



# UNION UNIVERSITY CHURCH

## SEMIANNUAL MEETING

November 15, 2020

### Agenda

1. Call to order
2. Opening prayer
3. Approval of minutes: Annual Meeting, p. 2-3
4. Reports of officers
  - a. Minister's report p. 4-5
  - b. Financial Secretary p. 6
  - c. Treasurer p. 7-10
5. Reports of boards, committees, organizations
  - a. Christian Education p. 11
  - b. Diaconate p. 11
  - c. Elders p. 11
  - d. Fellowship p. 12
  - e. Trustees p. 13
  - f. Strategic Planning Committee p. 14
6. Old business
  - None
7. New business
  - a. Vote on Strategic Planning Committee proposal to hire an interim minister p.15
  - b. Election of Nominating Committee
  - c. Date for Annual Meeting, 2021
  - d. Other
8. Announcements
9. Adjournment

**UNION UNIVERSITY CHURCH**  
**Virtual Annual Meeting – May 17, 2020**

The virtual Annual Meeting was called to order at 11:30 a.m. by John Buckwalter, Church Council Chairperson, following Zoom church.

Dave Porter made a motion to accept the minutes of the November 17, 2019 Semi-Annual Meeting, seconded by Lana Meissner. The motion carried.

**Minister's Report**

Rev. DeMott had nothing to add to her report.

**Music Report**

Laurie noted that the church is trying to keep the music going during this challenging time.

**BOARD REPORTS**

**Board of Christian Education**

Sophie Luo will send a report to be added to the document.

**Diaconate**

Nothing was added.

**Board of Elders**

Nothing was added.

**Fellowship Board**

Nothing was added.

**Trustees**

Dave Porter noted that \$3,200 was added to the Capital Fund from the General Fund: \$2,000 (a common yearly practice when there is sufficient money) and \$1,200 (from money not paid for sanctuary rent).

**OTHER REPORTS**

**Boy Scouts**

No report was available.

**STRATEGIC PLANNING COMMITTEE**

Nothing was added to the report.

**FINANCIAL REPORTS**

**Financial Secretary's Report**

Nothing was added to the report. One member mentioned not getting a pledge form in the mail. A reminder about pledges will be sent to the congregation in the weekly email.

### **Treasurer's Report**

The balance in the general fund is down about \$8,000 from last May but still healthy at almost \$14,000.

### **PRESENTATION OF BUDGET FOR 2019-2020**

The budget increase is 2.4% (basically the cost of living). Mary Stearns noted that the water rates are going up, so that line was increased. Payroll taxes went up some. Utilities were down due to the pandemic. The church may get rid of one of the phone lines and save money that way. Dave Porter noted the budget is a blueprint only and is flexible. Lana made the motion to approve the proposed budget, seconded by Larry Casey; motion passed.

### **UUC CHURCH FUND REPORTS**

#### **Church Investment Fund**

Jan Porter reminded us that these funds go down and go up and things will get better again in the future. Laurie DeMott shared a comment she heard: most churches set aside money for a rainy day, and this crisis is a storm.

#### **Church Capital Reserve Fund**

Dave noted the capital reserve fund is in very good shape with \$20,000 in the fund, the highest amount he has never seen in his many years of managing the fund. In response to a question, it was noted that this fund was used in the past for the renovation of the church center. These funds may be needed in the future to maintain the historic structure that houses the sanctuary we use and soon will be responsible for.

#### **Endowment Fund**

Mary Stearns noted that the Franklin Money Fund which stands at \$25,000 can be used as needed.

### **NEW BUSINESS**

*Nominating Committee Report* John as chair of the committee thanked everyone who volunteered to serve the church in the coming year, filling virtually all the positions needed.

### **ELECTION OF OFFICERS**

The committee provided a slate of officers for the coming year. No new nominations were offered. Sharon Burdick made the motion to accept the complete roster of church officers, seconded by Dave Porter. Motion passed.

*Date of the Semi-Annual Meeting* was set for November 15, 2020, by consensus.

