

BOARD MEETING AGENDA for December 19, 2017

"We are the trustees of the spirit of the North Chapel"

Ringling Bowl & Check-ins	5:30-5:40
Leon's report -- questions & discussion	5:40-5:55
Update on Personnel Meetings	5:55-6:05
Preview of Annual Meeting -- Unsung Hero possibilities	6:05-6:10
Treasurer's Report/Finances -- report from Finance Committee -- update on canvass and Campaign for the NC -- status of 2018 budget -- vote on current budget report	6:10-6:25
Consent Agenda -- review/approve 11/21/17mtg. minutes	6:25-6:30
RDC planning -- report from BOT study group	6:30-6:40
Christmas Eve Donation	6:40-6:50
Community Conversations in January	6:50-7:00
Adjourn	7:00

As a member of the North Chapel Board, I agree to:

- Be present to others and mindful of the needs of our community
- Speak my truth
- Listen with patience and an open mind and heart
- Stay focused on our vision and mission
- Articulate North Chapel values and champion initiatives that support them
- Do the work that is ours to do and share the load
- Commit to continuous learning and self-assessment
- Ask challenging questions
- Encourage creative tension, among ourselves and in our community
- Take care of myself and of others
- Maintain good will and give the benefit of the doubt
- Be proactive and responsive
- Bring joy and kindness to what we do

BOARD MEETING Minutes for November 21, 2017
“We are the trustees of the spirit of the North Chapel”

Present: Susan Inui, Denise Lyons, Leon Dunkley, Anne Macksoud, Anne Dean, Ann Wynia, Judy Williamson, Chris Bartlett, Marcia Peterson, Richard Waddell, and Deborah Rice.

Absent: None

1. Consent Agenda

*Minutes of the October 17 2017 meeting were approved,

2. Treasurer’s Report/Finances

* voted to accept the budget report and the treasurer’s report.

Ann Wynia said that Focus on Future Funds will be moved into the Capital Campaign Fund

Excavation work went slightly over budget, and if the grant comes through we will be close to goal for the Campaign.

3. Leon’s report

Leon commented that he is still getting to know the story of the town, the socioeconomic needs, those that are visible and those that are not. He wondered who specifically he should connect within the community such as the police, the schools and local organizations.

He also mentioned working with the transition team on his May 6 Installation.

4. Retreat Follow-up

-- Members should reread SWOT and Focus on Our Future notes and focus on what we have been able to accomplish (in preparation for 2018 BOT goals)

5. *Created BOT study group on RDC which will include Chris Bartlett, Anne Macksoud, Anne Dean, Deb Rice, Susan and Denise. Nominating committee needs guidance on what is needed for fundraising outside of the canvass, since by default now all these ideas are coming to the board. -“Funraising”—how to keep that alive, what is manageable for our volunteer capacities?

6. Social Justice— Leon commented that things need to be sorted out, and perhaps there should be a discernment process before starting another long-term project, such as Life and Hope. Perhaps we can focus on kids in our own community, at the Library?

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7. Community Conversations- there was discussion about when to schedule, after a service, and potential conflicts with other events such as pot luck lunch. December seems too full, so possibly they can happen in January.

Update: As of Dec. 3, Susan and Denise have reconsidered the timing and have tentatively scheduled these for Sat. Jan. 6 and Sunday Jan. 7, 2018.

8. A motion was made to go into Executive Session of the Board for personnel discussions. Leon excused himself.

9. The meeting was adjourned at the end of the executive session meeting at 7:30.

Deborah Rice, Secretary (with thanks to Judy Williamson for recording the first part of the meeting!)

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North Universalist Chapel Society
Profit & Loss Budget vs. Actual
 January 1 through December 11, 2017

