

**DRE Board Report for April 2009**  
**Lara Douglass, Director of Religious Education**  
**First Unitarian Universalist Church of Austin**

**Religious Education Events in April 2009**

The UU Seder was held on Saturday night, April 11. We had approximately 85 people in attendance, which exceeded our expectations and caused us to put up an additional table! Michael LeBurkien and Blossom Zanger led the Haggadah, which was written by Michael LeBurkien, based on many of the Seders he conducted during his years as a Reform Jewish Rabbi.

The food was wonderful. Nell Newton prepared the briskets and an intergenerational matzoh-ball making event was held on the Friday before the Seder. This Seder was a wonderful fellowship event, which is back on the RE annual calendar.

The Flower Communion and the Easter Egg hunt were held on Easter Sunday, April 12. Again, we had a lovely intergeneration worship service and shared ritual.

The second Spiritual Movie Night was held on April 17. We had about 20 adults and 4 children. All enjoyed popcorn and movie treats. The adults enjoyed the movie **Tara Road**, while the children enjoyed the movie, **Robots**.

**Children's Programming:**

The Spring 2009 curricula is moving along, using the following curricula:

**Pre-K:                      Lessons from Toad Frog and Toad.**

**K-Grade 2:                Rainbow Children**

**Grades 3-5                Worth and Dignity of All People**

**Middle School:         Messages in Music**

The Middle School and High School youth are continuing to meet on Sunday at 11:30am only. The Middle School and High School youth combine classes for the last Sunday each month.

Shannon Vyff is leading the Middle School Class, until a regular teacher can be recruited. She is doing a marvelous job, as the class attendance reflects.

The High School class is preparing for the Youth Service, which will happen in May.

Scott Butki has accepted the YRUU/Youth Advisor position. He is being mentored by Ron Phares. Scott brings a wealth of experience and enthusiasm to his new position. For the last three years Scott was a major part of the Religious Education programs in the

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Unitarian Universalist Church of Frederick MD. He worked with all ages, but particularly connected with the youth and has extensive work experience with that age group.

The CPC meeting was held on Sunday, April 26 at 1pm in the RE Office. Attendees brought a bag lunch for themselves and their children. Childcare is provided for all CPC meetings. The minutes for the April 26 CPC are attached to this report.

**Adult Religious Education (ARE):** Adult RE included the following classes:

Adult OWL Class  
Mind & Meaning Book Club  
Sunday Morning Book Club  
Spiritual Exploration & Philosophical Inquiry  
Voyagers Discussion & Moveable Feast  
Tai Chi  
Yoga  
Scandinavian Dance  
International Village Dance  
English Country Dance

This month the Covenant Groups started, thank to Sharon Moore's dedication and expertise. Sharon and Peg Frey have worked well together to help create and launch over 20 groups which range from knitting to soup making to couples groups. The covenant groups provide an opportunity to engage in fellowship and foster a sense of belonging to the larger church. It is the hope of the Adult RE Committee and your DRE, that these groups will enrich the church and keep folks connected and attached as we await the arrival of our interim minister.

The Adult RE Meeting was held on April 9, 2009. The minutes from that meeting are attached.

**Director Of Religious Education Meetings Update**

- 1 RE Staff Meeting
- 4 Peter Steinke Meeting
- 7 Church Staff Meeting with David Jones
- 8 RE Staff Meeting
- 9 Adult RE Meeting
- 11 Seder
- 12 Flower Communion/Easter Egg Hunt
- 13 Management Team Meeting
- 15 RE Staff Meeting
- 17 Spiritual Movie Night

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- 19 Presentation to the Open Minds Covenant Group
- 21 Management Team Meeting
- 22 RE Staff Meeting
- 26 CPC Meeting
- 28 Management Team Meeting
- 29 RE Staff Meeting

**Attendance Update:**

These totals include Children's RE Programs, the Nursery, Middle School and High School attendance figures. Attached is the spreadsheet, which breaks down the attendance in a Sunday-by-Sunday, time by time format.

<u>Month</u>	<u>Attendees</u>
April 09	346

Respectfully submitted by:  
Lara Douglass  
Director of Religious Education  
First UU Church of Austin  
April 30, 2009

## April 2009 Attendance Summary

April Monthly Totals				April Weekly Totals ALL			
CLASS	9:45	###	TOT	DATE	9:45	###	TOT
Nursery	29	34	63	5-Apr	28	45	73
PRE-K	24	17	41	12-Apr	45	74	119
K-2	34	34	68	19-Apr	23	52	75
3rd - 5th	35	38	73	26-Apr	26	53	79
Middle School		50	50	<b>Monthly Total</b>			<b>346</b>
High School		15	15				
YRUU		36	36				
Choir	8	4	12				
<b>TOT</b>	<b>122</b>	<b>224</b>	<b>346</b>				

### Breakdown by RE Class

Nursery	9:45	###	TOT	3-5 Grade	9:45	###	TOT
5-Apr	7	6	13	5-Apr	8	9	17
12-Apr	6	9	15	12-Apr	15	15	30
19-Apr	6	10	16	19-Apr	6	9	15
26-Apr	10	9	19	26-Apr	6	5	11

Pre-K	9:45	###	TOT	6-8 Grade			11:30
5-Apr	6	4	10	5-Apr			13
12-Apr	9	5	14	12-Apr			13
19-Apr	4	5	9	19-Apr			12
26-Apr	5	3	8	26-Apr			12

K-2	9:45	###	TOT	High Schoo	11:30	YRUU	TOT
5-Apr	7	2	9	5-Apr	4	7	11
12-Apr	15	15	30	12-Apr	5	12	17
19-Apr	7	5	12	19-Apr	2	9	11
26-Apr	5	12	17	26-Apr	4	8	12

Choir	1st	2nd	TOT
5-Apr	7	8	15
12-Apr	P	P	P
19-Apr	8	8	16
26-Apr	8	4	12

**Minutes Adult Religious Education Committee**  
**April 9, 2009**

**Present:**

Lara Douglass, Director of RE  
Susan Bethke, Chair  
Jane Parsons, member  
Michael LeBurkien, member  
\*John Keohane, \*new member  
Susan Thomson, member and former chair  
Cyndi Stein, Children's RE Assistant  
Peg Frey, Adult RE Associate

**Absent:**

Judith Gotisha, member  
Tom Bodine, member

**Guest(s):**

Anne Kanno

The April 9, 2009 quarterly meeting of the Adult RE Committee was called to order at 7:00p.m. by Chair Susan Bethke. Members introduced themselves, and newest member, John Keohane, was welcomed. Susan Bethke read the minutes of the January 9, 2009 meeting and a unanimous vote of acceptance of the 01/09/09 minutes followed.

**Old Business**

Great Decisions, facilitated by Judy Sadegh, completed its 8 meeting sessions. Each of the Great Decisions classes had about 20-30 people in attendance.

Guest at Your Table 08-09 submitted contributions of \$744.42 from FUUCA.

Summation of some of the current classes and events at FUUCA was submitted. The Adult OWL class ends in May 09, the monthly Spiritual Movie Night has begun once again, the Passover Seder scheduled for April 11 is coming along well, the April 13 Special Event with Imran Ahmad is very well organized.

Peg Frey read the Covenant Group status report. Sixteen covenant/ interest groups were developed from the March initial information gathering. Discussion ensued regarding the availability of rooms and space for various groups. The English Country Dance and the Scandinavian Dance groups have minimal FUUCA member attendance and given our space shortage, the status of these classes may need to be re-evaluated to determine if they truly meet the goals and mission of the Church and Committee.

Lara Douglass will confer with Sean Hale and Natalie Freeburg on the feasibility of continuing these groups.

**New Business**

As Tom Bodine leaves the ARE Committee temporarily for work in Saudi Arabia, John Keohane now joins the ARE Committee. We welcome John Keohane as he brings considerable knowledge and enthusiasm to our committee.

