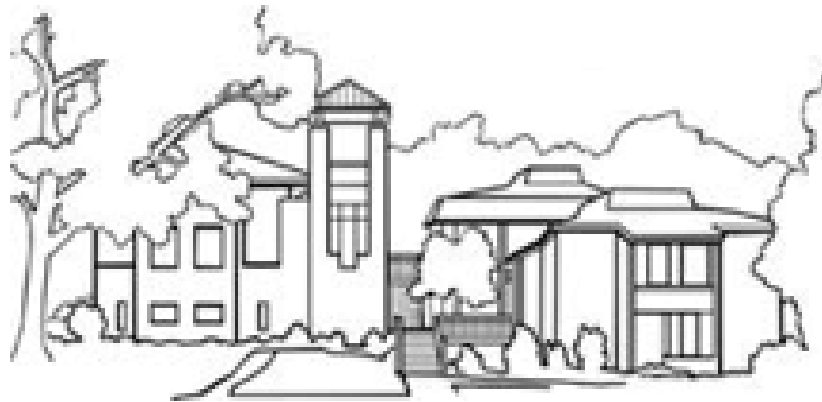


# 2019–2020 ANNUAL REPORT

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## UNITARIAN UNIVERSALIST CHURCH OF SILVER SPRING

10309 New Hampshire Avenue, Silver Spring, MD 20903



Rev. Lyn Cox, Interim Minister  
Marsha Thrall, Interim Director of Religious Education  
Michael Holmes, Music Director  
Tamara Bowman, President, Board of Trustees  
Melinda Yalom, Church Administrator

June 2020

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# INTERIM MINISTER'S REPORT

Interim Minister's Annual Report 2019–2020

UUCSS Interim Minister  
Annual Report 2020

Dear Ones,

It has been an honor and a privilege to be your Interim Minister these past two years. Thank you for allowing me to journey with you through this chapter. You have come so far as a congregation, and I'm glad I have been here to witness it. During these days of adapting to COVID-19 and the community care practices that help us keep our loved ones safe, you have enthusiastically embraced changes to help you transform and strengthen your connections.

In this annual report, I'd like to address some aspects of the Strategic Plan that the Board asked me to focus on when we set goals last fall. A complete narrative describing all of the ministry we have done together could scarcely fit in a report, so I will lift up just a few highlights.

## **Communication**

The past year has been one of discovery and creativity in your communications. Last year, a team formed to support your Web Master. This spring, they voted to expand their role, and have requested a charter to form the Communications Team. If approved, this team could bring several electronic content venues under one umbrella, including forums (formerly Yahoo Groups) and social media as well as the website. I have enjoyed meeting with this team, coaching them in their organizational growth, and creating and editing a little bit of the content myself. As I get ready to depart, some members of the Worship Committee are scheduled for training to learn how to create and post the announcement graphics to Facebook that members have come to appreciate.

## **Connection**

When I arrived, I heard that UUCSS was interested in deeper multigenerational connections. Your former DRE, Catherine Boyle, and I worked with the RE Committee and Worship Committee to plan for monthly multigenerational services. I wasn't sure how the congregation would respond to this experiment, but the idea has really taken off. When you return to in-person services, the Worship Committee has even more ideas for engaging the leadership and creativity of the youngest UU's in worship; these ideas will take planning, coordination, and responsiveness. We're already seeing this in some ways, such as with young readers and artists contributing to the online services.

The Board and I agreed that there were certain threads that could be woven into Sunday morning worship, including Soul Matters themes, the work of UUCSS justice teams, and connection points for new members. Some of our greatest successes at UUCSS have been when we work together, such as in collaborative services with the Racial Justice Task Force, or creating rituals with the Membership Committee.

Also related to connection, I provided a little bit of support to help launch a new small group ministry using the resources UUCSS receives in its Soul Matters theme-based ministry subscription. Marcia Joiner and Sharon Snyder have led this group all year. It seems to me that the commitment and openness of the participants bodes well for expanding to more Soul Matters small groups in the future.

