



## ***2010-2011 Annual Report***

Annual Meeting

Sunday, May 22, 2011

12 noon



**Second Unitarian Church of Omaha**  
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### ***MISSION STATEMENT***

***“Second Unitarian Church of Omaha is an inclusive and nurturing religious community engaged in thoughtful pursuit of truth and meaning. Our mission is to grow as a beacon of hope – sharing a vision of a world community that embraces diversity and promotes justice and respectful stewardship within the interdependent web of existence.”***

Adopted May 16, 2004

# ANNUAL REPORT 2010-2011

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## Second Unitarian Church of Omaha

### Rules for the Annual Meeting

#### The Handling of a Motion:

- A member makes a motion. ("Member" means voting member of the Church.)
- Another member seconds the motion.
- The chair states the question on the motion.

Neither the making nor the seconding of a motion places it before the assembly; only the chair can do that (with step 3). When the chair has stated the question, the motion is pending and is open for debate.

Members debate the motion (unless no member claims the floor to do so). During debate, no one shall speak more than two minutes (unless the assembly declares its desire to waive this rule for a specific speaker). No one is entitled to the floor a second time on the same motion as long as any other member who has not spoken on this motion desires the floor. With the permission of the chair, a non-member may participate in debate (please identify yourself as a non-member when recognized by the chair, so there is no confusion).

The chair asks if there is any further discussion and, if there is not, puts the question to a vote, calling for those in favor, those opposed, and those abstaining.

The chair announces the result of the vote.

During the debate on the motion, a member may call for the "question," which is a request to close debate and proceed to a vote. The chair may observe that the question has been called and ask if there is any objection to closing debate. If there appears to be significant objection, the chair may allow the debate to proceed. If a member wishes to press for closure, she/he may seek recognition and "move the previous question." This is a priority-taking motion, which, if seconded, must be voted on immediately. If it carries by a 2/3 majority, then debate on the previous motion is terminated, and the chair proceeds immediately to put the previous question to a vote. Otherwise, debate on the previous motion continues.

In cases of questions on parliamentary procedure, the chair shall rule. If the ruling is contested, the assembly shall vote on whether or not to uphold.





**Second Unitarian Church of Omaha**  
**Annual Meeting**  
**May 22, 2011**  
**AGENDA**

1. Call the Meeting to Order: Tom Peterson, Board Chair
2. Opening Words and Chalice Lighting: Rev. Scott McNeill, Minister
3. Confirmation of Quorum
4. Affirmation of Guidelines for Right Relationships
5. Presentation and Election of Slates of Nominees:
  - Board of Trustees
  - Endowment Fund Committee
  - Nominations and Leadership Development Committee
6. Presentation and Vote on Annual Budget for 2011-2012
7. Election of Delegates to General Assembly
8. Discuss Possibility of Moving to Two Sunday Services
9. Closing Words: Rev. McNeill



**Minutes of the Annual Meeting  
Second Unitarian Church of Omaha  
May 23, 2009**

***Second Unitarian Church of Omaha is an inclusive and nurturing religious community engaged in thoughtful pursuit of truth and meaning. Our mission is to grow as a beacon of hope—sharing a vision of a world community that embraces diversity, justice and respectful stewardship within the interdependent web of existence***

1. Call the Meeting to Order: Carol Johnson, Board Chair  
OUTCOME: Meeting called to order.
2. Opening Words and Chalice Lighting: Rev. Nancy Haley, Interim Minister  
OUTCOME: Rev. Haley recited opening words.
3. Confirmation of Quorum  
OUTCOME: Don Shennum, secretary, confirmed quorum. 2 absentee ballots, not counted to the quorum, were also received.
4. Affirmation of Congregational Covenant  
OUTCOME: Vote passed unanimously.
5. Presentation and election of slates of nominees:  
Board of Trustees – Nancy VanderSluis, Laura Neece-Baltaro, and Cheri Cody. All 3-year terms.  
Endowment Fund Committee: Stu Burns, 3-year term.  
Nominations and Leadership Development Committee: Joanne Draper, 1 year term. Sue Aschinger, 3-year term.  
OUTCOME: Entire slate passed unanimously.
6. Presentation and vote on By-laws changes  
OUTCOME: All changes accepted and vote passed unanimously.
7. Presentation and vote on annual budget for 2010-2011  
OUTCOME: Annual budget accepted and passed unanimously.
8. Closing words: Rev. Haley  
OUTCOME: Meeting was adjourned.

Respectfully submitted,

Don Shennum, Secretary of the Board



## VOTING SECTION

### **Nominations and Leadership Development Committee**

Submitted by Stephen Abraham

**Members:** Stephen Abraham, chair; JoAnne Draper, Sue Aschinger

The members of the Nominations & Leadership Development Committee have completed our mission, according to the by-laws. We've created a list of candidates for the open posts of Board, Nominations & Leadership Development, & Endowment Fund for your consideration at the May 22, 2011, Annual Meeting of the Congregation. We are proud to present the following nominees to you. All of our nominees have been members of the Church for at least two years, have served in other leadership roles for the Church, and have a passion for our mission and vision.

You will also be able to nominate candidates from the floor at the Annual Meeting. We ask that you consult the person you wish to nominate beforehand.

We are grateful to be able to serve the Church in this capacity this year and forward to seeing you all at the annual meeting.

#### **FOR BOARD OF TRUSTEES**

##### **JoAnne Draper (3-year term)**

I was raised Methodist in Cedar Rapids, IA and went off to college and became unchurched for several years. Upon returning to my home town, I served on a board with one of my family's long time friends. At a board meeting she thought I would really like her church and she would pick me up and take me. I ended up going to the Unitarian Church in Cedar Rapids and it was indeed impressive. When I moved back to Nebraska to work for AT&T, I checked out 2nd UU and found my spiritual home in 1998. After a few months, I was co-chair of Social Justice.

In the spring of 2001, I was elected to the board and attended leadership training in Beloit, Wisconsin. I became President the first year and was secretary the second year of my term. During that time we started up the long range planning committee, set up the Welcoming Congregation committee and Reverend Josh Snyder was officially called as our full time Minister.

After serving on the board, I became the Treasurer. In researching software, I choose PowerChurch as the program that would serve our short and long term needs. From spring of 2003 through 2008, I wrote all the checks, made the deposits, reports, pledge reports, etc. In 2010, I was a proud member of our talented Ministerial Search Committee who nominated Rev Scott McNeill as our Minister. This past year I served on the Nominations Committee and would be honored to serve our beloved church community as a board member. Why? This church is full of fascinating people who truly embrace life. With Rev McNeill we have such bright future.

#### **FOR BOARD OF TRUSTEES**

##### **Anita Jeck (3-year term)**

I have been a member of Second Unitarian Church for 25 years. During this time, I have served a term on the Board of Trustees, served on the Membership committee, the Committee on Ministry, the former Ministerial Relations committee, the joint First & Second Church Youth/Adult committee, served as DRE, chaired and co-chaired the RGL and the former Adult Spiritual Education committees. I have continually been involved in religious education and have taught the Our Whole Lives class for teens. I have served on the PSD Chalice Lighters Recruitment Committee. I believe in our Unitarian Universalist faith, and have a passion to see it grow as a voice of compassion and reason, and as a model of how people of diverse religious perspectives can become a vibrant and united community.

#### **FOR NOMINATIONS & LEADERSHIP DEVELOPMENT COMMITTEE**

##### **Richard Koelling (3-year term)**

Richard joined Second Unitarian in 1996 and since then has served on the board, as chairman of the finance committee, and as a member of the membership and endowment committees. Currently he is serving as a member of the Committee on Ministry and most recently has begun to serve on the safety committee. He also helps edit/proofread *Second Thoughts*, the church's monthly newsletter.

Professionally he served in the Air Force for five years and worked in a cubicle for the government for 12 years, but since 1972 was a manufacturers' and importers' representative in the fiber industry until retiring in 1996. That's a pompous way to say 'salesman.' Since retiring he has had a micro-business in woodworking and currently proofreads for court reporters.

*(continued on next page)*

## **FOR ENDOWMENT FUND COMMITTEE**

### **Joel Haskins (3-year term)**

Member of Second Unitarian Church since 1991. Served on the Building & Grounds Committee in the early 1990's and was on the church board in the mid- 1990's. Helped with children's activities throughout the 1990's and early 2000's. Presently involved in 2nd Circle and YRUU activities.

Married to Kathie Haskins and together we have 2 kids; Heather, 18, and Jay, 16. Employed at OPPD as an electrical engineer since 1990.

I was raised a Methodist. My Grandfather was a Methodist minister although I never met him because he died before I was born. My parents were always active in the Methodist Church in some form or another. My mom was the equivalent of the Director of Religious Education for the Methodist Church for many years, until I (the youngest of their 3 children) graduated high school. Kathie did not have a regular church because her family stopped going sometime early in her childhood. When she went to a few Methodist Church services with me, she was not comfortable with all they said and did; especially communion. We both felt it was important to raise our children with a religious background, so we went looking for a more liberal church. The first Sunday we attended Second Unitarian, we knew we had found our church!

I believe it is important to make sure that the Endowment Fund is invested in keeping with all the requirements and intentions of the donors. It is also important to have accurate and up-to-date records with enough people involved to prevent the possibility of any mishandling.

## **Bylaws Revisions**

There are no bylaws revisions being presented in 2011.

## **Proposed Budget**

The proposed budget for 2011-2012 is presented on the following two pages.

## **Guidelines for Right Relationships**

Members are being asked to affirm the Guidelines for Right Relationships. This document is presented on page 10 of this Annual Report.



## Second Unitarian Church 2011-2012 Budget

### Proposed Budget

		<u>2010- 2011 Amended</u>	<u>2011- 2012</u>	<u>Difference</u>	<u>Percent 2011-12/ 2010-11</u>
	<b><u>Income</u></b>				
1	Pledge Income/Current Yr (80 pledges)	\$148,196	\$156,747	\$8,551	5.8%
2	New Pledges Current Year	\$4,500	\$4,500	\$0	0.0%
3	Interest Income	\$150	\$0	-\$150	-100.0%
4	Gifts	\$7,050	\$3,000	-\$4,050	-57.4%
5	Fundraising	\$7,290	\$7,711	\$421	5.8%
6	Offering - including Share the Plate	\$7,500	\$15,000	\$7,500	100.0%
7	Rent	\$350	\$700	\$350	100.0%
8	RGL Registrations	\$700	\$300	-\$400	-57.1%
9	Transfer Funds	\$1,200	\$0	-\$1,200	-100.0%
10	<b>Total Income</b>	<b>\$176,936</b>	<b>\$187,958</b>	<b>\$11,022</b>	<b>6.2%</b>
	<b><u>Expenses</u></b>				
	<b><u>Salary Expenses</u></b>				
11	Staff Payroll Taxes	\$2,853	\$3,330	\$477	16.7%
12	Office Admin. Salary	\$15,225	\$15,758	\$533	3.5%
13	Office Admin Ins Benefits	\$102	\$1,850	\$1,748	1713.7%
14	Office Admin Retirement Fund	\$0	\$1,576	\$1,576	New
16	DRE Salary	\$15,675	\$16,938	\$1,263	8.1%
17	DRE Insurance Benefits	\$1,793	\$1,850	\$57	3.2%
18	DRE Retirement Fund	\$0	\$1,271	\$1,271	New
19	Music Director	\$6,400	\$5,638	-\$762	-11.9%
20	Membership Coordinator	\$0	\$0	\$0	New
21	<b>Total Salary Expenses</b>	<b>\$42,048</b>	<b>\$48,211</b>	<b>\$6,163</b>	<b>14.7%</b>
	<b><u>Ministerial Pkg</u></b>				
22	Minister W2 Salary & Housing Allowance	\$53,000	\$54,000	\$1,000	1.9%
23	Insurance Benefits	\$7,257	\$7,531	\$274	3.8%
24	In Lieu of FICA	\$4,055	\$4,132	\$77	1.9%
25	Professional Expenses	\$5,300	\$5,400	\$100	1.9%
26	Minister Pension	\$5,300	\$5,400	\$100	1.9%
27	Sabbatical Fund	\$0	\$0	\$0	New
28	Moving Expenses	\$5,000	\$0	-\$5,000	-100.0%
29	<b>Total Ministerial Package</b>	<b>\$79,912</b>	<b>\$76,463</b>	<b>-\$3,449</b>	<b>-4.3%</b>
	<b><u>Administrative Expenses</u></b>				
30	Administrative Expenses	\$1,604	\$1,154	-\$450	-28.1%
31	Treasurer Admin Expense	\$1,105	\$1,200	\$95	8.6%
32	Financial Audit	\$0	\$0	\$0	
33	Director RE Prof Expenses	\$1,568	\$1,694	\$126	8.0%
34	Membership Co Prof Expenses		\$0	\$0	New
35	Youth Director Contribution	\$2,610	\$2,610	\$0	0.0%
36	<b>Total Administrative Expenses</b>	<b>\$6,887</b>	<b>\$6,658</b>	<b>-\$229</b>	<b>-3.3%</b>