### **ADJOURNMENT**

The meeting was adjourned at 12:11 with a motion by Catherine Chambers, seconded by Mary Ann Whittemore.

Respectfully submitted,  
Laurel Buckwalter  
Church Clerk

## Minister's Semiannual Report

Submitted by Rev. DeMott

November, 2020

*Because of the continuing pandemic, my "normal" activities have been far from normal.*

- Since the annual meeting on May 1st, worship continued through Zoom until August 23rd when we began "Fusion Church," a combination of in-sanctuary worship and Zoom.
- I created a video for Senior Recognition Sunday on June 19th which I posted to Youtube and Facebook.
- I have continued Book Group and Board meetings through Zoom.
- I have written and recorded a bible story podcast which I posted weekly or semi-weekly depending on my schedule.
- I edit and post all video and audio recordings of worship to our website, Facebook page, and Youtube channel
- I instituted a "Dexter Time" to replace Children's Time and maintain a schedule of youth who provide scripture readings each week.
- I scheduled and/or recorded special music offerings for worship. Participants have included:
  - Laurel Buckwalter
  - Peter O'Connor
  - John Buckwalter
  - Genie Meltzer
  - Emma Brown-Shaklee
  - Luanne Crosby
  - Michele Hluchy
  - Vern Burdick
  - The Smith family
  - Lana Meissner
  - Catherine Chambers
  - Candy Zhou
  - Laurie DeMott

### **Deaths**

William Crandall  
Woodie Lange  
Pete Nye

May 7, 2020  
June 21, 2020  
August 8, 2020

**Special services and events:**

Jennifer and Leon Lobdell Internment, Alfred Cemetery  
Virtual AU Convocation  
Jarvis Alexander Memorial Gathering, Alfred University  
Laura Kristiina Douglas/Jeffrey Michael Higgins wedding

July 10, 2020  
August 18, 2020  
September 23, 2020  
October 2, 2020

**Financial Secretary's Semiannual Report**

Submitted by Joan Bowden, Financial Secretary  
November, 2020

**OPERATING FUND**

Total number of pledges	38
Amount pledged	\$91,168
Total pledged receipts	\$ 60,300
Total non pledged receipts	\$ 2,790
Loose collection	\$ 280
Sunday school	\$ 00
<b>Total of all contributions</b>	<b>\$ 63,370</b>
Building use	\$ 60
<b>TOTAL REVENUE OPERATING FUND</b>	<b>\$ 63,430</b>
<b>DONATIONS</b>	<b>\$ 5,735</b>

<b>UNION UNIVERSITY CHURCH</b>			
<b>OPERATING</b>			
<b>SEMI ANNUAL REPORT 2020</b>			
<b>Balance Forward May 1, 2020</b>			18,595.19
<b>Operating Income May 1, 2020-October 31, 2020</b>			66,758.12
<b>Operating Expenses May 1, 2020 - October 31. 2020</b>			-70,443.52
<b>Ending Balance October 31, 2020</b>			<b>14,909.79</b>
<b>Income Detail</b>			
<b>Operating income</b>			
		Operating Loose Collection	280.00
		Operating Current Pledge	60,300.00
		Operating No Pledge	5,281.00
		Sunday School	
		Misc Operating	250.00
		<b>Total Operating income</b>	<b>66,111.00</b>
<b>Church Center Income</b>			
		Nutrition Site	
		King David Room Usage	
		<b>Total Church Center Income</b>	<b>0.00</b>
<b>Miscellaneous Income</b>			
		Refunds	500.00
		Reimbursements	47.12
		Special donations	100.00
			<b>647.12</b>
<b>Total Income</b>			<b>66,758.12</b>
<b>Expenses Detail</b>			
<b>Ministry</b>			
		Pastor Salary	28,667.28
		Flex Account(H S A contribution)	500.00
		Housing Allowance	5,400.00
		Social Security Offset	2,100.00
		<b>Total Ministry</b>	<b>36,667.28</b>