## **Caring**

Working with the Lay Ministers has been a rewarding and meaningful part of the ministry I have shared with UUCSS. It is so gratifying to see how you care for one another. The Lay Ministers offer peer listening support, extending connection and healing through the church far beyond what could be accomplished by your ministers and staff alone. They spearheaded the creation of the Contact Tree when the need arose,

assisted by other volunteers in forming the tree and making additional calls. The Contact Tree program is heading into a new phase for the summer, with more focus on members who most need contact. If you don't hear from the Contact Tree for awhile and you'd like to, please contact [LayMinisters@uucss.org](mailto:LayMinisters@uucss.org) to request outreach.

Another aspect of UUCSS caring ministries is the part of your Strategic Plan that sets goals for dealing with conflict. We hosted a regional workshop led by the Rev. Dr. Terasa Cooley on building conflict skills. UUCSS sent a team of nearly 20 people who now have additional tools for dealing with tension and conflict in creative, life-giving ways. The next year of the Strategic Plan suggests researching how other congregations build structures for calling people into covenant and handling conflict, with the possibility of implementing such a structure in year three.

### **Organizational Improvements**

This goal encompasses a lot of detailed work, including budgeting, staff supervision, worship coordination, and supporting the Committee on Shared Ministry. The most visible result in this area of our work together has to do with the Annual Budget Drive campaign, led by Jean Snell and Cynthia Curry-Daniel. These two were a superhero team, combing through detailed data and considering each member with kindness. They designed and implemented a campaign that engaged energy and enthusiasm as well as inviting financial gifts. I helped train Visiting Stewards so that every member or friend who wanted an individual conversation about the church could have one. Pledges at this point nearly match the eventual total for pledges last year, which is amazing considering the economic uncertainty that affects so many of your members. As I write, the Board is inviting your additional gifts to close the gap and to help the congregation continue to adapt and pursue your mission during these unprecedented times.

This is also a good place to recognize the hard work of the Finance Team, who continue to serve the congregation with socially-distanced office visits. Collectors Rachel Vanarsdall and Emily Harris helped you get ready for a season of online worship by learning and implementing online giving even before we knew we would need it so acutely. Thank you to everyone who helps sustain this congregation for its mission.

### **Stewardship of Property**

The Safety Plan Task Force has been hard at work. Our fire drills in the fall (one for RE only, one for the whole church) were milestones of preparedness for UUCSS. The Safety Plan Task Force helped secure the donation of an AED machine, which will help you to keep members and visitors safer should someone experience a cardiac event.

I have been the staff liaison to the Capital Improvements Committee this year. After a disappointing setback last year, the CIC forged ahead with new energy and attention to detail this year. In an effort to get the best price possible for the work that is needed, the CIC is receiving new bids for the work on the sanctuary now. It has been helpful to me and to the staff that I have been able to participate in these conversations.

### **Expansion & Revitalization of Programs**

This goal touches on a lot of different aspects of our ministry together. In addition to supporting the Lay Ministers, which I mentioned above, another team that is looking closely at their mission and programs this year is Religious Education. They have their own report, so I will just say here that it has been a unique opportunity to consider some different aspects of transition at the same time. I appreciate the RE Committee, the new volunteers who are interested in adult programs, and my colleagues on staff for supporting lifespan faith development. It is amazing that Interim DRE Marsha Thrall was able to step into an RE year already in progress, begin some deep conversations, and guide a quick transition to online religious education within a few short months. Music wasn't originally a focus area for this goal, yet this is one of the programs that did transform and revitalize this spring, with so many members offering their time and talents as we adapted to online worship.