## Guidelines for Right Relationships – Second Unitarian Church of Omaha

*Agreeing and disagreeing in love, making every effort to maintain the integrity of the church community in the bond of peace, we pledge that we shall:*

### **In Thought**

*Accept conflict  
Affirm hope  
Commit to a process*

1. Acknowledge together that conflict is a normal part of our life in the church.
2. Affirm that we can work through our differences to growth.
3. Admit our needs and commit to a process to achieve a mutually satisfactory solution.

### **In Action**

*Go to the other...  
...in the spirit of humility  
Be quick to listen  
Be slow to judge  
Be willing to engage in  
dialogue*

4. Go directly to those with whom we disagree.
5. Go in gentleness, patience and humility, and own our own part in the conflict.
6. Listen carefully, summarize and check out what is heard before responding. Seek as much to understand as to be understood.
7. Be descriptive. Suspend judgment; avoid labeling, name-calling and threats; and act in a non-defensive manner.
8. Work through the disagreement constructively.
  - Identify issues, interests, and needs of both (rather than take positions.)
  - Generate a variety of options for meeting both parties' needs (rather than defending one's own way.)
  - Evaluate options by how they meet the needs and satisfy the interests of all sides (not one side's values.)
  - Collaborate in working out a joint solution (so both sides gain, both grow and win.)
  - Cooperate with the emerging agreement (accept the possible, rather than demand your ideal.)
  - Reward each other for each step forward toward agreement (celebrate mutuality.)

### **In Community**

*Be steadfast in love  
Be open to mediation  
Trust the community  
Be committed to peace*

9. Be firm in our commitment to seek a mutual solution.
10. Seek wise counsel (not gossip) from a neutral party as needed. The minister and members of the Committee on Ministry are available resources. Be open to accept skilled help. If we cannot reach agreement among ourselves, we will use those with gifts and training in mediation.
11. We will trust the community and if we cannot reach agreement or experience reconciliation, we will turn the decision over to others in the congregation.
  - In one-to-one or small group disputes, this may mean allowing others to arbitrate.
  - In congregational disputes, this may mean allowing others to arbitrate or implementing democratic decision-making processes, insuring that they are done in the spirit of these guidelines, and abiding by whatever decision is made.
12. Believe in and rely on the sacredness of the human spirit and strive toward peace, wholeness, health, and security.

*Adapted from the Mennonite statement "Agreeing and Disagreeing in Love" (1995)*

## Voting Membership for 2011 Annual Meeting

Stephen Abraham  
Chris Alberts  
Russ Alberts  
Lynn Alsman  
Sana Amoura-Patterson  
Nancy Amsler  
Clyde Anderson  
Jill Archer  
Herbert Armbrust  
Sue Aschinger  
Barry Ashley  
Gypsi Ballard  
Marco Ballarin  
Richard Baltaro  
Merry Barney  
Kathy Bell  
Rick Bell  
Sarah Gettie Burks  
Stu Burns  
Lisa Burnside  
Shari Busse  
Pat Caffrey  
Mary Anne Chisholm  
Cheri Cody  
Pam Curtiss-Smith  
Mark Dickmeyer  
Dawn Marie Dilley  
Frank Dilley  
Virginia Dodge  
Darrell Draper  
JoAnne Draper  
Vicki Dudley  
Lorraine Duggin  
Judy Eller  
Gwen Eurich  
Agnes Flamen  
Candella Foley-Finchem  
Marcia Forbes  
Milton Forbes

Louisa Foster  
Jana Halloran  
Daniel Hanneman  
Kelly Hanneman  
Al Harrison  
Carlynn Hartman-Kurtz  
Brett Harvey  
Leslie Harvey  
Joel Haskins  
Kathie Haskins  
William Hay  
Nancy Heinemeyer  
Julie Homan  
Mark Hunter  
Tammy Hunter  
Ruthann Irby  
Anita Jeck  
Carol Johnson  
David Johnson  
Julie Kirn  
Norma Koelling  
Richard Koelling  
Melissa Konecky  
Gene Kopecky  
Vija Kopecky  
William Kuhn  
Larry Kurtz  
Tina Labellarte  
Cy Leise  
Marcia Leise  
Tom Lundahl  
Cynthia Lynne  
Michael Lynne  
nellie sudavicius maccallum  
Celine Markel  
David Martin  
Yolanda Martin  
Megan McGuire  
Scott McNeill

Anita Meyer  
Laura Neece-Baltaro  
David Nesbit  
Janet Nichols  
Dan Pearson  
Ferial Pearson  
Chris Peters  
Stephanie Peterson  
Tom Peterson  
Craig Piquette  
Vicki Pratt  
Meredith Price  
Sajda Qureshi  
Roxanne Redd  
Gay Robinson Abraham  
Dodie Robison  
Shirley Rundquist  
Tom Rundquist  
Betty Segell  
Don Shennum  
Laura Shennum  
Jaime Short  
Justin Short  
Kent Smotherman  
Jeff Tessin  
Katie Tessin  
Ann Thariani  
Gary Toth  
Nancy Vandersluis  
Lisa Waddell  
Doris Wallace  
Morgan Watters  
Jennifer White  
Joe White  
Melanie Williams-Smotherman  
Bill Woodhams  
Philip Worthing  
Rachel Yamamoto



## LEADERSHIP AND STAFF

### Minister, Rev. Scott McNeill

At the beginning of my ministry at Second Unitarian Church of Omaha, I developed five professional goals for this first year. They included:

- Increase congregational understanding of history, justice, theology and personal spiritual growth;
- Learn about the congregation and its history and get to know people and their individual stories;
- Support the staff and move the congregation toward a year-round church, as well as a 7 day a week church;
- Continue stewardship of all resources (emotional, spiritual, financial, etc);
- Attract new visitors and members and work on improving our infrastructure to do outreach and to welcome new people.

#### **Summary of Achievements, as related to the goals**

- Through worship, religious education coordination with RGL and conversations, there is a renewed focus on people understanding the history of Unitarian Universalism. In October, there was a "Sources Supper" which focused on the life of Michael Servetus.
- Also in October, the Association Sunday service "Whose Are We" invited people to take a deeper look at our 50 years of Unitarian Universalist identity.
- Opportunities to learn about justice exist in a myriad of ways but the minister and the LGBTQA group have coordinated workshops on racism and sexuality, bisexuality and, in the early summer, transgender/transsexual issues.
- In hiring our new Director of Religious Education, Portia Love, the personnel committee, upon recommendation from the minister, changed the terms of the contract to an 11-month contract rather than 10-months. This will help the Religious Growth and Learning program start earlier and be more consistent.
- Portia and I also led to adult workshops on art and music and spirituality. These workshops, as well as the LGBTQA ones increased our programming during the week.

- Second Unitarian has continued to welcome visitors and newcomers and several of those people have joined the congregation in 2010-11. The membership, music and worship and communications committees have all worked hard on welcoming new folks and reaching out to people in attending worship or joining the congregation.
- In the early fall, I led a workshop at Lakeside/Immanuel Home for Senior Citizens in describing Unitarian Universalism and how Second Unitarian functions.

#### **Other Achievements and Significant Events**

- The start to our current settled ministry began in August when the Board, Committee on Ministry and I held a retreat facilitated by a Prairie Star District minister. The conversation went well and much hard work was begun to establish roles, expectations and boundaries.
- At the end of that meeting, I had to inform the gathered body, and then the rest of the congregation, of the surprising death of my predecessor, the Reverend Nancy Haley. We had just begun to grieve her departure from Second Unitarian when this news hit us and changed our grief altogether.
- We also grappled with the transition in Religious Growth and Learning as Chelsea Maitland took a DRE position in Lincoln, NE. Our RGL volunteers and co-chairs worked tremendously hard to cover the program and see it excel in the interim.
- In the fall, Music and Worship held a congregational worship retreat to talk about the history of worship and its various forms at Second Unitarian.
- Over the year, we have increased the use of a projector so that more people can see the images for Stories for All Ages as well as hymn lyrics, art images that coordinate with sermons, and announcements.
- The Stewardship Pledge Drive successfully increased the pledges by 8% so that we could offer health benefits to our DRE and Office Administrator!
- The Social Justice Coordinating Council, Finance Committee, and the Board approved a proposal to split the offering we receive each week between our church and social justice partners in the community of Omaha and beyond.

- The Board initiated a Growth Task Force to discuss managing immediate growth needs and overcrowding as well as short and long term goals of a larger building space.
- And much, much more!

### **Future Goals**

This summer, I hope to spend time reflecting on where the congregation is in terms of the five professional goals from 2010-11 and determining where we head in the future.

The goals I foresee pursuing are:

- Determining a congregational mission and vision of who we are. This is not about the word-smithing of a mission statement – but a deeper understanding of why we can to church and create religious community.
- Strengthening worship and adjusting the liturgy to match the flow we seek.
- Developing small group ministries for a variety of different populations including covenant groups that discuss religious topics, support groups dealing with social issues such as parenting, and affinity groups based on theology or spiritual practice.

As the ministry here grows, goals will be changed and adapted. The organic nature of ministry enables us to create what we hope for rather than be tied to a static vision – and yet goals are invaluable as they give us a destination and end to work toward.

Second Unitarian Church of Omaha is a healthy and vibrant community whose identity and maturation as an organization continues to grow every day. It is a privilege to serve as its minister.

## **Chair, Board of Trustees, Tom Peterson**

### **Mission Statement**

The mission of the Board of Trustees is to provide leadership to make the church's mission a reality for our religious community.

### **Committee Members**

Tom Peterson (Chair), Cheri Cody (Vice Chair), Lorraine Duggin (Secretary), Kathy Bell, Carol Johnson, Laura Neece-Baltaro, Don Shennum, Nancy VanderSluis, Rev. Scott McNeill, ex officio

### **Summary of Achievements**

The Board of Trustees began this year's work in earnest on August 28, 2010 as the Board and the Committee on Ministry met with Rev. Scott McNeill for a startup workshop to begin creating a common ground for our work together. We remember that it was during this time that we learned of the sudden death of Rev. Nancy Haley, and are grateful for her time with us, and for the compassion of Rev. McNeill in our shared grief.

