

THE UNITARIAN CHURCH IN CHARLESTON SOUTH CAROLINA



Annual Report to the Congregation
2007-2008

May 20, 2007

A MEMBER OF THE UNITARIAN UNIVERSALIST ASSOCIATION

Minister's Report

What a year this has been! My first year of ministry at UCC has been filled with discovery, learning, challenge, and change!

On arrival, I was met with the energetic and aesthetic changes to Gage Hall which have been a magnificent improvement! (Thank you, Priscilla!) I was also tremendously grateful for all of Tom Davis's craftsmanship in providing a pleasing bright space for my office, and for Emilie in her enthusiasm to rip out the awful old gray rug and let the beautiful floors shine through! (Maybe this summer, we will remove all the rest of the dingy carpet, and work together on some of the upstairs Gage Hall beautification/renovations.)

One of the greatest learning lessons I first encountered was the need to introduce any proposed or suggested changes to what people have accepted as the status quo. Frankly, the concern about the children in the service took me by surprise, and I am thankful that, through the avenues of clarifying discussion and necessary group process, an affirmative decision was arrived at that seems to be working quite well!

I have come to appreciate more fully the scope of change and contrast my ministerial presence has provided. I realize that my approach to ministry, my personal style, and my more traditional approach to worship and language have been quite an adjustment—and, with your assistance and insight, I consider that the growing edges and need for greater mutual understanding and support are coming together nicely. While it might be a polite expectation that one's first months or even first year of ministry is a "honeymoon" period, it was anything but—and the "trial by fire" was ultimately a measure of our mutual respect, and willingness to embrace differences. I see that as a congregation, we can develop a desire to seek ways of cooperative expression and a stronger sense of a shared and expanded ministry. While there were some early mutual misgivings, we have demonstrated the ability to reason together, and to respect our differing approaches and perspectives.

Over this year, I have been open and encouraged to broaden my topics of sermons as I have also encouraged others to reach or seek answers from deeper within themselves. Being a more traditional minister who seeks to speak to the whole of our association, and to this incredibly diverse and complex congregation, my intention towards reaching for more diversity and inclusiveness in preparing my ideas and topics for the next year.

In this year, I have already developed a deep and resonant fondness for this community, its landmark building, its wonderful and enchanting grounds, and for all the potential this community has for realizing its dreams and goals.

While challenges of adequate support and rising costs of repairs remain daunting, it is wholeheartedly satisfying to see the positive signs of growth, to feel the positive energy of Sunday mornings, and to bear witness to the opportunity that is before us as a significant church of identity and purpose for this larger citywide area.

I wish to express my gratitude again for the wonderful Installation Service last February. It was truly a remarkable and memorable event, and will remain a treasured experience for me and for those who participated and attended. Thank you's go out to Vestry members, to the COSM, and especially Donna and Emilie for their coordinating efforts. I feel privileged to be called and to serve as your 50th minister.

Lastly, in coming to the end of this first year of ministry, I do want to thank the members of the Vestry, particularly Stan for his caring, supportive and empathetic style of leadership, and the Committee on Shared Ministry for their wise counsel and insightful support. It is my hope that we will continue to build lines of clear communication and respect, establishing strong bonds of friendship and caring, while expanding our church's possibilities for greater outreach and wider service.

As this year draws near to its close, I feel the responsibility, the blessing and the promise of ministry among you, Peter

Director of Religious Education's Annual Report

The most significant event for Religious Education this year has been the inclusion of the children and youth in every Sunday service. After much debate, the congregation welcomed the children to attend the beginning of every service in the sanctuary. The routine of having a family light the chalice, read the opening words, participate in a responsive reading or a story for all ages, and then be sung out of church to attend classes has been standard since January. This routine has improved morning safety, brought the ages together and given us all a truer sense of community. Our new Minister has also doubled the number of intergenerational services by offering Thanksgiving and Easter as family services.

Social Action: The individual classes collected animal supplies for Pet Helpers, children's clothes for Low Country Orphan Relief, and books for Memminger School. The larger RE program organized the annual Guest at Your Table UUSC drive, mitten tree collection for the homeless shelter, school supplies for Memminger, Empty Bowls lunch and fundraiser, and a contribution to our friends at the International Center for Birds of Prey.

Youth Group: The older high schoolers have put much energy into environment issues relating to the church. With an environmental sermon on Earth Day, a carpooling board, recycling measures and a strong partnership with the newly formed Green Sanctuary Committee the YRUU also has a strong presence on the church web site.

Our middle schoolers took their first ever trip to the Mountain for a Jr. High Con, meeting their peers from around the TJ district, and worked with Henry Thomas on a wonderfully successful Oyster Roast to raise money for a Mountain scholarship fund.

Teachers: We had 24 volunteer teachers this church term. A comprehensive teacher training class was given at the start of the church year and up-to-date teacher notebooks distributed.

Other successes this year include the **Martha Welch Music Scholarship** for the youth of the church. The music committee hopes to reward the funds twice a year to talented children in the RE program. The **Our Wholes Lives** sexuality program, again, invited youth from the Circular congregation to join their classes. A **Safe Church** document was written and steps to implement these programs have been started. Background checks for teachers and other safety measures are enforced.

Respectfully submitted, Janet Watts, DRE

Senior High Youth Annual Report

Activities:

- Coffee and snack socials
- Halloween haunted house
- Environmental attitudes survey: compiling, disseminating, tallying results, presenting results and publishing on UCC website
- Updates to Green Sanctuary website
- Lunch and discussions with Reverend Peter Lanzillotta on Unitarianism
- Installing Recycling Education Board in Gage Hall to educate congregation about what is recyclable
- Providing recycling bins conveniently in Gage Hall for those who wanted to recycle but have not due to a lack of proper bin
- Installing Carpool Board in Gage Hall to reduce air pollution and greenhouse gas emissions from number of vehicles
- Installing dishwashing sign up (on a YRUU handmade corkboard) in kitchen to reduce waste
- Preparing and presenting sermonette on Earth Day on other ways for congregation to reduce environmental impact.

Submitted by Liz Bowen, YRUU Coordinator

Music Director's Annual Report 2007

Mission: The mission of the music program is to enhance worship through music.

We strived to meet this goal in the following three ways:

1. Music for the Church Services:
 - We increased the choral library.
 - The Canaries sang for several services both on their own and with the Chancel Choir.
 - Musicians from our congregation provided music on piano, clarinet, trumpet, violin, harp, guitar, violin, viola, voice, and percussion.
 - Jeffrey Springer, a new member of the Chancel Choir, volunteered to accompany the choir for the Sunday services.
 - Several new singers joined the choir throughout the year.
2. Physical changes for the service music program:
 - The Mason & Hamlin grand piano was sold to make room in the sanctuary.
 - The choir risers were built by Tom Davis and beautifully finished by Paul Garbarini and his assistant.
 - The new choir chairs for the risers arrived in late September.
 - The dehumidifying bar was moved from the Mason & Hamlin upright in the choir room to the Yamaha in the sanctuary to help stabilize and protect the instrument.
 - Repair work was made on the Yamaha's action and the ribbing on the sound board on the Mason & Hamlin upright.
 - Wednesday evening choir practice was moved downstairs in Gage Hall to help make singing in the choir more accessible to those with disabilities.
3. Community Outreach:
 - December: the Chancel Choir provided music for Crisis Ministries National Memorial Service for the Homeless.
 - January: members of the Chancel Choir participated in the Martin Luther King, Jr. remembrance service at Morris St. Baptist Church.
 - March: Lin Raymond served as one of three judges for a scholarship audition sponsored by the Charleston Symphony League.