Anne Kanno presented to the ARE Committee, her class subject matter and parameters. Subject matter is "Ascension with near death experience and Reiki healing." She proposed to start the classes in May 2009 and wants to charge \$30 per person per class. All of proceeds of this class will remain with the presenter. Ms.

Kanno has structured the class presentation for a maximum of 12 weeks, once weekly, with 12-15 people and some flexibility built in. The Committee voted unanimously against Ms. Kanno's class on the grounds that it is not appropriate material for the goals and mission of the Church and the Adult RE Committee. Lara Douglass will inform Ms. Kanno of the committee decisions.

Evangelina Mangino has resigned from the committee, but is available to help periodically. Manning the RE Table on Sunday mornings in the Gallery was discussed and deemed imperative by the entire Committee. Cyndi Stein was to 'reserve' the table in the Gallery on Sunday mornings and Peg Frey will continue organization, communication, and facilitation of this task.

Chair Bethke adjourned the meeting at 8:35 p.m.

Respectfully submitted,

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Peg Frey

## **Children's Programming Committee Notes**

### **April 26<sup>th</sup>, 2009 1:30pm FUUCA RE Office Meeting**

**Present:** Natalie Freeburg, Gillian Redfearn, RE assistant: Cyndi Stein, Chair: Vicky Miller, DRE: Lara Douglass, Adult RE assistant: Peg Frey, RE Teacher/CPC Secretary: Shannon Vyff.

#### **Passover Seder**

The '09 Seder made \$250.00 dollars. Feedback from new members and old members both said they liked Rabbi Le Burkien's Haggadah, it was very informative.

People also appreciated the community event.

#### **Easter/Flower Communion**

'09 Easter/Flower Communion went smoothly. The Middle School Play was well received; a month later the kids are still getting compliments. They also helped the little kids run the Flower Communion, directly after their play, which explained the origins of the Flower Communion. It worked well to have the kids exit the sanctuary after the Flower Communion and then to do the Easter Egg hunt between services.

#### **RE Teacher Hiring**

Shannon Vyff said she'd be the fulltime middle school teacher if her family stays in Austin. After the RE meeting she found out her husband received the Fulbright award to UK and they'll be moving to England over the summer. She will evaluate the prospective Middle School teachers that the RE department finds. She has volunteers scheduled for the month of May, but prospective teachers are welcome to attend any class—she can coordinate with them beforehand if given their contact info to let them run a section of the class activities to see how they interact with the kids.

DRE Lara Douglass has some leads on a new YRUU advisor, and possibly a middle school teacher. Scott Butki will likely come on as the YRUU advisor; he comes with high recommendations from UU churches he's worked with before.

We need a preschool teacher; the job description will be in the next Newsletter. If anyone knows a UU they think would be interested and good at this position, please have them contact Lara.

#### **Budget Update**

Shannon Vyff said the board is strongly in favor of protecting all the First UU programs, including RE.

Lara Douglass said she heard the same message and in addition it is important for her to protect our teachers. She did graciously offer a deferred payment/cut of 20% to her own salary if it became necessary to keep from having any of the teachers' hours cut.

The great news is that the Spring Fundraiser has been doing well and is nearing its goal; it is expected to make up the entire deficit.

### **Austin Child Abuse Identification Training**

Vicky Miller will share information on an upcoming training provided for childcare workers and teachers on how to identify and report suspected child abuse.

### **Provide Space for Private Pay Middle School Sexuality Class**

Our normal rental is 35 for non-members and 30 for members. We were contacted by the OWL teacher at Wildflower UU about providing discounted room space, but decided since the class is a private class that charges 35 dollars for each of 14 classes—that we could not match the 10 dollar room rental the teacher has set up with a different church. Due to our budget crisis, the rooms need to be available for the higher rent on Monday and Wednesday nights. We decided to not give free or reduced rental at this time.

Also our church will be doing middle school OWL this fall at the normal free or 35 dollar for fees, rate—so we don't want to send the wrong message, or upset parents who may pay for this one then find there is one at a much lower rate in a few months.

### **Volunteer Brunch**

Is postponed to Spring 2010

### **Childcare for CPC**

We will have mandatory RSVP only for childcare to be provided at CPC meetings. Also a voluntary donation to childcare costs would be appreciated.

### **Next CPC Meeting Date**

May 24<sup>th</sup> and it will be located at Gillian Redfearn's home and will include lunch. Children are welcome and people can bring potluck items if they wish. Directions will be emailed to CPC,



**FIRST UU CHURCH – AUSTIN, TEXAS  
TREASURER’S REPORT  
APRIL 30, 2009**

**Income and Expenditures:**

April 2009 collections (pledges and donations) totaled \$81,137. This was \$78,328 from pledges and \$2,809 from Sunday plate collections. Normal expenditures for the month totaled \$51,193. In addition, on April 7 we issued our final check to Meridian Energy (\$18,116.40) for the solar panels and installation. This completed our payments to them. At the instructions of the Board, another \$16,953.73 was transferred to the Operating Budget from old Restricted Funds accounts. These accounts included Grace Morris Memorial Fund, Intern Minister Fund, Minister’s Discretionary Fund, Minister Sabbatical Accrual Fund, Gallery Fund, and an insurance roof repair check from House Repairs Fund. All of those funds except House Repairs have been closed and have no balances in them, but could be revived if needed.

Split the Plate Recipients for April 2009:

Feketehalom Church (partner church in Romania) (4-5) \$674.36  
Youth Launch (4-19) \$522.71

**Endowment Accounts:**

As of 4-30-09 the amount held in the Long Range and Memorial Savings Funds totaled \$416,693.28, reflecting a gain for the month of \$15,805.57. However, \$4,000.34 of that was from a donation of stock transferred to the Memorial Savings Fund. In addition, we have a \$82,642.96 balance in the Permanent Endowment Fund; \$33,021.88 in the Murr Fund; and a \$10,628.98 balance in the Hartford Annuity. All accounts posted gains in April.

**Stewardship Committee:**

The Stewardship Committee has completed its Spring Fundraising Campaign. Through May 8 they have received pledges of \$103,483 from 154 contributors. This reflects a contribution rate of 43.3% of the 355 pledging units from our regular 2009 Pledge Campaign. This includes the \$29,220 pledged by a group of donors in matching funds. As of May 8, \$43,165 of that pledged amount has been paid.

**Finance Committee:**

Since the Congregation on May 3 approved by vote (the first of two required) to amend the Financial Asset Management Policy and remove the requirement for an outside audit of church books every two years, the Finance Committee continued discussions on scope of the Audit Group responsibilities. The Finance Committee agreed that the Audit Group (or Committee) should essentially do the task previously performed by the outside auditors – examine the church books for compliance with stated policies and generally accepted accounting rules.

Luther Elmore, Treasurer

## First Unitarian Universalist Church of Austin

**Balance Sheet**

As of April 30, 2009

	<u>Apr 30, 09</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Savings	
THCU Savings	4,052.73
Total Savings	<u>4,052.73</u>
Credit Union Checking	38,980.63
Bank of America Checking	3,377.01
Total Checking/Savings	<u>46,410.37</u>
Accounts Receivable	
Accounts Receivable	
PayPal Receivable	369.58
Total Accounts Receivable	<u>369.58</u>
Total Accounts Receivable	369.58
Other Current Assets	
HEB Scrip Inventory	9,275.00
Petty Cash Office	14.37
Petty Cash Kitchen	175.00
Due (To)/From Schwab Accts	
Due from LRF - Capital Campaign	
Due from LRF-Architects,fees	1,182.92
Due from LRF - Capital Campaign - Other	10,000.00
Total Due from LRF - Capital Campaign	<u>11,182.92</u>
LRF Equity	66,088.42
Due from Memorial/Endowment	56,608.67
Due (To)/From Schwab Accts - Other	46,139.15
Total Due (To)/From Schwab Accts	<u>180,019.16</u>
Total Other Current Assets	<u>189,483.53</u>
<b>Total Current Assets</b>	<u>236,263.48</u>
<b>Fixed Assets</b>	
Furniture and Fixtures	19,111.42
Organ	36,062.04
Church Building	
Old Building Cost	119,160.00
New Building Cost	553,072.75
Total Church Building	<u>672,232.75</u>
Accumulated Depr'n	(396,606.00)
Total Fixed Assets	<u>330,800.21</u>
<b>TOTAL ASSETS</b>	<u><u>567,063.69</u></u>