This year's Board activities and goals were focused on the opportunities and challenges of planning for growth, as we:

- Organized a "Welcome Sunday" in September for Rev. Scott
- Welcomed the Rev. Sarah Gettie Burks as an Affiliated Community Minister
- Sponsored Laura Shennum as a candidate for ministry
- Organized a Visioning Workshop at Micah House on January 25 with the Committee on Ministry and the Program Council
- Formed a Growth Task Force to explore ways of maintaining and encouraging growth
- Completed revisions to the Safe Congregations Policy and appointed a Safe Congregations Committee
- Revised and made consistent the Building Rental and Facility Use Policies
- Renamed the Fundraising Task Force to Fundraising Committee in recognition of its increasingly significant role in funding the annual operating budget
- We built on last year's Right relations Covenant by approving the Committee on Ministry's proposed Guidelines for Maintaining Right Relations (which will be voted on at the 2011 Annual Meeting)
- Approved a unified Communications Policy covering all print and electronic communications

- Approved the Share the Plate program to begin in 2011-2012
- Joined in partnership with five other religious communities (Countryside Community Church, Augustana Lutheran, Temple Israel, Sacred Heart Catholic, and North Side Christian Church) in the Faith in Justice initiative sponsored by Inclusive Communities
- Installed Rev. Scott McNeill as our Settled Minister on May 1, 2011

### **Future Goals**

Included in the ongoing work of the Board are the following objectives:

- Completing an internal audit as required by our Bylaws
- Funding and hiring of a Membership Coordinator
- Increasing our commitment to fair compensation for our staff
- Revising and reconciling the Bylaws and Standing Rules to reflect changes in our organization and operations
- Continuing the Visioning process
- Reviving and updating the Long-Range Plan

The Board of Trustees is grateful for the faithful support of the members and friends of Second Unitarian Church as we continue our work to be a beacon of hope in our community and in the world.

## **Director of Religious Education, Portia Love**

### **Mission Statement**

Our mission is to encourage the learning and living of our Unitarian Universalist principles. We strive to provide a spiritual, accepting and caring environment where we explore religious ideas together. We pledge to walk in the ways of truth and affection as best we know them now or may learn them in the days to come, that we and our children may be fulfilled.

### **Summary of achievements**

- Our RE classes continued to be divided into classrooms depending upon the school year. We provided religious education to children Pre K-K, grades 1-6.
- Pre K-K children were taught a curriculum entitled, "We Are Many, We Are One."
- The children in grades 1-6 learned the stories of the Bible this year.
- The children in the middle school ages, approximately 10-12, felt the curriculum was too much like school and that many of the lessons are too "young" for them. In working with members of the RGL committee, it was decided that we will attempt to separate these children into their own group and provide more age-appropriate curriculum and activities for them for 2012-2013.
- I attended a day-long seminar on safe congregations. From this, a Safe Congregations Committee was formed and we are continuing to meet in the efforts to create a Safe Congregations Policy, and any other policies that are determined to be important by the committee.
- Over the next year we will be meeting with representatives from the Omaha Fire Department and the Omaha Police Department for their assistance in gathering information to reach these goals.
- We hired a new Childcare Coordinator, Kirsten Stiles, and she joined our team on May 1, 2011.

### **Future goals**

With the assistance of the RGL Committee, and the Safe Congregations Committee, my goals for next year are:

- To provide a programming that targets middle school children.
- To continue working on and possibly expanding the adult education.
- To work on the Safe Congregations Committee and getting a policies in place.
- To work with Scott on gathering information on the possible transition to two services, as needed.

### **Statistical information**

I began recording attendance on October 31, 2010. Between that date and April 24:

- There are 28 children who are officially registered.
- We provided RE to a total of 285 children over 21 weeks, which was an average of 14 children per week
- There were 4 intergenerational services (not included in the total or average)
- There was one cancellation due to bad/dangerous weather (not included in the average)

### **Office Administrator, Gary Emenitove**

As I have entered my third year of service here, I continue to enjoy a great outpouring of help and welcome from the members.

The church year hadn't quite begun when we learned the sad news of the death of last year's Interim Minister, The Reverend Nancy Haley. Rev. Nancy and I worked closely -- and, I felt, quite well -- together. I'll miss her wisdom.

### **Summary of Achievements**

- One of the goals for this church year was to create large print Orders of Service available. Beginning earlier this church year, we've provided a few large print copies each week.
- Another goal was to increase my Assistant Treasurer duties. Pat Caffrey was an excellent trainer and I have since been processing most Accounts Payable and checks for the church.
- I worked with the Communications Committee to produce news releases about the arrival of Rev. Scott.
- Thanks to Sue Aschinger for scanning in the Membership Book. In case of a disaster, we have this important church record duplicated. A printed copy was given to Lorraine Duggin (Board Secretary) for storage off-site and Tom Peterson and I have copies on our computers.
- Tammy Hunter asked about a Welcoming Congregation poster, similar to the one displayed at First Unitarian. I checked with the UUA and they are sending us a poster.
- Cheri Cody and I met to update building rental policy. Policies have been updated and we have had a slight uptick in inquiries about rentals.
- We have again been promoting recycling of printer cartridges. Office Depot gives us a rebate for each recycled cartridge which goes directly to savings on office supplies we purchase.
- I attended the Worship Retreat held by Rev. Scott and Music & Worship. As a result, we made several immediate tweaks to the OS that resulted in a number of positive comments.

- The Tuesday lunches, initiated by Rev. Scott, have been going great -- we've had quite a variety of members (and a few inquiring folks) stopping by.
- The UUA deadline to report our certified membership is February 1. I submitted the report after the board provided the final tally of members and other statistics to report. We also submitted a "yes" vote for the draft Statement of Conscience on Ethical Eating.
- I attended a Prairie Star District online "Volunteers" workshop and got some valuable insight on the "care and feeding" of volunteers.
- I've been working with the Communications Committee and Rev. Scott to consolidate and clarify communication policies into one Master Communications policy, to be submitted to the Board in May.
- Using Google Documents, I created a First Hour schedule database, similar to the Music & Worship schedule that we've been using for some time. Also, I created a Google Document for Fellowship Dinner reservations so committee members could access the latest RSVP information online at their convenience
- I observed that our neighbor Prairie Lane Church has directional signs at 120<sup>th</sup> Street and Prairie Lane. This was brought up at the Communications Committee and we've since begun the process of determining how to have signs for our church created and posted.
- With the help of Portia Love, we selected special paper for the Installation Order of Service, and with the help of Rev. Scott (who has a color printer in his office) we added some color to the cover.

#### **Future Goals**

- We've been considering options for rearranging the church office. This is a goal for the 2011-12 church year. There is money in the budget for replacing the desk in the office and we hope to rearrange some other items for better workflow.
- I would like to see an increased Office Volunteer group with a regular plan of how it can best assist the church and the church office

Thanks to the Tech Committee for setting up procedures where I can work from home during bad weather. I also did so during my back problems earlier this year.

Thanks to Nancy Amsler, Richard Koelling, Betty Segell, and Rev. Scott for their help in proofreading each month's *Second Thoughts* newsletter.

Special thanks to Office Angels Nancy Amsler, Tammy Hunter, and Sue Aschinger for covering when I was away.





## ADMINISTRATIVE

### Committee on Ministry

Submitted by Gay Robinson Abraham

#### **Mission Statement**

*The Mission of the Committee on Ministry is to monitor, support, and strengthen the work of shared ministry within the congregation in pursuit of our common vision and congregational mission.*

**Members:** Richard Koelling, Craig Piquette, Anita Jeck, Betty Segell, Gay Robinson Abraham, Rev. Scott McNeill (ex officio)

#### **Summary of Achievements**

Our focus this year was living our covenant through developing skills for conflict resolution and maintaining right relationships.

- Led worship service on living our covenants in our daily lives
- Finalized the Guidelines for Right Relationships
- Conducted two Third Hours:
  - 1) A congregational conversation identifying building covenantal relationships as foundational to achieving our vision for growing our church not only in numbers but also in spirit.
  - 2) A workshop on improving skills in conflict resolution and maintaining right relationships using the guidelines to be voted on this year.
- Companioned the ministry of the church, both with the minister and the church as a whole.

#### **Future goals**

- Conduct an evaluation of the work and goals of the minister.
- Continue to facilitate right relationships in our shared ministry.

#### **Statistical information**

- \* Attendance at Third Hours:
  - October 4, 2010 – approximately 50
  - February 13, 2011 – approximately 30

### Personnel

Submitted by Sue Aschinger

#### **Mission Statement**

*Refer to Standing Rules for Personnel Committee Purpose. The mission of the committee is to support the mission of the church while representing the Congregation and to advise the Minister and Staff on important personnel issues.*

**Members:** Nancy Amsler (representing staff), Jaime Short (representing Religious Education), Sue Aschinger (representing the Board), Rev. Scott McNeill (ex officio)

#### **Summary of Achievements**

- Hired Portia Love, Director of Religious Education, October 2010 (Michael Lynne provided support for the committee in this process.)
- Completed the Letter of Agreement for David Plank, Music Director
- Provided input for new Event Coordinator position
- Provided input for hiring of Childcare Coordinators
- Provided recommendations to the Board for salary increases for staff positions.
- Completed "Agreement for Services" with Gary Emenitove, Office Administrator
- Developing an Employee Time Off Policy
- Developing a Personnel Manual
- Documenting the Personnel Assessment process

#### **Future goals**

- Complete before year end 2011:
  - Employee Time Off Policy
  - Personnel Manual
  - Personnel Assessment process
- Support the Minister in the completion of Personnel Assessments for Gary Emenitove, Office Administrator by June 30, 2011, David Plank, Music Director, August, 2011 and Portia Love, DRE by September 30, 2011.
- Two Personnel committee members to be replaced, Martin Wetzel, who was representing the minister, and Sue Aschinger, representing the Board.
- Develop draft Membership Coordinator job description for potential hire for church year 2011/2012.



