

Annual Report

FY2012

January 2012 to December 2012

First Unitarian

*A Unitarian Universalist Congregation
Meeting in Albuquerque, Carlsbad, East Mountains, and Socorro*



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Part I—State of the Church

The Rev. Christine Robinson, January 27, 2013

Is...pregnant...

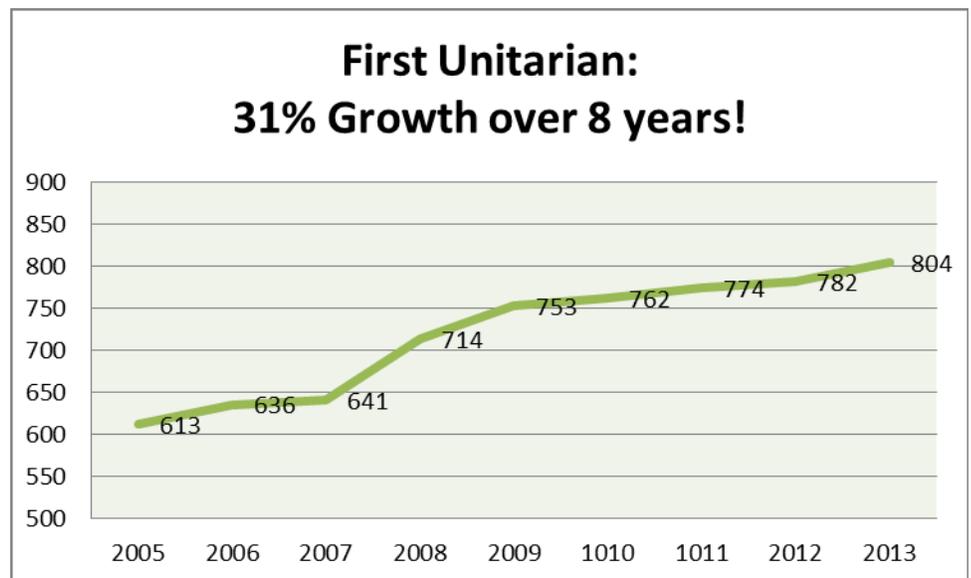
Joyfully, intentionally pregnant with a new sanctuary and all that that entails for the growth of our church family. The contractors expect to finish in late April, and after some settling in time, and some saying goodbye to this space in May and June, we expect our first service in the new sanctuary to be June 23 and the first coffee hour in the new social hall to be that same morning. The staff is chomping at the bit to move into the north end of the old social hall. It's going to be quite a year next year. Just like a family with a new baby, we'll be adjusting like mad. The official building dedication is set for August 25, with Peter Morales, president of the UUA celebrating with us.

We have just certified our membership this year at 804 members, another year in a steady trend of growth. We have grown by 31% in the past 8 years, by 60 percent in the past 13 years, and by 100% since this sanctuary was completed in 1964.

Those are years overall in which the UUA has declined or at most grown a percent or two. We have something going here: strong leaders, a healthy

group dynamic, an openness to change and to new people. We've got a very attractive energy, and we're reaching out to various communities in lots of ways; from our branches in small towns of New Mexico to the ESL and Food Bank that we provide for our neighbors to the art and music communities which know our buildings well; we're doing things. You may not realize how extremely unusual our growth is. It is nearly unheard of for a well-established church in a settled neighborhood with steady leadership to grow by 30% in 8 years. But...we have.

I'm glad to be doing my part, and so is Angela, but a lot of it is you. It warms my heart to see how well you take care of each other in hard times, how you talk the people who are clutching their yellow mugs to their chests at coffee hours, how you are proud to bring your family and friends with you to church, how you pick up trash and change the sign and plan trips to the boarder and teach RE and organize summer camp and chair committees and give and give and give!



And I want to say something about that giving. Here is my philosophy: I love to give people the opportunity to put their money to use in ways that makes their heart sing. Since we don't have any way of knowing what will make your heart sing, we put out the opportunities for everybody. This last year...and this next year...there have been more than abundant opportunities to ask for money. Nothing like a new baby in the house to require a lot of new stuff, and nothing like building a new building to present a lot of opportunities to give. We expect you to pick and choose among these projects. If the sound system rings your bells, then give to it. If it is the Food Bank, or the wood paneling or Girl Scout cookies or the building in general give until you are satiated and happy and feel that your money is being put to good use. If you can't, you can't. If you don't want to, that's ok too. All this stuff is optional. We don't expect it to appeal to everybody.

There's one thing that's not optional, and that is the operating budget of the church. That we expect and need everyone to support, as best they can, in proportion to their resources and in proportion to how much they care. I know it is much more fun to sponsor the moving of a mural tile, but there's no point in having a mural if you can't afford to cool the room, to keep the restrooms clean, to pay musicians, fix furnaces, and have ministers.

One of the many reasons that it is unheard of for churches to grow as ours has is that it is expensive. The established member...that's most of you...have to support a lot of new needs before the new folks have had time to develop the commitment that you all have. That's why we have started this re-pledge campaign here at this meeting. We want to be able to say to the new folks that you care enough about them to raise your pledges, and we have every reason to believe that most of them will do the same.

We are good at being frugal, so all we need is another 10%. And thank you all for your generous support of this thriving place.

It's been a great joy to watch this building go up and people learn about us, but I want to tell you about another great joy of the year for me, and that has been working with Angela and seeing her step up so capably into the role of Associate Minister. I love how much you love to hear her preach, I'm thrilled at how readily you take her advice and get organized under her guidance.

This minister thing, in a church of 800 members, can be quite a burden at times. It's good to have a second set of shoulders around here....a very good thing indeed.

One of our jobs is to keep our eyes on the horizon. What's next for us? Angela has a few words on that subject.

Part II—Board and Staff Reports

Nancy Kilpatrick, President of the Congregation

Board of Directors

Nancy Kilpatrick, President of the Congregation

Pat Diem, Vice President of the Congregation

June LeCrone, Treasurer

Alice Demi, Secretary

Meara Christopher

John Kwait

Chris Mayo

Jane Hendley

Steve Phillips

Anne Marie Silva

Tom Wofford

2012 was a challenging and exciting year for First Unitarian in a variety of ways. We saw the foundation and walls of our new sanctuary building begin to rise, we began the process of saying goodbye to La Puerta and we continued facing the challenges of meaningful communication and decision-making in an ever-larger church community. Just as our children outgrow their clothes from one year to the next, we have found ourselves outgrowing some of our practices and habits as we strive to meet the needs of a larger and a more diverse congregation. Your Board has worked well together and made many tough decisions in order to build for the future. I was honored to work with each of them and feel grateful that so many dedicated members of this congregation come forward to do the hard work of keeping our community meaningful and vibrant. As with all Boards, we set ourselves goals for the past year – some with which we did very well and some will need to continue to be goals for future Boards.

Assess and strengthen relationship with branch ministries Our vision to personally visit each branch was not as easy to actualize as we had hoped – summer schedules seemed more conducive to traveling to do this, but branch ministries understandably have fewer set services during those months. We held one formal Board meeting in the East Mountains and enjoyed the camaraderie and chance to hear more about their particular struggles to keep afloat. It was a boost to our relationship with the Socorro branch when Candy came on staff here as the RE Director. The Branch ministry concept is a brainchild of First Unitarian and we need to continue to develop ways to strengthen and engage our members across the state. I am pleased to announce that Gwen Sawyer and George Bakula will be working in conjunction with the Board to provide mentorship and First church support to our branches.

Actively engage the congregation With all the big decisions to be made by our church this year relating to the capital campaign and church growth, we felt we did a good job keeping you all engaged in the conversation about money, buildings, the mural, our changing relationship with La Puerta and policy governance. This Board has successfully reached out to encourage new

members to become involved in meaningful contributions to the work of the church. This type of membership engagement will always need to be in the forefront of our work, especially in the light of the growth we are continuing to experience and the potential for new and different uses of our spaces.

Execute a successful building project and supplemental capital campaign Although the building is not yet complete – the visible walls and floor are proof that we are well on our way to a successful building project. This has been more than 4 years in the making and many, many individuals have worked many days to see that this first phase of the execution of the site master plan will be a reality by this April. There were many specific task forces formed to complete the work and as some of those meet the end of their charge, others will rise to continue the completion of the campus vision in the next ten years. The Design and Construction Team, under Linda Skye’s leadership, the Project Management offered by Steve Phillips, the Stewardship campaign led by Angela, the landscape committee working with Kim Henney, and the Sanctuary Building Aesthetics Team led by Sara Friederich have all been key in assuring that this project comes in on time, on budget and artistically pleasing. Pat Diem is leading a Task Force to transform our current sanctuary into our new social hall following the move to our new Sanctuary.