## First Unitarian Universalist Church of Austin

**Balance Sheet**

As of April 30, 2009

Apr 30, 09**LIABILITIES & EQUITY****Liabilities****Current Liabilities****Accounts Payable**

Accounts Payable

5,787.46

**Total Accounts Payable**5,787.46**Other Current Liabilities**

Direct Deposit Liabilities

64.92

Rental Deposits

25.00

Payroll Liabilities

5,804.52

**Total Other Current Liabilities**5,894.44**Total Current Liabilities**11,681.90**Total Liabilities**

11,681.90

**Equity**

Capital Campaign Donation

10,000.00

Transfer from M/E

10,387.24

Retained Earnings

66,944.01

BoT Designated LR Fund

66,088.42

**Restricted Funds**

Mid-Week Gathering

557.02

**Religious Education Fund**

Camp UU Expenses

700.00

Other Income

102.75

Recycling Project

898.71

Camp UU

2,770.68

Religious Education Fund - Other

3,408.13

**Total Religious Education Fund**7,880.27**Adult RE Fund**

Adult RE Owl

495.00

Facilities Rental

4,443.85

Distinguished Lecture Series

330.43

Adult RE Fund - Other

2,580.62

**Total Adult RE Fund**7,849.90

Bookstore Fund

2,146.06

Caring Fund

5,981.22

Denominational Affairs Fund

70.02

Facilities Emergency Fund

2,923.63

Flowers Fund

261.83

Green Sanctuary

1,586.55

Internet Ministries

2,797.67

Junior High Fund

3,707.72

Library Fund

350.59

Media Team

1,276.06

## First Unitarian Universalist Church of Austin

**Balance Sheet**

As of April 30, 2009

	<u>Apr 30, 09</u>
Paradox Players	28,701.35
Music Fund	
Children's Choir	3,017.52
Music Fund - Other	468.19
<b>Total Music Fund</b>	<u>3,485.71</u>
Senior High Fund	5,125.24
Social Action Fund	52.15
Voyager	921.10
YARN	208.24
Yew Grove Pagan Interfaith	266.65
<b>Total Restricted Funds</b>	<u>76,148.98</u>
Opening Balance Equity	279,299.57
Net Income	46,513.57
<b>Total Equity</b>	<u>555,381.79</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>567,063.69</u></u>

**First Unitarian Universalist Church of Austin  
Profit & Loss Budget vs. Actual**

	<u>Jan - Apr 09</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Pledge Income</b>			
Spring Canvass	42,410.00		
Pledge Income 2009	153,299.92	525,000.00	29.2%
Pledge Income 2008	7,102.50		
Credit Card Fees	(1,111.55)		
<b>Total Pledge Income</b>	<u>201,700.87</u>	<u>525,000.00</u>	<u>38.42%</u>
<b>Contributions Income</b>			
Unrestricted Contributions	12,867.84	60,000.00	21.45%
<b>Restricted Contributions</b>			
Split the Plate Rec'd	4,524.64		
Split the Plate Paid	(4,524.64)		
<b>Total Restricted Contributions</b>	<u>0.00</u>		
<b>Total Contributions Income</b>	12,867.84	60,000.00	21.45%
Transfer from ME Fund	5,193.64	15,581.00	33.33%
Transfer from Restricted	16,953.73	500.00	3,390.75%
Rental Income	21,611.47	35,000.00	61.75%
Special Event Income	210.23		
Paradox Players (net)	0.00	3,500.00	0.0%
<b>Unrest. Invst Income</b>			
Interest Income	18.75		
<b>Total Unrest. Invst Income</b>	<u>18.75</u>		
<b>Misc Income</b>			
Sunday Kitchen Donations	1,134.19	4,000.00	28.36%
HEB Scrip Income	3,590.10	1,500.00	239.34%
Misc Income - Other	3,372.63	1,400.00	240.9%
<b>Total Misc Income</b>	<u>8,096.92</u>	<u>6,900.00</u>	<u>117.35%</u>
<b>Total Income</b>	266,653.45	646,481.00	41.25%
<b>Expense</b>			
Reconciliation Discrepancies	0.00		
<b>Ministry, Outreach, Pastoral Care</b>			
Ministerial Consultants	3,303.94		
<b>Settled Minister-Sal/Housing</b>			
Salary	14,999.98	48,000.00	31.25%
Housing	9,000.00	27,000.00	33.33%
<b>Total Settled Minister-Sal/Housing</b>	<u>23,999.98</u>	<u>75,000.00</u>	<u>32.0%</u>
<b>Settled Minister--Other</b>			
Health Insurance	2,338.76	3,700.00	63.21%
Pension-UUA	658.33	7,500.00	8.78%
Disability Insurance	264.96	900.00	29.44%
Professional Expenses	0.00	14,000.00	0.0%

**First Unitarian Universalist Church of Austin  
Profit & Loss Budget vs. Actual**

	<u>Jan - Apr 09</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Total Settled Minister--Other</b>	3,262.05	26,100.00	12.5%
<b>Intern Minister</b>			
Salary	6,400.00	14,031.00	45.61%
Payroll Tax	489.60	1,073.00	45.63%
Professional Expenses	0.00	300.00	0.0%
Health Insurance	3,085.67	5,497.00	56.13%
Moving Expense	0.00	1,000.00	0.0%
<b>Total Intern Minister</b>	<u>9,975.27</u>	<u>21,901.00</u>	45.55%
<b>Other Ministers</b>			
Pulpit Honoraria	3,000.00	1,000.00	300.0%
<b>Total Other Ministers</b>	<u>3,000.00</u>	<u>1,000.00</u>	300.0%
<b>Advertising</b>	1,094.53	2,500.00	43.78%
<b>Social Action/Social Service</b>			
Austin Area Interreligious Min.	0.00	1,000.00	0.0%
Hands on Housing	500.00		
Helping Hands	0.00	100.00	0.0%
Social Action/Social Service - Other	600.64	2,000.00	30.03%
<b>Total Social Action/Social Service</b>	<u>1,100.64</u>	<u>3,100.00</u>	35.51%
<b>Total Ministry, Outreach, Pastoral Care</b>	45,736.41	129,601.00	35.29%
<b>Worship Services</b>			
<b>Music Salaries</b>			
Children's Choir Directors	3,300.00	5,000.00	66.0%
Music Salaries - Other	17,992.32	54,426.00	33.06%
<b>Total Music Salaries</b>	<u>21,292.32</u>	<u>59,426.00</u>	35.83%
Music P/R Taxes	1,628.92	4,546.00	35.83%
Pension-UUA	1,546.96	4,641.00	33.33%
Music Professional Expenses	0.00	1,000.00	0.0%
Medical Insurance	1,931.87	5,016.00	38.51%
Music Program Expenses	1,855.97	8,000.00	23.2%
Worship Supplies	17.28	150.00	11.52%
<b>Total Worship Services</b>	<u>28,273.32</u>	<u>82,779.00</u>	34.16%
<b>Religious Educ. and Programs</b>			
RE Teachers Wages	1,304.89	6,240.00	20.91%
Administrative Expense	0.00	550.00	0.0%
RE Assistant	11,990.42	34,644.00	34.61%
RE Wages	15,633.36	46,900.00	33.33%
RE Payroll Taxes	2,211.32	6,716.00	32.93%
Pension-UUA	1,563.36	4,690.00	33.33%
Professional Expenses	389.48	2,500.00	15.58%
Nursery/Childcare Wages			
Nursery Supplies	71.80	100.00	71.8%
Nursery/Childcare Wages - Other	3,485.99	11,460.00	30.42%