## PROGRAMS

### Program Council

Submitted by Cheri Cody

#### **Mission Statement**

*The purpose of the Program Council is to support and enable collaboration and cooperation among our programs, in support of the mission of Second Unitarian Church.*

**Members:** Cheri Cody (Vice Chair of Board), Rev. Scott McNeill, and

Chairs of Non-Administrative Committees:

Anita Jeck & Jamie Short, Lifespan Religious Growth & Learning

Betty Segell & Janet Nichols, Fellowship

Pat Caffrey, Social Justice Coordinating Council

Melissa Konecky, Library

Bill Kuhn, Technology

Sue Aschinger & Clyde Anderson, Stewardship

Vicki Pratt, Finance Coordinating Council

Steve Abraham & Julie Kirn, Music & Worship

Rick Bell, Building & Grounds

Carlynn Hartman Kurtz, Membership (until Nov 2010)

Nancy Amsler, Communications

Jill Archer, Caring

Steve Abraham, Nominations/Leadership Development

Carol Johnson, Board Liaison/Leadership Development

#### **Summary of Achievements**

This was the second year of operation for the Program Council and following a start-up retreat with Rev. Scott McNeill in August, the Council decided to meet monthly to maintain consistency and improve opportunities for learning. Some of the highlights of the year were:

- The start-up retreat allowed the Council and Rev. Scott to lay out their needs and expectations for the coming year and a commitment to working together on those priorities
- Discussion of excerpts (“heresies”) from the book *The Almost Church Revitalized* helped the Council think in new ways about long-standing approaches to church leadership
- Exploration of how the Council members as leaders in the congregation could keep in mind taking care of themselves as well as the church

- Worked to keep focus of meetings on relationships, connection, and conversation and working towards a common mission
- Council participated in a joint retreat in January 2011 with the Board and Committee on Ministry as the initial step in articulating the vision of Second Unitarian
- As a followup to the discussion on taking care of themselves as leaders, the Council discussed *Seven Habits of Health-Promoting Leaders* and *The Twelve Characteristics of a Vital Congregation*
- The Budget Team presented the 2011/12 budget to the Council which was followed by a discussion on what this budget says about what we value as a congregation

#### **Future goals :**

- The Council will continue to adapt and refocus to meet the needs of the leaders and the church over the coming year
- There will be a continuing connection between the Council leaders and those who are creating leadership development strategies for improving leadership skills

### Caring Committee

Submitted by Jill Archer

#### **Mission Statement**

*To build a caring community that will help and support each of our members as we experience the events, stages and transitions of life.*

**Members:** Ferial Pearson, Dodie Robison, Nancy Heinemeyer, Laura Shennum, Cynthia Lynne, Helping Hand Members: many who contribute throughout the year in meaningful ways - thank you!

#### **Summary of Achievements**

- Sponsored an evening meal and workshop with Laura Shennum presenting Five Wishes, an end of life planning tool.
  - Assisted with the memorial services of Gail Harrison, Rev. Nancy Haley and Claude Climer.
  - Visited hospitalized and homebound church members.
  - Assisted with referrals to community resources.
- Supported church members during times of transition and stress with cards, calls, visits and meals.

### **Future goals**

- In the 2011-2012 year we will gather updated information on the resources and needs of individuals within the church.
- The Caring Committee plans to sponsor presentations and discussion about issues related to addictions and how they affect our church and the larger community.

## **Communications**

Submitted by Nancy Amsler

### **Mission Statement**

*The Communications Committee works closely with the Technology Committee and the Office Administrator, and other committees as requested to facilitate internal and external church publications, and ensure the consistency of printed and on-line materials.*

**Members:** Nancy Amsler (Chair), Dodie Robison, Pam Curtiss Smith, Gary Emenitove (ex-officio)

### **Summary of Achievements**

- Provided communication support as requested
- Working on a consolidated Communications policy to encompass all church communications
- Working with the Technology Committee to revamp the church website
- Continued working on privacy issues, including photos
- Working with Building and Grounds on a directional sign to be posted on 120th and Westwood Lane
- Conducted a Public Relations Audit and disseminated the results

### **Future goals**

- Initiate the Advertising Advisory Committee (AAC)
- Concentrate on public relations and publicity resources and protocols
- Continue to explore social media

## **Fellowship**

Submitted by Janet Nichols and Betty Segell

### **Mission Statement**

*The mission of the Fellowship Committee is to enhance the vision of Second Unitarian Church by providing a ministry of welcome and celebration.*

**Members:** Nancy Amsler, Laura Neece-Baltaro, Judy Eller, Janet Nichols (co-chair), Dodie Robison, Nancy Saunders, Betty Segell (co-chair)

### **Summary of Achievements**

- Fall Event in September: Annual Ice Cream Social -following the service, ice cream served by committee members to the congregation on the yard outside the R.E. area.
- November Thanksgiving Brunch: Held on the Sunday before Thanksgiving: Fellowship provided turkey and a number of vegetarian options, as well as drinks, for a small fee. As suggested by Rev. Scott McNeill, we changed set up from Saturday before the brunch to Sunday following the service with members of the congregation setting up tables. Set up was achieved in an orderly manner and as was serving of food to the congregation.
- Sing for Your Supper in January, 2011: Fellowship sponsored the 10<sup>th</sup> annual "Sing for Your Supper."
- Stewardship Dinner in March, 2011: Fellowship assisted the Stewardship Committee, helping to serve dinner and with cleanup following the event.
- Spring Event in April, 2011: Fellowship invited the congregation to bring favorite finger food and/or dessert to share following the service.
- Reverend Scot McNeill's Installation service, May 1, 2011: Fellowship assisted the Installation Committee with planning for the event, and by helping purchase food, preparing for the buffet reception following the 5p.m. service, and assisting as needed.
- Fellowship provides supplies for general church use.
- Fellowship provides coffee weekly following the Sunday service **and** does set-up and clean up.
- Fellowship coordinates the Circle Suppers.
- Fellowship purchased two coffee pots, a water server and tablecloths. These items are available to all committees for church events.

### Future Goals

- Fellowship will assist our minister in planning and implementing two services.
- Concerns: The committee is losing experienced members who have served on the committee for many years. Soon our committee will consist of four members. Looking ahead, we anticipate needing a larger group when Second Unitarian holds two services on Sunday.

## Lifespan Religious Growth and Learning

Submitted by Jaime Short & Anita Jeck

### Mission Statement

*The Vision of the Religious Growth and Learning Committee for Second Unitarian Church is that of a Beloved Community of all ages, celebrating the stories of our Unitarian Universalist heritage, the sources of our religious quests, and our own spiritual journeys. Our mission is to nurture the deepening of religious experience, celebrate our religious community, and inspire empowerment to make a difference.*

**Members:** Jaime Short (co-chair), Anita Jeck (co-chair), Portia Love (DRE), Pam Curtiss-Smith, Gay Abraham, Anita Meyer, Kelly Hanneman

### Summary of Achievements

Another year of changes for RGL:

- We welcomed Portia Love as new DRE
- The Religious Growth & Learning and Adult Spiritual Education Committees combined to create Lifespan Religious Growth & Learning Committee
- The RE Sunday morning program was combined in to two classes: Preschool/Kindergarten / *We Are Many, We Are One* curricula 1<sup>st</sup> – 6<sup>th</sup> grade / *Timeless Themes* curricula
- We started our new “Cornerstones” program with a Fall Dinner & Bonfire celebrating Michael Servetus and his impact on Unitarian Universalism
- Developed new vision and mission statements to guide our programming
- We reviewed our programs in order to work closely with our mission.
- Our annual Holiday Happenings was enjoyed by many and will fit very nicely into our “Cornerstones” program
- 

- Coordinated the Sunday morning First Hour schedule including: *Writing for Spiritual Growth*, led each month by David Martin  
*From Age-ing to Sage-ing* discussions  
*Roots & Wings* UU related discussions  
varied Social Justice topics
- The summer RE program in 2010, *Children Around the World by UNICEF*, was well received.
- The teen program *Second Circle*, met at the Hanneman home across the street, on the first & third Sundays of the month (Sept-May)
- Facilitated and sewn by Anita Meyer, the children were involved in making a ministerial stole as a special gift our new minister, Rev. Scott McNeill

### Future Goals

- Developing “Cornerstones” further to four events a year – one each season
- Adult education classes in the fall
- Continue to coordinate First Hour discussions
- The Summer RE program for 2011 will be *Summer Seuss*, based on stories from Dr. Seuss that highlight UU principles
- Next fall we will utilize the new *Tapestry of Faith* UU curriculum for our Sunday morning program
- Continue to develop plans with Second Circle to broaden involvement with the larger church community



## Macyl Boruff Library Committee

Submitted by Melissa Konecky

### **Mission Statement**

*The mission of the Library Committee is: to acquire and provide resources for committees, for programs, and for members and friends in order to support them in their search for truth and meaning.*

**Members:** Melissa Konecky (chair), Gwen Eurich, Vicki Pratt, Lorraine Duggin, Julie Homan

### **Summary of Achievements**

- We held our annual book sale and made \$397.15.
- We have continued to order books as replacements to those checked out and not returned as well s books to support church committees and individuals in their search for truth and meaning.

### **Future goals**

- We hope someday to have more room to expand.

### **Statistical information**

We support all of the church committees (as well as individuals) with our books, especially in the categories of green sanctuary, worship service resources, family enrichment, self-help, Unitarian Universalism, eastern religions, world religions, and many more.



## **Membership**

Submitted by Kathy Bell, Volunteer Membership Coordinator

### **Mission Statement**

*The Mission of the Membership Committee is to be intentional about spreading the good news of Unitarian Universalism, welcoming visitors, extending an invitation to membership, helping all find a place in the congregation to nurture their religious and spiritual growth. We will promote a culture of radical hospitality by being bridge builders to help all Second Unitarian members adapt to growth and find their place in Unitarian Universalism.*

**Members:** Cheri Cody, Frank Daman, JoAnne Draper, Lorraine Duggin, Meredith Price, Tom Rundquist, Carlynn Hartman-Kurtz (through November), Michelle Godfrey (through November). Don Shennum (board contact)

**Greeters:** Cy & Marcia Leise, Frank Daman, Julie Homan, Tom & Shirley Rundquist, Darrel & JoAnne Draper, Joel & Kathie Haskins, Tom Lundahl, Lynn Alsman, Mary Anne Chisholm & Shari Baumer

**Welcome Desk Staffers:** Cheri Cody, Frank Daman, Meredith Price, Kathy Bell, JoAnne Draper, Carlynn Hartman-Kurtz, Michelle Godfrey

### **Summary of Achievements**

- Conducted two *Pathways to Membership* Classes with a total of nine newcomers in November and April. Also attending were membership committee members, committee chairpersons, a board representative, and the minister. Comments continue to be very positive.
- Held New Member Recognition Ceremonies during church services in November and May. Also continued to feature new members' pictures and biographies in the newsletter and on an easel in the foyer.
- Will have Invited visitors and friends to three "Just Food and Friends" dinners: September, November and June. These potluck dinners help newcomers become acquainted with each other and longer-time members.
- Extended special invitations to visitors to "Sing for Your Supper" in January.
- Established the position of Volunteer Membership Coordinator as a precursor to a paid Membership Coordinator. This fills an immediate need and helps determine the weekly hours and job priorities.

- Produced an updated photo directory via PowerChurch and distributed in April. The committee continues to produce visitor packets, which are given to first-time visitors. It also maintains visitor attendance records for Sunday services. Religious Education and Second Circle integrated their attendance into these records.
- Conducted a highly successful KIOS-FM public radio underwriting campaign, collecting \$3,000. This allowed us to purchase sponsorship ads on the late-afternoon news show, "All Things Considered," and on Saturday's "Weekend Edition."

### **Future Goals**

- Hire a quarter-time Membership Coordinator.
- Enhance our process for integrating members more quickly into the life of the church.
- Work with the Technology Committee to implement a set of web pages to give visitors easy access to relevant information.
- Continue to improve our process for contacting people who are not seen as frequently at Sunday services and events.

### **Statistical Information**

- Nine new members have joined.
- We reported 120 members to the UUA census in January. This is lower than the previous year and largely the result of several members moving from the area. However, we are encouraged to see an increase in the number of young families attending, with Worship Service attendance averaging 70 July through April.