	<b>Fringe Benefits</b>		
		Retirement	5,826.78
		Medical Insurance	2,445.36
		Health Saving Account	2,500.00
		Professional Development	
	<b>Total Fringe Benefits</b>		<b>10,772.14</b>
	<b>Boards and Committees</b>		
		Christian Education	
		Fellowship Board	
		Elders	
		Diaconate	121.50
		Nursery	
	<b>Total Boards and Committees</b>		<b>121.50</b>
	<b>Worship Expenses</b>		
		Pianist	3,176.40
		Organist	1,297.14
		Music Supplies	
		Preaching Honoraria	75.00
		Copyrights/Royalties	
	<b>Total Worship Expenses</b>		<b>4,548.54</b>
	<b>Church Office Expenses</b>		
		Secretary	2,546.25
		Supplies and Postage	2,414.67
		Other	
		Treasurer	
		Financial Secretary	
	<b>Total Church Office Expenses</b>		<b>4,960.92</b>

	<b>Sanctuary Usage</b>		<b>1,200.00</b>
	<b>Church Center Expenses</b>		
	Insurance		4,295.52
	Gas		810.00
	Electric		234.79
	Phone		1,289.67
	Water		128.98
	Maintenance/Repairs		344.83
	Janitor		990.00
	Basket Bazaar		
	Kitchen Supplies		
	<b>Total Church Center Expenses</b>		<b>8,093.79</b>
	<b>ASDB Church Repairs</b>		<b>2,843.57</b>
	<b>Employer Payroll Taxes</b>		
	Employer Social Security		496.61
	Employer Medicare Expense		116.13
	Unemployment		48.04
	<b>Total Employer Payroll Taxes</b>		<b>660.78</b>
	<b>Capitol reserve fund</b>		<b>575.00</b>
	<b>Total Expense</b>		<b>70,443.52</b>

<b>UNION UNIVERSITY CHURCH</b>					
<b>BENEVOLENCE</b>					
<b>SEMI ANNUAL REPORT May 1, 2020- October 31, 2020</b>					
			Balance-		
<b>Benevolence Collections</b>			Collected	Paid out	Balance
	Habitat for Humanity		\$755.00	-755.00	\$0.00
	ACCFFW		\$550.00	-420.00	\$130.00
	Comfort House		\$850.00	-850.00	\$0.00
	Veterans				
	Allegany Senior Foundation				
	Amnesty International		\$690.00	-690.00	\$0.00
	ROYACT		\$290.00		
	Christmas Boxes		\$200.00		
<b>Benevolence Balances</b>					
	Pastors Fund		\$701.25		
	Discretionary Fund		\$330.00		
	Wellsville Community Kitchen		\$610.00		
<b>Miscellaneous Monies</b>					
	Youth Mental Health		\$1,610.00		
	Hymnals		\$264.42		
	Community Organ Fund		\$3,425.00		
	Landscaping		\$2,575.06		

Submitted by Mary Stearns, Treasurer  
November, 2020

### **Board of Christian Education Semiannual Report**

Submitted by Rev. DeMott

November, 2020

The BOCE suspended Sunday School and youth activities beginning in mid-March as a result of Covid-19 until further notice. In its place, Laurie has recorded a Bible story podcast which she posts weekly (or semi-weekly as her schedule allows.)

In order to include the children and youth in worship, Laurie has instituted a Dexter Time which begins each week with one of the youth reading that week's scripture over Zoom. Aside from an occasional technical glitch, the kids have done a great job at their readings.

We continue to be in contact with families to ensure that they feel connected and so that we can determine when people are ready to resume normal children and youth activities.

### **Diaconate Semiannual Report**

Submitted by Sharon Burdick

November, 2020

We arranged our DOM schedule for the upcoming year, so that we could keep the cards and phone calls going to those members/friends who have been homebound and or going through a rough patch

We provided engraved key chains and cards the graduating senior young men and a glass humming bird ornament with a verse to each of the young ladies.