*Respectfully submitted,
Lin Raymond, Music Director*

Administrator's Annual Report 2007

We implemented several exciting changes in the office this year. During the summer, Peter and I reviewed the process for individuals to schedule weddings at the church. We mailed marketing packets to local wedding and event planners. Through revising and marketing weddings, we hope to generate more revenue for the church.

- Susan Hartry has taken on the role of Wedding Assistant, providing excellent care and kindness to wedding parties.
- Richard Hayes created a wedding page for the website, and many bridal parties find information about weddings at the church on-line.
- Twelve weddings have been held thus far, with three more scheduled. The Larisey Room has been used for 18 rentals, with one more scheduled.

In the fall, I took over the role of bookkeeper. The new assignment proved challenging and fulfilling as I have been able to apply my studies at The Citadel MBA program to my work. Completing the bookkeeping du-

ties in-house has made our system more efficient.

Nancy Waters, Peter, and I analyzed the role of the Program Council. With Cecil Bennett and Richard Hayes, we created a plan to streamline the Program Council and offer committees more support.

Our fabulous office assistant, Gabriella Smith, assists with office tasks each week. We have been very fortunate to find such a hard-working and conscientious assistant.

A special thank you goes to the Vestry, Kay Haun for her support, Staff members, Suzanna van der Woude and the Personnel Committee, Richard Hayes for his meticulous upkeep of the website, and all the wonderful members and volunteers who make this job a pleasure.

Respectfully submitted by Carla Stipe

Vestry Annual Report

For the church year 2006-2007 the Vestry Members were

Stanton Goldberg, Chair
Nancy Waters, 1st Vice Chair
Alex Hild, 2nd Vice Chair
Tony Brown
Sam Cogdell
Betsy Grund
Cathy Jaggars
Kathleen King
Lee Westbrock

Rev. Peter Lanzillotta, ex-officio
Janet Watts, ex-officio

We are grateful for the excellent support the Vestry received from Carla Stipe and Kay Haun—they keep the church running!

Rather than list all of the things that were accomplished this year, we are going to emphasize a few special things that define this church year.

1. Our church became one that embraces and welcomes children to our services. Every Sunday the children in RE spend the first 15 minutes at the Worship service with the congregation. They participate in the opening words, the lighting of the chalice, a story for all ages, and a hymn. Their presence and participation is truly wonderful—they add a warmth and vitality to our church. Our children are indeed our future.

2. This year we welcomed Peter Lanzillotta as our new minister into our congregation. Peter brings a dimension of exuberance and spirituality to our church. His sermons are from the heart, his warmth and his presence are a welcome addition to our old building and the formal installation for Peter was an event that most of us had never experienced before and it was the highlight of the many activities that our church community experienced in welcoming Peter. Peter has an excellent working relationship with the Vestry that bodes well for the future.

3. The Public Relations committee has been revitalized and is doing excellent work for our church. If you haven't done so, check out our website, www.charlestonuu.org, it is truly amazing.

4. The work to make our church a "Welcoming Congregation" is being ably lead by Richard Hayes. This is an important endeavor to assure that we truly welcome people from all walks of life.

The Vestry is thankful for the dedication, hard work, and support from our membership. We are a growing, vibrant, financially stable congregation with a proud past and a wonderful future.

Submitted by Stan Goldberg, Vestry Chair

Archives Committee Annual Report

The mission of the Archives Committee includes collecting and cataloging committee materials, maintaining the files and objects entrusted to its care, making such materials available to the congregation, and assisting members of the congregation in using the files. The result of these activities is the fostering of the institutional memory of the Unitarian Church in Charleston.

Our goals this year were to file all written materials in our possession, to begin the transcription of audio tapes of interviews with prominent members of our congregation, to begin storing both audio and video tapes in digital form, and to complete the creation of a Heritage Room. The Heritage Room will give the Congregation access to historical artifacts.

We have continued to improve the filing system we created last year and have made some progress on filing materials from the ministry of Jacqueline Collins. Rosemary Repeta has agreed to begin transcription of our audio tapes. We are still investigating costs for transferring the tapes to digital form. The Committee has received permission to use the library in the Landmark as a display area for objects of interest to the congregation, and we have begun preparing the display cabinets and the room. In addition, John Meffert cleaned up the room previously designated as the archives room and it is now available for other uses.

Next year we expect to continue preserving audio and visual records for future generations, to complete a set of displays for the Heritage Room, and to continue filing materials in our possession, In addition, we would like to preserve photographs in an appropriate manner.

Members: Gail Schiffer (chair), Mary Penny Chalmers, Billie Hall, Rosemary Hutto, Anne Lindsey, John Meffert, Chris Taft, Nancy Waters

Submitted by Gail Schiffer

Caring Committee Annual Report 2006-2007

The Caring Committee has met informally several times this year.

Our mission is to attend to those who need help, for whatever reasons, within the congregation. To that end, we depend heavily on our monthly coordinator to field phone calls and distribute the work load among the congregation at large, using a booklet showing the different neighborhoods where our members live. It has been found that people who live nearby those who need help, can respond the most easily.

Thus, the Caring Committee is composed of the entire congregation.

Our goals have been achieved through the use of the monthly Newsletter, (in which Judy Bruce has written up the news of church members, she has provided a crucial service!), the Membership table at coffee hour, where people can sign up to bring meals to those needing them, The Joys and Concerns section of our church service, notes to shut-ins, and Carla Stipe's faithful reporting of news of needy church members.

Our concerns are that we are missing people who could use help, so we hope that people will contact the monthly coordinator.

Judy Bruce will be assuming the role of Caring Committee Chair.

Submitted by Sue Nelson and Sally Flynn, Co-Chairs

Churchyard Committee Annual Report

Flush with money for the first time ever, thanks to Betty Fullarton's bequest, the Churchyard Committee has undertaken a number of projects and improvements to the churchyard to increase accessibility and safety:

- 1) The lighting in the churchyard, from the Annex gate to the back door of the sanctuary was adjusted and completed;

- 2) Brickwork was installed to allow easy access throughout the garden to everyone, especially the handi-capped;
- 3) The wrought iron fencing along Archdale Street was repaired to fill in the missing decorations;
- 4) Coping and plantings along the right (south) side of the open area in the back of the churchyard were completed;
- 5) A wrought iron gate was installed, replacing the ugly wooden one, between the parking lot and the Gateway Walk;
- 6) Lighting was installed along Gateway Walk, as a safety feature for the residents;
- 7) The trees beside the wall along Gateway Walk were removed, because they were a nuisance to parking space renters due to the droppings of birds, and also due to the potential damage they could do to the wall in case of another bad hurricane;
- 8) Planning for the open area in the back of the churchyard is underway, using the talents of Amanda Barton, Landscape Architect;
- 9) Repairs to monuments have been contracted for and a few have been completed.
- 10) We received a pallet load of mostly new bricks, which committee members hauled to the back of the churchyard, to be used as needed.