## **Music and Worship**

Submitted by Julie Kirn, Steve Abraham, Rev. Scott McNeill

### **Mission Statement**

*The mission of the Music and Worship Associates is to promote the celebration of life in quality worship. We strive to engage participants at many different levels of experience through music, visual art, and aesthetics. We aim to provide a catalyst for deepening the spiritual experience in an environment rich with visual appeal, sound, smell, and touches given to us from Nature. Careful consideration is given to each service so as to support our mission through cleaner evocation of meaningfulness, spirituality, and professionalism. Upon entry to our church the individual will be greeted by messages of welcome interaction with others and messages of “enter, rejoice, and come in” to a sacred space open for all.*

**Members:** Steve Abraham (co-chair), Julie Kirn (co-chair), Rev. Scott McNeill, Merry Barney, Vicki Dudley, Lorraine Duggin, Brett Harvey, Michael Lynn, Chris Peters

**Aesthetics:** Vija Kopecky, Dodie Robison, Pam Curtiss-Smith

**Pianists:** David Plank, Mark Dickmeyer, Donna Zebolsky

**Choir Director:** David Plank

### **Summary of Achievements,**

- Began using environmentally-friendly candles
- Increased use of new technology during worship:  
sound system, use of visual display at front of church
- Hired new church music director, David Plank
- Requested guest speakers to provide written text for file

### **Future goals**

- Increase the use of special music
- Continue and develop continuing education for worship associates – training in use of microphones, public speaking tips, etc.
- Utilize and increase interaction with the Aesthetics committee
- Purchase new visual and sound systems for Sunday services
- Increase regular church attendance on Sundays

### **Statistical information**

- One retreat held in November, 2010, with 15 people in attendance
- Average Sunday attendance increased to 70 this past year



## **Social Justice Coordinating Council**

.Submitted by Pat Caffrey

### **Mission Statement**

*To carry on the Unitarian Universalist tradition of equality and justice by actively promoting responsible consumerism, respect for diversity and a strong infrastructure both within the local community and within the congregation.*

**Members:** Care for the Environment Group: Julie Carda (Chair), Vicki Pratt, Clyde Anderson, Marcia Leise, Larry Kurtz, Tom Lundahl, Shari Busse  
Closing the Economic Gap: Cheri Cody, Pat Caffrey  
Beacon to LGBTQ Committee: Tammy Hunter (Chair), Mark Dickmeyer, Ferial Pearson, Stu Burns, Mary Anne Chisholm, Lynn Alsmann, Shari Baumer

### **Summary of Achievements**

- **Social Justice Movie Nights** are opportunities to provide education in a variety of justice areas. Movies included “*Capitalism: A Love Story*”; “*Fighting Goliath*” plus information about Nebraska Interfaith Power and Light; “*In Transition 1.0: From Oil Dependence to Local Resilience*” followed by a discussion led by Transition Omaha, part of a movement addressing climate change, economic instability, and Peak Oil; “*Gilded Age Redux?*”. Each of the movie nights was well attended and included discussion or panels to provide further insight for the participants.
- **2010 Paint-A-Thon**: This was our fourteenth year participating in Brush-Up Nebraska’s Paint-A-Thon. We received feedback from the homeowner whose house we painted in August. She had only positive feelings about our paint job as well as the painters. She loves the change of color and said we were so very friendly! 22 volunteers from Second Unitarian and 7 volunteers from First Church participated.
- **Peace and Justice Expo on Sept. 14 with Dr. Noam Chomsky**: Second Unitarian has participated in past Expos and had a booth to distribute information about our local social action, witness, and advocacy as well as the long history of Unitarian and Universalist work for peace and justice.
- **Share the Plate** Program: This program was proposed by Rev. Scott McNeill and is a way to live out our mission of being a beacon for outreach into the community. It will begin in the next church year. One half of the offering each Sunday will be given to a non-profit outside

organization. All members and committees can nominate an organization to receive the offering. Preference will be given to local non-profit organizations. Two months of the year shall be reserved for special emergency needs (natural disasters or severe tragedies) that may or may not be local to Omaha, NE. Organizations selected should have a strong connection to the mission of Second Unitarian Church of Omaha. Preference will be given to new nominations, so that we may partner with many groups

## **Care for the Environment Group of the SJCC**

### **Mission Statement**

*The mission of the Social Justice Care for the Environment Group is to emulate the Unitarian Universalist Ministry for Earth model through action and education.*

### **Summary of Achievements**

- On May 30, the members of Second Unitarian dedicated and planted the community pumpkin patch. The second Annual Fall Intergenerational Harvest Festival was held on Saturday, October 2. A donation of \$100.00 was made to the Omaha Food Bank. Second Unitarian was awarded a 2010 Neighborhood Leaf Certificate for the 2010 community pumpkin patch from Omaha by Design, a civic planning organization.
- Completed the UUA’s six session curriculum on Ethical Eating. These sessions were attended by both members and friends of Second Unitarian church and members of the community.
- Ethical Eating: Food and Environmental Justice was selected as the Congregational Study/Action Issue for 2008-2012. Discussion of the Statement of Conscience was held during Sunday First Hour on Dec. 12 and revisions were submitted.
- Second Unitarian’s Ethical Eating activities were featured at the Social Witness Process workshop at the PSD Annual Meeting in April.
- The pledge form / assessment was offered electronically as a way to assess the commitment to a green lifestyle at home, in the community, and at our church.
- A tour of the UnderTheSink Waste Facility tour held on Sept. 11.
- The Energy Audit of the church was completed, which provided 122 images plus many helpful documents to make the church building more energy efficient. Building & Grounds used the audit results to start plugging the air leaks where heat is being lost at our Spring Church Cleanup Day Saturday, April 16.
- Participated in Earth Day by sponsoring an information booth as part of the festivities at Elmwood Park on Saturday, April 23. This year’s theme

was Earth Day Every Day. Our booth promoted how our congregation lives out our UU green values at home, in the community, and on church grounds. This year we gave away 500 packets of organic bean seeds to highlight urban gardening and ethical eating.

- Green Sanctuary Accreditation continued in the four focus areas of: Worship and Celebration; Religious Education; Environmental Justice; and Sustainable Living.

#### **Future goals**

- Expand the Pumpkin Patch to become a community garden. Complete the work necessary to get Second Unitarian certified as a UUA Green Sanctuary.

#### **Becoming a Beacon to the LGBTQ Community: LGBTQ Welcoming Congregation Committee**

Submitted by Tammy Hunter

#### **Mission Statement**

*The mission of Second Unitarian's LGBTQ Welcoming Congregation Committee is to eliminate discrimination, isolation, ignorance and misunderstanding and to provide a safe, non-judgmental place of worship for LGBTQ individuals and their families.*

#### **Summary of Achievements:**

- Participated in Omaha's annual Pride Parade and Festival on Sat., July 3.
- Hosted "Coming Out Weekend" events: PFLAG panel discussion, Sunday morning worship service led by Kari Skadberg, "Out in the Silence" movie and discussion.
- Hosted two "Building the Beacon" workshops, each led by Rev. Scott McNeill: "Racism" and "Bisexuality." These were in preparation for offering the UUA's "Living the Welcoming Congregation" curriculum next year.
- Hosted a potluck supper, movie night ("Bullied"), and silent auction fundraiser for Nebraska AIDS Project, raising \$483.
- Co-Sponsored the documentary "Gen Silent," along with a discussion with its director. This event was held at Countryside UCC Church, and a welcoming statement from Rev. Scott was printed in the program.
- Hosted an all-day "Creating Inclusive Communities" workshop, facilitated by Mike Honeyman of Inclusive Communities. To fund this workshop, we applied for and received a \$750 grant from the PSD Social Justice Chalice Lighters fund. About 30 of our members

attended, and there is interest in further collaborative anti-discrimination and justice work with Inclusive Communities and other Omaha area churches.

- Placed ads for Second Unitarian Church ("a Welcoming Congregation, Celebrating Diversity") in several area publications: PFLAG monthly online newsletter, Pride Players Teen Theater programs, SNAP! Productions programs, and River City Mixed Chorus programs.

#### **Future goals:**

- A "Building the Beacon - Transgender" workshop will be scheduled soon and will be led by Rev. Scott.
- We will participate in the 2011 Heartland Pride Parade and Festival, June 25.
- Joni Stacy will lead the Sunday worship on June 26. Joni is the mother of a transgender daughter, advocates locally and nationally for LGBTQ rights, and was a member of our PFLAG panel last October.

#### **Closing the Economic Gap/Economic Justice**

The group is working with members of other Omaha Together One Community (OTOC) congregations

#### **Summary of Achievements**

- On Oct. 31, OTOC gathered with over 550 delegates from justice seeking congregations and institutions to celebrate 15 years of organizing for the common good in Omaha and in Nebraska. With a theme of ***Reclaiming the American Dream***, OTOC's 15<sup>th</sup> anniversary convention celebrated OTOC's many accomplishments over the past 15 years; presented issues that surfaced during a fall citywide listening campaign of 125 house meetings; invited participation in research and strategy teams to address many of the issues that were raised in the house meetings; announced a new leadership team for the coming year; received a sending forth blessing from over 20 clergy leaders. On Nov. 20<sup>th</sup> and Mar. 19<sup>th</sup> leaders from many congregations gathered to participate in the Leaders Issues Conferences.
- Education Action Team  
This action team addresses issues around public education and enrichment programs for our children and youth. The focus of the work includes Pathways to Education Parent Leadership Workshops that involves working with parents to learn how our education system works and how to be active partners in the education of their children; to improve the climate for education in their community; and community leaders to assure that there are sufficient resources for quality public education and student enrichment opportunities. We also work to make

sure there is adequate and equitable funding for schools and for the creation of high quality summer youth enrichment programs for children and youth. OTOC and OTOC's Institute of Public Life work together with parents at these OPS campuses: Kellom Elementary; Yates Community Center; Gomez Heritage; Spring Lake Magnet.

- Just Immigration Action Team

Leaders of the Just Immigration Reform action team advocate for common sense immigration reform that respects the dignity of people as human beings. Recently, the action team has successfully worked to stop "Arizona" style anti-immigrant legislation from passing into law in Nebraska. Leaders have already held 12 training sessions involving over 600 people in congregations and schools to teach why we need comprehensive immigration reform and to teach immigrants about their legal rights and responsibilities in this climate

- Refugee Support Action Team

The refugee support action team is organizing to make sure that our local institutions provide support to the growing community of refugees from Africa and Asia who are settling in Omaha. The action team will work with refugee leaders address a variety of issues facing their families including: accessing education and learning English, employment, health care, decent housing, public transportation, and public safety and police relations. The Action Team and refugee leaders have begun a leadership development series to help refugee leaders understand our country.

- Housing and Neighborhood Revitalization

The focus is on improving Omaha's Housing Code Standards; Learning how comparable cities do better – discovering how they keep housing safer for people; Learning and teaching others how to use city code enforcement resources.

- Workforce Development

OTOC's Workforce Development Action Team is organizing to assure Omaha families have access to high quality job search assistance and job training to help them earn a living wage to support their families. The action team has been meeting regularly with leaders of the new Heartland Workforce Solutions to assure that it will meet the needs of people as control of this program shifts from the State of Nebraska to a local board.

- Community Safety Action Team

The OTOC Community Safety Action Team works with leaders of the other Action Teams to promote a closer working relationship between communities and the police that serve them.



## Technology

Submitted by Bill Kuhn

### **Mission Statement**

*The Technology Committee enables the mission of the church by acquiring or recommending, monitoring, maintaining and recycling computers and other technology related hardware and software. It also maintains and updates the church's web site. The committee may assist other committees and church staff with technology related issues such as computers, phone system, copy machine, and sound system, and video projection.*

**Members:** Bill Kuhn (chair), Tom Peterson, Don Shennum, Clyde Anderson

### **Summary of Achievements**

- Beginning process to upgrade church website in a way that committee chairs and those involved in communications can do their own changes to the church website.
- Reinstated recording of sermons and posting as podcasts.