	Jan 1 - Dec 11, 17	Budget	% of Budget
Ordinary Income/Expense			
Income			
Temp Restricted Income			
Capitol Campaign 17	164,384	0	100%
Classical Concert	3,000	0	100%
Life and Hope	7,621	0	100%
Focus For Future	0	0	0%
Minister's Fund	1,109	0	100%
NYE/Cranna	0	0	0%
Organ Fund	0	0	0%
Permaculture Garden Grant	0	0	0%
Pizza Oven	745	0	100%
Sabbatical Savings	0	0	0%
Spiritual Practice	0	0	0%
VT/Quebec Grant	1,036	0	100%
Byrne Foundation	0	0	0%
Temp Restricted Income - Other	0	0	0%
Total Temp Restricted Income	177,895	0	100%
Unrestricted Income			
Reserve Fund	3,500	3,500	100%
Loose Collection	14,458	13,000	111%
Rental Income	8,653	9,000	96%
Contributions	1,055	4,000	26%
Fundraisers	10,340	11,000	94%
Pledges	145,962	153,000	95%
Unrestricted Income - Other	0	0	0%
Total Unrestricted Income	183,968	193,500	95%
Uncategorized Income	0	0	0%
Total Income	361,863	193,500	187%
Cost of Goods Sold			
Cost of Goods Sold	0	0	0%
Total COGS	0	0	0%
Gross Profit	361,863	193,500	187%
Expense			
Concert Expenses			
Advertising	0	0	0%
Concert Expenses - Other	0	0	0%
Total Concert Expenses	0	0	0%
Fund Expense			
Musicians	10,000	0	100%
Professional Services	13,417	0	100%
Gift	2,043	0	100%
Gardens	1,175	0	100%
Meals	60	0	100%
Repair & Maintenance	21,411	0	100%
Office Supplies	95	0	100%
Groceries	247	0	100%
Furniture	2,025	0	100%
Advertising	377	0	100%
Kitchen Supplies	167	0	100%
Fund Expense - Other	0	0	0%
Total Fund Expense	51,017	0	100%

North Universalist Chapel Society
Profit & Loss Budget vs. Actual
 January 1 through December 11, 2017

	Jan 1 - Dec 11, 17	Budget	% of Budget
Parsonage			
Water/sewer	0	0	0%
Maintenance	6,100	8,000	76%
Furnace	160	200	80%
Electric	0	0	0%
Parsonage - Other	0	0	0%
Total Parsonage	6,260	8,200	76%
Employee Benefits			
GF Life Ins.	240	0	100%
ADM medical premium	5,263	5,210	101%
ADM dental ins premium	672	675	100%
Employee Benefits - Other	(241)	0	100%
Total Employee Benefits	5,935	5,885	101%
Pass through	0	0	0%
Church Expense			
Fuel/furnace	5,534	7,000	79%
Property Insurance	5,296	5,300	100%
Water/Sewer	723	1,000	72%
Repair & Maintenance	5,863	15,000	39%
Insurance - Liability	0	0	0%
Electric	3,149	4,000	79%
Grounds	4,371	5,000	87%
Janitorial	1,295	2,500	52%
Church Expense - Other	0	0	0%
Total Church Expense	26,232	39,800	66%
Payroll Expenses			
Wages	61,578	69,130	89%
Taxes	4,754	5,288	90%
Worker Comp Insurance	210	1,825	12%
Payroll Expenses - Other	3,237	0	100%
Total Payroll Expenses	69,779	76,243	92%
Spiritual Exploration			
Registration Fees	0	0	0%
Child care	590	0	100%
Training	1,030	1,500	69%
Artistree rent	132	440	30%
Supplies	416	500	83%
Spiritual Exploration - Other	0	0	0%
Total Spiritual Exploration	2,168	2,440	89%
Music			
Special Music	800	800	100%
Supplies	651	600	109%
Music - Other	0	0	0%
Total Music	1,451	1,400	104%
Membership			
Recognition	493	1,000	49%
Coffee	390	300	130%
Outreach	221	250	88%
Leadership	1,018	1,000	102%
Quest	520	1,000	52%
Membership - Other	0	0	0%
Total Membership	2,642	3,550	74%

North Universalist Chapel Society
Profit & Loss Budget vs. Actual
 January 1 through December 11, 2017

