members and friends who trusted OUUC and returned to in-person programming on Sunday mornings. Attendance has been slowly rebounding and everyone is glad to be together.
- I'm grateful to those who make the building hospitable on Sunday mornings, especially to Brian.

Across the US, congregations of all kinds are reeling with changing religious/spiritual needs, assumptions and expectations. Many are closing or in danger of closing. OUUC has shown resilience - a product of LOVE, honoring its Universalist roots.

Although we are still on seas of change, let's celebrate this year:

- In September, after 2.5 years of Zooming Sunday services with Oberlin, OUUC reopened the sanctuary, dropping Zoom.
- Our Adult Program Team (APT) decided to continue planning and co-sponsoring programs with Oberlin's APT. Adult programs remained stable through pandemic reset, including:
  - 2 Sources covenant groups, meeting twice a month
  - monthly spiritual support groups: Dream Group, Poetry Group, Reading Marginalized Writers, WISE Women, What Would Jesus Do, Monthly UU Kendal Check-in
  - weekly groups: Men's Group, Deepening Circles Meditation

I celebrate the collaborative, participatory Sunday services I've participated in and heard about.

I celebrate the kindness and synergy of people supporting each other in presenting programs.

I celebrate the Pathfinders steering committee for WISE Women.

I celebrate the commitment of Board members.

I celebrate the energy of the Religious Education Committee, jump starting and creating the vision for a whole new program.

I celebrate the joy of intergenerational drumming.

I celebrate the updating of the RE wing.

I celebrate hosting a progressive home school, inspired by the words on our walls.

I celebrate the legacy of OUUC, accepting people as they are, as we are, and supporting one another in becoming who we can be.

Personally, in May I announced my intention to retire from parish ministry at the end of the next congregational year, in June 2024. I am grateful to have another year as your minister, celebrating the resilience of OUUC's Evolving Connections, powered by LOVE - in each and every member, friend and staff person.

In fellowship,

Rev. Mary

## 2022-2023 Religious Education Coordinator's Report

I've been serving as the Religious Education Coordinator for the last year. Each month, following the Soul Matters themes, we have rotated through mostly experiential classes, using the Story for All Ages as a starting point. We've tried to engage the children in the greater church community and caring for our space, via occasional intergenerational services, projects involving cleaning up the outdoor space, planting flowers and trees on church grounds and helping return to "Stone Soup Sundays" by putting on the first one together as a class and assisting with other "Stone Soups". We've initiated Intergenerational "Game Days" in the cooler months, and had a positive response. Now, with the return of warm, sunny days, we've begun recurring field trips to the Rocky River Nature Center area and have been using our senses to observe, listen and feel as we hike through the woods.

We've had great volunteers this year: Marianna Carney, with many classes focusing on historical, civic and social issues; Emily Williams, focusing on the spiritual, with meditations and mudras; and Fran Mulkins, crafting art lessons that relate to the theme of the month and the Story for All Ages; with Jessica Watts and Lynda Garvin filling in as needed. We've also had Mary Palmieri as a paid teacher, leading a drumming circle that incorporates the history and sources of the music we're listening to as we play rhythm instruments.

A few highlights from the year have been a lesson on voting, in which we involved the congregation in voting for favorite colors and animals and then tabulating the results, and a series of stories and discussions on bullying: what it feels like to be bullied, how to seek help, how to help someone else and a perspective on why a person might become a bully. We've had many stories and discussions about being kind and helping others, as well as loving yourself and taking care of yourself. In April, our student, Amy, shared a story she had picked out for herself, sparking a discussion of the painful history of slavery in our country and leading to the Underground Railroad.

We've seen our two most consistent students, Grace and Amy, grow tremendously throughout the year and remain enthusiastic about participating each week! In addition, we've had a recurring family that comes periodically, as their schedule allows, and one first-time visiting family last Sunday. Our biggest challenge has been lack of students.

Respectfully submitted,  
Sheryl Chow

## OUUC Adult Programs

Our adult programs this year have included:

Sharing our dreams (If this were my dream, I would wonder...)

Poetry that moves us deeply, including, but not limited to, poetry written by people in the group.

Wise Women, where we share and learn from our own experiences.

Mudras and Meditation, based on Emily William's book, "Mudras: Ancient Gestures to Ease Modern Stress."

Forest Immersion which helps us connect to nature by walking slowly in it and engaging all our senses.

Sketching in Nature with artist Eric Jaworowski

Sources, which explored the many sources of our faith, in small groups.

There has also been a book group reading from books by marginalized writers.

Our emphasis has been on spiritual growth and learning to share on a deep level. Most of our groups meet on-line. Many of them have been facilitated by Rev. Mary Grigolia, our part-time minister. We also support programs to build community such as Game Afternoons and Rhythm Circles. We welcome program ideas that will help us build community and our identities as Unitarian Universalists.

Our committee meets together with the Oberlin adult program committee and our programs are open to each other.

Emily Williams

## 2022-2023 Office Manager's Report

### General duties:

- Edit the newsletter (The Bellringer) and weekly updates (e-Bellsound)
- Update the website
- Maintain master calendar of meetings & events
- Communicate events & meetings to members and friends
- Maintain database of members and friends & update the Member Directory
- Supervise the custodians
- Coordinate rentals and work with bridal couples to ensure smoothly run weddings
- Respond to inquiries and requests from the outside community
- Coordinate with our insurance company regarding claims such as the recent damage to our barn from a fallen tree.
- Obtain estimates for repairs and work on our buildings and grounds. Supervise repairs with selected providers.

### Weddings & Rentals

We have not had any weddings this year. Both the Mankind Project and the AA group continue to meet in the building, which generates a small amount of income.

### Website Revision

The comprehensive plan to revise our Olmsted UU website that was developed by Pat Krivonak unfortunately ran into several problems. The original provider was unable to continue working on the project. When we submitted the plan to additional web designers, we encountered one of two outcomes – either the cost was prohibitive or the service offered was minimal and did not meet our needs. OUUC member Bob Perry stepped up and is evaluating our basic needs to help determine our best course for the future. In addition, he has corrected issues and updated both our WordPress and web calendar programs. The website is currently functioning as it should. Newcomers can find us on the internet, learn about our UU values, and explore the programs we offer.

### Home School Co-op

In August 2022, Sarah Pappas contacted Olmsted UU about renting our facility one day a week in the winter months for the Home School she is co-director of. Sarah and her sister had inquired several years ago regarding the use of our Religious Education wing, kitchen and Coe Hall for their day care business. That possibility did not work out due to Ohio state regulations it would have been impossible to meet. Since we were already familiar with Sarah and her professionalism, we pursued the possibility.

We determined that our insurance would cover us. The Religious Education Committee met with Sarah and discussed shared use of the RE wing and other concerns. A rental contract was developed. The Board of Trustees approved the project.

The Home School Co-op began meeting once a week on January 10 and continued until April 4. The arrangement has proved beneficial for both the Co-op and Olmsted UU. We expect to welcome them again next year, possibly for a longer period of time.

On June 11, the Co-op rented our facility for a Home School Fair during which 15 vendors showcased their services to area-wide home school families and co-ops.

### **Posting OUUC Services, RE and Events**

At the direction of the Board of Trustees, I have been posting OUUC Sunday Services and events such as the Intergenerational Drum Circle and Game Days on Facebook and on the calendars for the MiMi newsletter, the Lakewood Observer, the Westlake / Bay Village Observer, and the Westlake Patch.

Respectfully submitted,  
Cathy Ross