The committee held monthly work parties, enlisting the help of a number of new workers. In order to foster a feeling of camaraderie, we continued to lunch together by having potlucks.

Twice during the year, our Churchyard was featured in "Lowcountry Living," a bi-monthly magazine supplement to the Post and Courier. We love seeing our Churchyard in print, and the P&C apparently loves to print it.

Submitted by Fran Ennis

Committee on Shared Ministry Annual Report

Members:

Kaye Finch 3rd year
 Emilie Carey 3rd year
 David Garr 3rd year
 Jeanne Welsh 2nd year
 Amy Ball (spring cochair) 2nd year
 Sue Prazak (fall cochair) 2nd year
 Jeff Nichols 2nd year
 Karen Abrams 1st year
 Myrtle Staples 1st year
 Donna Griffith 1st year
 Cathy Jaggars (fall vestry liaison) 1st year
 Tony Brown (spring vestry liaison) 1st year
 Rev. Peter Lanzillotta

Mission Statement:

The COM is a continuing body of the Unitarian Church in Charleston responsible to the Vestry. The primary responsibility of the COM is to support and strengthen the shared ministry of the church and to monitor the health of that ministry. The COM functions as an advisory body and as a communication channel for the minister and the congregation. In this capacity, the COM helps to establish and clarify goals and expectations for the shared ministry of the church. The COM seeks to understand, assess, support and advocate for shared ministry throughout the context of congregational life. Approved, 10/03.

2006-2007 highlights

The major emphasis this year was to smooth out "the bumps in the road" that will always happen as we welcome and integrate a new minister. The COSM also mediated when concerns were brought by members of the congregation or by Rev. Peter.

We conducted a forum in October describing the mission and tasks of the COSM, including purpose, Minis-

ter Emerita and covenant, conflict resolution, and evaluation of the ministry.

We worked with members of the REC and Worship Committee for successful resolution of concerns about welcoming children into the church service.

Staff interviews were continued for Gabby Smith, Liz Bowen, Lin Raymond, Systke Hillenius, and Frank Palmer.

Rev. Peter's installation was well attended and well received. Donna Griffith was the primary COSM contact for this and deserves much praise and gratitude.

We developed a covenant among Rev. Peter, Rev. Jacqueline, and the congregation. This will be voted on at the Annual Meeting in May 2007.

The COSM will retain its vestry liaison but will not have a primary representative on the Program Council steering committee.

We planned a simple recognition ceremony in May to honor long-standing members and all active participants in the church.

We developed an initial plan to review the minister (along with the Vestry) and ministry as called for by the Personnel Manual. We are in the process of reviewing the minister's first year and are planning a 3-year review of the entire church ministry.

Submitted by Amy Ball

Connecting Circles Annual Report

This is the sixth year for Connecting Circles in our church. In some UU churches this is known as a small group ministry. Nearly 70 folks are involved in our small groups. They meet once or twice a month at members homes (or in small settings). The purpose from the beginning is to have a small group meet in homes to explore and discuss the deeper issues of our UU lives. The hope was that these discussions and experiences would draw people together in a closer bond with each other and their experience of a more spiritual, inspirational church.

Two new groups started this year - the Men's Club and the Knitting Circle. Other groups are in distinct geographic areas of the church - Mt Pleasant, downtown Charleston, and Summerville. A group for James Island will be forming for next year.

Each group is unique; building a circle that leads to their own spiritual growth and enrichment. Members take turns presenting a topic and allow time for reflection. Meetings also include a "check in" and socializing.

The leaders are called Coordinator/Facilitator and they are: Beverly Birkhimer, Rachel Beverly-Burton, Nancy Waters Cowie, Lee and Beverly Fisher, Sally Flynn, Dan Ford, Richard Hayes, Alex Hild, Cameron Mitchell, Myrtle Staples, and Mary Ann Terry.

We want to thank George and Neely Struzna for sharing their home for several years for the Summerville group. They will be missed as they move away to the north.

Submitted by Mary Ann Terry, Coordinator for Connecting Circles

UU Docents Annual Report

June, 2007 will mark the eighth year for the Docent program. The sanctuary was open each Friday and Saturday for the hours 10:00 AM - 1:00 PM. In addition, special tours were given for the Preservation Society on October 26. Docents will be on duty every day except Sunday during the Spoleto Festival from May 5 through June 9 (eight extra days).

During the calendar year of 2006, the sanctuary had 2016 visitors compared to 1720 in 2005, an increase of 296, but 1840 fewer than the 3856 visitors in 2005. Total money collected from donations was \$1493.81 from March 2006 through January 2007, and postcard and note card sales were \$179.06, for a total of \$1692.77.

Dave Elder continues to submit articles on the architectural history of the church for inclusion on the UU Website.

The docent committee had 26 docents, including subs, for 2006-2007. They are:

- | | |
|----------------------|--------------------------|
| 1. Anna Stephens | 14. JoAnn Stokes-Smith |
| 2. Beverly Birkhimer | 15. Joanne Simson |
| 3. Bill Cooper | 16. Les Cabiness |
| 4. Cisco H. Lindsey | 17. Lillless Shilling |
| 5. Dave Elder | 18. Maureen Kelly |
| 6. David Jack | 19. Nancy Waters |
| 7. Ethan Dickey | 20. Ridge Britton |
| 8. Fran Ennis | 21. Sheridan Hough |
| 9. Gail Schiffer | 22. Susan Hutto Robinson |
| 10. Jay Rockefeller | 23. Terry Walsh |
| 11. Jerry Cassidy | 24. Tom Trosky |
| 12. Jim Innes | 25. Toni Johnson |
| 13. Joanna Innes | 26. Will Moredock |

Cisco Lindsey chaired the committee for '06-'07. Maureen Kelly will take over as Committee Chair for '07-'08. Members of the steering committee are: Anna Stephens, Cisco Lindsey, Dave Elder, Jerry Cassidy, JoAnn Stokes-Smith, Maureen Kelly (chair), Nancy Waters, and Susan Hutto Robinson

The rack card touting the docent program was distributed by Dave Elder and Jerry Cassidy to Hotels and Motels throughout the Charleston Peninsula.

Submitted by Cisco Lindsey, Docent chair April 30, 2007.

Forum Annual Report

We in the UU Congregation are constantly besieged by alligators. The right wing has won a highly significant victory. One that will reverberated though out the land much to the detriment of all women. As a result of the Supreme Court decision to outlaw partial birth abortion, women, at least in the United States, will loose the legal right to control their reproductive system. Not immediately, it will take a year or so to wind its way through the legal system, but, eventually, Wade vs Roe will, for intents and purposes, be a footnote in history. The Pro-life party has made it clear that the decision to outlaw partial birth abortion is merely the first step in returning women to the status of dependency from which they so laboriously extricated themselves in the 20Th century. We can be sure of one thing illegal abortions will proliferate and women in poor circumstances will suffer the most. Those women who can afford it will take a trip out of the country. If as expected, Wade is reversed, personal privacy as well as confidentiality will be a thing of the past. Furthermore, the chances that unwanted children from poor circumstances will thrive is highly doubtful."