	Jan 1 - Dec 11, 17	Budget	% of Budget
Worship			
Advertising	171	300	57%
Supplies	54	500	11%
Minister's substitute	700	1,800	39%
Worship - Other	0	0	0%
Total Worship	925	2,600	36%
Minister Expenses			
LD Dental	56	0	100%
Professional & Out of Pocket	1,170	2,185	54%
Minister medical insurance	2,469	2,323	106%
Group term life	0	178	0%
Long term disability	0	262	0%
Pension	0	2,185	0%
Moving expense	8,128	8,500	96%
Pastoral Care Minister	7,680	7,720	99%
Compensation	11,888	15,850	75%
In lieu FICA	1,254	1,672	75%
Housing	4,500	6,000	75%
Benefits	0	0	0%
Minister Expenses - Other	0	0	0%
Total Minister Expenses	37,144	46,875	79%
Program Expenses	0	0	0%
Professional Fees	0	0	0%
Office Expenses			
Website Host/Upkeep	864	700	123%
Travel and Mileage	377	0	100%
NNED	0	0	0%
Membership fee	255	0	100%
Minister Search Committee	8,386	11,000	76%
Printing & Copying	0	0	0%
Telephone & Internet	1,148	1,300	88%
Equipment Lease	0	0	0%
Merchant Account Fees	87	0	100%
Supplies	1,024	2,500	41%
Vanco	360	360	100%
UUA / NER	2,000	2,000	100%
Resource	0	0	0%
Postage/Printing	297	200	149%
Quick Books	777	120	647%
Copier	4,070	3,800	107%
Office Expenses - Other	0	0	0%
Total Office Expenses	19,643	21,980	89%
Subcontractors	0	0	0%
Bank Charges	0	0	0%
Interest Expense	0	0	0%
Total Expense	223,196	208,973	107%
Net Ordinary Income	138,667	(15,473)	(896)%
Other Income/Expense			
Other Income			
Investment Gains/Losses	20,870	0	100%
Interest and Dividends	433	0	100%
Total Other Income	21,303	0	100%
Net Other Income	21,303	0	100%
Net Income	159,970	(15,473)	(1,034)%

Buildings & Grounds
December 2017 Minutes

Present: Gina Auriema, Jack Nelson, George Wohlgemuth, Jenny Gelfan, Don Ransom, Agata Marzek and Vassie Sinopoulos

Sexton's Report:

There was a large December 2nd wedding in the Sanctuary at 4 in the afternoon. It required quite a lot of additional cleaning to be done afterward, which meant that A & R were there until late Saturday night to have it clean before Sunday service. They also seemed to have used the Social Hall for preparing flowers. Not sure if this was part of the contract?? Gina mentioned that a muntin on one of the windows had been charred from open flame. Large candelabra were used in every window. The committee recommends that there should be a cleaning fee for all future weddings and big events that should be paid directly to the sextons. Thought this was part of our contract already??

The gravel walkway at the back of the church is creating more mess on floors as folks track it into the entrance of the social hall. Gina will purchase a door mat for the outside of the door. The new stove in the parsonage works well. Gina thinks that the old stove has been sold for \$400 on Craig's List. (check not in hand)

There was a problem with the relay box for the Sanctuary lights that is now fixed. Gina will talk to Jason Cayer, our electrician about changing over to LED lights in Sanctuary. The base of the light post at end of ramp to Sanctuary has corroded so Radek made a temporary repair but it needs to be replaced in the Spring with a new post. The sextons continue to monitor the water leak in the Sanctuary roof. The sextons did an excellent job refinishing the floors of the social hall, the kitchen, and the bathroom.

The minutes of the November meeting were read and approved.

Old Business:

Jenny talked with the Worship Committee about a proposed railing for the steps to the altar, and after some discussion the B&G Committee decided that we should continue to assist people negotiating the steps rather than install a railing. Gina placed some insulation in the wall between the bathroom and the organ, and she also hung a hook for coats and bags. The Committee voted to use the money from the sale of the old wood stove to buy a new vacuum cleaner.

The CTWK have removed their kitchen equipment out of the storage shed.

Gina, with the help of Don and Mark, took the old carpeting and some other stuff from above narthex to Hartford Transfer Station. The cost for this was \$48.

New Business:

Gina will write a report for the Annual Meeting on January 28, 2018.

Vassie will join Geraldine, Marcia Peterson, and Gina when they meet to discuss and update our Rental Contracts.

Permission was given to CTWK to install a mailbox next to the church one. The Committee agreed that it would be a good idea for a member of B&G, along with a Board member, to meet with the new CTWK director, Pieter Bohlen, to introduce ourselves and renew our mutual cooperation.

Coffee Hour for our Committee will be the month of May 2018. We'll assign weeks at a later meeting.