**First Unitarian Universalist Church of Austin  
Profit & Loss Budget vs. Actual**

	<u>Jan - Apr 09</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Total Nursery/Childcare Wages</b>	3,557.79	11,560.00	30.78%
<b>Nursery/Childcare P/R Taxes</b>	286.37	877.00	32.65%
<b>Programs &amp; Supplies</b>			
<b>Children Program Expenses</b>	259.57	1,000.00	25.96%
<b>Youth Program Expenses</b>	171.63	1,000.00	17.16%
<b>Adult Religious Education</b>	107.50	500.00	21.5%
<b>YRUU</b>	0.00	500.00	0.0%
<b>Total Programs &amp; Supplies</b>	538.70	3,000.00	17.96%
<b>Religious Educ. and Programs - Other</b>	0.00		
<b>Total Religious Educ. and Programs</b>	37,475.69	117,677.00	31.85%
<b>General Operations</b>			
<b>Administrator's Salary</b>	20,000.00	60,000.00	33.33%
<b>Transfer Operations</b>	0.00		
<b>Wages (Office)</b>	21,894.38	70,600.00	31.01%
<b>Pension-UUA</b>	1,123.92	7,830.00	14.35%
<b>Payroll Taxes (Office)</b>	3,220.18	9,991.00	32.23%
<b>Professional Expenses</b>	100.00	500.00	20.0%
<b>Medical Insurance</b>	6,013.09	18,245.00	32.96%
<b>Worker's Comp Insurance</b>	0.00	4,700.00	0.0%
<b>Computer Expenses</b>	3,233.99	7,500.00	43.12%
<b>Newsletter</b>	1,844.26	5,500.00	33.53%
<b>Telephone</b>	1,519.51	3,500.00	43.42%
<b>Office Equip Lease</b>	8,208.55	15,000.00	54.72%
<b>Office Supplies</b>	1,268.98	5,000.00	25.38%
<b>Postage and Bulk Mail</b>	1,497.69	4,500.00	33.28%
<b>Miscellaneous Expense</b>			
<b>Safety Deposit Box Rental</b>	0.00	50.00	0.0%
<b>Other Fees/Dues</b>	851.70	2,000.00	42.59%
<b>Bank Fees</b>	211.44	1,980.00	10.68%
<b>Miscellaneous Expense - Other</b>	54.75	1,470.00	3.72%
<b>Total Miscellaneous Expense</b>	1,117.89	5,500.00	20.33%
<b>Total General Operations</b>	71,042.44	218,366.00	32.53%
<b>Facility and Grounds</b>			
<b>Security Program</b>	1,795.68	5,549.00	32.36%
<b>Janitorial Contract</b>	5,388.00	15,000.00	35.92%
<b>Event Team</b>	4,634.49	15,000.00	30.9%
<b>Pension-UUA</b>	185.00	555.00	33.33%
<b>P/R Taxes (Events Tm, Security)</b>	463.87	1,572.00	29.51%
<b>Custodial Benevolence</b>	1,040.00	3,120.00	33.33%
<b>Custodial Supplies</b>	201.00	550.00	36.55%
<b>Building Maint/Repairs</b>			
<b>House Repairs</b>	2,394.54	30,000.00	7.98%
<b>Grounds</b>	2,359.00	5,000.00	47.18%
<b>Total Building Maint/Repairs</b>	4,753.54	35,000.00	13.58%

**First Unitarian Universalist Church of Austin  
Profit & Loss Budget vs. Actual**

	<u>Jan - Apr 09</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Utilities</b>			
Utility Drainage Fee	954.24	2,863.00	33.33%
Electricity and Water	3,642.03	13,422.00	27.14%
Gas	775.91	1,415.00	54.84%
Utilities - Other	460.24	1,300.00	35.4%
<b>Total Utilities</b>	<u>5,832.42</u>	<u>19,000.00</u>	<u>30.7%</u>
<b>Insurance</b>	2,800.00	8,400.00	33.33%
<b>Total Facility and Grounds</b>	<u>27,094.00</u>	<u>103,746.00</u>	<u>26.12%</u>
<b>Denominational Affairs</b>			
U.U.A. Dues	5,000.00	12,000.00	41.67%
S.W.U.U.C. Dues	2,900.76	11,000.00	26.37%
<b>Other Programs</b>			
Leadership school	0.00	500.00	0.0%
Partner Church	150.00	150.00	100.0%
<b>Total Other Programs</b>	<u>150.00</u>	<u>650.00</u>	<u>23.08%</u>
<b>Total Denominational Affairs</b>	8,050.76	23,650.00	34.04%
<b>Memb. Support and Programs</b>			
Fellowship	309.25	2,000.00	15.46%
Board/Council	375.00		
Pamphlets	0.00	200.00	0.0%
Sunday Kitchen Costs	1,071.42	5,000.00	21.43%
Canvass and Finance	265.42	4,500.00	5.9%
Media Committee	260.16	1,250.00	20.81%
Forum	0.00	500.00	0.0%
Membership Committee	186.01	1,000.00	18.6%
<b>Total Memb. Support and Programs</b>	<u>2,467.26</u>	<u>14,450.00</u>	<u>17.07%</u>
<b>Payroll Expenses</b>			
Payroll Expenses Other	0.00		
Payroll - Salary	0.00		
Payroll - Hourly	0.00		
Payroll Taxes	0.00		
Payroll Expenses - Other	0.00		
<b>Total Payroll Expenses</b>	<u>0.00</u>		
<b>Total Expense</b>	<u>220,139.88</u>	<u>690,269.00</u>	<u>31.89%</u>
<b>Net Ordinary Income</b>	<u>46,513.57</u>	<u>(43,788.00)</u>	<u>(106.22%)</u>
<b>Net Income</b>	<u><u>46,513.57</u></u>	<u><u>(43,788.00)</u></u>	<u><u>(106.22%)</u></u>



Fund Balances - Schwab Accounts

As of 04/30/09

**Long Range Fund (LRF)**

Schwab Account Balance	\$101,886.42
Due from MSF - Loss in LFR Fair Value/Int., Div.	12,239.59
Due to Operating Fund--Held for Capital Campaign	(10,000.00)
Due to Operating Fund--Architects, Fees	(46,139.15)
	-----
<b>LRF Balance</b>	<b>\$57,986.86</b>
	=====

**Murr Fund**

Schwab Account Balance	\$33,021.88
	-----
<b>Murr Fund Balance</b>	<b>\$33,021.88</b>
	=====

**Memorial Savings Fund (MSF)  
(Formerly Memorial Endowment)**

Schwab Account Balance	\$314,806.86
Due to LRF-Loss in LRF Fair Value+Interest, Dividends	(12,239.59)
Due to Operating Fund - Stock donations	(73,227.90)
Due to Operating Fund - Memorial Sculpture (1)	(16,097.64)
	-----
<b>MSF Schwab Account Balance</b>	<b>\$213,241.73</b>

Add Annuity Balance	
Hartford Ins. Annuity, formerly London Pacific	10,628.98
	-----
<b>MSF Balance</b>	<b>\$223,870.71</b>
	=====

**Permanent Endowment Fund (PEF)**

Schwab Account Balance	82,642.96
	=====

<b>Total Value, 5 Funds</b>	<b>\$397,522.41</b>
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<b>Change from last month</b>	<b>\$19,055.09</b>
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<b>Change from this time last year</b>	<b>(\$204,593.47)</b>
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Footnote (1):

Contributions Received for Memorial Butterflies	\$4,500.00
Percentage of Cost of Sculpture	27.95%