### **Future goals**

- Upgrade of sound system to include more wireless microphones
- Adding permanent video projection for services, in a way that is less intrusive, and is more flexible.
- Upgrade of PowerChurch computer.

## Young Religious Unitarian Universalists (YRUU)

Submitted by Cheryl Wallace, YRUU Director

**Youth Leaders:** Ben Wallace & Shawne Coonfare (1st U)

**Youth Advisors:** Joe White ( 2nd U ), Shari Busse (2nd U), Mary Anne Chisholm (2nd U), Tammy Hunter (2nd U)

### **2010-11 Coming of Age participant:**

Brian Huggins (2nd U) and his mentor, Ben Wallace

This year there were 23 youth who were active in the program with an average weekly attendance of 15. (14 youth from 2nd U, 6 from 1st U and 3 youth from neither church)

The YRUU year ended on May 4, 2011, with the traditional End of the Year Banquet at the Old Market Spaghetti Works. The YRUU is for youth in grades 7-12 and is a joint youth group between First and Second Unitarian Churches of Omaha. They meet on Wednesday nights at First Unitarian Church from September through the first week of May each year.

This year the youth and their advisors explored world religions and welcomed speakers to their meetings representing Paganism, Hinduism, Islam and Christianity. They also attended and Islam Awareness Event and visited the Hindu Temple, Temple Israel, St John's Greek Orthodox Church and The Malcolm X Foundation. Last fall they learned about veganism with Dr. Brandon Hankey, a YRUU graduate, and then cooked and served an elegant 4 course vegan meal to 24 people as a Heart and Hand Fundraiser for First Unitarian in January 2011.

The YRUU had been fundraising this church year to go on a trip to the Boston area. In June, 6 youth and 2 advisors will be spending 5 days at Heifer International's Outlook Ranch in Rutland, Massachusetts, to learn about world hunger and solutions. They also plan a quick trip to Boston and Salem.



## **Building and Grounds**

Submitted by Rick Bell

**Mission Statement:** The Building & Grounds Committee works to insure the facilities of the Church meet the needs of its members. These facilities include the Church grounds, the exterior & interior of the Church, the mechanical systems of the church, and major items of furniture.

**Members:** Clyde Anderson, Rick Bell, chair, and our many enthusiastic volunteers!

### **Past year's achievements:**

- Bill Kuhn and son generously donated their time and equipment to provide snow removal services for the entire winter
- Fall cleanup – see November newsletter
- Spring cleanup – see May newsletter
- Nancy Piquette-VanderSluis and Kathy Bell painted the front entryway
- Clyde attended to more tasks than can be mentioned here, but some include power strips for the kitchen and first hour area, window and door repair, and electrical & plumbing repairs.
- Contracted for professional lawn maintenance

### **Future goals** for your committee:

- Monitor deterioration of parking lot surface
- Support needs of Fellowship with respect to enhanced coffee service
- Paint east side of church





## Finance Coordinating Council

### Finance Committee

Submitted by Vicki Pratt

#### **Mission Statement**

*The committee's mission is to oversee the fiscal health of Second Unitarian Church and to marshal the financial resources to further its mission.*

**Members** Vicki Pratt (chair), Stu Burns, Kathy Bell (Board contact), Pat Caffrey (ex officio)

#### **Summary of Achievements**

This year the existing Finance Committee, new Stewardship Task Force, existing Fundraiser Task Force, and existing Endowment Committee merged under the Finance Coordinating Council. Sub-committee representatives attended monthly Coordinating Council meetings to plan resources for upcoming events and review project milestones.

The Finance Committee performs an important function every week – counting the offering plate and applying those monies to member pledges and other income budget lines. This is a formal, secure process that ensures transparency and provides an audit trail of weekly bank deposits. This Committee also reviews financial reports monthly to monitor variance from anticipated income and expense.

- Implemented plan to transfer payment of invoices from a task of the Treasurer to a job duty of the Assistant Treasurer/Office Administrator
- Reviewed the congregation's insurance policies for Multi-Peril and Worker's Compensation insurance
- Informed new members about Finance and Stewardship
- Prepared draft of 2011-2012 congregation operating budget
- Reviewed 2011-2012 budget draft with Committee Chairs to ensure understanding
- Developed Budget Worksheet to monitor income and expense variance

#### **Future goals**

- Enhance pew envelope wording to more accurately reflect contribution options
- Formulate process for recording donations to "split plate" offering
- Train more people on weekly offering count
- Leadership continuity as chair term expires
- Work with Endowment Committee to promote Planned Giving and other ways to grow the Endowment Fund
- Adapt current processes/budget as congregation responds to grow

### Endowment Committee

Submitted by Cy Leise

#### **Mission**

*Custodians of the endowment funds*

**Members** Stu Burns (Chair), Vicki Pratt (Financial Secretary), Cy Leise (Recording Secretary)

#### **Summary of Achievements**

- The endowment funds continue to be invested in Vanguard Mutual Funds, which have recovered, due to recent gains in the stock market, to about the original 45K value in 2007. The low transaction fee structure of the Vanguard Funds makes them a good fit for the purposes of our endowment investments.
- The main action in the past year has been to initiate re-allocations of selected funds that have shown lower growth within the portfolio to social justice and green funds. At present mutual funds are the most robust among the options available; however, consideration of re-allocations away from mutual funds will be considered in the future to reduce risks from stock market variations.
- Donations to memorials for Gail Harrison and Rev. Nancy Haley were applied to the Endowment Fund after consultation with their families.

#### **Future goals**

The committee members have discussed possible strategies to increase awareness of planned giving within the church community. The UUA resources (<http://www.uua.org/giving/plannedgifts/22042.shtml>) are recommended for those considering changes to their wills or wishing to make the church a beneficiary.

## Fundraising Committee

Submitted by Darrel Draper, Fundraising Chairman

### **Mission Statement**

*The mission of the Fundraising Committee is to support the goals and mission of the Second Unitarian Finance Coordinating Council by organizing and conducting fundraising events to eliminate or reduce projected annual budget shortfalls.*

**Auction Committee:** Darrel Draper (Chair), Kathy Bell (Event Leader), Frank Daman, JoAnne Draper, Larry Kurtz, Lynn Alsman, Al Harrison, Sue Aschinger, Stu Burns, Melanie Williams-Smotherman.

### **Summary of Achievements**

- This fiscal year the church board voted to change the status of the Fundraising Committee from **ad hoc** to an official committee and part of the newly formed Finance Coordinating Council.
- Unlike other church committees, it has no set membership except for the Fundraising Chairman. Committee members are recruited to support specific events. All of the costs associated with each event are paid for from the proceeds collected at the event.

The target goal of \$7,200 was assigned by the Finance Committee for the 2010-2011 fiscal year. A total of \$7,487 was achieved.

### **Fundraising Events Conducted This Fiscal Year**

August 18, 2010 - History of Nebraska by Peter Sarpy Presentation,  
Sep 21, 2010 - Lines & Lyrics Poetry Night  
Sep 26, 2010 - Donovan Johnson Concert,  
Mar 26, 2011 - Live & Silent Auction

## Stewardship Task Force

Submitted by Clyde Anderson & Sue Aschinger

### **Mission Statement**

*The mission of the Stewardship Task Force is to support the mission of Second Unitarian Church by promoting an attitude of cheerful giving and encouraging each member to contribute money, material, and time according to their ability.*

**Members** Clyde Anderson (co-chair), Sue Aschinger (co-chair), Kathy Bell (Board Contact), Stu Burns, Marcia Leise, Rev. Scott McNeill (ex officio), Vicki Pratt

### **Summary of Achievements**

- ***We are family*** was the theme for our Stewardship campaign representing our need to remember all the places we can give, and how that giving supports our church family, to support our mission of programs, our staff, our facilities and for our outreach as a beacon to the community. We launched the campaign with a fellowship dinner and dance at First Unitarian Church on February 26th with 107 in attendance for a fun evening. Marcia Leise coordinated the event culminating in a line dance to the music "We Are Family".
- Sue Aschinger trained our 26 Visiting Stewards who canvassed 110 households and friends of the church. As of April 24th we received 81 pledges totaling \$156,747. That averages to more than \$1,900 per pledging household! This was a 5.8% increase over last year when we had a fantastic 14% increase in pledge income inspired by anticipation of a new minister and music director. We have once again demonstrated an exceptionally strong level of pledging in response to our deep commitment to our mission.
- However, pledges this year came in \$12,000 below our \$168,800 pledge goal. The Budget Team and Board made some tough decisions to cut expenditures to match our anticipated income.
- Another aspect of Stewardship is sharing time and talents. This year we implemented a way to gather this information and make it available as needs arise.

## Future goals

Managing the stewardship campaign is difficult with the many tasks, the tight deadlines to be met, and the large number of people involved. We identified over 80 tasks and used a Gantt chart timeline to manage the campaign and stay on schedule. This should be helpful for future stewardship campaigns. We also plan to meet with the stewardship leaders at First Unitarian and Lincoln Unitarian churches to get ideas for making our stewardship campaign even better next year. In two or three years we may invite a UUA Stewardship Consultant to assist us with our campaign to support and promote our growth.



## Treasurer's Report

Submitted by Pat Caffrey, Treasurer

*A sincere expression of gratitude and appreciation to all contributors for their generosity and stewardship in ensuring that Second Unitarian Church continues to be a vibrant and dynamic church and an ever brighter beacon of hope in our community! Thank you!*

### The Financial Statements presented are as of April 30, 2011 and include the following:

- Consolidated Balance Sheet
- Fund Balances Report
- Income and Expense Report for the Operating Year of 2009-2010 including budget information

### Presentation of Fund Balances as part of Consolidated Balance Sheet

The Consolidated Balance Sheet shows the restricted and unrestricted funds in both the assets and liabilities/members' equity portions of the balance sheet. Checking and Money Market Account Balances total \$62,104.23. \$40,776.09 is Restricted Funds. \$21,328.14 is Unrestricted Funds.

In addition it recognizes the prepaid pledges as payable in 2010-2011. To accurately report these as pledges paid in 2010-2011 for 2011-2012, this amount is recorded as a Liability (Payable). It will be transferred to Pledge Income in the next fiscal year of 2011-2012.

**The Endowment Fund** – Fund 03 is detailed on the Consolidated Balance Sheet. Included in the Endowment Fund are investments in the Vanguard Group, the donated Jefferson Pilot Annuity and the donated 50 shares of Citigroup stock. Memorials for Gail Harrison in the amount of \$1,431.07 and Rev. Nancy Haley in the amount of \$685.00 were transferred to the Vanguard Group. As per the accountant's recommendation, in September, 2008, the investments are marked to market:

- Interest / dividends are recorded as capital gain or loss monthly as well as any fees.
- Changes in market value are recorded as "Unrealized Gain or Loss" account on a monthly basis (except for the Jefferson Pilot Annuity which is annual).