Christmas decorations have been arranged by Gina (tree) and Donna Durgin (wreaths and window decoration)

Gina will be responsible for our Christmas card with Thank you for the Sextons

Next meeting

Wednesday, January 10th. 2018 at 5:30 pm

Submitted by

Vassie Sinopoulos

MUSIC AND WORSHIP COMMITTEE MINUTES

December 5, 2017, 5:15 PM, Submitted by: Jessica Stout

Attendees: Don Ransom, Shoshana Belisle, Jessica Stout, Diane Mellinger, Mary Blanton, Kathy Astemborski, Leon Dunkley

Review and Approval of Minutes from November meeting

Ongoing Business: (Action Points in Bold)

- 1) Shoshana presented a draft of proposed spiritual themes for 2018, including titles and descriptions. Committee members discussed these, with emphasis on the first quarter, and gave initial feedback.
Shoshana will make modifications based on the feedback and resend the draft to the committee.
- 2) Don announced that Hope Yeager will be joining the Worship Committee in January, at which time Kathy and Jess will be rotating off.
- 3) Reviewed and clarified coffee hour details for December; the Sundays therein appear to be adequately covered.
- 4) Committee reviewed the past month of services, which have generally been rich and well received. The primary concern raised was the issue of some services going “long”. (see below)
- 5) Review of Action Points from November meeting:
 - a) Continued discussion about the length of services. There was one service in November that became particularly extended, and that prompted complaints from some congregants about the length. It was acknowledged that there are some weeks that have a lot going on in terms of announcements and other forms of sharing, and that generally it is important for the service to honor the inherent worth of people’s stories and offerings. At the same time, Leon made the point that when a service does go long, it should feel like it was indeed necessary and important to do so. Diane reiterated the important responsibility of the worship committee to control what we can in terms of protecting the service from too much extraneous content. It was agreed that the time and space are sacred, and that people come to enter a deeper, spiritual state of being. Tuning into and responding to those needs and expectations should help inform the construction of a service. Furthermore, continued exploration of the service coordinator’s role will be helpful in terms of both the time issue and the synergistic

relationship with Leon or whoever is reflecting. Leon made the additional point that the New Member Service should not occur in June, at the start of summer when church life tends to shift.

Consideration should be given to moving the New Member Service to a more appropriate time on the calendar, i.e. September when the right kind of attention could be paid to this important event.

- b) The topic of “gifts” inherent in the monthly themes continues to be woven into discussion
 - c) **Consideration will be paid to possibly redrafting the Guidelines for Service Coordinators**, as we continue to explore the role. The importance of maintaining a sense of meaning for that role was highlighted.
- 6) Review of Future Services
- a) Grace Alden is scheduled for 1/21 and Mohsen Mehdawi for 2/25; both of these guest reflectors have expressed interest in participating in round table discussions following the service.
 - b) Diane and Leon have connected around the Christmas Eve Services, and at this point both are coming together well.
 - c) Leon will cover the morning service on 12/24; there will be no service coordinator that day.

Closing Circle

Adjourn: 6:40 PM

Next Meeting: January 9, 2017 at 5:15 (second Tuesday)

Membership Notes

December 2017

Greater for January will be:

7th - Ann

14 - Sherry

21 - Fran

28 - Joanna

The first Circle Dinner will be held on Saturday, January 20th.

Submitted by Sherry Belisle

Minutes

Welcoming & Engagement Committee

December 7, 2017 5:00 - 6:00 pm

Present: Barbara, Pru, Zoe, Laurie, Moira & Leon

Absent: Joby & Polly

CHECK IN AND SHORT SILENT MEDITATION

MISSION STATEMENT: The mission of the Welcoming and Engagement Committee is to develop an ongoing welcoming and engagement process rooted in kindness, inclusivity and relationship building, directed toward the creation and support of a loving community.

We wanted to work on better communications.

REVIEW OF MINUTES FROM NOVEMBER 2 MEETING

MEETING FOCUS:

To review and update ongoing initiatives. To hear about Leon's vision for integrating new members and beginning to explore ways in which the WEC can help to facilitate those goals

CURRENT INITIATIVES FROM LAST MEETING :

We discussed improving communications about ongoing activities. Laurie will talk to Communications about listing ongoing activities on the bulletin board.

Polly was working on recruiting more Welcomers and putting a sign-up sheet in the social hall.

The Potluck was moved to December 17th. Rick will help set up the tables on December 16th. Pru will send an email to the committee members with set up time so we can help.