Advance the church toward policy governance We’ve grown – we need to govern ourselves in a more efficient and productive manner. This has meant a slow, but well thought out move to policy governance. The move has entailed a lot of research on the part of the Board, careful consideration of where we are and where we would like to be in ten years’ time, how to best maximize the human resources we have (both of staff and volunteers) and a necessary revision of by laws. We have tackled a lot – and those results show in the new bylaws to be presented at the annual meeting. We still need to continue to work on more clearly defined policies and procedures in order to make the management of the church seamless and less driven by “institutional memory.” Geri Knoebel, John Kwait, Tom Wofford, Pat Diem and Christine Robinson are to be thanked for the hours of work they put into making this vision of policy governance a clearer reality. Next steps will be to finish the procedures to align with the new by law structure. Teams are already in place – so look for more on this in 2013. Two newly identified issues involve Insurance and Property – we need to stay on top of the most appropriate kind of insurance options as we grow and our property needs to be managed in a thoughtful, well planned way to maximize use and upkeep within our budget.

Develop preliminary goals for long term strategic plan Since this Board was so involved with policy governance and the building project (both items in the *previous* strategic plans) we’ve made the least progress in this area. We needed to finish those plans before we could logically begin to outline a new one. Now that the groundwork has been carefully laid, you can expect strategic planning in the work of the new Board.

Challenging goals, great accomplishments, room to continue to grow – that is what faces each Board and every Board member. My thanks to all who served on this Board with me and kudos for all of the many accomplishments! It was truly a team effort and for that I am so grateful. Those Board members whose terms are expiring are: Jane Hendley, Anne Marie Silva, and June Le Crone. The new members who will be elected at the annual meeting will step right in and be welcomed into a well functioning board with clear by laws to guide their work. Thank you for your support of your Board.

Associate Minister

The Reverend Angela Herrera

As I write this, a giant construction crane is in its last week of placing steel beams in our parking lot. As they've been fastened together, they've formed the bones of our new sanctuary. When we broke ground late last July, there was still a long road ahead of us. Now, in the beginning of the new year, our new sanctuary has risen, and is being filled out more each week! As the minister overseeing this project, I have learned not only oodles about design and construction, but also how invaluable our wise and dedicated volunteers are. Linda Skye continues to chair the Design and Construction Team; Steve Phillips is our volunteer owner's representative; and Geri Knoebel tracks the project budget and expenses. These are very big jobs. I am so grateful for their time and expertise!

On the same morning as our groundbreaking ceremony, this congregation also held a ceremony to promote and install me as Associate Minister. My transition from Assistant to Associate was something Christine and I had gladly been living into for a while, yet it was deeply moving to exchange words of commissioning with over 200 of you that morning. I am honored and happy to be one of your ministers. Thank you!

In June, our sixteen month long immigration campaign culminated in twenty-three people from First U traveling to Phoenix for our denominational General Assembly, where we led a workshop to share our model of learning and action with others, and participated in a candle-light vigil outside Joe Arpaio's infamous tent-city jail. Despite the heat (100 degrees at 8pm) thousands of UUs and community members gathered in song and chant, including nearly twenty from this church. It was one of the most moving events I have ever seen. When we returned to Albuquerque, we helped our action teams transition from intense campaign mode to sustainable programs mode. The result is a groundbreaking Know Your Rights workshop that is regularly delivered to immigrants in Metropolitan Detention Center, a strengthened ESL program, and an immigration education team that continues to share information and opportunities with us on Sunday mornings, including service trips to the border.

I also published a book this year, *Reaching for the Sun*, a meditation manual; and I am a member of the Hymnal Supplement Task Force for the UUA, which is collaborating with Skinner House Books to create an anthology of worship materials to accompany our hymnals.

I am amazed at all that our congregation can do, inside and outside its walls. With our new, spacious sanctuary and larger social hall, what will we be able to do that we have not yet dreamed? I can't wait to find out.

Director of Religious Education

Candace Lindquist

First Unitarian's religious education program underwent many changes in 2012, some major, some minor, with significant staff turnover and a wide variety of events. Not a bit of it could have taken place without the many volunteers who are utterly essential to create and sustain our cooperative R.E. program. Many weekly teachers, OWL teachers, childcare workers, and talented volunteers assisting in a wide variety of activities are needed to accomplish the goals of the R.E. Department. The R.E. Council also provided valuable help. The Council began the year headed by Carolyn Brown and ended the year led by Carolyn Riggs. (As a long-time teacher but a brand-new DRE, I am so grateful for this wise and supportive group!)

Over the course of the year, we said good-bye to Kathi Foy (DRE), Virginia (R.E. Administrative Assistant), Jeff Farren (Spirit Play Coordinator), Cricket Bouajila (R.E. Aide), and Cat Tally (R.E. Aide). At the end of the calendar year, department employees included Candy Lindquist (DRE), Mia Noren (R.E. Administrative Assistant), Meladee Montoya (R.E. Aide), Libby McDonald (Youth Program Coordinator), and Andie Rigler (Youth Music Program Coordinator). I feel honored to lead such a creative, enthusiastic, and hard-working team.

Continuity was maintained with classes in Spirit Play, Tapestry of Faith, social-justice activities, UU Summer Camp, and the Christmas pageant—among other activities. We have a strong group of dedicated elementary teachers and childcare workers. Our mid-high teachers developed/wrote summer and spring programs in contemporary young-adult literature and in the Ten Commandments. La Amikoj suffered a terrible personal loss this summer but nevertheless rose to create a multi-generational Halloween dance, to hold powerful discussions, and to work actively on a social-justice-related “Prom You Never Had” for the coming spring. As January approached, R.E. plans were in active development for multiple spring OWL classes, a social-justice anti-bullying program, and “mock camp.”

I've been First Unitarian's Director of Religious Education for a half year now and have found the work exciting and exhausting, heartwarming and deeply moving. As Christine and Angela warned me, the learning curve is steep! But at 12:30 each Sunday, I find myself filled with joy and gratitude to the many people who make it all work—my colleagues, our volunteers, the parents, and the kids. I can't wait to see what 2013 will bring!

Music Director

Alan Stringer

The music for services continues to provide variety for our members. We are trying to follow the guidelines provided by members in the music survey: about equal number of services are provided by the following types of musicians: Classical guests, various other guests (including popular musicians), Chalice Singers, and contemporary services with the church band.

Contemporary Worship Band—“Spare Parts”

Vance Bass, Band Leader

Leader: Vance Bass.

Participants: Laura Bartolucci, Jayson Capps, Vali Dugan, Abe Ellis, Abraham Ellis, Greg Gould, Olivia Herrera, Tania Hopkins, Linda Myers, Andie Rigler, Sue Spaven, Tom Wofford

The contemporary music band continued to mature with the addition of members Andie Rigler and Olivia Herrera (singing) and Jayson Capps (guitar and bass).

We played at one or two services per month during 2012, as well as playing for other church functions such as the immigration justice celebration, sanctuary groundbreaking (with members of the Chalice Singers) and the New Year’s Eve party.

Among other highlights: Abraham and Vance joined the Chalice Singers in premiering Jim Scott’s cantata on the seven principles in March. Tom and Vance played for a service at the Taos congregation during the summer. Vance played in the UUA General Assembly band for the second year. Andie directed the children in Mothers’ Day songs, with Vance accompanying. In 2013, we look forward playing for Sunday services and especially to helping inaugurate the new sanctuary. Vance will play in the GA band again in June. We are looking into the possibility of making a CD as a fundraiser this year.

Director of Member Development

Kristin Satterlee

The job of Director of Member Development comprises three core programs: guiding new members, providing access to information about church activities, and convening the LEAD Team (formerly Program Team).

1: Member Guidance

I host First Unitarian's Member Signing Ceremonies, with the assistance of David Bleakly. This year we have integrated a Signing Ceremony Litany I wrote, which includes our Principles and Sources as well as an overview of denominational history through some of our heroes. It has greatly improved the ceremony, making it more meaningful to signing members. In 2013, we will be transitioning to have all new members join at a Signing Ceremony instead of at the Membership Table.

In 2012, 87 new members joined the church. I send each new member two welcome e-mails, an activity interest survey, and an offer for a face-to-face or phone interview. The interview allows each new member to share the story of their path to First Unitarian, feel heard in a significant way by a representative of the church, and discuss what they want from the community and what they have to give back. After receiving survey and/or interview information, I share contact information between the new member and the leaders of the activities they expressed interest in, to facilitate involvement. With many members, our conversation continues in e-mail and at the Connections Table for months as they settle in and find their place. Each member also receives a check-in e-mail after six months of membership and a first anniversary congratulations card.