### **Board of Elders Semiannual Report**

Submitted by Larry Casey, Chair

November, 2020

Members of the Board of Elders this year are: Larry Casey, Chair, Deb Stephens, Hope Taylor, John Buckwalter, Eliza Ordway, and Jen Smith

The Elders have met monthly on Zoom to discuss matters connected with worship and benevolence. Much has changed in 2020, of course, with worship since March either on Zoom or by "Fusion" of inperson worship in the sanctuary with Zoom. The Elders have worked closely with Rev. DeMott on the transition to fusion church.

Specific matters handled by the Elders so far this year include selection of a benevolence recipient for each month, selection of an "Elder of the month," and arranging to fill the (virtual) pulpit in Rev. DeMott's absence. Summer guest speakers were Sarah Jacoby Murphy, John Buckwalter, Jen Smith and Larry Casey. On November 8 our guest speaker was Samantha Lioi. In August the Elders began asking for volunteers to serve as Lay Leaders (in person or on Zoom) and to provide altar flowers. Those needs have been filled through December.

## **Fellowship Board Semiannual Report**

Submitted by Rev. DeMott

November, 2020

### **November 29, following worship: Virtual Hanging of the Greens**

1. Lana and Denise will demonstrate over Zoom how to make a Christmas table centerpiece.
2. The sanctuary will be decorated for Christmas

### **December 13th, following worship. Games and Wish cake ceremony**

1. Quiz — members on Zoom and in sanctuary answer multiple choice questions about Christmas
2. Name That Carol — two people compete to see who can name a carol in the fewest notes based on a vague unhelpful hint.
3. Outburst — Before the party, Laurie collects responses from congregation to questions like “What would you find on the table at Christmas dinner?” and she picks 5-10 responses to each question. For the game, Laurie announces the category and then everyone (whether on Zoom or in person) tries to guess as many of the answers on the card as possible.
4. We end the hours with Silent Night and wish cakes or candles

### **Jan 17th, following worship: Family Feud, on Zoom and projected into sanctuary**

1. The congregation is surveyed ahead of time for their answers to questions such as, “What is your favorite hymn? What are things you eat at your Easter dinner? etc.”
2. Two or more families have to guess the most popular answers

### **Feb 21st, following worship: Game Time** Possible games might be

1. Bingo, on Zoom and projected into sanctuary
2. Truth or Lie? People to submit weird truths about themselves beforehand and these are paired with lies. People must guess which is the truth and which the lie
3. Over/Under. — Ask someone in the congregation a numerical question (e.g. what was the total membership of the congregation when the church was formed in 1922?) and then everyone has to vote whether they think the person’s answer is over/under/or spot on.

**Fellowship Lunches:** Each week during Lent, a member of the congregation will be the featured guest on Zoom. They might demonstrate how to cook a soup, arrange flowers, do a craft, or tell travel stories. These could also be recorded for viewing by those unable to join at lunch.

## **Board of Trustee Semiannual Report**

Submitted by Laurel Buckwalter, Chair

November, 2020

In May, Jerry Jusianiec and Laurel Buckwalter joined the board of trustees, with Judd Stearns and Dave Porter rotating off. Walter Schulze, Denise Grandusky, Brad Bowden, and Linell Soule are the continuing trustees. Thanks to all of them for their contributions to the church.

The pandemic made some trustee duties unnecessary and then much lighter for several months as church was held by Zoom starting in March, and then moved to Fusion Church in mid-August. The church center came back into use by the Senior luncheon, AA, Boy Scouts, the Alfred Knitting Group and Habitat for Humanity in September with Covid precautions in place.

Painting the trim in the sanctuary was permitted by the SDB during the summer as part of the three-year sanctuary paint job, made even more convenient with no services being held in the space. Thanks go to Lana Meissner, Walter Schulze and John and Laurel Buckwalter for their efforts. Matching LED bulbs were installed in the chandeliers which improved both the looks and the light levels. Electric use and necessity for changing will be greatly reduced. With limited usage, the bulbs should last well over 100 years!