Rich S. is interested in joining our committee. All were in favor. Barbara will invite him to attend our January meeting to check us out.

Barbara talked to Leon about his welcoming and engagement ideas for new members. Barbara, Moira and Leon talked about planning dinners for members who have joined in the past 3 years. No more than 10 people at a dinner. A few long time members will also be invited to attend to share their experience. Geraldine will be asked to generate a list. Ken Woodhead will do the cooking. Invitations will be sent. Wendy will photograph. We will enlist the Membership Committee to assist.

NEW INITIATIVES/ MAJOR MEETING FOCUS

Richard Shramm is interested in putting together a future LGBT service. Moira will talk to Shoshana (themes) to ask her to take it to the Worship Committee to see if they want to work on it. Should it be linked with LGBT events, such as Pride Day, etc.

We want to put up a couple tables downstairs during coffee hour so that folks with physical limitations will be able to sit down.

Leon led us in brainstorming about reasons why new members might be drawn to the North Chapel and what they find upon entering. What would a new person notice? He honed in on four qualities (light, simplicity, cleanliness and sparse beauty). He noted that people walking into the church for the first time are likely feeling unsettled, maybe nervous. These four qualities bring peace, stillness and a welcoming space. He noted that the North Chapel has two unique things in its backyard: a river and a pizza oven. We should market that. He talked about idiosyncratic detail. Everyone coming in will have stories to tell and qualities to be valued. They are temporal. What is being welcomed is the play that may happen in the backyard (whiffle ball, etc). Leon suggested we focus on (1) how we recognize our gifts, (2) how we value our gifts and (3) how we invite people into it. Leon said that there is an incredible spirit in what WEC does and we can invite others into that enthusiasm. We will continue talking about a pathway to membership from when someone first enters the church to signing the book to joining a committee.

Focus for the January 4 meeting

Organizing the newcomer dinners (keeping in mind that the circle dinners will begin January 20th).

Moira Notargiacoma, acting Secretary

WINTER MEETINGS

Moira will be chairing the meetings Jan. through April while Barbara is away.

CLOSING READINGwho would like to bring a reading for next meeting?

Next meeting Thursday January 4, 5:00 PM.

Spiritual Exploration for Children and Families

Sunday Program!

NC-CTWK = a North Chapel Change The World Kid. Currently Aidan and Forrest.
SE Kid = a North Chapel child in grades K-6

November 19

Children: 6 plus 2 CTWK NC Kids
Spiritual Exploration with Jess and Geraldine

Jess and Geraldine lead the children in an expressive arts exercise around the topic of Gratitude and Thanks Giving!

New family started coming with 2 children

November 26

Children: 4 SE kids and 2 CTWK NC Kids
Tea-Making with Anne Dean

The children had a wonderful time during their Tea-Making Workshop with Anne Dean. Tea was made using the herbs from our own Permaculture Garden. Our tea making was then rewarded with a tea-party complete with tea we just made and holiday cookies!

Sunday December 3

Children: 8 SE kids and 3 CTWK NC Kids

The SE Kids helped CTWK sort and arrange the Holiday Heart Gifts!

A new family joined in childcare. A toddler and baby. Geraldine helped settle the toddler at the start and later when the baby was crying - Geraldine stayed to sooth baby so Valerie could work with the toddlers.

Sunday December 10

Children: 5 plus 2 CTWK NC Kids
Geraldine and Amy Wheeler speaking on joy of giving (non-materialistic). Michael had to cancel music rehearsal that was scheduled.

We spoke about the joy of giving during the Holidays and spoke about what we could give that does not cost money. The children made "coupon books" and Tree Ornaments.

Weekly Children's Yoga

On Wednesday September 20th we started a weekly "Story and Yoga Time with Angel" at the NWPL fro 10:30am-11:30am. We saw a HUGE increase in class size this month. Yoga is getting rave reviews!!

Attendance as follows:

November 22: 16 children and 6 adults

November 29: 10 children and 5 adults

December 6: 10 children 5 adults

December 13: 3 children and 2 adults

Our contact at the Library, Mellissa has given her notice and moved on. As far as I am aware, Claire McFarland who was the preschool teacher in the old Woodstock Nursery School will be taking over for Melissa. I look forward to working with Clare!