2: Access to Church Activity Information

The Connections Table allows visitors, new and established members, and church leaders to find and share information on church programs. A large collection of pamphlets provides lots of information. I (or a substitute host) provide the rest. Many groups use the Connections Table to host signup sheets for upcoming events, and visitors often approach it first when they arrive on the church campus – especially in the summer months, when it is distinguished by a red sun umbrella.

I also try to post to the church's Facebook page at least twice weekly with information about upcoming activities, and write occasional messages in the Messenger and OOS regarding activities and guest welcoming.

3: The LEAD Team

The work of the LEAD Team is a natural fit with member development, following members from signing through development into leaders. I am excited about the LEAD Team's developing mission to support our long-standing leaders and help raise new ones from our congregation. For more information, please see the LEAD Team's annual report.

Church Administrator

James “Jay” Green

This year was a series of crests and valleys for me. I am happy to say that the crests far outnumber the valleys.

I was truly inspired by Miracle Sunday, and very pleased to say that not only did I play a part, but my family joined the church that day. We saw the promotion of Angela to Associate Minister, and the groundbreaking for the new Sanctuary. I found the Annual Meeting in Phoenix to be most informative, and made some excellent contacts / friends. I’ve had the pleasure of working directly with the construction workers and have developed a great working relationship.

I’ve had my share of valleys, but the support from staff; members; and the Board helped me through. We had two unfortunate events / conflicts with La Puerta family members – both resulting in police being called. Late in the year, we were forced to deal with an intruder breaking into several of the rooms and buildings; stealing food and sleeping over.

I am pleased that this year we were able to add a dedicated weekend custodian (John Romero) who has done an excellent job of having the buildings ready for Sunday service and Monday business. We were able to also upgrade several of the office computers to make church business far more efficient, and reduce stress on the staff.

One of the most evident events from a facilities standpoint was the start of a new “facility” – our new Sanctuary. The construction is well underway, and items such as landscaping, the Habitat, and irrigation are affected. Thanks to the wonderful volunteers that spend so much time addressing these items, facilities and grounds are well in hand. We saw the usage of the Cooper Lounge and Library halted due to construction, but that inconvenience is far outweighed by the soon to come new space.

A major project that affected a large portion of the congregation (the re-keying of the building doors) has come to a successful close. Once again, the inconvenience of switching out keys is made easier to accept by knowing that our facilities, art works, and congregation are safer now that the project is complete.

I am always thankful for the wonderful volunteers that give so much of their time to the church. I firmly believe we would not be where we are without their contributions. I am also thankful for our staff and ministers. I realized not long ago that they have influenced my outlook on work and life in a very positive way. Last, but far from least, I continue to be thankful for being allowed to serve as Church Administrator.

Communications Coordinator

Samantha Metheny

Early in 2012, the office worked with our Internet Service Provider, Southwest Cyberport, to upgrade our DSL service to “Light Speed” for a very small price increase. We have been delighted with the upgrade, as has the iMinistry team, who now enjoy much quicker upload/download speeds in the A/V booth for sermons and other media.

I re-designed the Messenger newsletter to be easy on the eyes and it is gaining in readership! We also continue to get great readership of the weekly email called the “Weekly eBroadsheet,” customized through email marketing provider Constant Contact.

I also oversaw a major IT equipment upgrade in the office this year. We were outfitted with 5 new computers from Dell and everyone in the office now runs a stable version of the Windows operating system with the Office 2010 suite. Kristin Satterlee, who was bringing a computer from home to work in the office, now has a computer at her workstation. And, the Volunteer computer has been upgraded to enable the Monday morning Office Volunteers to send email reminders and accomplish tasks without being slowed down by old technology.

I am greatly enjoying my communications work at the church as it brings new challenges each week. There are many opportunities for growth in both communications and also in IT here at First Unitarian, and we look forward to what 2013 brings!

Branch Coordinator—Desert Springs Unitarian Community, Carlsbad

Anna Pitts

Steering Committee: Anna Pitts--Chair, Roger Holman, Michael Pitts and Pat Kearney

Our small congregation feels fortunate to have survived into 2013. Attendance has been varied but does not appear to be growing. Periodically, visitors will grace us from various places as they travel through Carlsbad. Several active members have stopped visiting or do so sporadically, often due to their own health issues or caregiver responsibilities. We stay in touch with those members and support them as we are able and they will allow.

We are fortunate to have a space where we are able to worship consistently. First Presbyterian of Carlsbad rents a chapel to Desert Springs for its exclusive use. So far, it is working out very well. We are in the process of decorating the space with contributions made by our church community.

We were able to make two contributions to the local community kitchen totaling \$165.00. This was done by the congregation placing their loose change in the collection plate at each service. An annual democratic vote of the congregation determines what local organization will receive those funds.

About 80% of the time, we use our own service facilitators from our community. We enjoy the services from First Unitarian at Albuquerque but also enjoy learning what is on the hearts and minds of our own group. We appreciate the technical progress made by First Unitarian's talented IT group.

We are pleased that Desert Springs has stayed on its budget from First Unitarian for the past two years and were able to reduce our budget request for 2013.

We are hopeful for progress and continuation in 2013.

Branch Coordinator—East Mountains

Susan Moore

In the year 2013, EMUU members took the summer off to rest and consider how to reconvene. In the Fall, EMUU developed a revised and participatory service with the help of the senior minister, Christine Robinson. This has been a great success with about nine regular adult attendees and two or three children. Members enjoy sharing the responsibility and the informality of the services. The projector on a cart was replaced with a flat screen TV to decrease setup time. EMUU members are delighted with the creative video productions from the main church.

EMUU rents space from the East Mountain Unity Center. EMUU members attended Unity's Dia de Los Muertos service in November and Unity and EMUU shared in a winter clothing drive. The Change for Change collection was distributed to the First Unitarian Capital Campaign and Bethel Community Storehouse. Members participated in the First Unitarian Crest Road cleanup activity.

Branch Coordinator—Socorro

Barry Clark

The Socorro Branch of First Unitarian was founded five years ago, in April 2007. The initial organization of the branch was sponsored by First Unitarian through the branch congregation project, funded by a grant from the UUA. It continues to enjoy support and a close relationship with the “Mother Church” in Albuquerque.

At any given time it has comprised about a dozen active members, though there has been significant turnover in that five years. We meet at 4PM Sundays in the parish hall of the Epiphany Episcopal Church, adjacent to the New Mexico Tech campus. Our customary service includes those elements usually included in Unitarian services – songs, affirmation, meditation, and readings – followed by the sermon recorded that morning in Albuquerque. We are supported by the music of our Music Director and keyboardist, Elise Brower. Being a small group has some advantages. We can make room for more extensive “Joys and Concerns” and we usually have a sermon discussion interval.

We have traditionally taken a two week break over Christmas and New Years, when many members are out of town, and attendance would be tiny. During the summer, we meet only twice per month, once for a traditional service with sermon, once for a less traditional activity. Last summer, the non-customary services included a visit to First Unitarian, where one of our own, Richard Sonnenfeld, participated in the sermon. Another activity was a visit to a member, Sam Pahlanuk, in Omega, New Mexico, where he is running an experiment in affordable eco-friendly technology.

Each year, the Branch and the Brower family sponsor a Christmas concert, held in the Epiphany Episcopal sanctuary, and a reception for the public afterward. The concert this year was on December 16, and attendance was about 70 people.

The attendance at our weekly Sunday services has ranged from 7 to 18, with the lower numbers occurring when there was another community activity occurring. Though small, the branch remains a viable group. Our presence is advertized by inclusion in the weekly “church directory” in El Defensor Chieftain, the Socorro newspaper, and as a member of the Socorro Chamber of Commerce.

We also have a noticeable presence in the local charities. Much of the organization of the Socorro “Relay for Life” has, for the last three years, come from the efforts of members of the Branch. Our “Change for Change” program supports local charities, with a contribution of \$185 deesignated for the Socorro food bank, and the equivalent institution in the nearby village of Magdalena being the designee of current coin donations.

At this time we would like to express our gratitude to the iMinistry committee in Albuquerque, whose professional quality videos of the sermons are a mainstay of this branch, and to the authors of those sermons; the intellectual content generated by the leaders of our church is, after all, one of the main reasons for our existence..

Part III—Standing or Elected Committees

Endowment Fund Committee

Dan Small, Chair

The EFC had a very quiet year. We currently have a total of 50 members and friends who have publicly identified themselves as having designated a portion of their estate plan that will be left to First Unitarian. Thanks to all of you for helping to build a culture of generosity.