### **Engagement with the Larger Community**

UUCSS has a number of partnerships in the community that are powered by members simply going about their business and staying connected. I have enjoyed getting to know our interfaith partners at the Ahmadiyya Muslim Center. In continuing UUCSS's Share the Plate program, I have encouraged framing this as deepening and focusing on relationships with community partners rather than simply donating money to "outside" organizations. As it says in the Book of Matthew, where your treasure is, there your heart will be also; please continue to move hearts as well as dollars into circulation with your community partnerships. I am encouraged that leaders from Green Sanctuary, Defending Democracy, Rainbow Alliance, and the Racial Justice Task Force are finding more common cause and common ground. Connecting with the Poor People's Campaign seems to have helped with this, and I hope folks are looking into the Poor People's Campaign online mobilization throughout this month.

## **Conclusion**

Thank you, thank you, and again, thank you. This interim time has provided opportunities for challenge and spiritual growth that we never could have imagined when we began our work together. UUCSS has shown up in exciting ways, generating energy and a sense of purpose to carry you into the future. I wish you all the best for the next chapter in your history.

# INTERIM DIRECTOR of RELIGIOUS EDUCATION

Interim Director of Religious Education Annual Report 2019–2020  
(includes the RE Children & Youth Committee)

May 20, 2020

The past eight months have been filled with observing, learning, and transition. During my interview with the Search Committee, I was asked “what was the first thing that I would do during the initial first weeks of my time at UUCSS?” My answer was simple, that I would observe the culture and community that is UUCSS so that I would be able to best put in place a plan for the implementation of a Lifespan Religious Education program that could be carried out over the course of the next few years but would be especially sustainable after my term as your Interim DRE. During this time of observation, which continues as I write this report, I have learned many things, not simply about the culture and community that is UUCSS, but also about being flexible in ministry, and adaptable in processes during a global health crisis. My hope is that this report will communicate the strengths that I observed within the Religious Education program here at UUCSS, as well as effectively communicate some of the challenges the program currently faces. I hope to also provide an indication of how we can move forward, together, to help the Religious Education program at UUCSS not only survive but thrive well into the future.

The Religious Education program for children, at UUCSS, is filled with loving and caring volunteers who hold a deep concern for the children within the program, and also the spiritual formation of the children at UUCSS. The commitment of a few dedicated individuals is truly the glue that holds the Religious Education program together. However, with this dedication comes a few challenges. First, volunteer burnout within the Religious Education program at UUCSS is a real and present condition. This burnout leads to scarcity reactions, especially when faced with the idea of transitioning to a Lifespan Religious Education program, and the focus shifts involved with such a transition. Next, there has been active resistance to the idea of incorporating adult education components into the RE program here, with the biggest objection being that providing adult RE will “take away” from the RE program in place for children. Finally, because of an overall misunderstanding of what the role of Interim Director of Religious Education entails, there has been initial resistance to change from some that has, at times, complicated the processes of planning and developing a stronger Religious Education program that will benefit the congregation in its entirety.

Learning from these observations has allowed for space to adapt, and it feels like, in this moment, moving forward, especially in the second year of my contract, the work to lay the foundation for an efficient and meaningful Lifespan Religious Education can begin in earnest, and with little resistance. The planned departure of RE Assistant, Michael Knaapen has allowed space to reconsider and restructure the RE Assistant position to encompass the UUA’s Capsule Job Description guidelines for a Religious Education Coordinator. Having a Religious Education Coordinator for Children and Youth on staff will ensure that the immediate needs of volunteers within the Children’s program are met, in hopes that scarcity reactions will be minimized. This will allow space for the Interim Director of Religious Education to work closely with the new settled minister to begin the development of a Lifespan Religious Education program that will not only meet the needs of children, but also the Religious Education needs of families, and adults within the congregation. The work that is hoped to be accomplished during the next Church Year will lay the foundation that will attract a settled Religious Educator who is passionate about the potential that Lifespan Religious Education holds.

As we, as a congregational whole, adapt to what worship and community looks like in the face of a global health crisis, it is important to hold in tension the possibilities of the upcoming church year. We may not meet in person for another year. Online Religious Education will likely adapt and expand to encompass this “new normal” of online presence. But I am confident that despite the challenges that this crisis presents us with, UUCSS will continue to grow and adapt as a community. And I am grateful to be able to serve as your Interim Director of Religious Education during this exceptionally challenging time.