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**PLEDGE INCOME**

1999 to present	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
<b>BUDGET</b>	\$310,000	\$350,000	\$355,000	\$355,000	\$390,000	\$430,000	\$437,368	\$480,000	\$450,000	\$530,000	
MonthCollected											
January	\$25,046	\$47,751	\$38,522	\$28,685	\$29,641	\$33,993	\$43,232	\$46,540	\$22,909	\$53,384	\$38,528
% of year	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%
% of budget	8.08%	13.64%	10.85%	8.08%	7.60%	7.91%	9.88%	9.70%	5.09%	10.10%	7.34%
February	\$39,754	\$73,846	\$56,735	\$54,265	\$60,416	\$71,860	\$78,844	\$95,687	\$63,295	\$91,325	\$73,742
% of year	16.67%	16.67%	16.67%	16.67%	16.67%	16.67%	16.67%	16.67%	16.67%	16.67%	16.67%
% of budget	12.82%	21.10%	15.98%	15.29%	15.49%	16.71%	18.03%	19.94%	14.07%	17.20%	14.04%
March	\$78,720	\$108,071	\$89,902	\$89,208	\$89,028	\$105,592	\$128,300	\$145,372	\$104,250	\$140,146	\$123,373
% of year	25.00%	25.00%	25.00%	25.00%	25.00%	25.00%	25.00%	25.00%	25.00%	25.00%	25.00%
% of budget	25.39%	30.88%	25.32%	25.13%	22.83%	24.56%	29.33%	30.29%	23.17%	26.44%	23.50%
April	\$115,053	\$150,775	\$128,307	\$128,093	\$131,194	\$137,877	\$161,288	\$183,250	\$153,694	\$179,565	\$200,775
% of year	33.33%	33.33%	33.33%	33.33%	33.33%	33.33%	33.33%	33.33%	33.33%	33.33%	33.33%
% of budget	37.11%	43.08%	36.14%	36.08%	33.64%	32.06%	36.88%	38.18%	34.15%	33.88%	38.24%
May	\$132,222	\$181,298	\$165,059	\$151,360	\$165,861	\$169,320	\$198,313	\$224,980	\$192,022	\$210,628	
% of year	41.67%	41.67%	41.67%	41.67%	41.67%	41.67%	41.67%	41.67%	41.67%	41.67%	
% of budget	42.65%	51.80%	46.50%	42.64%	42.53%	39.38%	45.34%	46.87%	42.67%	39.74%	
June	\$157,123	\$204,732	\$192,275	\$173,722	\$196,640	\$196,306	\$235,285	\$261,778	\$226,928	\$249,393	
% of year	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	
% of budget	50.68%	58.49%	54.16%	48.94%	50.42%	45.65%	53.80%	54.50%	50.43%	47.10%	
July	\$175,519	\$226,490	\$218,376	\$203,761	\$223,155	\$221,874	\$269,968	\$294,974	\$260,330	\$283,449	
% of year	58.33%	58.33%	58.33%	58.33%	58.33%	58.33%	58.33%	58.33%	58.33%	58.33%	
% of budget	56.62%	64.71%	61.51%	57.40%	57.22%	51.60%	61.73%	61.50%	57.85%	53.48%	
August	\$195,148	\$248,130	\$242,323	\$224,531	\$266,350	\$260,826	\$310,675	\$329,938	\$294,279	\$329,823	
% of year	66.67%	66.67%	66.67%	66.67%	66.67%	66.67%	66.67%	66.67%	66.67%	66.67%	
% of budget	62.95%	70.89%	68.26%	63.25%	68.29%	60.66%	71.03%	68.74%	65.40%	62.23%	
September	\$216,387	\$289,417	\$272,522	\$249,957	\$290,168	\$294,452	\$349,719	\$365,330	\$332,405	\$371,039	
% of year	75.00%	75.00%	75.00%	75.00%	75.00%	75.00%	75.00%	75.00%	75.00%	75.00%	
% of budget	69.80%	82.69%	76.77%	70.41%	74.40%	68.48%	79.96%	76.10%	73.87%	70.00%	
October	\$234,373	\$321,182	\$302,103	\$276,629	\$311,486	\$341,447	\$383,682	\$414,898	\$361,890	\$409,433	
% of year	83.33%	83.33%	83.33%	83.33%	83.33%	83.33%	83.33%	83.33%	83.33%	83.33%	
% of budget	75.60%	91.77%	85.10%	77.92%	79.87%	79.41%	87.70%	86.44%	80.42%	77.25%	
November	\$256,345	\$338,947	\$329,705	\$307,203	\$340,864	\$374,639	\$410,313	\$446,710	\$394,175	\$444,912	
% of year	91.67%	91.67%	91.67%	91.67%	91.67%	91.67%	91.67%	91.67%	91.67%	91.67%	
% of budget	82.69%	96.84%	92.87%	86.54%	87.40%	87.13%	93.81%	93.10%	87.60%	83.95%	
December	\$279,732	\$361,972	\$367,711	\$342,584	\$371,787	\$422,460	\$468,866	\$502,453	\$430,683	\$489,319	
% of year	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	
% of budget	90.24%	103.42%	103.58%	96.50%	95.33%	98.25%	107.20%	104.70%	95.71%	92.32%	

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**Contribution Income**

Budget vs. Actual

1999 to present	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
<b>BUDGET</b>	\$20,000	\$18,000	\$18,000	\$32,800	\$53,000	\$60,000	\$50,000	\$55,500	\$62,178	\$65,000	\$60,000

Collected as of:

<b>January</b>	\$1,145	\$1,461	\$2,188	\$4,795	\$4,793	\$5,611	\$3,062	\$7,506	\$4,092	\$5,661	\$4,851
% of year	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%
% of budget	5.72%	8.12%	12.16%	14.62%	9.04%	9.35%	6.12%	13.52%	6.58%	8.7%	8.09%

February	\$4,200	\$2,963	\$4,232	\$8,777	\$11,786	\$9,627	\$7,768	\$12,918	\$8,096	\$11,856	8,006
% of year	16.67%	16.67%	16.67%	16.67%	16.67%	16.67%	16.67%	16.67%	16.67%	16.67%	16.67%
% of budget	21.00%	16.46%	23.51%	26.76%	22.24%	16.04%	15.54%	23.54%	13.00%	18.20%	13.34%

March	\$5,703	\$4,120	\$5,995	\$14,425	\$15,965	\$14,265	\$12,476	\$18,217	\$11,404	\$16,579	\$10,059
% of year	25.00%	25.00%	25.00%	25.00%	25.00%	25.00%	25.00%	25.00%	25.00%	25.00%	25.00%
% of budget	28.52%	22.89%	33.31%	43.98%	30.12%	23.77%	24.95%	32.82%	18.34%	25.50%	16.76%

April	\$6,892	\$5,369	\$8,359	\$17,321	\$20,049	\$18,313	\$21,381	\$24,725	\$17,124	\$20,178	\$12,868
% of year	33.33%	33.33%	33.33%	33.33%	33.33%	33.33%	33.33%	33.33%	33.33%	33.33%	33.33%
% of budget	34.46%	29.83%	46.44%	52.81%	37.83%	30.52%	42.76%	44.55%	27.54%	31.04%	21.45%

May	\$7,909	\$7,074	\$13,058	\$21,561	\$24,542	\$23,006	\$25,608	\$29,323	\$21,423	\$23,284	
% of year	41.67%	41.67%	41.67%	41.67%	41.67%	41.67%	41.67%	41.67%	41.67%	41.67%	
% of budget	39.55%	39.30%	72.54%	65.73%	46.31%	38.34%	51.22%	52.84%	34.45%	35.82%	

June	\$8,997	\$8,135	\$14,809	\$25,922	\$32,494	\$26,506	\$31,304	\$33,256	\$27,804	\$28,012	
% of year	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	
% of budget	44.99%	45.19%	82.27%	79.03%	61.31%	44.18%	62.61%	59.92%	44.72%	43.10%	