Current members of the KOTF are:

Chuck Campbell, Janelle Campbell, William Baker, Christine Robinson, Sue Spaven, Michael McDonald, Ron Friederich, Judy Groves, Rod Groves, Dawn Lunt, Ken Harper, Jan Harper, Nell Graham Sale, Margaret Lang, Richard Bailey, Joyce Kaser, Alisa Tan, Sandra Schroeder, Jane Hendley, David Simpson, Caitlin Anderson, Melva Kellett, Renee Mazon, Liz McMaster, Judith Lay, Bob Riley, Vance Bass, Margo Milleret, Sherry J. Tippet, Tom Stafford, Ann Stafford, Lisa Johnson, Chris Johnson, Howard Schreyer, Marian Schreyer, Bob Baker, Charlene Baker, Mary Lou Newburn, Rita Botkin, Jim Middleton, Alice Demi, Geri Knoebel, Linda Skye, Donna Soderquist, George Bakula, Gwen Sawyer, Maria Zuschlag, and Linda Suydam.

The committee spent some time reviewing and editing the policies and procedures for the fund to be more in line with the policy governance undertaken by the Board. We successfully reclassified the Friederich Staff Appreciation Fund from Endowment to a designated fund, to be more in line with Ron's wish that the staff should always have a bonus, no matter what is happening to the economy.

Committee Members for 2012 were: Dan Small (Chair), Geri Knoebel, Jim Middleton, Angela Herrera, Ken Harper, Bob Baker, Sarah Friederich, and Vickie Wilcox.

The current value of the endowment fund as of December 31st, 2012 is \$296,955. Because we are still recovering from the losses incurred by the financial meltdown in 2008 (and it's very gradual climb back) the Endowment Fund has been unable to contribute to the overall Church budget. The Endowment Fund is professionally managed by the UUA Common Endowment Fund using socially responsible investing guidelines in harmony with our policies.

Finance Council and Treasurer's Report

June LeCrone, Treasurer

Finance Committee Members: Paul Shank (chair), Eric Hall, Janis Schubert, Geri Knoebel, June LeCrone, and Christine Robinson (ex officio)

Summary of Revenue/Expenses:

The actual income for the year was \$691,086, which was \$20,746 less than expected. Expenses for the year totaled \$695,139, which was \$16,693 less than estimated. The year ended with a shortfall of \$4,053 and this was covered using reserve funds. Since there was no surplus, no funds carried over to the 2013 budget.

Financial Accomplishments in 2012:

- The Immigration Campaign received a grant from UUA,
- An auction raised money for programs under the Social Justice umbrella,
- Designated funds were organized to better track their use,
- The Finance Committee held a synergy meeting with program chairs to dialog about funds,
- The Congregation approved funding the construction loan and mortgage for the new sanctuary,
- \$300,000 was raised on Miracle Sunday to meet the capital campaign goal,
- The old mortgage was paid off,
- Money was raised for landscaping, tile, sanctuary decoration, AV equipment, and moving the mural to the new sanctuary,
- Angela Herrera was promoted to Associate Minister with a salary increase,
- We paid our fair share to the UUA and Mountain Desert District,
- New procedures for fund-raising are being developed.

Expenses in 2012:

Five computers were replaced in the office, there are new keys for the entire campus, and the sound system was replaced in the sanctuary. Even though these were not in the 2012 budget, the expenses were necessary and will result in savings in the 2013 budget.

Capital Campaign:

Total income for the capital campaign is \$1,292,440, with \$746,662 received in 2012. Total expenses at the end of December, 2012 were \$966,670. Cash on hand at the end of the year was \$325,771.

Summary:

Much was accomplished this past year because many generous people contributed their money, gifts, and talents. As our church continues to grow and serve its members and the community, there will be more opportunities to support the ministry and programs that are so important to each of us. Your pledges and other gifts are needed, important, and appreciated.

Healthy Community Team

Stephen Phillips, Chair

Membership:

Randy Biggers

Christine Robinson

Stephen Phillips – Chair

The Healthy Community Team had a quiet year in 2012 with one meeting in the summer to consider new activities and rewritten procedures, if needed, in response to changes in the Bylaws as the Church moves to a new governance model. In December the team chair became aware of an interpersonal conflict between two members active in volunteer work and began to facilitate its resolution. This effort will continue into 2013.

The Team is seeking additional members as Ms. Nancy Carrillo is leaving to devote time to other activities. We thank Nancy for her service.

Leadership Succession Committee

Nancy Cushman, Chair

Members: Arne Gullerud, Dawn Lunt, Marian Schreyer, Geri Knobel, Roger Hartz, Nell Sale

This committee's primary responsibility is to find candidates for: Board President, Treasurer, the Board, the Endowment Committee and our committee. Our search was difficult this year, but we have an excellent group of candidates to present for a vote at the Annual Meeting. We are also tasked with finding people to serve on the Internal Audit Committee. Those nominees are presented to the Board for a vote. To date we have found one new member and are searching for one more person.

As our church grows, it is vitally important that we do not overlook church members who may be excellent church leaders. We decided to contact several large churches to find out how they identify potential leaders. While we did pick up a few ideas that we may use in the future, we found that most other large churches are struggling with the same problem. We plan to share our report with those other large churches.

We joined forces with the Program Team to offer leadership workshops to church members using the Harvest The Power workshops available through the UUA. In January, we hope to begin this program. About 20 people were identified as church leaders and invited to attend the workshops.

LEAD Team (formerly Program Team)

Kristin Satterlee, Convener

Members: Angela Herrera, ex-officio; Jessica Edlinger; Ed Fallon; Mikaela Renz-Whitmore

The LEAD (Leadership Enrichment and Development) Team changed its name from Program Team this year to reflect its growing emphasis on leadership development.

In pursuing this emphasis, the team suspended LEAD Meetings this year to concentrate on a new curriculum aimed at helping our church leaders to find spiritual fulfillment in their work. Though the LEAD meetings did a good job of teaching and modeling leadership techniques, and were praised for the usefulness and enjoyability of their content, they had not addressed this very important element of leadership in a spiritual context.

The team, in concert with the Leadership Succession Committee, has adapted the UUA's Harvest the Power curriculum into a four-session program called Nurturing the Leader's Spirit. The first session will be presented on January 27, 2013. A dozen church leaders, both established and just starting, have signed up. We are very excited about the program's potential.

Membership Committee

Tom Stafford, Chair

Committee Members: Janelle Campbell, Rick Held, Kathleen Rhoad, Elizabeth Scheib, Janis Schubert, Paul Shank, Susan Shank, Ann Stafford and Tom Stafford

Outgoing committee members: Janis Schubert, Paul Shank, Susan Shank, Ann Stafford, and Tom Stafford

Incoming committee members: Chuck Campbell, Sue Redfern-Campbell, Dawn Leach, Andrea Lee, and Linda Skye

Photographer (for new members): Carlton Seager

Membership Table

The Membership Committee provides information to people interested in joining our church. Each Sunday we staff the membership table at the front of the sanctuary after each service. When someone asks about joining the church, he or she provides basic information on a Path To Membership Information Sheet. We provide the person with a Path To Membership Packet. We follow up with these people to answer their questions and encourage them to attend services and participate in the life of the church.

If someone wants to join the church after a church service, we state the requirements for membership, provide the person with a New Member Packet, have them fill out a New Member Information Sheet, and have them sign the Membership Book.

After someone joins the church, other staff members, groups, and committees help them find ways to get involved in some of the multitude of church activities.

New Member Events

The Membership Committee hosts new member events two or three times each year. These events consist of a brief recognition ceremony during part of a regular church service and a special meal and activities the same evening in the social hall.

In 2012, we hosted new member events in February (recognition ceremony and dinner), May (recognition ceremony only) and September (recognition ceremony and dinner). We are planning two new member events in 2013 (April and October).

Personnel Committee

Joyce Kaser, Chair

Members: Christine Robinson (ex officio member); Joyce Kaser, chair; Jane Ronca-Washburn; Arthur Tackman; and Judy Bentley

Accomplishments: During 2012 the Personnel Committee met quarterly. It includes the following as accomplishments:

- Secured board approval for two documents: Statement on the Church as an Employer and the Charge to the Personnel Committee. Christine wrote a letter for the Personnel Manual for employees regarding the Statement on the Church as an Employer. The letter outlined the rights and responsibilities of employees who are also church members.
- Recommended some minor changes in the Personnel Policies Manual, which the board approved.
- Oriented Judy Bentley to the committee as a new member.
- Clarified who is responsible for developing and circulating the Personnel Committee's meeting agendas.
- Reviewed and approved proposed by-laws affecting the Personnel Committee.
- Decided to review five pages of the Personnel Manual at each meeting. That way the entire document would be reviewed every year.

Committee members have also conducted exit interviews and participated in hiring committees.

Stewardship Committee

The stewardship committee for the 2013 campaign did not have an official chair, but was convened by Associate Minister Angela Herrera and included Linda Suydam, Jake Barkdoll, Jim Baten, Alice Demi, Marian Schreyer, Rod Groves, and Linda Skye.