Christmas Eve Children's Choir

Working hard with Michael Z to pull off another fabulous Christmas Eve Children's Choir performance. We will have some children playing instruments again and others singing. We will most likely schedule a number of after-school rehearsals.

Aidan and Forrest will be helping with the slide projector and I am finding 2 children to read the Luke passage.

I will be working with the children on the children's processional and am sourcing bells from ArtisTree.

Neighboring Faiths

We will be turning our 3rd Sunday of the Month SE to a time of learning about other faiths. I have been talking to local parents who belong to other churches such as Our Lady of the Snows and St. James and it sounds like they too would like to get involved. I am working on connecting with these other churches and getting SE teachers lined up. More information on this to come shortly.

Wreath Sales

Many families have connected with the church in various ways to help sell, decorate and deliver wreaths. One day after church a group of us worked outside singing carols and decorating wreaths. We have also helped out at the Woodstock Farmers Market, selling and decorating wreaths and have tried to get the kids involved as much as possible.

Our Whole Lives (Grades 4-6)

We wrapped up our 10 week OWL session on Sunday December 10th. The experience was truly wonderful. I believe our children really gained a lot from the experience. I know my daughter was in tears in the car on the way home as she didn't want it to end.

There is a HUGE push to keep OWL going especially for the middle school age kids. Sparrow and I will get together in January to look into how we might be able to collaborate again on this. The middle school curriculum is 27 weeks so it is a really big commitment and a number of people need to be on the teaching team. I look forward to exploring this. I was contacted by a woman who represents a local bookclub of moms who have about 20-30 children of varying ages interested in OWL.

There is an OWL training coming up in the new year, and I would love to be able to attend the training. I will be sending more on this to the board co-chairs and Rev. Leon.

After School Program at the NWPL

No official update as yet. With change in leadership with the Children's Librarian and busy December, I would like to think about a steady presence at the library one afternoon a week starting in the new year! I will talk to Claire about this.

After School FOOD Program at the NWPL

The idea is to serve a healthy snack every day after school in the “activities” room in the children’s area from around 3-3:45pm. Library staff and perhaps sometimes myself (Geraldine) will prepare the snack for the children. Examples being cheese and crackers, bagels and cream cheese, granola bars, apples and such. Feed hungry children and build community.

This month, I officially approached the Woodstock Food Shelf and they brought it up at their December board meeting. They responded enthusiastically but with questions. I need to respond.

Our Thanksgiving collection was aimed at this initiative and I believe we raised over \$400.

Book Group (For the parents/caregivers)

It is important to give parents and caregivers time to establish connections and to make time for themselves. Creating a healthy ritual of reading for pleasure and time to connect with like-minded people. This is a very enjoyable time where folks get together, enjoy some wine and snacks and good conversation.

We finished reading “When Breath Becomes Air” by Paul Kalanithi. We met on December 7th at my house for a fun POTLUCK dinner and book exchange. It was a lovely evening.

Our next gathering will be on January 4th here at the Church. We will get together and watch “Walk With Me – On The Road With Thich Nhat Hanh” in the back parlors of the North Chapel. “Walk With Me” is a cinematic journey into the world of a monastic community that practices the art of mindfulness with Zen Buddhist master Thich Nhat Hanh. I have encouraged our group to read any of Thich Nhat Hanh’s books in anticipation of this viewing.

Walking Group

Our Walking Group is for the winter now a YOGA group. We continue to meet on Thursdays at 8:30am and we do Phoebe’s yoga class. I had negotiated with Phoebe that she allow a number of us SE folk (Parents or caregivers) to attend her class for free. Childcare is available and is used every week.

Vermont Family Based Approach

The North Chapel (SE for children and families) continues to belong to the VFBA Coalition. No current update at this time.

Prosper Valley School Trust

I currently sit on the board as Secretary of the Prosper Valley School Trust. This trust is an independent 501c3 which is tasked with enriching the lives of the students who attend the Prosper Valley School from Bridgewater and Pomfret. The Trust has been instrumental in funding enriching experiences and resources that fall outside of the school budget. This fund has helped to nurture artistic, musical, athletic and theatrical talent, propelled eye-opening field trips and innovative workshops, installed projectors and SmartBoards in classrooms, funded computer labs, beautified school grounds and even assisted in expanding school meal services with the addition of the new school kitchen. Sitting on this board helps me to stay connected to the children and families in the communities of Bridgewater and Pomfret and to

play an active role in making sure we offer healthy enrichment opportunities to all of our children.