July	\$10,019	\$9,325	\$16,795	\$28,809	\$34,233	\$28,910	\$33,756	\$38,142	\$32,714	\$31,588	
% of year	58.33%	58.33%	58.33%	58.33%	58.33%	58.33%	58.33%	58.33%	58.33%	58.33%	
% of budget	50.09%	51.81%	93.31%	87.83%	64.59%	48.18%	67.51%	68.70%	52.61%	48.60%	

August	\$11,201	\$10,590	\$18,666	\$31,568	\$38,502	\$33,778	\$37,638	\$41,452	\$36,397	\$36,320	
% of year	66.67%	66.67%	66.67%	66.67%	66.67%	66.67%	66.67%	66.67%	66.67%	66.67%	
% of budget	56.00%	58.83%	103.70%	96.24%	72.64%	56.30%	75.28%	74.69%	58.54%	55.88%	

September	\$12,582	\$11,915	\$21,394	\$39,649	\$45,614	\$38,362	\$45,788	\$45,579	\$42,958	41,015	
% of year	75.00%	75.00%	75.00%	75.00%	75.00%	75.00%	75.00%	75.00%	75.00%	75.00%	
% of budget	62.91%	66.20%	118.86%	120.88%	86.06%	63.94%	91.58%	82.10%	69.09%	63.09%	

October	\$14,248	\$13,838	\$25,304	\$43,731	\$49,310	\$44,542	\$51,985	\$51,078	\$48,092	44,228	
% of year	83.33%	83.33%	83.33%	83.33%	83.33%	83.33%	83.33%	83.33%	83.33%	83.33%	
% of budget	71.24%	76.88%	140.58%	133.33%	93.04%	74.24%	104.00%	92.03%	77.35%	68.80%	

November	\$15,740	\$20,634	\$28,629	\$48,386	\$54,111	\$49,926	\$59,880	\$53,395	\$52,510	\$49,401	
% of year	91.67%	91.67%	91.67%	91.67%	91.67%	91.67%	91.67%	91.67%	91.67%	91.67%	
% of budget	78.70%	114.63%	159.05%	147.52%	102.10%	83.21%	119.80%	96.20%	84.50%	76.77%	

December	\$17,128	\$23,860	\$35,477	\$55,899	\$66,415	\$56,053	\$66,698	\$64,349	\$63,497	56,492	
% of year	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	
% of budget	85.64%	132.56%	197.10%	170.42%	125.31%	93.42%	133.40%	115.90%	102.12%	86.91%	

**Report to the Board – Director of Music**  
**5/19/09**

**Adult Choir**

The First UU Adult Choir has been keeping busy. Recent offerings include a challenging work by Beethoven (Elegischer Gesang) and a fun collaboration with the Children's Choirs (Bridge Over Troubled Water). Upcoming projects include, a new original UU work by choir member Dave Jellison and a Bach cantata (with small string orchestra) scheduled for 6/7.

**Children's Choirs**

The FUUCA Children's Choirs just wrapped up their second full year at First UU with several offerings for the Mother's Day/Youth service (including the aforementioned Bridge Over Troubled Water collaboration with the Adult Choir) and a special stewardship anthem on May 3<sup>rd</sup> (Can't Buy Me Love). It has been an extremely rewarding couple of years, and the program has proved to be a vital bridge between the RE and Worship areas. Many thanks to all of the kids, their dedicated parents, the supportive folks in RE, and of course our highly credentialed and experienced choir teachers Danielle and Kelan.

Now that we've hit the singing season's end, the children's choirs are on summer break. It is during this time that I hope to find the funding to continue Children's Choir in the fall (it wasn't budgeted for 2009). The choir parents and I are currently brainstorming ways to find the funds. If you have any ideas as to how to keep this program alive, we would certainly welcome your creative input/energy!

Respectfully submitted,  
Brent Baldwin

## Executive Director's Report to FUUCA Board of Trustees April 18 – May 15, 2009

Over the last couple of weeks, things have settled down somewhat. Though we have plenty of work to do, we can spend more time focusing on truly priority issues rather than just reacting to loud bells and bright flashing lights.

For me, this has meant that for the first time in six months I've had the time and calm moments to clear off my desk and email inbox enough to take a look at the forest (not just the trees). So, work has begun to develop and prioritize longer range plans, prevent some fires, and identify a few opportunities.

Much work remains to handle our challenges and seize our opportunities. The alarm bells may sound again. It feels good, for the time being, to handle our work with the thoughtful attention and calm demeanor that it deserves and that brings us the best results in the long term.

### Office & Staff

- Volunteers – I've neglected over the past months to mention Ann Edwards, who has volunteered with us faithfully in the office since before I began working here. Karen Saadeh, Kathryn Govier, and Mary Jane Ford continue helping us regularly during the week as well, and Jeanette Swenson has also lent a hand. We're very grateful for their help as well as all the folks who hold down the fort on Sundays (organized by Barbara Denny). Other individuals continue to play important volunteer roles as well outside of the office.
- Natalie Freeburg – Natalie's third month on the job has gone well and we will soon conduct her first official evaluation. We're beginning to see some important steps in dealing with long-term systemic challenges like how people request rooms, our contracts, etc. Fully improving the room use and management situation will take months (or perhaps years), but our first steps, especially these time-saving ones, have already made a big difference.
- Room Reservation Requests – Natalie has built a room reservation request form and has made it available in print, via email, and as an online form on our website. This has already saved her immense time versus the previous system of drop ins and long phone calls.
- Staff Processing – staff has had a second processing session with David Jones, a professional recommended by Peter Steinke. Much like the first session, it produced good results in terms of generating positive energy and helping to guide it in ways that are healthy for the church and for staff.
- Cross training with Jim – Jim and I continue cross training on his duties for an hour or two each week, as described last month.
- "How things work" Newsletter articles – Linda and I have begun brainstorming a new series of articles for the newsletter that would help people understand how the church operates, how they can get involved, etc. We've only begun developing it, but potential topics could include: How the church invests your financial contribution, Who is a

voting member and what are the rights and responsibilities?, and How do I get a leadership position?

- Summer Schedule (closed Monday) – staff already report increased cheer and productivity with our new summer schedule. In a nutshell, we use the day to focus on projects and activities that require uninterrupted attention, leaving phone calls, emails, drop ins, etc., for the other four days of the week. Details have been posted to the leadership email list, in print outside the office, the weekly bulletin, and will appear in summary form in the newsletter.
- Phone & Voice Mail – in another step to increase staff productivity, phone calls, as a general rule, will be answered first by our new phone machine rather than a live person. Previously, we had used an inordinate amount of staff time trying to give a live answer to most incoming calls, even though the vast majority simply request basic info (hours, location, etc.) or to be transferred to someone else. Now, the machine does that for us so that staff need only answer those calls intended for them. This change gives staff more uninterrupted time to focus on priority projects and is also increasing productivity.

## **Finances & Data**

- Data Systems Integration – this project has been on hold for a few weeks. However, we remain on schedule and activity should resume soon.
- Electronic Pledge Statements – Joseph Hunt has begun developing a special COMS report that should, at least theoretically, allow us to begin sending pledge statements by email and to include a personalized note (not just the raw giving data). I'm not sure when this will all be up and running, and its not 100% clear yet that the technology will cooperate with us, but we have a reasonable chance of success on this within the coming months. Joseph is also helping us to develop some multi-purpose reports that should make it easier for us to do more work in house.
- Financial Reports – work continues to improve the financial reports. Luther Elmore and I tentatively hope to officially unveil a new executive summary financial report (based on designs by Stephan Windsor) at the June BoT retreat, together with a tutorial. Jim Scott and I are working with Eugene Balaguer to make other structural improvements to our accounting that should simplify our reports and make it easier to track information (for the technically inclined, we're looking at implementing "fund accounting"). Jim has begun setting up the non-profit version of Quickbooks (our accounting software), which should make these changes easier.
- Spring Fundraising Campaign – staff feels great relief and gratitude for the success of the spring fundraising campaign. Although we aren't out of the woods until we actually have the cash in hand, it feels good to know that we have a good chance of ending the years without ugly budget cuts and to know that the congregation values the programs, activities, and services we provide.
- Uncollected 2008 pledges – per the board's request, I have researched and produced a report on uncollected 2008 pledges. Last year, \$93,000 (17% of total pledges) went uncollected. In the office, we have begun developing and implementing measures to reduce the volume of uncollected pledges for 2009 to acceptable levels.
- Uncollected 2009 pledges – I've begun seeking advice and techniques to appropriately handle uncollected 2009 pledges. In the case of families that fall behind on their pledge payments, many churches treat them first and foremost as a pastoral care call because a

change in giving patterns might indicate financial hardship or other life challenges. As we develop and implement our own system, I want to ensure that we follow best practices.