William Baker and Neal MacDonald assisted with the design of our brochure and other publications.

George Bakula and Gwen Sawyer hosted and led the visiting steward training, and lent their expertise to the campaign.

Thanks to all of these committee members, and to all who assisted with events and publications! The campaign consisted essentially of three parts: a major donor event, visits to new members who joined after the 2012 campaign, and a mail-in campaign for the remainder of the congregation. These were buoyed by a stream of communications via eBlasts, eBroadsheets, pulpit editorials, skits, letters, etc.

The Board initially set a goal of a 6% increase in pledges, or \$616,264. As of January 23, 2013, \$583,830 has been raised in pledges and gifts. Although this is below the goal, and predicted expenses for 2013 turn out to be higher than previously anticipated, requiring even more fundraising, the amount raised is higher than operating pledges raised by this time last year. Therefore, the committee (and congregation!) should take pride in knowing that we exceeded the expectation of stewardship experts who predict flat pledging during a capital campaign.

Part IV—Committees and Programs

Animal Advocates, a Chapter of the Unitarian Universalist Animal Ministry; Promoting Respect and Dignity for All Beings

Chairperson: Sharon Hall

Active Members: Martha Anderson, Mikki Aronoff, Linda Bairstow, Patty Beres, Bobbi Bordeaux, Marge Brown, Michelle Burns, Sacha Bush, Randy Diner, Jan Dorrenbacher, David Gick, Lou Graham, Margaret Keller, Nancy Harris, Scott Lake, Asia Negron-Esposito, Rose Provan, Bev Roddy, Janet Strong. Animal Advocates also has an extensive e-news list and a Facebook page.

Toward our goals of political advocacy, humane education and assistance to local animal welfare/rescue organizations, Animal Advocates staffed an information table in the Courtyard or Social Hall every Sunday before and after services. This included our talented Artists for the Animals, who generously donated a portion of their sales to benefit animals. Some of the local organizations who received contributions from Animal Advocates this year were New Mexico Dogs Deserve Better, The Horse Shelter, New Mexico Pets Alive!, Good Shepherd Animal Clinic (for Snowflake), Odessa Cancer Fund, Feeding Pets of the Homeless, Animal Compassion in Action, Walkin’N Circles horse rescue, the Lincoln County Humane Society (fire rescue), and the Homeless Animal Rescue Team. We also presented the Albuquerque Fire Department with pet oxygen masks.

In February Animal Advocates donated more than \$1000 in items for the Celebrate Justice Auction as well as serving on the food committee. Subsequently, we applied for and received a generous grant from the Social Justice Council to initiate our Pets of the Homeless Project. Guided and directed by Margaret Keller, Feeding Pets of The Homeless has since delivered more than **2200** pounds of pet food as well as collars, leashes, beds and other supplies to our partner St. Martin’s Hospitality House .

Last Spring, Animal Advocates presented the entertaining and highly successful musical, *The Mystery of the Cold Wet Nose*, written by Linda Bairstow and directed by Lou Graham. Linda also founded and heads the Critter Club for kids ages 6-12. Their projects have included making cat toys for kitties in our shelters and field trips to the House Rabbit Society and a local veterinary clinic.

We sponsored two humane education Sunday Forums: 1)“Community Cats” with First Unitarians Mimi Stewart, Lawrence Harmon and Kiff LaBar Shelton as well as experts from Street Cat Companions; and 2) “Heeling Hearts“, the PB&J Family Services program which pairs shelter dogs with incarcerated women providing training and enhanced self-esteem for both. Our amazing annual field trip in July took us along the Turquoise Trail to The Horse Shelter, then to Kindred Spirits Sanctuary and to lunch in Madrid.

In September, Animal Advocates hosted the UUAM Multispecies Awareness Encounter Weekend with special guests Rev. Dr. LoraKim Joyner and Dr. Susan Gore. The Saturday workshop as well as Rev. Joyner’s “Reverence for Life “sermon provided us all with inspiration and tools to enrich our relationships with each other as well as with the nonhuman animals who

share our planet. Animal Advocates continued to co-host a monthly vegetarian potluck and movie night with Earth Web in 2012 as well as to provide dog and cat food to the First Unitarian Food Pantry. We are a founding member of the Interfaith Alliance for Animals.

Arts and Aesthetics Committee

Jane Baldwin and Jim Middleton, Co-Chairs

Members: Shari Adkisson, Jane Baldwin, Carole Bonda, Nancy Harris, Marta Light, Audrey MacDonald, Neil MacDonald, Sally New, M.L. Newburn, Priscilla Sweet, Betsy Townsend, Suzanne Visor and Bob Wood.

Eight art exhibitions were staged by the Committee during 2012 each 6-7 weeks long. They were as follows: Studio Art Quilt Association, NM Pastel Society, (Professional Photographers Association of New Mexico, NM Veterans' Art Association, Lew Crichfield and Keya Horn-Painters, Rainbow Artists, Escribiente, and the UU All Members Show.

The A&A Committee sold art valuing \$7900 and returned 30% of total sales of \$2370 to Church budget during 2012. This is the only committee within the Church that has provided a monetary return over many years.

In May the Committee held a jurying session to select artists for the 2013 calendar year. In June committee members enjoyed a potluck and get together at the home of host, Jim Middleton. July and December are traditionally months when the Committee takes breaks.

Jobs performed by individual members are as follows: creating agendas and leading meetings, scheduling meeting places and Saturday morning hanging of exhibitions, scheduling and providing mercados-when artists sell small works at the opening of shows, writing and scheduling several public relations responsibilities, and coordinating in general with our maintenance person, Kurt Robertson.

Of particular challenge has been planning for and working around the inconveniences of the new sanctuary construction as it connects to the present building and accommodating artists with adequate wall space and safety for art work. This issue along with other planned changes requires working with other entities within the church family. It is our goal to increase membership for A&A and reach compromises that satisfy members of the Church and the art community. Our Church is a favorite site sought out by many art groups to stage exhibitions.

Coffee Crew

Chris Feil, Chairperson

Members:

Dwayne Argaud
Dick Bailey
Jake Barkdoll
Judy Bentley
Edward "Skip" Bleistein
Chuck Campbell
Bonnie Cleveland
Karen Deaton
Thomas Dorr
Ed Fallon
Bill Fanslow
Don Glover
Mary Gourd
Don Hurst
Samara LaBelle
Judith McDowell
Mia Noren
Charlie Plough
Mary Ann Sloan
Linda Solomon
Linda Suydam
Dan Sweetland
Toyoko Tsukuda
Ed Wallhagen
Jon Weiss

Our devoted volunteers have been coming in regularly or else coordinating substitutes as needed. The new layout implemented last year after much deliberation has been working out well. Of course Mary Ann Sloan has been keeping up wonderfully with our stocking needs as always. All in all the past year has been pleasantly uneventful.

Coyote Willow CUUPS: by Joy G.

Volunteer Positions:		
Team Lead	Joy G.	Presented overview on paganism at a Sunday service.
Church Contact Person	Elizabeth R.	Contacted church for information and room reservations
Key Keepers	Jessi & Joela	Keys were kept safe, doors locked, and then with help cleaned up after events
Tea & Coffee set up	Jessi & Joela	Purchasing necessary items & setting up and taking down coffee, etc.
Meeting Assist	kEATH	Leading meetings when present
Chant Books Keeper	Joy G.	Bringing books to circles
Treasurer	Elizabeth R.	Annual Treasurers Report for 2012 will be sent separately by her.
Yahoo Liason	Sorn	Posting notices on other pagan Yahoo groups
Yahoo Group Admin	Joy G.	Sending invitations, posting meetings and events, welcoming new members
Notice submissions	Joy G.	Notice submissions to Messenger, Innerconnexion, and CUUPS Yahoo group

Second Friday of every month: Coffee and Chanting Circles with discussions, meeting & greeting, chanting, and some crafts.
Fourth Friday of every month: One time experiment - community outreach, including meet & greet, discussions, crafts, and ritual rehearsals.
Current membership on abqcuuups Yahoo group: 220 members.