*** We just recently approved the purchase of a number of iPads for the lower grades of the elementary school, a sophisticated math program called "Dreambox" for the whole school and a workshop / internship with No Strings Marionette Company. ***

Mindful Parenting with OHF

****No updated at this time****

Divorce Support Group for Parents

Going through a divorce is a very difficult and lonely time. Divorce carries a stigma that can make a person feel ashamed or embarrassed. What one really needs is love and support and a cheerleader when most often the divorce is happening for good reason. This is a difficult time for children too and can really take its toll on the family. We are setting up a monthly Divorce / Separation Group for local folks - this is being co-led between myself (Geraldine) and Dr. Blakeley Murrell-Liland.

**** Tentative Date set for Monday January 22nd with a Second meeting date for Monday the 19th of February****

The Family Place: Gingerbread Festival

I volunteered at The Family Place Gingerbread Festival helping to accept the gingerbread houses that were submitted. A great organization and a good connection to keep within the community.

UU Ladies Lunch

While volunteering at the Family Place I met a local member of the Hartland UU Congregation. She since approached me to suggest a regular lunch meeting with local UU ladies - a way for UU women to get together and spend time with like minded folk. We have a lunch scheduled for Monday January 8th. I hope to get one or two local UU moms to join me.

WISE Breakfast

I joined Rev. Leon for an informational breakfast at Wise on December 6th. I learned a lot and have a bunch of new resources for our families around gender-based violence. This include prevention measures including a lot of work that is being done in our schools.

Role and Responsibilities for the North Chapel Resource Development Committee

The Resource Development Committee (RDC) ensures that members of the North Chapel community—through the canvass, grants, fundraisers, and property rentals—raise the funds required to support the church's annual operating budget. The Committee oversees, coordinates, and, at times, initiates efforts in these four domains, with the aim of reaching specific dollar goals within each. Annually, the Board of Trustees (BOT), with input from the Finance Committee, will work with the RDC to specify yearly financial targets for each category, based on current church needs.

To fulfill its duties, the RDC recruits and works closely with community members who agree to lead or support various development efforts. One or two members of the RDC shall agree to serve as liaison to task forces or groups within one of the four domains (canvass, grants, fundraisers, rentals).

In addition, the RDC shall ensure that community members are informed about the benefits of and mechanisms for including the church in their will, with the goal of building an endowment fund to support the church's long-term future.

Ideally, the RDC shall have 5 members, allowing the workload to be shared. Further, members of the BOT shall work closely with the RDC to support its efforts.

Specifically,

- **Canvass:** The RDC liaison ensures that the Canvass Task Force has the required membership and leadership to carry out the tasks of the annual pledge drive, and that CTF members understand what is required to conduct a successful canvass. The tasks of the CTF have already been defined and processes are in place to conduct the canvass, allowing the CTF to function with minimal supervision once a team is in place. The treasurer, church administrator, and the BOT also support the work of the CTF.
- **Fundraisers:** The RDC liaisons (suggest 2) ensure that an appropriate number of fundraising events is scheduled annually, aiming to meet designated financial goals and to use church human resources mindfully. For established events, the RDC liaison ensures that the event coordinator is in place and has the resources he or she needs. For new events, the RDC liaison(s), works with other RDC members, community members, the minister, and the church administrator to develop and coordinate fundraising events that fulfill the church's budgetary and social goals and meet church policy guidelines for events.
- **Grants:** The RDC liaison works with members of the RDC, the BOT, other community members, the minister, and the church administrator to identify foundations that may have an interest in supporting North Chapel programs and to submit grant proposals to seek support for fundable church activities.
- **Property Rentals:** The RDC liaison collaborates with members of the B&G Committee and the church administrator to ensure that the church is taking full advantage of opportunities to rent its facilities and grounds for suitable events. Attention will be paid to ensure that: (a) the church is competitive within the rental market; (b) rental opportunities are well marketed and publicized; and (c) good business practices are observed in negotiating and fulfilling rental agreements.
- **Planned Giving:** The RDC enlists the help of volunteers with experience in estate planning and non-profit endowments to educate community members about the benefits of and mechanisms for including the church in their will. The RDC also seeks to learn from community members whether they have already made this provision or intend to do so.