# MUSIC DIRECTOR

## Music Director Annual Report of the Music Program, 2019–2020

Our musical year got off to a fairly normal start, then took some major changes of direction. We decided to disengage from the Strathmore Bloom initiative for at least one year to focus on relationships with more local musicians. The Jazz@UUCSS series had its largest audience to date, not only was it a standing room audience, but it was the largest audience of any UUCSS sponsored music event in my memory. Close seconds were the first Jennifer Cutting Ocean Orchestra event six years ago and the Buskin & Batteau trio seven years ago.

This year, the music committee is rethinking completely how it will run its events. We're wanting to explore how the Residency Program will evolve, and now, due to the current changes brought about by the worldwide quarantine lockdown, how we can generate even greater outreach for the church through online webcasts. We purchased our WorshipCast license through the Christian Copyright Solutions firm for one year, so that we can include copyrighted material in our broadcasts and podcasts. We've seen already how much of a benefit this has been for us, and how many doors it has opened up, not to mention the possibilities for greater visibility beyond our walls.

I could not be more excited about the church voting in our new called minister, Rev. Kristin Schmidt! She has demonstrated to me a visionary approach to music ministry, with her own musical background, and a deep understanding of UU music and hymnody. I look forward to this new era of her ministry with a great deal of optimism, despite the current challenges!

Respectfully submitted,  
Michael Holmes, Music Director

# PRESIDENT OF THE BOARD OF TRUSTEES

## Annual Report from the President 2019-2020

I began this church year expecting many big changes. There have indeed been many big changes just not quite all were ones I expected. UUCSS continues to astonish with its ability to not only cope with the changes brought about by the pandemic but to thrive. As we moved to virtual services, not knowing how long they would continue, we found new ways of being together. While saddened that we could not be physically together in our sanctuary it was wonderful to see so many old and new friends able to join us online. Our worship continues to include all of our congregation and each Sunday I am gratified to see each beloved face and hear each beloved voice. There is so much that we are learning that we will be able to continue to use once we return to our sanctuary.

There is much to be celebrated this year. Thanks to the work of our search committee we will be welcoming Reverend Kristin Grassel Schmidt as our minister on August 1. The candidating week did not include the usual potlucks and afternoon teas but through the miracle of technology and a great deal of work by the search committee we were all able to get to know Rev Kristin. Thank you everyone for your patience and flexibility as we dealt with candidating and voting amidst physical distancing. We were able to welcome Rev Kristin with a resounding yes! I look forward to seeing Rev Kristin in our pulpit, be it virtual or physical.

The flip side of welcoming Rev Kristin is we will be bidding farewell to Rev Lyn. It has been my privilege to work with Rev Lyn. She has been invaluable to the board as we explored our governance structures. Discussing whether what we're doing makes sense or is just the way we've always done it. Rev Lyn continues to give us much to think about. I've particularly enjoyed Rev Lyn's time in the pulpit from bringing our children into the service, to reminding us that while there is growing injustice in the world we can play a part as UUs to end injustice. We will be celebrating our time together on Flower Communion Sunday. There will not be cake in the Fellowship Hall but there will be a great deal of good will.

This year also marks a significant change with our Constitution. The Constitutional Revision Task Force (RevCon) led by Board Member Maggie Hayes has made significant progress to move our Constitution out of the 1950's when it was originally written. Thanks to everyone who provided input to RevCon and thanks to the RevCon members for the research and work to modernize this critical document. We will be voting on these changes at this Congregational Meeting. Look for the report from RevCon in this annual report.

We have accomplished our first year of our first 3 year rolling strategic plan. We continue to refine the process for updating and reporting status on items. Our first-year goals were ambitious and we were not able to accomplish all that we set out to do. We will continue to refine our goals to reflect our UU values.