Sabbat	CUUPS Date	Sabbat Coordinator/ Description
Imbolc/ Disting	2/5/12	kEATH
Ostara	3/18/12	Brett
Beltane	5/5/12	Joy
Litha	6/24/12	Hana
Lughnasadh	8/5/12	Hillary
Mabon	9/22/12	Kristi Raven
Samhain/ Winternight	10/27/12	Sorn
Yule	12/23/12	kEATH
Imbolc	2/2/13	Kristi Raven

Other CUUPS Outreach Events			
Gay Pride Day Parade	6/30/12	UNM area going East to Expo	Could not co-sponsor with SWEFA, so 2012 attendance canceled
Pagan Pride Day - Gypsy Camp	9/30/12	Bataan Park	Joy - set up the area and entertainment throughout the day including a children's workshop.
Pagan Pride Day - Food Donation for 1st U Church			kEATH - Pagan Pride Day collected 1,088 lbs of usable food and \$214 for First Unitarian Food Pantry.
Pagan Pride Day - CUUPS Table			Joela & Jessi - Collected over a dozen email addresses for ABQCUUPS Yahoo Group invitations.
Divination Night	10/12/12	Wesson & Arnold	kEATH - six readers, all money collected was added to divination day collections below.
Divination Day Fundraiser	10/13/12	Social Hall	kEATH - Over 10 different vendors and readers. Collected a net of \$142.85 donated to First Unitarian Church.

EarthWeb

Nancy Carillo and Tom Starke, Co-Leaders

EarthWeb was proud to see First Unitarian's application for re-accreditation as a Green Sanctuary from the Universalist Unitarian Association of Congregations approved this year! EarthWeb was first accredited in 2002.

EarthWeb continued many of its long-standing activities this year: working in the 30-acre Bosque Open Space area we've adopted, selling reusable aluminum water bottles, monthly vegetarian potlucks along with Animal Advocates, supporting the UU Hiking Club, and posting environmental tips in the *Messenger's* Green Corner.

In the winter of 2012, EarthWeb hosted a half-day 'Land Ethic Training' which was attended by nine members of the church. Among the activities, we showed the film, 'Green Fire,' which was replayed at a vegetarian potluck along with a presentation from a Leopold scholar. Leftover funds from the Training were donated to the Leopold Foundation and Save New Mexico Seeds. EarthWeb also helped with the Social Justice Committee's 'Celebrate Justice' Auction; and hosted a Forum speaker from the Agua Es Vida Action Team (AVAT). Finally, we hosted a 'World of Health' Northwest Earth Institute discussion course, attended by about a dozen church members.

EarthWeb assisted Religious Education staff and volunteers on Earth Day with several events for children, including a sorting recyclables activity, worm composting, making bird feeders with bagels, planting seedlings for children to take home, a nature observation activity, reusing materials for crafts, a 'Council of All Beings,' a bird calling activity, selling water bottles, and giving away Bike Route Maps and CFLs.

EarthWeb hosted a Sustainability Fair in September in the courtyard, with tables for an electric car, a churchmember's Backyard Habitat group, and companies selling solar panels, solar ovens, and rain barrels. The Forum that day was a wolf specialist. We sold water bottles, reusable grocery bags made from recycled materials, and wallet cards with consumer information about harmful pesticides and ingredients. In December, EarthWeb helped to host a speaker regarding the Happiness Initiative.

EarthWeb received a \$500 grant from the Social Justice Council, which we used to start the EarthWeb lending library, currently open between services on first Sundays.

The co-leaders for EarthWeb in 2013 are Tom Stark and Valerie Smith.

Food Pantry

FOOD PANTRY COMMITTEE MEMBERS:

Rebecca Gracey, Chairperson

Food sack packers:

Coordinator: Judy McDowell

Martha Beyerlein

Cindy Pierrotti

Tom Stafford

Nancy Costea

Carl and Lynne Seager

Gail Twilegar

Kim Fincher

Dan Vance

Food sack distributors:

Coordinator: Pam Bliss

Ouida Anderson

Don and Melva Kellett

Roy and Dianne Moody

M.L. Newburn

Rebecca Roth

Jonathon Weiss

Randy Diner

Ann King

Karen McCabe & daughters Robyn & Leigh

Susie Norman

Tom Stark

Wayne Farley

Diane Massey

Nancy Phillips

Gail Twilegar

Rebecca Gracey is the Roadrunner Food Bank Contact. She places the food order online each week and picks up the food. Those helping her with the pick-up are Tom Stafford, Geneva Schult and Kacey Gutierrez.

Erika Johnson-Jimenez and her family purchase the pinto beans and rice from Costco if they aren't available at Roadrunner, repackage the beans and rice into one-pound bags, and deliver it to the church.

A total of 2,938 sacks of mostly nonperishable foods were given away this year with an average of 56.5 sacks per week. The average was 46 sacks in 2011, 38.2 sacks in 2010 and 34.8 sacks in 2009. This food is distributed each Wednesday afternoon from 1:20 to 2:00. There was a large increase in the number of people coming for food in late 2011 and the first five months of 2012 and as a result many more volunteers were added to the committee to handle the task of making up more sacks of food and distributing the sacks. Church members were extremely generous in their donations of money and food to the pantry.

BEGINNING BALANCE \$4,292.28

TOTAL INCOME \$16,890.73

TOTAL EXPENSES \$11,626.87

YEAR-END BALANCE \$9,556.14

iMinistry

Members:

- Larry Alei, co-chair
- Arne Gullerud, co-chair
- George Bakula
- Jamie McHenry
- Dan Small

The audio side of the iMinistry team has seen significant equipment challenges this year, with the failure of critical sound equipment in the middle of a service. This led to the purchasing of a new sound board for the old sanctuary. The new sound board has greatly improved the quality of sound in the current sanctuary, and provides a platform that should be usable in the new sanctuary. A reliable team of 7 dedicated volunteers has continued to support every service, as well as a number of other events around the church. Given our number of trained audio folks, we were able to keep the workload pretty well aligned to each volunteer's preferences.

The video side of the iMinistry team also saw some significant changes of equipment. The video computer failed in the spring, disrupting our standard process of uploading to the branches. With the help of a generous church member, the team was able to raise enough money to construct a new computer with better video processing capabilities. To better facilitate the video process, an entirely hand-written software system was developed to streamline the video conversion, upload, and posting process. This has both greatly simplified the job of the video volunteers and enabled regular posting to YouTube in the FirstUnitarianNM video channel. Tremendous thanks go to Dan Small for taking point on building the new computer and developing the new software.

The Audio and Video teams have continued to support the new sanctuary by meeting with the architects and their technical consultants. As building began, budget constraints led to steep cuts in the funds for audio and video equipment for the new sanctuary. However, a generous anonymous donor is donating \$1 for every \$2 raised to make up for this shortfall. If you are interested in helping make up the budget shortfall, please contact the church office.

In 2013, we will be focusing on maintaining and improving both audio and video in the existing space (within reason), and working to create new capabilities within the new sanctuary. To continue to support the audio and video dual nature of iMinistry, Larry Alei and Arne Gullerud will continue as co-chairs. We will also work toward finding more volunteers to fill required positions, and to keep our current volunteers on a training path that increases their knowledge, skills, and enjoyment in these critical roles.

RE Council

Carolyn Riggs, Chair (2014)

Council Members: Libby McDonald (Youth Program Coordinator), Brian Tankersley (2013), Heather Clark (2014), Erika Johnson-Jimenez (2014), Micah Boutillier (2015), Amanda Longer (2015), Paul Caskey (2016). Outgoing Council members: Carolyn Brown, Jeff Ferren, Jarrod Scarbrough, Kerrie Gorrell, Rieka Long, Julia Fitzpatrick.

The REC (Religious Education Council) has had a busy productive year. We assisted and supported the ministers with the hiring of a new DRE and the numerous changes in the RE staff. Our action teams continued to strengthen and support many facets of the RE program such as the UU Kids camp, OWL program, youth programs and special events like the Christmas pageant. We worked with the RE staff to organize and present activities such as a teacher appreciation dinner, teacher training event, meet and greet the new DRE event. We have filled in and done Sunday morning jobs as RE staff needed over the past year.

SipNSup

SipNSup Coordinators for 2012: Miranda McLaughlin, Deborah Rivera, Pat Diem

SipNSup currently has 87 members who are invited to dinners in member homes on a schedule every 6 weeks. SipNSuppers hosted 8 dinners during 2012 attended by an average of 48 members at each dinner.

Social Justice Council

SJC core members for 2013 are: Nancy Carrillo-chair, Martha Kettle-vice chair, Dorothy Reynolds-secretary, Jane Ronca-Washburn- vice secretary, Liz McMaster-treasurer, John Ellig-vice treasurer, Sarah Stevens-Miles, Mara Hoffman and Jay Johnson are at-large members.

SJC MISSION—The SJC will balance its work between the achievement of systemic change that results in a more equitable society and activities directed to meeting immediate needs.

This past year has been busy for the Social Justice Council. Wendy Wintermute spoke at the January 2012 annual meeting about the strategic plans for the council and it spent much of the year implementing those plans. Policies were developed and adopted regarding the application for and allocations of funds that will be distributed by the SJC, a job description for the treasurer, and a governance policy that specifies how the voting makeup of the council will be determined.