**Second Unitarian Church Consolidated Balance Sheet - April 30, 2011**

	<u>Current Year-to-Date</u>		<u>Current Year-to-Date</u>
<b>ASSETS</b>		<b>ENDOWMENT FUNDS</b>	
<b>CURRENT ASSETS</b>		Vanguard Group	\$ 51,334.95
<b>Omaha State Bank-Checking</b>	\$ 6,144.14	Jefferson Pilot Annuity	\$ 11,149.02
<b>Omaha State Bank-Money Market</b>	<u>\$ 55,960.09</u>	Citigroup Inc. 50 Shares Common Stock	<u>\$ 229.50</u>
	\$ 62,104.23	<b>Subtotal Endowment Funds</b>	<u>\$ 62,713.47</u>
Checking & Money Market - Restricted		<b>Subtotal Current Assets</b>	\$ 124,817.70
01 - OPERATING FUND - Payables	\$ 5,225.00		
04 - ASEC FUND	\$ 940.19	Omaha State Bank-Checking	\$ 6,144.14
05 - BUILDING	\$ 4,502.60	Omaha State Bank-Money Market	<u>\$ 55,960.09</u>
06 - MUSIC & WORSHIP	\$ 453.87	Total Bank Balances	<u>\$ 62,104.23</u>
07 - MACYL BOROFF LIBRARY	\$ 1,729.75	Restricted Funds	\$ 40,776.09
08 - SOCIAL ACTION	\$ 2,012.71	Unrestricted Funds	<u>\$ 21,328.14</u>
09 - RGL CHILDREN	\$ 46.29	Total Restricted and Unrestricted Funds	<u><u>\$ 62,104.23</u></u>
11 - KIOS-MEMBERSHIP	\$ -		
12 - NEW BUILDING FUND MON MKT	\$ 7,125.00	**Equipment and Furniture and Fixtures to be reviewed	
15 - TEEN MINISTRIES	\$ 195.21		
17 - TECHNOLOGY	\$ 533.92		
19 - FELLOWSHIP FUND	\$ 699.76	<b>ENDOWMENT FUNDS</b>	
20 - SERVICE/PROJECT COLLECTIO	\$ 4.47	LAND AND BUILDINGS	
22 - OTOC-SJ	\$ -	Land	\$ 20,000.00
23 - MEMBERSHIP	\$ 211.80	Church Building	\$ 88,744.00
26 - ASCHINGER MM	\$ 8,000.00	Equipment**	\$ 1,650.00
27 - CARING FUND	\$ 92.00	Furniture and Fixtures**	<u>\$ 5,125.72</u>
28 - GIFT-ELVERA BOGGS TRUST	\$ 7,200.00	<b>Subtotal Fixed Assets</b>	<u>\$ 115,519.72</u>
29 - MINISTER'S DISCRETIONARY	<u>\$ 1,803.52</u>		
<b>Checking &amp; Money Market - Restricted</b>	\$ 40,776.09	<b>TOTAL ASSETS</b>	<u>\$ 240,337.42</u>
01 - OPERATING FUND	\$ 20,490.98	<b>LIABILITIES (PAYABLES)</b>	
13 - INTEREST FROM MONEY MARKET	\$ 837.16	Pledges Prepaid - Next Year	\$ 5,025.00
24 - FUNDRAISERS	<u>\$ -</u>	Security Deposits-Rental	<u>\$ 200.00</u>
<b>Checking &amp; Money Market - Unrestricted*</b>	\$ 21,328.14	<b>TOTAL LIABILITIES (PAYABLES)</b>	\$ 5,225.00
		<b>FUND BALANCES / MEMBERS' EQUITY</b>	
		Fund Balances	\$ 118,370.50
		Unrealized Gain/Loss Vanguard	\$ 2,018.20
		Unrealized Gain/Loss Citigroup	<u>\$ (796.00)</u>
			\$ 119,592.70
		Restricted Funds - Committees; Payables	\$ 16,647.57
		Restricted Funds - Building, Aschinger, Boggs Gift, Minister's Disc	\$ 24,128.52
		Restricted Funds - Endowment	\$ 62,713.47
		Members Equity	<u>\$ 115,519.72</u>
		<b>TOTAL LIABILITIES AND FUND BALANCE/MEMBERS' EQUITY</b>	<u>\$ 240,337.42</u>

**Second Unitarian Church  
Balance Sheet (UNAUDITED) - Consolidated - April 30, 2011**

	Current Year
<b>RECON - FUND BALANCES</b>	
Fund Balances (From Consol. Balance Sheet)	\$ 118,370.50
Unrealized Gain/Loss Vanguard	\$ 2,018.20
Unrealized Gain/Loss Citigroup	<u>\$ (796.00)</u>
<b>Totals as on Accounting Fund Balances Rpt</b>	<b>\$ 119,592.70</b>
Accounts Payable	<u>\$ 5,225.00</u>
<b>TOTAL Liabilities (Payables) and Fund Balances</b>	<b><u>\$ 124,817.70</u></b>
 <b>*RECON - TOTAL FUND BALANCES UNRESTRICTED</b>	
01 - OPERATING FUND	\$ 20,490.98
13 - INTEREST FROM MONEY MARKET	\$ 837.16
24 - FUNDRAISERS	<u>\$ -</u>
<b>TOTAL</b>	<b><u>\$ 21,328.14</u></b>
 <b>RECON - TOTAL RESTRICTED AND UNRESTRICTED TO BANK BALANCE</b>	
Omaha State Bank-Checking	\$ 6,144.14
Omaha State Bank-Money Market	<u>\$ 55,960.09</u>
Total Bank Balances	<u>\$ 62,104.23</u>
Restricted Funds	\$ 40,776.09
Unrestricted Funds	<u>\$ 21,328.14</u>
Total Restricted and Unrestricted Funds	<u>\$ 62,104.23</u>

\*\*Equipment and Furniture and Fixtures to be reviewed

**Second Unitarian Church**

**Accounting Fund Balances (UNAUDITED) April 30, 2011**

<b>Fund</b>	<b>Beginning Balance</b>	<b>Direct Transactions</b>	<b>Income</b>	<b>Expense</b>	<b>Ending Balance</b>
01 - OPERATING	24,217.27	0.00	11,486.02	15,212.31	20,490.98
July 2010 - April 2011	3,712.17	0.00	155,478.71	138,699.90	20,490.98
03 - ENDOWMENT FUNDS	61,056.08	1,657.39	0.00	0.00	62,713.47
July 2010 - April 2011	48,121.85	11,973.41	2,618.21	0.00	62,713.47
04 - ASEC FUND	940.19	0.00	0.00	0.00	940.19
July 2010 - April 2011	940.19	0.00	0.00	0.00	940.19
05 - BUILDING	4,502.60	0.00	0.00	0.00	4,502.60
July 2010 - April 2011	4,441.05	0.00	288.55	227.00	4,502.60
06 - MUSIC & WORSHIP	453.87	0.00	0.00	0.00	453.87
July 2010 - April 2011	452.67	0.00	200.00	198.80	453.87
07 - MACYL BOROFF LIBRARY	1,729.75	0.00	0.00	0.00	1,729.75
July 2010 - April 2011	1,273.65	0.00	512.15	56.05	1,729.75
08 - SOCIAL ACTION	2,952.61	0.00	88.00	1,027.90	2,012.71
July 2010 - April 2011	1,871.95	0.00	2,883.25	2,742.49	2,012.71
09 - RGL CHILDREN	46.29	0.00	0.00	0.00	46.29
July 2010 - April 2011	46.29	0.00	187.00	187.00	46.29
11 - KIOS-MEMBERSHIP	0.00	0.00	0.00	0.00	0.00
July 2010 - April 2011	0.00	0.00	3,000.00	3,000.00	0.00
12 - NEW BUILDING FUND MON MKT	7,125.00	0.00	0.00	0.00	7,125.00
July 2010 - April 2011	7,125.00	0.00	0.00	0.00	7,125.00
13 - INTEREST FROM MONEY MARKE	817.13	0.00	20.03	0.00	837.16
July 2010 - April 2011	582.46	0.00	254.70	0.00	837.16
15 - TEEN MINISTRIES	195.21	0.00	0.00	0.00	195.21
July 2010 - April 2011	195.21	0.00	0.00	0.00	195.21
17 - TECHNOLOGY	533.92	0.00	0.00	0.00	533.92
July 2010 - April 2011	300.53	0.00	233.39	0.00	533.92

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**Second Unitarian Church**  
(continued)

**Accounting Fund Balances (UNAUDITED) April 30, 2011**

<b>Fund</b>	<b>Beginning Balance</b>	<b>Direct Transactions</b>	<b>Income</b>	<b>Expense</b>	<b>Ending Balance</b>
19 - FELLOWSHIP FUND	699.76	0.00	0.00	0.00	699.76
July 2010 - April 2011	749.76	0.00	5.00	55.00	699.76
20 - SERVICE/PROJECT COLLECTIO	4.47	0.00	0.00	0.00	4.47
July 2010 - April 2011	105.72	0.00	0.00	101.25	4.47
22 - OTOC-SJ	0.00	0.00	0.00	0.00	0.00
July 2010 - April 2011	0.00	0.00	225.00	225.00	0.00
23 - MEMBERSHIP	211.80	0.00	0.00	0.00	211.80
July 2010 - April 2011	211.80	0.00	0.00	0.00	211.80
24 - FUNDRAISERS	0.00	0.00	0.00	0.00	0.00
July 2010 - April 2011	0.00	0.00	0.00	0.00	0.00
26 - ASCHINGER MM	8,000.00	0.00	0.00	0.00	8,000.00
July 2010 - April 2011	12,000.00	0.00	0.00	4,000.00	8,000.00
27 - CARING FUND	92.00	0.00	0.00	0.00	92.00
July 2010 - April 2011	93.00	0.00	156.03	157.03	92.00
28 - GIFT-ELVERA BOGGS TRUST	7,200.00	0.00	0.00	0.00	7,200.00
July 2010 - April 2011	7,200.00	0.00	0.00	0.00	7,200.00
29 - MINISTER'S DISCRETIONARY	1,783.52	0.00	20.00	0.00	1,803.52
July 2010 - April 2011	1,005.00	0.00	1,748.52	950.00	1,803.52
<b>Totals</b>	<b>122,561.47</b>	<b>1,657.39</b>	<b>11,614.05</b>	<b>16,240.21</b>	<b>119,592.70</b>
<b>July 2010 - April 2011</b>	<b>90,428.30</b>	<b>11,973.41</b>	<b>167,790.51</b>	<b>150,599.52</b>	<b>119,592.70</b>