These and other issues of great pith and moment have been and will be continually discussed in the UU Forum. It is a wonderful opportunity to have your voice heard. We thrive on controversy.

Submitted by Jay Rockefeller

Intergenerational Committee Annual Report

The Intergenerational committee was newly formed in January of this year and is off to a fine start. Our mandate is to bridge the gap between the generations in the church. We hope to achieve that through social, educational and spiritual inclusion. Committee members include Nancy Simpson, Chair; Rachel Beverly-Burton, Betsy Grund, John Jamrogowicz, JoAnn Stokes-Smith, Jay Rockefeller, and Krista Wunsche – Youth Representative. We are planning a social event in the fall; a first annual Oktoberfest church wide picnic.

The committee's goals will be:

- Advisory - give feedback into whether intergenerational programs are going well
- Outreach - identify programs that are happening now and expand them
- Programmatic - pick one or two new projects per season and implement them

Feel free to contact any of the committee members to give your ideas and suggestions toward a more inclusive church community.

Submitted by Nancy Simpson

Investment Committee Annual Report

The Endowment Fund investments had another very strong year with 13.07% overall return on the invested funds. The endowment provided a total of \$41,118 for various needs including repayment of the RE building mortgage and repayment of church member loans made in lieu of a higher mortgage.

The ending balance of the Endowment was \$ 445,519. The Adjusted Principle at the end of 2006 was \$445,979 which means that we *spent \$460 of what we consider principle.*

Since we implemented our adjusted principle policy in 1988 our funds have grown from \$250,000 to \$445,000 and the investments have returned approximately \$470,000 to the church for various purposes.

In the short term the investments will not yield sufficient annual returns year after year to cover significant loan repayments(\$24,000) such as we had in 2006. The Endowment still has \$70,000 of out standing loans that it is liable for.

The investment Committee has made recommendations to redistribute our investments to be more diversified while maintaining a low risk profile.

Submitted by William A. Finn

Landmark/Buildings & Grounds Annual Report

1. Mission – To maintain the Sanctuary, Gage Hall, Annex and grounds of THE UNITARIAN CHURCH IN CHARLESTON in a good state of repair; To supervise any renovations, repairs and restorations; To care for furnishings and equipment. The Chairman of this Committee supervises, along with the minister, the Sexton.

2. Goals – Goals for the past year were to complete the exterior restoration of the Sanctuary, increase membership in the committee, work closer with the churchyard committee by participating in the Saturday morning work parties with a “fixit” team to make minor repairs to the buildings and grounds, and to obtain estimates for air conditioning the sanctuary and for outside repairs to Gage Hall. Also to decide on how to position the choir and whether to purchase new choir chairs.

3. Goal Achievements - All the goals were achieved with the exception of increasing membership in the committee. A new member was added, but one member was lost. The exterior of the Sanctuary was completed, however the lime wash, although effective, is being redone due to a color problem in the mix. The tower remains to be redone. Solid estimates for the air conditioning of the Landmark, and the outside repairs to Gage Hall have been obtained and will be debated at the annual meeting. The “fixit” team has started working, and is making many repairs. Buildings and Grounds has worked closely with the Churchyard Committee this year and many improvements can be noted, including a new light over the back door to the Sanctuary. Also, a new tile floor was installed in the Kitchen of Gage Hall, and downstairs Gage Hall was painted, a huge project thanks to

the organizing skills of one of our members and her team of painters. Thanks to the alliance for the new tile floor.

The choir was positioned at the front right corner of the Sanctuary after risers were installed, the organ was moved down from the balcony, and new choir chairs were purchased from Landmark Funds. Thanks to Tom Davis for his help.

Also, the sound system was upgraded, new microphones were purchased, and a secondary control station was installed in the Library.

4. Concerns - The largest concern for next year is making repairs to Gage Hall, specifically exterior wood-work, which is in bad shape, and re-pointing the brickwork on Gage Hall to prevent water leakage and damage. The next concern is how to proceed on the Landmark improvements. Attached are the results of the survey we ran in this area.

5. Recommendations – It will take around 80,000 to repair Gage Hall. The finance committee is looking into ways to obtain these funds.

6. Other items – We had a break-in of the Sanctuary and Gage Hall. The door to upstairs Gage Hall on Archdale Street was broken beyond repair, and the north door of the church to the balcony was broken. These are currently being repaired. The door to upstairs Gage Hall will look the same as the new doors to the hall when it is finished. We intend to replace the faucets in the kitchen this year as well and look into making the chancel rail portable.

Submitted by Ray Setser, Chair

Buildings & Grounds Survey

Below are the results of the survey for restoration/changes to the Sanctuary interior. They are listed 1 through 15 with 1 being the highest priority of the congregation according to this survey. AVG POSITION is the calculated weighted position for each item from all the returned surveys.

SURVEY ORDER	AVG POSITION
1. Restore interior walls, ceiling, etc	2.87
2. Install fire protection	4.83
3. Establish permanent handicap access	5.40
4. Air condition the building	6.01
5. Leave the choir in the front and provide risers	6.97
6. Provide for increased seating including using the loft	7.01
7. Provide restroom facilities	8.03
8. Recondition Arch/Lib for small meeting rooms	8.42
9. Install new pew cushions and carpet	8.43
10. Install upgraded lighting system	8.47
11. Provide for interior access to the loft	9.25
12. Make the communion rail portable	9.85
13. Replace the pews	11.48
14. Renovate Gilman Room	11.59
15. Provide Space for choir in loft	12.08

There were 140 responses, and lots of comments and questions, which will be addressed before we make any permanent changes.

Membership Committee Annual Report

MISSION STATEMENT

We are UU's because of choices we have made.
Many people share the same view of the world.
They just don't know the name UU.
Our goal is to find a way to welcome them home.

ACTIVITIES AND ACCOMPLISHMENTS

Twenty six new members have signed the book this year.

We initiated a new tradition of having a New Member Pot-luck Dinner to which all new members and Vestry members were invited in the fall. Thanks to Barbara Goldberg and her helpers, this was a great success, with many new members thanking the committee for such a welcoming event.

We completed editing and distribution of a picture directory.

We continued to staff the Welcome Table every Sunday, and we experimented with having a Membership Committee member join the greeters and Peter on Sunday morning. This was very helpful, particularly in September when we receive visits from many perspective members.

We offered two sets of Path to Membership classes, experimenting with different formats. In the fall, we met on two Tuesday evenings and in the spring we met on a Saturday morning. A total of 29 people attended the classes.

We worked with Peter in conducting two New Member Recognition Ceremonies and held a reception after each of these.

We are developing a new format for New Member Bios.

We are working with the Stewardship Committee, sending follow-up "Valued Member" and "Valued Friend" letters to help clarify the relationship between members, friends, and the church.

CONCERNS

We would like to see better integration of new members into the life of the congregation, helping them find activities within the church that meets their needs and ours.

We would like to set up a system for finding out why people leave our church so that we can understand and address problems that may exist.

Submitted by Gail Schiffer

Music Committee Annual Report

Mission Statement:

The Music Committee will support the Music Director and attend to the business of the Music Program, including the budget, the care of the musical instruments and hymnals, and the encouragement of all musicians, especially RE youth through the Martha Welch Music Scholarship. We will also channel communications from the congregation to the Music Director.