The three Change for the Future organizations selected by the congregation for 2012 were Albuquerque GED, New Mexico Center for Law and Poverty and New Mexico Faith Coalition for Immigrant Justice. In addition, the monies collected during the 3 summer months were split between three church organizations, Food Pantry, After School Tutoring and ESL. The hugely successful Social Justice Auction held in February raised over \$7000. Church groups receiving money from the auction plus money raised in selling fair trade coffee and chocolate were the Kenya Project, Immigration Project, After School Tutoring, Earthweb and Animal Advocates.

In June twenty five members of the church met for a Saturday retreat to share their visions of what Social Justice at First Unitarian is now and could be in the future. Several working groups were formed to work with the SJC on the ideas coming from the retreat.

The SJC surveyed social justice groups in the church regarding their annual budgets in preparation for a line item request in the 2013 operating budget to support social justice done by the groups . While the \$3000 request to the board does not cover all the costs of these groups it is a beginning step in the process of funding social justice work as a line item in the annual operating budget.

A new governance/structure policy was approved in the fall providing a clear description of the mission, core group, sub groups and financial aspects of the SJC. While the core group of 9 individuals will be responsible for decision making, the SJC is open to all. Anyone interested in attending the monthly meetings held on the first Wednesday of the month are encouraged to attend. The new structure is designed to encourage church members to work in SJC sub groups without having to attend monthly SJC meetings as well.

Worship Team

Marilyn O'Boyle, Chair

Members: Vance Bass, Elizabeth Berrey, Doug Cowan, Pat Diem, Jonathan Eldredge, Jan Lee, Brian Long, Dawn Lunt, Anne Manning, Marilyn O'Boyle, Mikaela Renz-Whitmore, Raymond Wolfgang, Christine Robinson (ex-officio)

The Worship Committee has renamed itself. We are now the Worship Team, working together to support and facilitate the worship experience of the members of the First Unitarian Church. This year several of our members moved away from the area, so our efforts the previous year in recruiting and training new members has paid off. We are still able to meet our responsibilities without putting too much of a burden on any one person.

Our big accomplishment of the year was the management, coordination and planning of worship services. We were in charge of a total of 12 services this year, and served as worship leaders at all the services throughout the year.

Every Sunday as well as Christmas and New Year's Eve, we assisted the ministers by providing the chalice lighting, readings, offering, and greetings and announcements. On mornings when a minister was either not present or did not conduct the prayer and meditation sequence, worship leaders assumed this responsibility. We also coordinated services with guest speakers and conducted several services as a team.

We have continued to follow a monthly meeting model that encourages and promotes participation and responsibility among members, and the team's morale remains high.

Part V—Special Reports

Design and Construction Team – New Sanctuary Building Project

Linda Skye, Chair, Paul Caskey, Angela Herrera, Rick Kennedy, Nancy Kilpatrick, Geri Knoebel, and Steve Phillips

In 2011, the Design & Construction Team (DCT) was charged by the Board to work with Doug Heller of Mullen Heller Architecture on the design, city planning process, construction, and completion of Phase I of First Unitarian's approved 10-year Master Plan. Our responsibilities include overseeing all phases of the project including schematic design, site plan approval, construction period, renovation work, landscaping, move-in period, and wrap-up. The Team works directly with the architect, meeting every two weeks since March 2011, and in September of this year, began working and meeting weekly with Klinger Constructors LLC, our general contractor.

A comprehensive communication process was implemented including a series of Town Hall Meetings, development of Focus Groups, presentations of the design progress at congregational meetings, meetings with the Board and the Capital Campaign organizers, development and maintenance of a web page, and methods for members to communicate ideas and concerns with the Team.

2011 ended with the news that our Capital Campaign raised \$1.5 million which was then supplemented in April 2012 by an additional \$300,000 raised by the Congregation in a single day at our Miracle Sunday event. While these were major accomplishments for our congregation, the project was scaled back to match our fundraising. The scope of the project includes a 350-seat sanctuary with large platform and space for our mural, a large family room, new bathrooms, AV booth, landscaping, a large foyer, minister's prep room, mechanical room, and LEED certification. The revised design was presented at the Annual Meeting in January 2012 and with the proviso that we raise the extra funds, the Congregation voted to go ahead with the project.

In order to prepare the construction drawings and other bid documents, the DCT met from April to June with various focus groups who provided input for AV and acoustics, music, iMinistry needs, landscaping, accessibility issues, and worship needs. The DCT reviewed and selected the primary finishes for the building including carpet, wood paneling, floor tile and bathroom tile. They also met with our LEED consultant to prepare the Owner's Project Requirements which guide this aspect of the construction. It is anticipated that the new sanctuary will be certified at the GOLD level by the U.S. Green Building Council.

In May, the Board selected Sara Friedrich to chair the Sanctuary Building Aesthetics Team (SBAT). The team is responsible for planning for and moving our mural and for designing artistic features to enhance the new sanctuary and foyer spaces. The DCT provides architect drawings and meets with SBAT, as needed. The mural is expected to be moved into the new sanctuary during the summer of 2013.

At the June Special Congregational Meeting, the Congregation voted to approve the financing plan for the project. The DCT presented renderings of the interior of the new sanctuary and highlighted its unique features. Also in June, the Church's AV team met with the AV/Acoustical consultants for the project. They reviewed the infrastructure plan for AV support and made final recommendations.

Five large general contractor firms were invited to submit bids for our Project in late June. Pre-bid Walk-throughs were conducted and the final bids were received in late July. In the meantime, the Congregation celebrated a ceremonial Groundbreaking Event on July 22 with everyone participating in the digging! Then, we said goodbye to the trees that will come down as part of the site work, thanking them for their years of beauty and shade.

The bids received exceeded our budget projections so the DCT and the selected contractor, Klinger Constructors LLC, completed extensive joint efforts to bring the scope of the project in line with our resources. The DCT met with Church Administration, the landscape group, our neighboring businesses, and others to prepare the campus and its users for the transition to an active construction site. Klinger broke ground on September 24, 2012.

Perimeter fencing, a construction trailer, waste and recycling bins, and earth-moving equipment were quickly assembled. Our South Parking lot was paved and our business neighbors agreed to our use of their parking lot on Sundays during construction. The initial excavation and foundation work was completed and a three-story crane was erected to start raising the building structure. The Congregation was invited to put their signatures and comments on THE BIG BEAM in November before it was lifted to its place supporting the roof.

We continue to work directly with the Landscape Committee and our AV team on those important elements. The Project is on schedule for our occupation in May 2013 and it is expected that our first Sunday in the new sanctuary will be in late June. Plans are already underway for a grand dedication ceremony in August 2013.

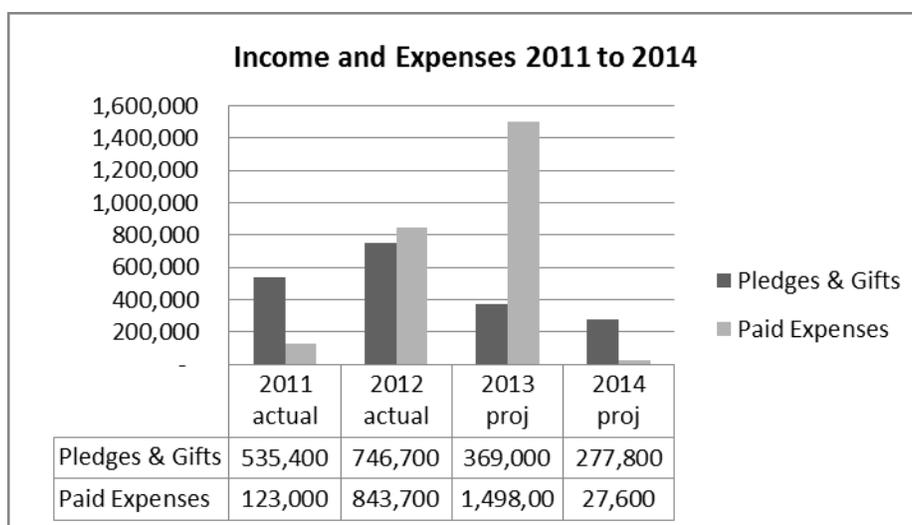
New Building Financing

Team: Geri Knoebel, Kathy Keller, Finance Committee

Through your generosity, commitment and support, the construction of our new \$2.474 million Sanctuary building is well underway and is scheduled to be completed in May 2013. The Congregation approved the building financing plan at its June 2012 meeting. Here's how we are paying for it: \$1.8 million in pledged support from YOU! (of which 72% has been paid already), a \$550,000 mortgage, and \$152,000 from other resources. We also have a \$975,000 line of credit (LOC) from the New Mexico Educator's Federal Credit Union (NMEFCU) to cover the 19 months when we expect to need more money than we have collected.