- Internal Audit Committee – under the leadership of Eugene Balaguer, the Finance Committee has begun developing a proposal (to be followed by a methodology) to create an internal audit committee. The IAC would dramatically increase third party oversight of our financial processes compared to the biannual quasi-audits we have conducted, without the immense cost.

### **Facility & Hardware**

- Solar Panels – Marcus Barnes has volunteered to help us monitor, track, and report on the electricity generated by our solar panels and their other benefits. This will likely take the form of periodic reports.
- Office Makeover – Christy Seals, an architect and church member, has helped us to develop a very promising redesign of our office spaces. Over the coming weeks, I expect that we'll finalize the design and determine materials costs. Thanks to generous gifts and volunteers, we expect to do the whole makeover without using church funds.
- Those big speakers in Howson Hall – the project continues to remove these speakers from limbo (they've been stored, unused, in HH since their donation a few years ago). Jim Burson's next step is to organize an event so we can hear them live in action.
- Phone Lines – Tom Martin remains committed to running phone lines to the choir room and room 19. However, a couple of urgent projects have delayed their installation.
- HVAC – John Payne has begun soliciting bids on new systems.
- Photocopier – Stephan Windsor's persistence, careful research, and thought have revealed previously untapped potential in our photocopier. We can now use the same machine to scan documents and to produce the newsletter in house (print, collate, fold, and staple). He continues to seek potential cost savings.

### **Other**

- Janet Newman's June Visit – Our interim minister hopes to visit us in mid-June. I've agreed to help her line up appointments during her stay covering her top priorities. After we have covered her top priorities she plans to take over scheduling of any additional requests.
- Top Priority Goals for Sean Hale – together with Eric Stimmel, I've begun developing a draft list of priority goals through the rest of the year. Once complete, I will present it to the BoT for their approval (probably in June).
- Stewardship – under the leadership of chair Bill Edwards, planning has begun for the fall campaign, including the development of an inspiring theme. We've also begun discussing Stewardship's role in following up with people who have fallen behind on their pledges.
- Keys & Alarms – Natalie has begun working with Karen Saadeh to restart this project. At the very least, the cleaning crew (which seems to have been the source of a good number of false alarms) will soon receive its own alarm code.
- Security Task Force – the Security Task Force has completed a first draft of its phase 1 report and Nell is working on polishing it. The report might be ready for presentation to the BoT at the June meeting.

- Photos of Trustees – The photo display is up in the foyer! Volunteers Carol Ginn and Jane Parsons will soon add photos of the incoming trustees and senior staff.
- Bridge Builder Action Planning Committee – at Margaret Borden’s invitation, I am participating in the BBAPC. Thus far I have limited my participation to the planning meetings and support on creating the documents.
- Howson Hall Closet Cleanup – Monty Newton’s cleanup of the HH closet proceeds according to plan. By the end of the month, clutter should be gone and items reduced to those that we’re actually likely to need and use.
- BoT Retreat & Church Council Orientation – I’m participating with Nell and Eric in the planning of these two events, which will take place in June.
- Sunday Attendance Sheets – we seem to have an incomplete set of Sunday attendance sheets in our records. In the interest of having a more complete record, Kitty Traylor has asked the ushers/greeters to leave a photocopy backup of the sheets for me in my mailbox.
- Mac & old phone system – Brendan Sterne has agreed to sell the old phone system and unused macintosh computer for us. Given the state of the economy, its hard to know how much we’ll get, but I hope for a total of \$1,000 or more.

Respectfully submitted by Sean Hale. May 18, 2009.





## Overview of Paradox Players Theater Company

### **What is our Mission?**

To offer opportunities for the creation, performance and enjoyment of quality theater to the community

### **What do we do?**

**Readers' Theater** Contacts: Ann Edwards ([annann@austin.rr.com](mailto:annann@austin.rr.com)), Barbara Weeks ([blyfordweeks@aol.com](mailto:blyfordweeks@aol.com))

We meet monthly to share a cold reading of a play, trading roles to accommodate the folks attending.

Occasionally Readers' Theater will rehearse and produce a staged reading, such as:

April, 2006: *Coal Diamond*, Shirley Lauro and *The Silver Whistle*, Robert McEnroe

Feb, 2005: *Dear Mr. President*, letters to LBJ edited by David Miller (produced at Hyde Park Theater's Frontera Fest)

Jan, 2001: *Looking West, under the Cactus Plants*, Herman Nelson

Nov, 2000: *The Potting Shed*, Graham Greene

**Sunday Shorts** are dramas and stories that we offer during worship services, sometimes as a supplement to the sermon, sometimes as the full service.

**Full productions** Contact person: Poullette MacDougal ([pmfm@aol.com](mailto:pmfm@aol.com))

June, 2009: *Trying*, Joanna McClelland Glass

Feb, 2009: *Social Security*, Andrew Bergman

Sept, 2008: *Third*, Wendy Wasserstein

June, 2008: *Necessary Targets*, Eve Ensler

Feb, 2008: *The Rainmaker*, R. Nash

Sept, 2007: *Avow*, Bill C. Davis

June, 2007: *Our Town*, Thornton Wilder

Feb, 2007: *Dearly Beloved*, Jesse Jones, Nicholas Hope, and Jamie Wooten

Sept, 2006: *Sleuth*, Anthony Shaffer

June, 2006: *The Oldest Profession*, Paula Vogel

Feb, 2006: *Bus Stop*, William Inge

Nov, 2005: *Wrong Turn at Lungfish*, Gary Marshall and Lowell Ganz

Jun, 2005: *Vanities*, Jack Heifner

Feb, 2005: *Over the River and through the Woods*, Joe DiPietro

Dec, 2004: *Uh-Oh, Here Comes Christmas*, adapted by Ernest Zullo and David Caldwell from essays by Robert Fulghum, with music and lyrics by David Caldwell

May, 2004: *Love on Ice: Two Tales of Frosty Passion*, Poullette MacDougal

Feb, 2004: *Last of the Red Hot Lovers*, Neil Simon

Nov, 2003: *Twelve Angry Jurors*, Reginald Rose

Feb, 2003: *Love Letters*, A.R. Gurney

Nov, 2002: *Waiting for MacArthur*, Poullette MacDougal

Feb, 2002: *The Foreigner*, Larry Shue

Nov, 2001: *Belles*, Mark Dunn

May, 2001: *The Day They Kidnapped the Pope*, J. Bethencourt

May, 2000: *Everything I Need to Know I Learned in Kindergarten*, Robert Fulghum

**We strive for professional quality in all public productions. Check us out at [paradoxplayers.org](http://paradoxplayers.org)**

## PARADOX PLAYERS THEATER, 1999 TO 2009

### ORIGINS – MUUSES (1999 TO 2002)

Early in 1999 the Reverend Bill Zelazney assembled church members who had expressed an interest in drama. His goal was to incorporate dramatic readings into Sunday worship services. The original group functioned as a drama resource for the minister, suggesting and rehearsing various readings that might illuminate and enrich the themes of the Sunday services. Initially the group met monthly with the minister to review upcoming topics/themes, and to select material for dramatic presentation. They adopted the name “mUUses,” stressing the association with the UU denomination.