The desperately needed painting of the pillars on the front of the sanctuary finally was accomplished in early September with contributions by John Buckwalter, Walter Schulze, Dave and Jan Porter, Bill Sortore, and Honduran friends of the Buckwalters Elvin and Steven. Professional power washing beforehand greatly improved the look of the wall and took off much of the loose paint.

Former trustee Jen Smith generously agreed to make painting the ladies' bathroom in the church center a family service project, with painting the yellowed ceiling grid and replacing the ceiling tiles included. Nolan was head painter; a marvelous job was done! Walter Schulze replaced the light fixture. The room is now lighter and brighter and ready for more use when the pandemic ends.

John, Laurel and Lana painted the UUC Church Center sign and reapplied gold leaf (donated by Joe Dosch) to the letters. Jerry Jusianiec added some ice guards to the roof area above the Bergren Room to prevent damage to the shrubs below.

The Christmas bazaar was cancelled due to the pandemic. The trustees encourage church members to make an extra donation in December.

The SDB sent documents concerning the church transfer in October. The trustees very promptly discussed it and sent back a few changes that would make it acceptable to UUC. We are now waiting further word. Our lawyer says it will take at least six months to make it through the courts after the documents are finalized.

## **Strategic Planning Committee Report**

Submitted by John Buckwalter, Chair

November, 2020

Members: John Buckwalter (Chair), Larry Casey, Laurie DeMott (ex officio), Michele Hluchy, Melissa Jusianiec, Janice Porter

The Strategic Planning Committee met twice since the spring annual meeting. In October we met with Rev. DeMott's sister, Dr. Sandra Hasenauer, who is Executive Minister for the Rochester region of the American Baptist Churches. Dr. Hasenauer shared with us the processes and resources she advises that congregations use when there is a pastoral transition and search process. She strongly urged us to hire an experienced transitional minister for 12 to 18 months after Rev. DeMott retires, prior to searching for a long-term replacement. She also stressed the importance of working within the church's by-laws, and reviewed the components of a good church profile that can be used as we search for candidates for both the transitional and replacement pastor.

At our second meeting in early November we looked over the UUC By-Laws and decided that they are sufficiently flexible for our purposes. We will not recommend any revisions to the portions that deal with pastoral search and the search committee's selection and responsibilities. We decided to make a formal recommendation to the congregation at the semi-annual meeting to look for and hire a transitional pastor to take over when Laurie retires. We also started working on sections of the church profile involving congregational history and demographics.

## Strategic Planning Committee Proposal

To: UUC Members

From: UUC Strategic Planning Committee

Date: November 3, 2020 Re: Transitional Minister Recommendation

Our group has been meeting to discuss Laurie's retirement and our need to begin the search for a full-time, permanent minister who will have a January 1, 2022 start date. During a recent meeting, we met with a consultant to help us walk through our next steps. It was during this discussion, and discussions prior, that we talked about bringing on board a transitional minister, to stay with us for a period of time, while we search for a new, permanent minister. We all left this recent meeting feeling strongly that a transitional minister is the right path forward for UUC. Our hope is that employing a transitional minister will give us time to better understand, as a congregation, our needs after Laurie's retirement. There will be a time of transition for all of us, having Laurie in our lives for such a long time, during which we will need to grow accustomed to someone else standing at the pulpit each week. Transitional ministers are often employed during times like ours, as they can help us begin our search, after we have fully defined what we seek in a full-time pastor, while keeping us moving forward as a congregation. Our hope is, if approved by the congregation, we will find a transitional minister who will support and help us advance our search. Though timing has not been finalized, we know that Laurie's last day with UUC will be December 31, 2021. A possible timeline may be that we vet transitional ministers in the spring / summer 2021, make an offer in the early fall of 2021, with the expectation that the transitional minister will start January 1, 2022, and stay with us for 12-18 months while we do a thorough search for a full-time minister. We ask that you prayerfully consider our recommendation as we move forward together toward Laurie's retirement, and that you come prepared to discuss and vote on this during our semi-annual meeting on November 15, 2020.