Project Income and Expenses

As of December 31, 2012, we have capital pledge and gift income of \$1,292,440 and expenses of \$966,670 resulting in a cash balance of \$333,771. A breakdown of income and expenses by year through 2014 is provided below.



We expect that from February 2013 we will start to need to draw on our LOC. When we draw from the LOC, we will also pay interest on the amount drawn at the rate of 5.5%. By October 2014, the draws on our LOC must be paid down to \$550,000 when the LOC converts to a 25-year mortgage at 5.5% interest funded by the NMEFCU.

Through December 31, 2012, we have spent \$966,436 of our \$2.474M project budget. The majority of our expenses will come due between January and May 2013 when we pay the balance of our construction costs. Our largest expense is our contract with Klinger Construction for a total of \$1.9M.

Restricted Funds related to the Sanctuary Project

As of December 31, 2012, \$54,965 in cash gifts have been received as restricted funds (earmarked for a specific purpose). Pledges and cash of \$28,000 have been given to restore two items that had to be deleted from the construction budget. This includes tiling in the passageway between the Sanctuary and the new Social Hall and wood paneling in the Sanctuary. In addition, funds have been received for non-construction items such as moving the mural (\$7,584), Sanctuary decorating (\$5,200), new Sanctuary landscaping (\$795 plus pledges for buying trees), and other (\$5,200).

In balancing the construction budget, audio visual (AV) was reduced by \$37,000 down to \$20,170. Efforts are underway to make up the shortfall. In addition to \$5,220 in cash that has been received, a member is providing a \$12,000 challenge grant which will provide \$1.00 for every \$2.00 donated. As of December 31, 2012, we have \$13,000 in pledges for AV which would be matched by \$6,500 from the grant for a total of \$19,500. That brings the AV budget up to \$44,890.

Cash Flow

January through May 2013, we will be incurring the major construction expenses for the Project. It is anticipated that we will begin our draw on our \$975,000 LOC with the NMEFCU in February 2013 and will take our maximum draw in May 2013. Capital pledge payments are particularly important during this period in order to minimize our financing costs. The balance of capital pledges is due by December 2014.

New Social Hall

Transforming the Current Sanctuary to a Social Hall Task Force

Members: Pat Diem, Chair; Jake Barkdoll, Liz McMaster, Jim Middleton, Suzanne Visor

The task force was convened in June, 2012 to plan for the conversion of our existing sanctuary into our new Social Hall. The team

- Gathered data on current uses of the existing Social Hall,
- Considered expanded future uses of the larger Social Hall and adjacent kitchen,
- Moved the contents of the adjacent lounge in preparation for new Sanctuary construction,
- Envisioned how the space could be subdivided for multiple uses by smaller groups,
- Considered how the platform and space vacated by the removal of the mural would be transformed and
- Considered how major church programs (RE, Social Justice, etc) could be showcased in the new Social Hall.

Work on this task force was put on hold until the new Sanctuary construction allows for more work to transform the existing sanctuary into a Social Hall.

Sanctuary Building Aesthetics Team (SBAT)

Our team was created by the Board in March 2012 with the task of moving our Alexander Girard mural to the new sanctuary, and to select, commission and install permanent art and fixtures. Our able team is made up of Sara Friederich, Chair; Christine Robinson, Jeremy Alford, Angus Macpherson, Shari Adkisson, Carole Bonda, Rachel Preston Prinz, and Dawn Lunt.

It is also our responsibility to find funding sources for the projects needed for the new sanctuary and pre-function area. These projects, in addition to moving the mural, include new pulpit and accessory furniture, a permanent candle feature, a large-scale art installation on the curved wall in the pre-function area, and art works that bring symbols into our sanctuary omitted from our 1964 mural, such as earth-centered, Islamic, and Native American symbols.

As a fundraising vehicle the team has asked members to “sponsor” the move of groups of tiles and held an event on New Years Eve 2012 to “auction” the symbols. So far, we have through many members’ participation and generosity raised \$10,497. Although this sounds like a lot of money, the mural move itself may consume that entire amount, so the team will continue to seek additional sources to fund the other projects which we estimate at \$10-\$15,000.

Shared Governance

Shared Governance Task Force: John Kwait (chair), Tom Wofford, Pat Diem, Geri Knoebel, Christine Robinson

In 2011, the Board created the Policy Governance Task Force (PGTF) which was charged with proposing an approach to policy governance (later renamed as shared governance). Initially the Task Force focused on finance functions of the Church. Phase I products included developing our shared governance framework and proposing revised by-laws to reflect that organization. Phase II charge is to develop a *Church Policy Manual* relating to this framework.

Elements of the shared governance framework have already been adopted or proposed including:

- Realigning the financial division of responsibilities by amending by-law provisions for Treasurer, Finance Committee, and budget preparation practices (2012);
- Appointing Senior Minister as Head of Staff by the Board (2011);
- Reporting to Congregation on shared governance principles (2012 and 2013);
- Proposing organization-based by-laws (Congregation, Board, Ministers/ staff) considered at the January 2013 annual meeting.

Shared Policy Governance (Phase I) - based on proposed 2013 by-law amendments

The Church is governed by its elected Board, including the Senior Minister, with many specialized tasks (finance, property, strategic planning) delegated to committees of volunteers.

The largest issues of governance are reserved for the Congregation including elections, approval of property purchase/construction/sale, borrowing money and amending by-laws. Standing Committees of the Congregation are the Leadership Succession Committee, Finance Review Committee, and the Endowment Committee.

The Congregation elects a Board to function as its governing body and a Senior Minister to serve as its spiritual, programmatic, and administrative leader as Head of Staff. The Board governs by representing the membership through adopting policies, planning, ensuring responsible stewardship of our resources, adopting annual goals, and monitoring performance.

The Board's focus is on the long-term mission and well-being of the Congregation and as much as possible delegate management decision making. The Board's strategic planning responsibilities include:

- visioning needs for future facilities and programs,
- functioning as a governance body for the Church,
- establishing policies to implement bylaws and governance provisions,
- setting annual governance objectives,
- planning for fundraising to meet future needs, and
- initiating task force actions to address identified long term needs.

The Board may form committees (long term) or task forces (short term) which consist of Board and non-Board members to assist it with specialized functions. Committees provide expertise to the Board in specific areas such as finance, stewardship, personnel, and healthy community.

Task forces include areas such as Design and Construction, Governance Task Force, Capital Drive, and Sanctuary.

The Board delegates authority to the Senior Minister concerning the operations of the Church. Those responsibilities include budget preparation, coordination of ministry and programs, staff management, program teams, rental management, healthy community. The Senior Minister serves as head of staff.

Church management is shared between Staff (through the head of staff) and Board, with areas of responsibility changing from time to time by mutual agreement. Members help in specified ways (organizing a stewardship campaign, for instance). The division of management responsibilities between the Board and Staff will be detailed in the *Church Policy Manual*, which will be updated by the Board as needed to reflect the agreement between the Board and the head of Staff.

Program Teams and Councils are responsible for the Church's ministry and programs: those activities which enrich the lives of Church's constituents and its community. They include: Worship, Religious Education, Social Responsibility, and Community Caring and Activities. Church Staff is responsible for supporting the effectiveness of Program Teams and Councils. Councils form when multiple teams in crucial areas of the Church's ministry (such as RE and Social Justice) need a structure to come together to share information, leadership, and administrative tasks. The programs of the Church are run by volunteer Church members with management help from the staff. The staff also runs some programs directly.

Shared Management

The management of the Church is shared between Staff (through the head of staff) and Board, with areas of responsibility changing from time to time by mutual agreement and reflected in the Church Policy Manual. The Board adopts policies, delegates authority, and holds staff accountable for performance through monitoring. Members help in specified ways such as organizing a stewardship campaign.

PGTF Recommendations

The Board accepted the PGTF Phase I report and its revised by-laws which reflect the shared government organization. The Board would then recommend to the Congregation at the 2013 Annual meeting that the revised by-laws be approved.

The PGTF recommended in Phase II that a new task force be formed to continue the creation of the Church Policy Manual to replace the "Compendium of Church Policies" to be completed by the end of 2013. Some of the preliminary work on this has already been done. This Manual should have policies in two areas: First, Congregational Policies, which govern Endowment, Leadership Succession, and Financial Review. (Policies governing the scope of work of the Board are included in the Article of the By-Laws.) The second section will be Board policies. The Task Force should collaborate with the Standing Committees on the development of policy and develop and recommend Board policy.

The PGTF also recommended that the Church homepage include a prominent link for "Shared Governance and Stewardship." Information on the website would include narrative as well as detailed listing of documents relating to Church governance, operations and programs. To compliment this, the PGTF recommend that the Church develop a search engine so the Church information can be made readily accessible.