Members: Paul Garbarini, Co-Chair; Joanna Innes, Co-Chair; Lin Raymond, Music Director; Dee Boggan, Carol Oates, Myrtle Staples, Mary Ann Terry

Accomplishments:

- Designed and implemented the Martha Welch Music Scholarship.
- Conducted auditions November 29, 2006 for four applicants.
- Awarded the first MW Music Scholarship of \$500 to Megan Lewis (viola).
- Conducted the first Intergenerational Benefit Concert December 3, 2006, which raised \$822.
- Published an article about the scholarship in the district newsletter.

- Conducted the second set of auditions April 25, 2007 and the second Intergenerational Benefit Concert on May 6, 2007.
- Participated in the Annual Committee Fair
- Conducted an evaluation of the Music Director (co-chairs and the minister).

Submitted by Joanna Innes, Co-Chair

Personnel Committee Annual Report

Mission Statement: "The Mission of the Personnel Committee is to assure that our church has sound human resource policies and procedures that comply with the law, are competitive in the marketplace, and adhere to the principles of our UU faith. The Personnel Committee, working with the Minister and the Vestry, has an active role to see that the policies and procedures as described in the Personnel Manual are followed."

Members of the Committee: Suzanna van der Woude [Chair], Kay Haun, Terry Walsh, Richard Hayes, Bill Finn [Consultant], Stan Goldberg [Vestry Liaison].

Accomplishments:

The new UUA Health Insurance plan was accepted by the Vestry. The benefits started Jan. 1 2007.

Our Minister, and our Administrator Carla, chose to participate. We are very pleased that we can offer to our staff the possibility for good, affordable Health Benefits.

The Committee met 4 times during the year. We appreciate the presence and the help from our new minister, and the input from our vestry liaison. The committee is very thankful to the Chair of the Music Committee, Paul Garbarini, for his efforts to bring our new Music Director, Lyn Raymond, on board.

We initiated the yearly "performance review discussions" with our 4 staff members. This process will be finished very soon, and the written reports will be filed in the employee's files.

Goals:

To continue our work "behind the scenes" to fulfill our mission.

Submitted by the Chair, Suzanna van der Woude

Religious Education Committee Annual Report

Religious Education Committee Members

Carol Oates, Co-Chair

Lynn Wener, Co-Chair

Janet Watts, DRE

Susan Anderson

Amy Ball

Jessie Brzezinski

Yvette Elsey

Betsy Grund, Vestry liaison

Connie Hayes

This year, the Religious Education Committee was focused on adapting to the church growth from program to pastoral, the calling and installation of Rev. Peter Lanzillotta, and the sitting of a new Vestry. We continued to address matters of importance that have been RE priorities in this and previous years.

- The issue of a safe church continued to weigh on the RE Committee, both as a mandate and as a series of practical steps necessary to implement such a program. The issue was raised before the Vestry but the manner of funding background checks has not been decided.
- After lively discussion (including a Forum devoted to the issue), children were integrated into the begin-

ning of each service, whether it included a Story for All Ages or not. It is felt that the presence of our youth in the Sanctuary is extremely important to their spiritual growth and shows the church's commitment to all generations.

- The REC continues to seek increased hours for the DRE and an increase in certain budget line items.
- Our activities this year included the annual Halloween party, a very successful children's auction in February, our highly acclaimed Oyster Roast (many thanks to Tommy Hughston and Henry Thomas), the joyfully intergenerational Empty Bowls painting party and communal luncheon (kudos to Amy Ball and Rachel Beverly-Burton), and the ongoing good works of the YRUU. This year's RE Sunday (held April 22nd, Earth Day) was particularly well received.
- RE classes had good participation and terrific team teaching. The curriculum focus ranged from the New Testament to world religions. The OWL program was offered this year to our 7th-9th graders; attendance was strong among the UU middle-schoolers, less so for the Circular teens.
- Lynn Wener completes her term as RE co-chair. Carol Oates will continue as co-chair and another will be elected.

Submitted by Lynn Wener

Stewardship Committee Annual Report

After two years of managing the annual operating budget stewardship Campaign, the following policy was developed and approved by the Vestry in May 2007. It emphasizes goals and establishes guidelines about how the process will be supported by various entities in the church. It puts some consistency into the stewardship process, makes it easier to recruit chairperson(s), and lets canvass leaders know what support they can expect from others.

Submitted by Judy & Rob Bruce, Co-Chairs

STEWARDSHIP COMMITTEE POLICY #: 14

MISSION STATEMENT

Plan and implement the annual Stewardship Campaign to fund the Church's operating expenses for the next year, in a way that:

- Establishes a standard of giving
- Relates funding to the vision and mission of the Church
- Provides a way for each member and friend to pledge
- Recognizes and thanks those who pledge
- Is cost effective
- Gives feedback to the board on potential results and final results
- Provides feedback to church leadership about members' needs

STEWARDSHIP POLICY

1. Church provides adequate funding for modest Stewardship budget.
2. Vestry Chair selects Stewardship Chair or Co-Chairs before start of fiscal year.
3. Stewardship Chair(s) select committee for planning and implementation of Stewardship Drive.
4. Finance Committee and the Vestry set financial goals for campaign considering Church's mission and goals.
5. Stewardship Chair(s), Vestry, the Finance Committee, Minister, establish a calendar for the campaign. January was approved as Stewardship Month by the Vestry in 9/06.
6. Leadership ensures adequate administrative support for campaign.

7. Leadership ensures a mechanism is in place by which data is easily available to Stewardship leaders, to include list of membership/friends units to be canvassed, their membership status, and recent giving patterns.
8. Vestry and Stewardship Chair(s) ensure a way to recognize high givers.
9. Stewardship Chair(s) ensure a Church-wide reception for the campaign.
10. Stewardship Chair(s) plan for communication streams such as: newsletter articles, weekly bulletins updates, email communication, pulpit testimonials, postcard announcement, flyer, solicitation letters, and other information.
11. The minister supports and promotes Stewardship goals through sermon, discussion with new members, other.
12. Stewardship Chair(s) ensure that a letter of thanks and validation is sent to each unit which pledges.
13. Stewardship Chair(s) ensure that a follow-up process is in place to canvass those not reached during the main campaign.
14. Stewardship Chair(s) ensure an on-going process is in place by which members new to the Church between Stewardship campaigns are canvassed.
15. Stewardship Chair(s) ensure a process is in place to communicate needs and concerns identified during the campaign to appropriate entities within the Church.
16. Stewardship Chair(s) assist Membership Committee to identify those members who no longer wish to be associated with the Church. See Constitution, and Vestry Policy # 13.
17. Chair(s) maintain records to be passed to the next Stewardship leaders.
18. Stewardship Committee is a sub-committee of the Finance Committee.

JWB 4-29-07

Approved by the Vestry 5/1/2007

Welcoming Congregation Task Force Annual Report

The UUA Welcoming Congregation Program is a completely volunteer program for congregations that see a need to become more inclusive towards bisexual, gay, lesbian, and/or transgender people. The Welcoming Congregation presents a broad and flexible framework for tackling the problem of affirming sexual minorities in our church communities. The Welcoming Congregation program offers us the chance to become more inclusive, more integrated...more welcoming. The Welcoming Congregation provides an excellent checklist for recognizing structural and individual homophobia—perhaps the most deeply rooted prejudice in our society. The program is sponsored by the Welcoming Congregation Task Force (WCTF) -- created by the Vestry in September, 2006.