Soon the group expanded their vision beyond the focus on material to supplement Sunday sermons. Under the leadership of church member Paullette MacDougal, a director and award – winning playwright, and Ann Edwards, longtime UU and drama lover, the group continued to meet monthly with a new format: doing theater exercises and reading aloud a pre-selected play. In January, 2000, they presented scenes from UU Robert Fulghum’s play *All I Really Need to Know I Learned in Kindergarten* in the context of an hour-long Sunday service. Four months later they mounted a full production of the same play, including over twenty church members in the cast.

As of February, 2002, mUUses Theater Company contributed dramatic readings to over a dozen Sunday services, presented two full-length Sunday services (*Kindergarten* and *String of Lights*), offered two staged readings, and produced four full-length plays.

Criteria guiding the selection of plays have been subject matter (topics provoking thought and discussion) and message (inspiring optimism and hope). Attached to this report is a list of these productions.

Outreach to the community has been a guiding principle in making decisions related to the full-length productions, both in casting roles and cultivating an audience.

Because there is no requirement of church membership in order to join the activities of mUUses, many folks new to the church first became active in mUUses’ productions, then decided to join the church. Printed information about UUism is always available in the pamphlet racks where rehearsals and performances take place. Several longtime church members of post-retirement age have become more visible and active in church life through participation as actors, set designers and painters.

### NAME CHANGE

In 2002 we changed our name to **Paradox Players**, both to end confusion outside the church as to the meaning of the double UU, and to focus attention on one of the principles guiding our choice of plays – to provoke thought.

### EXPANSION OF PARADOX PLAYERS 2003-PRESENT

- Board of Directors was established in 2003 to guide PP’s development and growth
- Website was started in 2004 – [www.paradoxplayers.org](http://www.paradoxplayers.org)

- Invitations – Sunday worship at Wildflower and Kerville UU churches; presentations at Killeen Army base, Live Oak Church, Westminster Manor and The Summit retirement communities
- Main stage productions increased from two per year to three, and from two weekends to three.

Current production schedule is Feb – June – Sept. Directors are recruited from the community as well as from the church. Each production involves from 40 to 60 volunteers aside from the cast.

**Top priorities are quality of production and fellowship for entire production cast and crew.**

Profits from ticket sales are split 50-50 with the church. PP re-invests its share of proceeds in capital improvements to the church, especially equipment to enhance lighting and sound, both in Howson Hall and the Sanctuary. Other purchases have been padded chairs, two storage sheds, lavalier mics and “feedback killer” for the Sanctuary, and assorted small equipment for the kitchen (wine glasses and rack for the sterilizer) and the office (fax machine). PP revenue also funds the expenses associated with Sunday Shorts and Readers’ Theater, like royalties and scripts. Free childcare is offered at the first matinee of each production. Season ticket sales have grown. Most tickets are now reserved in advance.

- Sunday Shorts are scenes or monologues especially prepared to present in Sunday worship. We hope to increase the prevalence of this enrichment to worship, a focus that was the original purpose of the company!
- Readers’ Theater remains a popular remnant from the monthly meetings of mUUses. We meet monthly to read aloud from published scripts selected by Ann Edwards and Barbara Weeks. Usually these are one-acts, occasionally full-length plays. Average attendance is 12-16, a mix of church members and non-church. This group is especially popular for 50 year-olds and up. RT has also been a training ground for would-be actors and directors, all of whom have become skilled at analyzing plays through our monthly discussions.

**MISSION STATEMENT** (Revised by PP Board 4/17/05)

To offer opportunities for the creation, performance and enjoyment of quality theater to the community at large.

Goals (in no particular order of importance)

- Contribute finances to the church
- Enhance fellowship and spiritual growth in congregation
- Provoke thought and lift the spirit
- Showcase local talent
- Reach out to the community through Benefits for non-profits

**BENEFIT PARTNERS**

The Austin Adopt a Landmine Group was our Benefit Partner for *The Day They Kidnapped the Pope*, a partnership which began an outreach tradition we have continued to this day - inviting a non-profit organization whose mission is consonant with UUism, to use one of our performances for fund raising and fellowship for their own organization. We try to match the story of the play with the interest of the Benefit Partner, when possible. The Benefit Partner pays us \$500, from which we pay our expenses (royalties, etc). The organization is responsible for publicity and selling tickets at a price they set. Some groups present a silent auction in conjunction with the performance. Revenues raised at these performances have topped \$2500, which the organization keeps.

A partial list of our Benefit Partners over the years: Meals on Wheels and More, North Austin Rotary Club, St. Andrew’s Presbyterian Church, Austin Area Interreligious Ministry (AAIM), Story Circle Network (twice), Texas Group Against the Death Penalty (twice), and LAMP, a UT-affiliated senior group (six times).

Interim Ministry Search Report  
Michael West, Board Liaison to the Interim Task Force  
May 19, 2009

Rev. Dr. Janet Newman, AIM as Interim Minister of First UU Austin  
The Interim Ministry Search Task Force is pleased to formally inform the Board of the naming of the Rev. Dr. Janet Newman, AIM as Interim Minister of First UU Austin, beginning September 1, 2009.

She has been serving congregations in transition since 1987. She is currently completing one year's service as Interim Senior Minister, Birmingham Unitarian Church in Bloomfield Hills, Michigan, a suburb of Detroit. She holds a D. Div. Min. from Meadville/Lombard Theological School and an M.A. from the Divinity School of the University of Chicago.

She has had an extensive array of interim experiences, overseeing a wide variety of transition circumstances, degrees of conflict, financial complexities and leadership challenges.

She is currently planning to visit Austin the week of June 15-18 in order to begin to become acquainted with church leadership, members of the congregation, administrative staff, and the facilities and grounds. She will also be looking for a place to live and hopefully meet with select committees during her brief visit. Sean Hale is coordinating her visit.

#### What We Learned

I'd like to say a few things we plan to leave behind in terms of what we learned and an archive for the next Interim Search venture.

- 1) Start earlier selecting the task force... and a chair... meet sooner and get to know time constraints or other constraints of potential and chosen members
- 2) Create a well oiled communication system, with an online address to post documents for download. Also make sure the Task Force has teleconference access and FEDEX capability already in place. We also used blast e-mail to the congregation, newsletter announcements, an online and print survey, collection and tabulation of the data collected. Some of this affected staff, some the tech team, some we whittled together ourselves.... especially our chair, Chris Jimmerson.
- 3) Create a secure electronic Church overview packet (with up to date photos...) where the link can be sent to Interim Candidates for their consideration.
- 4) Use the interviews with the candidates as an opportunity to learn from each of the candidates. Each already has a learned perspective on our church and will have insights that may help the Task Force and Board work with the actual interim that is chosen.
- 5) Begin the reference checks as soon as possible to gain a perspective of the strengths and limitations of each candidate. In addition, use the checks to get a reality check on the perceptions of our church in the UU world at large. Every District Exec or minister I spoke with was well aware of our situation... up to a point... and I found it helpful to give them updates on our progress and challenges. Each was very interested in our progress and wished us well.

6) Plan to conduct a survey of the congregation's perception of what we want in an Interim or the priority of the challenges to be faced at that point in time. We had the advantage of conducting a survey and the recent Bridge Builders report, so we had data on which we could base interview questions and gauge the experiences and training of the candidates. A standard set of questions for all candidates was also helpful.

7) Determine the relationship between the Interim Search and Interim Welcoming Committee. I spoke with many people outside the Search Committee who assumed that we were the Welcoming Committee as well. Each person in our group offered to assist, but we'd never been officially 'assigned' that task.

8) Realize that the Interim Search process is severely bounded in time with the actual revelation of candidates, packet exchanges, interviews, reference checks and offer taking place in about a dozen days in May. This is all undertaken by 60 churches and 80 candidates at the same time.

9) Consider making the Board Liaison a full member of the committee.... I started out as 'liaison' and became a fully participating in every aspect of the search.