This was the inaugural year for the Committee on Shared Ministry. The Committee on Shared Ministry is a continuing body whose purpose is to strengthen the quality of ministry within the congregation. This year our main focus has been supporting our Community Minister, Rev Ashley Burczak, in attaining Full Fellowship. This coming church year we will continue to support Rev Ashley while enlarging our focus to include Rev Kristin.

These are the highlights of Board activities. It is also the last annual report I will write as President of the Board. I appreciate the trust you put in me and as always it has been my honor to serve you.

Tamara Bowman  
President, Board of Trustees



# **FIRST VICE-PRESIDENT / CORPORATE**

Planning Committee Annual Report 2019–2020

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## **PLANNING COMMITTEE’S PURPOSE**

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The Board’s planning committee is made up of the at-large Board members and the corporate vice president (myself). Its role is three-fold: plan the annual leadership retreat, keep the church’s policies up to date, and monitor the church’s progress on our strategic plan’s Year 1 goals, and develop the 2020-23 rolling three-year strategic plan. The planning committee, with the help of the Interim Minister, planned a one-day leadership retreat held in September. The at-large members and the corporate vice president comprised the Strategic Planning task force. Subcommittees of the Board worked on policies on the operating reserve and on policies.

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## **LEADERSHIP RETREAT**

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Our Annual leadership retreat included congregation’s board, committee chairs, staff, as well as representatives from the advisory task force, Racial Justice Task Force, and Defending Democracy. It was held on a weekend in September, 2019, and facilitated by the planning committee members and Rev. Lyn Cox. We held the retreat in the UUCSS Sanctuary on Saturday to minimize our expenses. Goals included learning about governance structures, discussing how UUCSS committees and teams interact and share information, and connecting with other stakeholder teams to plan implementation of Year 1 strategic plan actions. The retreat included a four-hour-long workshop, facilitated by Charles Alexander, for Board members to build cultural and racial competency and consider the impact of race and culture on the experience of church members.

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## **POLICIES**

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The Board adopted an Operating Reserve policy on September 25, 2019. The purpose of the policy is to ensure the stability of the mission, programs, employment, and ongoing operations of the church. A Policy on Policies was adopted on February 26, 2020, which defines the use of policies, clarifies how policies may be added or amended, and how the Board will publicize the adoption of new or revised policies.

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## **STRATEGIC PLAN**

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During the 2019-2020 church year, UUCSS groups made a great deal of progress implementing the actions they had identified for this year under the Strategic Plan. The Task Force facilitated the process for UUCSS committees and teams to self-evaluate their progress, and guided the groups to revise and create goals for the creation of our second rolling three-year (2020-2023) Strategic Plan. This annual assessment and planning process and articulation of a new 3-year plan each year will enable UUCSS to focus on near-term, achievable actions toward our goals, while still engaging in long-term planning and maintaining a longer-term vision. The 3-year plan is a synthesis of input provided by the Board, the committees on the Program Council, the committees on the Operations Council, other organizations in the church, and the congregation at large.

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## **CLUSTER REPRESENTATIVE TO UUA CERG CAPITAL CLUSTER**

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I served as UUCSS' representative to the Central Eastern Region's Capital Cluster. I shared email notices about issues and events in the wider UU community with the UUCSS community on a regular basis.

Respectfully submitted, Emily Tien, First Vice-President/Corporate

# FINANCE VICE-PRESIDENT

Finance Committee Annual Report 2019–2020

## General Operations

Financially, with the support of our members, UUCSS is well situated for the COVID-19 crisis. Our historical practice of staying within budget has put us in a good position to weather this storm. As of the time of this report, we are seeking supplemental funding to the ABD. The congregational support for the ABD was strong but still left a gap if wish to fulfill our goals. During this crisis response by the congregation in online giving during virtual Sunday services has been unprecedented. **We appreciate your continued generosity**

The Finance Team went through transition this year as previous VP of Finance Lisa Schumaker took a position on the 2019-2020 Search Committee, and Colin Riggs became the new VP of Finance. Lisa will be continuing to help Finance as the Payroll Manager. Please thank the members of the Finance Team for their continued hard work and dedication to UUCSS.