The mission of the WCTF is to lead the Church through the Welcoming Congregation process, culminating in a vote in May, 2008 at the Corporate Meeting to become a Welcoming Congregation. The WCTF members include Cathy Jaggars, Suzanne Weller, Jen Moran, Jeffrey Fleming, Jean Pendleton, Steve Clem, Ethan Dickey, and Richard Hayes (Moderator).

Welcoming Congregation Program started with a Workshop February 3, 2007 -- It was a major Success!! This workshop was conducted by two TJ District experts, Frank and Gary. It was attended by 45 members and friends of our Congregation -- a great start to the Welcoming Congregation process!!! Here is their story: Frank Benedetti & Gary Trowbridge have a long term relationship that most people would be envious of. They have been life partners since July 4, 1964—more than forty years. Both men have military backgrounds; Frank has been a UU since 1959, and Gary became a UU in 1993. Both men are now retired—Gary from the State of Georgia and Frank from Wachovia.

They are members of the UU Fellowship of Winston-Salem, have received the UUA Thomas Jefferson District President's Award for Social Justice (2003-2004), and in the last two years have appeared on a billboard in Winston-Salem with their picture and the caption: "We are your neighbors and we are gay."

The WCTF reviewed the Church By-Laws and policies, and recommended more inclusive language in the By Laws to overtly state that the Unitarian Church in Charleston invites all members not matter what their sexual orientation is – this new language was approved by the Vestry in March 2007, and will be voted on by the Con-

gregation in May 2007. The WCTF co-sponsored a Diversity Series Film on Gay prejudice from the UUA, "The Color of Fear, Part III" – this film was open to the public, and included an excellent discussion and feedback session after the film hosted by Don Manning.

In the next year will be presenting Forums, Workshops, and Sermons/Talkback sessions on Gay and Lesbian issues as we become a UUA certified Welcoming Congregation. Please visit the Church Web Page at www.charlestonuu.org and read more about being a Welcoming Congregation and *what you can do to participate*. And keep an eye out for news of future Welcoming Congregation events as we charge forward with the Welcoming Congregation program and our goal of voting in the 2008 at the Annual Meeting to become a UUA "certified" Welcoming Congregation Church!

Submitted by Richard Hayes, WCTF Moderator

Treasurer's Annual Report

On the next pages of this annual report are two financial statements for the congregation:

First, an income and expense report showing all our income and expenditures throughout our whole fund family. This report has figures for the current year through April of 2007, and it also includes figures for our last fiscal year, July 1, 2005, through June 30, 2006. It is always interesting to see what changes have occurred in our fiscal picture from year to year.

Income this year has been good and expenses have come in pretty much as predicted. Churchyard has been using their generous Fullarton gift for many fine improvements outside, and Landmark/Gage Hall have also been investing in a number of improvements for the sanctuary and for our well-used social-office building.

The Endowment has been reinvested from four funds into three different ones to increase its performance. Smith-Barney still holds these funds for us. We continue to use the Endowment to pay off the mortgage on the Annex building, so you can see expenses listed to pay interest on Promissory Notes to our members for that purpose, as well as mortgage costs on the balance of the loan paid to First Federal. The Bridge Loan to finish the sanctuary was also paid off so as to stop the hemorrhaging of interest fees.

Second, a balance sheet reflecting our assets and liabilities for all our funds is included. Again, for your interest, I included the figures that made up our balance sheet a year ago. As you can see, our assets have increased and our liabilities have decreased.

Both of these reports reveal a sound financial picture for our church. We are very fortunate to have good minds and caring hearts to help guide us on this path each year. And thanks so much to all of you, who generously give of your time and your money to keep us in this good position.

If I may answer any questions about these reports or any other matters pertaining to the church's financial well-being, please call me.

Submitted by Kay Haun, Treasurer

Unitarian Church in Charleston
Income and Expense Report for All Funds

	July 1 2006 to April 27 2007	July 1 2005 to June 30 2006
INCOME		
Pledges 05-06	3,914.00	183,870.17
Pledges to 06-07	169,713.56	20,868.00
Pledges to 07-08	6,145.12	0.00
Pledges to 2004-2005	0.00	2,110.00
PLATE	11,271.04	16,954.72
Memorial Donations 2006-07	6,885.00	1,025.00
Service Auction	19,177.00	16,969.02
Greenbax - J. Ayers Donat	3,002.04	5,002.72
Endowment for Oper. Exp.	0.00	6,000.00
From Operating Fund to Search Comm	0.00	9,500.00
Capital Fund Contribution	69,724.67	144,433.65
Interest Income	6,217.91	707.06
Churchyd/Mem. Garden Contr	1,500.00	281,610.67
Landmark Contributions	1,558.36	4,015.52
Endowment to Annex Mtg	8,680.32	9,121.50
Endowment to Pay Called Prom Notes	-12,305.42	0.00
Postcard/Notecard Sales	179.96	0.00
Docent Collections	571.48	922.33
Fullarton Gift	0.00	105,239.55
Fullarton Gift 2005	0.00	269,663.04
PARKING	16,620.00	21,840.00
RENTAL	14,327.31	13,665.00
INTEREST INCOME-GEN.FUND		
Interest Income	4,767.19	7,100.28
Endowment MM Earnings	2,632.68	2,089.79
Endowment MM Div	578.22	6,614.95
MISCELLANEOUS INCOME		
Misc Income	5,300.53	3,969.30
Fullarton MM Interest	0.00	344.96
Subtotal Miscellaneous Income	5,300.53	4,314.26
TOTAL INCOME	340,460.97	1,133,437.23
OPERATING FUND EXPENSES		
Search Expenses	0.00	9,500.00
STAFF EXPENSES	166,195.98	192,161.27
RELIGIOUS EDUCATION		
RE Program Expenses	3,113.74	3,237.54
YRUU	0.00	439.37
MUSIC	4,020.82	3,000.25
OFFICE		0.00
OFFICE EXPENSES	3,567.19	
Copier Maint. & Supplies	3,325.44	3,439.50
Gateway Newsletter	1,097.34	1,196.65
Advertising	513.34	697.65
Office Equipment Costs	94.00	888.26
Employee Training	15.00	0.00
Bank Fees	45.00	188.00
Subtotal Office	8,657.31	11,532.20
UTILITIES	14,475.03	15,536.55
INSURANCE	12,082.64	12,638.64
BUILDING AND GROUNDS	0.00	0.00
Paper Supplies	807.01	846.78