**Second Unitarian Church Income and Expense Statement (UNAUDITED) April 30**

		<u>Current Period</u>	<u>Year to Date</u>	<u>YTD Budget Percentage</u>	<u>Annual Budget</u>	<u>Annual Budget Percentage</u>
<b>INCOME</b>	4000					
Pledge Income/Current Yr.	4101	\$10,498.67	\$126,076.44	99.95%	\$148,196.00	85.07%
New Pledges Current Year	4102	0.00	23.00	0.61%	4,500.00	0.51%
Pledges for Previous Year	4103	0.00	3,110.00	0.00%	0.00	0.00%
Subtotal Income	4050	10,498.67	129,209.44	99.48%	152,696.00	84.62%
Interest Income	4400	0.00	0.00	0.00%	150.00	0.00%
Dividend Income	4401	0.00	255.00	0.00%	0.00	0.00%
Gifts	4410	0.00	10,460.00	148.37%	7,050.00	148.37%
Fundraising	4411	169.00	7,708.00	126.88%	7,290.00	105.73%
Offering	4420	818.35	6,950.88	111.21%	7,500.00	92.68%
Rent	4430	0.00	700.00	239.97%	350.00	200.00%
Refund Income	4503	0.00	35.39	0.00%	0.00	0.00%
RE Registration-Children	4505	0.00	70.00	28.00%	300.00	23.33%
RE Registration-Teen	4506	0.00	0.00	0.00%	100.00	0.00%
RE Registration - Adult	4507	0.00	90.00	36.00%	300.00	30.00%
Transfer Funds	4610	0.00	0.00	0.00%	1,200.00	0.00%
<b>TOTAL INCOME</b>		11,486.02	155,478.71	102.79%	176,936.00	87.87%
<b>EXPENSES</b>						
<b>SALARY EXPENSES</b>	5000					
Payroll Taxes-Staff	5109	\$263.62	\$2,008.10	84.46%	\$2,853.00	70.39%
Office Admin. Salary	5110	1,056.59	11,196.59	101.49%	13,239.00	84.57%
Office Admin - Life Ins	5110-100	7.69	84.59	101.45%	102.00	82.93%
Asst .Treasurer	5111	152.76	1,304.27	78.81%	1,986.00	65.67%
Music Director	5119	611.11	5,588.88	104.79%	6,400.00	87.33%
DRE Salary	5120	1,625.55	11,594.58	82.19%	15,675.00	73.97%
DRE Insurance Benefits	5120-100	70.99	794.08	49.49%	1,793.00	44.29%
Subtotal Salary Expenses	5000	3,788.31	32,571.09	89.99%	42,048.00	77.46%
<b>MINISTERIAL PKG</b>	5121					
Housing Allowance	5122	1,500.00	14,875.00	99.32%	18,000.00	82.64%
Insurance Benefits	5123	808.47	6,750.28	111.62%	7,257.00	93.02%
Minister W2 Salary	5124	2,916.67	29,066.70	99.72%	35,000.00	83.05%
In Lieu of FICA	5124-100	337.92	3,365.12	99.66%	4,055.00	82.99%
Professional Expense	5125	241.96	3,042.68	68.89%	5,300.00	57.41%
Minister Pension	5126	441.67	4,394.20	99.49%	5,300.00	82.91%
Subtotal Ministerial Pkg	5121	6,246.69	61,493.98	98.57%	74,912.00	82.09%
Moving Expenses	5127	0.00	4,712.95	94.26%	5,000.00	94.26%

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**Second Unitarian Church Income and Expense Statement (UNAUDITED) April 30, 2011 (continued)\_**

		<u>Current Period</u>	<u>Year to Date</u>	<u>YTD Budget Percentage</u>	<u>Annual Budget</u>	<u>Annual Budget Percentage</u>
ADMINISTRATIVE EXPENSES	5130					
Administrative Expense	5131-100	53.67	1,050.16	78.56%	1,604.00	65.47%
Treasurer Admin Expense	5132	75.50	945.50	102.68%	1,105.00	85.57%
Subtotal Admin Expenses	5130	129.17	1,995.66	88.40%	2,709.00	73.67%
Director RE Prof Expenses	5133	0.00	117.00	8.95%	1,568.00	7.46%
Youth Director Contributi	5134	0.00	2,610.00	100.00%	2,610.00	100.00%
GENERAL EXPENSES	5500					
Board Mtgs & Retreat	5500-100	0.00	272.40	108.96%	300.00	90.80%
Minister Installation	5504	1,399.21	1,474.21	73.71%	2,000.00	73.71%
RGL- Childcare	5510	151.50	739.00	54.87%	1,616.00	45.73%
Religious Education Suppl	5515	64.43	305.22	45.78%	800.00	38.15%
Copier Expense	5520	179.55	1,638.32	87.46%	2,248.00	72.88%
Denominational Dues	5521	1,027.00	10,270.00	98.14%	10,465.00	98.14%
Insurance	5522	-30.00	2,033.50	78.72%	3,100.00	65.60%
Janitorial-Cleaning	5523	374.40	4,014.00	102.92%	4,680.00	85.77%
Janitorial-Suppl/Trash PU	5524	51.47	508.40	54.96%	1,110.00	45.80%
Lawn Care	5525	0.00	720.00	60.00%	1,800.00	40.00%
Leadership Development	5550	0.00	38.91	9.34%	500.00	7.78%
OTOC Dues	5551	0.00	880.00	100.00%	880.00	100.00%
Postage	5570	12.92	254.42	58.15%	525.00	48.46%
Telephone	5630	175.35	1,652.16	104.35%	1,900.00	86.96%
Advertising	5800	21.35	214.93	99.18%	260.00	82.67%
Utilities	5880	339.00	3,284.34	89.57%	4,400.00	74.64%
Subtotal General Expenses	5500	3,766.18	28,299.81	87.32%	36,584.00	77.36%
COMMITTEE EXPENSES	5900					
Caring	5901	0.00	199.14	50.31%	475.00	41.92%
Fellowship	5902	0.00	518.78	85.86%	725.00	71.56%
Finance	5903	0.00	389.36	77.87%	600.00	64.89%
Bldgs. & Grounds Mainten.	5904-101	120.17	1,087.77	56.51%	2,310.00	47.09%
Library	5905	0.00	150.00	120.00%	150.00	100.00%
Membership	5906	147.45	390.34	36.03%	1,300.00	30.03%
Communications	5907	0.00	0.00	0.00%	30.00	0.00%
Music & Worship	5910	610.40	2,642.25	99.08%	3,200.00	82.57%
ASEC	5911	0.00	0.00	0.00%	450.00	0.00%
Religious Growth & Learni	5912	297.09	528.86	61.91%	1,025.00	51.60%
Soc Justice Coor Council	5913	50.00	536.20	85.79%	750.00	71.49%
Technology	5914	56.85	284.25	69.62%	490.00	58.01%
Committee on Ministry	5920	0.00	172.46	0.00%	0.00	0.00%
Subtotal Comm Expenses	5900	1,281.96	6,899.41	71.96%	11,505.00	59.97%
<b>TOTAL EXPENSES</b>		15,212.31	138,699.90	91.40%	176,936.00	78.39%
<b>EXCESS INCOME\EXPENSES</b>		-\$3,726.29	\$16,778.81	0.00%	\$0.00	0.00%



## APPENDICES

### Covenants

#### **CONGREGATIONAL COVENANT OF RIGHT RELATIONS**

*adopted May 23, 2010*

To strengthen the bond of peace within and beyond the Second Unitarian Church of Omaha: We pledge

- to create a religious community where we freely explore our values and honor our diversity as a source of communal strength.
- to build healthy relationships by respecting our differences and assuming good intentions.
- to listen appreciatively and endeavor to speak directly, honestly, and compassionately, particularly when we are in conflict.
- to do our best to forgive if we hurt one another, to make amends and to reconnect in a spirit of gratitude and generosity.
- to abide by this covenant in celebration of the common purpose that unites us.

Faithfully done, our work carries forward the ministry of this church to create loving community and supports our mission to grow as a beacon of hope—sharing a vision of a world community that embraces diversity, justice, and respectful stewardship within the interdependent web of existence.

#### **STAFF COVENANT,**

*adopted September 2009*

In the interest of promoting spiritual growth and right relations within and beyond the Second Unitarian Church of Omaha, we, the professional staff of Minister, Director of Religious Education and Administrator, covenant to:

- model healthy relationships and teamwork among the staff and with congregants

- promote healthy business practices in a professional manner, with attention to good stewardship of all resources.

Recognizing that the way we are with one another affects the entire congregation, we agree to:

- express appreciation and encourage one another
- attend to group process, taking time together to remember what is important
- communicate openly with one another
- listen without interruption to what others have to say and process that
- encourage speaking and knowing when not to speak, in the interest of effective decision-making for the common good
- approach concerns and issues with direct communication, working toward resolution and with respect for confidentiality
- avoid triangulation and offer mediation when appropriate
- inform each other about when we arrive and when we leave the building
- practice sensitivity to differences, cultural and otherwise.

Faithfully done, our work carries forward the ministry of this church to create loving community and inspire spiritual growth and supports the mission to grow as a beacon of hope—sharing a vision of a world community that embraces diversity, justice, and respectful stewardship within the interdependent web of existence.

#### **COVENANT BETWEEN THE BOARD AND MINISTER**

*adopted December 10, 2009*

We, the Board of Trustees and the Minister of Second Unitarian Church, covenant to:

- Listen to one another
- Assume good intentions
- Express ourselves with honesty and respect to one another and to other members of the congregation
- Deal with conflicts directly and in a timely fashion
- Offer opinions
- Respect confidentiality
- Be realistic in our expectations of self and others
- Continuously work to clarify and understand the role of the minister and the role of the Board
- Model good leadership for one another and for the congregation
- Allow each other and ourselves to be in space of discomfort as a path to growth
- Strive for consensus and collaborative decision-making
- Respect the professional training of the minister and their calling to the position of ministry

#### **PROGRAM COUNCIL COVENANT**

*adopted January 2010*

We, the Program Council, make this covenant:

- We will honor our commitments as volunteers. We will support each other and proactively offer and receive assistance whenever individual responsibilities feel overwhelming.
- We approach concerns and issues with direct communication, working toward resolution.
- As leaders we acknowledge that we need each other in order to prosper, both literally in the spirit of community, and figuratively in the quest for spiritual growth. We are not islands.
- We see leadership and teamwork as spiritual practice.
- We will assume good intentions.
- We practice open communication with appreciative listening, honesty, compassion, and transcendence of self-interest.

- Our meetings will be a "safe room." While we may talk in generalities of our discussion with others, we will not tell others the details of who said what if that would betray a reasonable expectation of confidentiality.
- We encourage speaking and knowing when not to speak, in the interest of effective decision-making for the common good.
- We value equally relationship, process and task.
- We recognize that our work is an opportunity for us to mindfully transcend our limits.
- Our work will embody the vision and mission of the church.

#### **MUSIC AND WORSHIP WORKING COVENANT STATEMENT**

*adopted October 2009*

- We engage in deep listening.
  - We will not interrupt or engage in cross talk.
  - We agree to refrain from making judgments about, criticizing, and disrespecting each other.
  - We will express appreciation and encourage one another
  - We favor respect for what happens and is said in the music and worship gathering: we can share our own statements and journey with friends and relations, but "If you didn't say it, don't say it" seems like a good guideline.
  - We will resolve conflicts and issues, directly with the person or person involved. We will not engage in triangulation – complaining to a third person behind the second person's back.
  - We will practice sensitivity to differences, cultural and otherwise.
  - We agree to begin and end on time.
  - We agree to attend every meeting unless life circumstances such as illness or travel make that impossible. In that case, we agree to call the convener/chair to let him/her know we will not be in attendance.
- Faithfully done, our work carries forward the ministry of this church to create loving community and inspire spiritual growth and supports the mission to grow as a beacon of hope—sharing a vision of a world community that embraces diversity justice, and respectful stewardship within the interdependent web of existence.

## New Members

Tom Lundahl, *October 4, 2010*  
Scott McNeill, *December 12, 2010*  
Sarah Gettie Burks, *December 12, 2010*  
Barry Ashley, *January 9, 2011*  
Megan McGuire, *February 13, 2011*  
David Nesbit, *February 13, 2011*  
Gypsi Ballard, *February 20, 2011*  
Nancy Saunders, *March 13, 2011*  
Don Mundy, *April 2, 2011*

## Births

Kenshiro Alexander Banks Harvey, to Brett & Leslie Harvey, *April 29, 2011*

## Marriages

None recorded

## Deaths

Gail Harrison, *June 29, 2010*  
The Reverend Nancy Haley, *August 27, 2010*

## Graduating Seniors

### 2010

Calvin Burnside  
Heather Haskins  
Mike Peterson  
Andrew Redd  
Chelsea Williamson

### 2011

Michael Abraham  
Andy Huggins  
Jonathan Jaeger  
Brian Jesteadt  
TJ Murphy  
Sam Nekoranec  
Sam Raybine