Maintenance - Mthly Serv	1,749.76	969.64
Dues & Subscriptions	81.35	0.00
Gage Hall Improvements	2,402.11	0.00
Gage Hall Kitchen Repair	0.00	1,500.00
Gage Hall Corner Repay	0.00	3,900.00
Repairs & Maintenance	6,044.55	6,422.69
Waste Disposal Fee	155.00	155.00
Subtotal Building And Grounds	11,239.78	13,794.11
TAXES	2,970.92	2,966.17
MISCELLANEOUS	0.00	24.95
RESERVE ACCOUNTS	800.00	105.00
DENOMINATION DUES		
UUA Dues	7,000.00	13,056.00
TJ Dues	1,000.00	1,000.00
Subtotal Denomination Dues	8,000.00	14,056.00
COMMITTEE EXPENSES		
Program Church	0.00	438.84
Forum	84.94	0.00
Vestry	51.91	561.68
Stewardship	1,355.22	703.83
Docents	296.52	323.59
Memminger Partnership	26.70	0.00
Crisis Ministry	1,052.67	1,131.85
Archives	86.29	438.26
Hospitality	177.80	492.92
Membership	866.56	465.37
Worship	100.00	402.27
Transylvania	435.00	600.00
Public Relations	0.00	100.00
Minister Installation	4,014.11	9,392.86
Committee on the Ministry	0.00	100.00
Mountain Retreat	100.00	100.00
Connecting Circles	44.00	172.60
Churchyard Committee	0.00	83.45
Soc. Just. Diversity Grp	357.14	275.96
Subtotal Committee Expenses	9,048.86	15,783.48
OTHER FUNDS EXPENSES		
Bank Charges	10.00	10.00
Glen Keyes Architects	0.00	24,005.91
Sanctuary Restoration	0.00	76,664.12
Miscellaneous Expenses	2,366.96	0.00
Bridge Loan Int erest Exp	438.58	2,876.81
Misc Expense - Churchyard	62,819.87	94,870.65
Sanctuary Repairs	10,849.71	14,831.02
Landmark Acct Bank Fees	0.00	10.00
Sanctuary Architect Fees	7,657.50	0.00
Mortgage Interest	3,610.89	4,814.52
Sanctuary Bridge Loan Repayment	0.00	270,000.00
Fullarton MM Bank Fees	0.00	8.00
Mortgage Withdrawals	8,680.32	11,531.31
Promisory Interest Pymts	2,490.00	2,640.00
Real Loss-Securities Sale	0.00	4,946.79
Endowment Misc. Expense	239.29	3,038.69
Bridge Loan Interest	0.00	7,056.49
Operating Fund Annual Exp	0.00	3,000.00
Subtotal Fund Expenses	99,163.12	520,304.31
TOTAL EXPENSES	339,768.20	815,099.84
EXCESS INCOME/EXPENSE	692.77	318,337.39

Unitarian Church in Charleston
Balance Sheet for All Funds May 1, 2007

	Current Year	Previous Year
ASSETS		
CURRENT ASSETS		
FF Operating Checking	\$47,485.43	\$30,107.49
FF Gage Hall Corner/Reserves MM	60,378.38	30,237.94
SSB Endowment MM	71,693.85	(1,217.53)
FF Landmark Money Market	223,167.21	154,208.28
FF Churchyard MM	58,048.08	225,099.95
First Federal Search Committee	0.00	8,000.00
Petty Cash	150.00	150.00
R.E. Petty Cash	150.00	150.00
Subtotal Current Assets	461,072.95	446,736.13
OTHER CURRENT ASSETS		
Churchyard Perpetual Care CD	100,000.00	0.00
Annex Mortgage Escrow	4,878.89	4,062.14
Annex Mtg from Endowment	(4.25)	(4.25)
Bulk Mail Account	150.00	150.00
Postage Due Account	121.67	121.67
Crisis Ministries Advance	200.00	200.00
Subtotal Other Current Assets	105,346.31	4,529.56
INVESTMENTS		
Am Mutual Fund Class A	(250.00)	117,112.13
Invest. Co of Am FD CL A	(250.00)	104,781.44
New Perspective Fd CLA	(250.00)	23,687.78
Wash. Mut. Investors CI A	(250.00)	101,411.96
Cap. Income Builder Fund	135,069.55	0.00
Cap. World Grwth & Income	135,943.41	0.00
Growth Fund of America	134,184.68	0.00
Subtotal Investments	404,197.64	346,973.31
FIXED ASSETS		
Annex	250,000.00	250,000.00
Reserve Promissory Notes	79,000.00	103,000.00
Subtotal Fixed Assets	329,000.00	353,000.00
TOTAL ASSETS	\$1,299,616.90	\$1,151,239.00
LIABILITIES		
CURRENT LIABILITIES		
SUSPENSE ACCOUNTS IN OPERATING CHECKING		
Payroll Taxes Fed/Fica W/H	\$1,605.45	(\$340.18)
Payroll Taxes State W/H	337.11	(36.31)
Sexton Fees Earned	1,235.51	2,164.62
Transylvania Suspense	0.00	339.25
Empty Bowls- Suspense	780.00	0.00
Social Justice - Suspense	9,559.28	3,470.66
Hymnal Donation Suspense	0.00	(68.52)
Guest At Your Table-UUSC	54.85	54.85
Martha Welch Scholarship	1,432.00	350.00

Gage Hall Kitchen		1,205.00	0.00
RE Scholarships		1,287.00	0.00
Benevolence Fund		71.24	326.24
CURRENT LIAB.-OTHER FUNDS			
Post Card Suspense Landmark Fund		(36.87)	(36.87)
RESERVE ACCOUNTS			
Maintenance Reserve-Bldg		2,786.32	2,786.32
Gage Hall Corner Reserve		39,102.02	10,202.02
J. Ayers Reserve		1,955.76	1,955.76
Operating Reserve		4,047.09	4,047.09
Office Equip Reserve		247.46	247.46
McK & Fra Parking Escrow		9,600.00	9,600.00
Musical Instrument Reserv		272.50	0.00
Larisey Reserve to Landmark		0.00	12,080.42
Garden of Remembrance Res		4,735.11	4,695.11
Air Conditioning		11,000.00	11,000.00
Bridge Loan for Sanctuary Repair		(676.48)	13,000.00
Subtotal Reserve Accounts		73,141.02	69,940.42
LONG TERM LIABILITIES			
Mortgage - Annex Building		56,059.23	61,438.45
PROMISSORY NOTES MEMBERS		79,000.00	103,000.00
TOTAL LIABILITIES		225,659.58	240,276.37
TOTAL EQUITY		1,073,957.32	910,962.63
TOTAL LIABILITIES AND EQUITY		\$1,299,616.90	\$1,151,239.00

**2007-08
Proposed Budget**

INCOME	
Pledges to 06-07	\$ 2,000.00
Pledges to 07-08	\$ 220,000.00
Carryover from Prior Year	\$ -
Plate - Operating	\$ 16,000.00
Memorial Donations - Oper	\$ 1,000.00
Service Auction	\$ 19,000.00
Greenbax - J. Ayers Donat	\$ 5,000.00
Endowment for Oper. Exp.	\$ 3,000.00
E. Lyle Parking	\$ -
Southeastern Mgt Parking	\$ 19,200.00
Church Rental	\$ 9,000.00
Gage Hall Rental	\$ 5,000.00
Churchyard CD Interest	\$ 2,875.00
Misc Income	\$ 1,000.00
TOTAL INCOME	\$ 303,075.00
EXPENSES	
STAFF EXPENSES	\$209, 007.000
RELIGIOUS EDUCATION	
RE Program Expenses	\$ 3,650.00
YRUU	\$ 100.00
Music Expenses	\$ 5,000.00
OFFICE EXPENSES	
Office Expenses	\$ 3,500.00
Office Postage	\$ 2,200.00
Copier Maint. & Supplies	\$ 4,300.00
Gateway Newsletter	\$ 1,600.00
Advertising	\$ 900.00
Office Equipment Costs	\$ 1,000.00
Employee Training	\$ 200.00
UTILITIES	
Electricity/Gas	\$ 11,000.00
Water	\$ 1,800.00
Telephones	\$ 4,000.00
INSURANCE	
General Insurance	\$ 14,500.00
Earthquake Insurance	\$ 2,800.00

This proposed budget does not allow for reserves for equipment and other possible emergencies in 2007-08. It has not been unusual, however, for the budget in past years to have ended the year without enough money left in the Operating Fund to set aside such emergency reserves.

BUILDINGS AND GROUNDS	
Paper Supplies	\$ 900.00
Maintenance - Mthly Serv	\$ 3,500.00
Dues & Subscriptions	
Gage Hall Improvements	\$ -
Repairs & Maintenance	\$ 7,483.00
Waste Disposal Fee	\$ 155.00
TAXES	
Property Tax	\$ 2,700.00
County User Fee Tax	\$ 100.00
Property Assessment Fee	\$ -
MISCELLANEOUS	
Miscellaneous Expense	\$ 50.00
RESERVE ACCOUNTS	
Emergency Reserves	\$ -
Off Equip.Rsrve Transfers	\$ -
DENOMINATION DUES	
UUA Dues	\$ 13,780.00
TJ Dues	\$ 1,000.00
COMMITTEE EXPENSES	
Program Church	\$ 300.00
Forum	\$ 150.00
Finance	\$ 50.00
Vestry	\$ 300.00
Stewardship	\$ 1,000.00
Docents	\$ 400.00
Memminger Partnership	\$ 150.00
Crisis Ministry	\$ 1,100.00
Archives	\$ 400.00
Hospitality	\$ 400.00
Membership	\$ 1,000.00
Worship	\$ 400.00
Transylvania	\$ 600.00
Public Relations	\$ 400.00
Committee on the Ministry	\$ 200.00
Mountain Retreat	\$ 100.00
Connecting Circles	\$ 100.00
Soc. Just. Diversity Grp	\$ 800.00
TOTAL EXPENSES	\$ 303,075.00

The Unitarian Church in Charleston

Unitarian Universalism | open faith, open hearts, open minds.

Public Relations Committee Report 2006/2007 Chair: Richard Hayes

The PR Committee was rejuvenated this year with strong support from the Vestry and its Chair Stan Goldberg. The Committee Members included Floy Work, Richard Hayes, Tony Brown, Amanda Albertson, Michael Mast, Nancy Groh and great spiritual leadership from Reverend Peter Lanzillotta. Richard Hayes was elected Chair of the Committee. The Committee has one subcommittee – the Web Page – led by Michael Mast and Amanda Albertson with support from Richard.

The Mission of the Public Relations Committee

We will guide the church's internal and external communications and develop effective PR opportunities. The goal of all communications for the Unitarian Church in Charleston is to promote the life and well-being of the Church and keep members, friends and the community informed about who we are, what we believe, what we have and hope to accomplish and how to be involved in Church functions and activities. Toward that end, the purpose of all communications is to ensure that material published under the auspices of the Church supports and enhances Church life and is congruous with Unitarian Universalist principles.

Objectives:

1. To develop a Communications Plans that supports both internal and external communications for the church in support of its mission
2. To develop both individual and church-wide PR methods for greater outreach
3. To oversee structure and consistent content of internal and external text publications
- to serve in advisory capacity to web manager, newsletter editor, and managers of other communication
4. To facilitate publicity by other church committees and groups
5. To determine formal policies for all Church Communications (e.g Web, newsletter, emails)

The Committee had major successes this year:

1. First Communication Plan for the Church (headed by the able Floy Work):

The Unitarian Church in Charleston

Unitarian Universalism | open faith, open hearts, open minds.

A. WHO'S OUR AUDIENCE?

We identified the age groups we're trying to reach--all are religiously liberal adults looking for inspirational messages:

- 1) **Young adults**, 18 and over who may be in colleges...they're seeking, eager to learn and may be looking for a community, too.
- 2) **Families with children** who are eager to find a non-traditional religious education program to support and educate their children and open them to the many possible religious paths. Our website's RE page is an important tool to maximize for this segment of our audience.
- 3) **Empty-nesters** who may be looking for a sense of community (a family feel), social action, and socialization.

B. WHAT DO WE WANT TO TELL THEM?

For all of the groups, it will be important to find a short, catchy, easy to remember way to describe what being a UU is all about--to encourage unchurched UUs and folks who may be UUs, but don't know it. We want them to come visit and find out about our church or themselves! This is the message that grew from the Vestry's suggestions:

**Unitarian Universalism, faith without creed--open hearts,
open minds.**

C. HOW DO WE REACH OUR AUDIENCES?

We identified many of the ways we communicate our message. We are eager to be consistent in our message AND how it looks (font, color) in every possible communication. We decided we'll use the chalice on the Vision Statement and new stationary in our communications, whenever possible, to create visually recognizable symbol and affiliate it with our church.

- 1) Our church website (which could be expanded to include a discussion board and SHOULD include Peter's sermons). It's important to update the site on a regular basis (weekly signage inside (the church and Gage Hall) and outside (King Street's wayside pulpit and signage on Archdale Street)
- 2) Email (we can create "signatures" for our church emails that include our message and logos.
- 3) Printed materials
 - a. The Gateway, our church newsletter
 - b. Our stationery
 - c. Church bulletins
 - d. RE publications
 - e. Annual fund materials
- 4) Publicly sponsored events
- 5) Connecting Circles and other church sponsored groups
- 6) Announcements in church
- 7) Newspapers (the Post and Courier, City Paper, Skirt, MUSC's Catalyst and the Cougar, etc)
- 8) Hospitality publications
- 9) Newcomers packets
- 10) Television (standard local stations and cable community channels)

The Unitarian Church in Charleston

Unitarian Universalism open faith, open hearts, open minds.

2. Templates were created for Correspondence to include our message, both for written correspondence and emails.

3. Processes were put in place for working with the Post & Courier, and the City Paper. Press releases were developed (by Floy Work) – and used for both Linn Raymond our new Music Minister, and for Peter Lanzillotta, our new minister.. The Web Page initiated a full page announcing the installation of the new minister. This process proved highly successful in the Installation of Peter Lanzillotta as our new minister. There was a full page article in the "Faith & Values" section of the Post and Courier. The Installation was a big success, proving out the PR Committee processes.

4. The Web Page was rejuvenated, and becomes a strong voice for the church and its members, as well as prospective visitors. The Web Page was kept current almost on a daily basis this year. Special pages were developed for Peter's Installation, the Wedding Ceremony information, Welcoming Congregation, Green Sanctuary, and other special events. A web committee was formed, headed by Amanda Albertson – by September 2007 we hope to unveil our new and improved web page for the World!

Anybody interested in Public Relations, and would like to join us in promoting the Unitarian Church in Charleston, please contact Richard Hayes or Carla Stipe – you will be warmly welcomed!

Richard Hayes
Chair
April 2007