The Finance Team is comprised of the following members:

**VP of Finance:** Colin Riggs

**Treasurer:** Olivia Pickett

**Collector(s):** Emily Harris and Rachel Vanarsdall

**Payroll:** Lisa Schumaker

**Bookkeeper:** Bruce Marquette

## Online Donations:

Due to the exemplary efforts of everyone on the finance team and especially Rachel Vanarsdall, UUCSS has successfully transitioned to accepting donations via the GivePlus App. This allows online and text donations to be processed as well as donations by check, stock, and cash. If there are any questions about donations or pledging please email [collector@uucss.org](mailto:collector@uucss.org)

## Paycheck Protection Program

UUCSS received a Paycheck Protection Loan/Grant from the Small Business Administration for \$53,875. This loan automatically converts to a grant if the funds are spent on payroll and mortgage/utilities over the loan period. Special thanks are due to the Finance Team and especially Lisa Schumaker who spear-headed the application process.

## Current Accounts and Finance Information

Please see detailed accounting documents attached to this report. The Capital Campaign fund is continuing the investment strategy developed previously and this process is designed to have the funds available as needed for payments to contractors when they are required.

	Expected	Collected
Pledges – ABD	\$ 398,514.00	\$ 369,803.44

Capital Campaign \$ 1,442,098.00 \$ 1,224,741.59

Submitted by Colin Riggs, Vice President for Finance

# PERSONNEL VICE-PRESIDENT

Personnel Annual Report 2019-2020

A key part of serving as VP for Personnel includes supporting our Interim Minister, Rev. Lyn Cox, in her role as chief of staff. In her first year at UUCSS, Rev. Lyn developed a system of goal-setting and assessment of staff and she has continued this cycle in her second year with UUCSS. Relatedly, the Board approved Rev. Lyn's mid-year appraisal based on progress toward meeting church and professional goals which are closely aligned with the UUCSS Strategic Plan. As required, the appraisal has been submitted to the UUA.

Even in this time of church campuses closing and our UUCSS staff working from off-site, the Board maintained staff positions, including the nursery care staff and church sexton. Our sexton, Juan Vargas, enters the campus safely to check regularly on the buildings and maintain the church lawn. Calls to the Church office are answered during regular office hours and our church administrator, Melinda Yalom, continues managing the office from a remote location.

For this coming year, once the proposed church budget is approved, all 9 staff members will again meet the UUA fair compensation guidelines commensurate with their experience. The UUA Fair Compensation Guidelines articulate a salary range based on geographic area and congregational size. UUCSS is classified as a midsize congregation with membership currently under 250. The geographic component looks at the salaries in our area (not the cost of living) comparing similar positions. By adhering to the UUA guidelines for salaries, we can monitor potential implicit bias that the church may be carrying and not unintentionally perpetuating a wage gap on the basis of gender or race. UUCSS also meets the UUA Recommendations for health benefits for those working at least half-time and retirement benefits for all staff. The UUA Health Plan Base Rates went up 5% in January 2020. The Board approved eliminating the 60-day waiting period for health insurance for new hires. Health insurance now begins on the day of hire, a practice found in many UU churches and one that is important in hiring a new settled minister.

The Board once again proposes a small cost-of-living (COLA) increase for hourly staff that aligns with UUA recommendations. UUCSS is fortunate to have the talented and dedicated staff that we have. The Board and congregation appreciate and value the work they do for our community. Following the June Annual Meeting, staff will again receive their annual Compensation and Budget Statements. In December, we were able to once again provide small bonuses to hourly staff.

There are staff changes to report for this church year.

- Our 2019 Religious Education (RE) Director, Catherine Boyle, resigned in July to accept a position at the UU Church of Berkeley.
- The Board recommended that UUCSS hire an Interim Director of Religious Education for a two year appointment. In summary, the Interim Director of Religious Education (IDRE) will serve as the senior staff person responsible for the implementation of the religious education program for children and youth. In partnership with the Interim Minister (in year 1), Settled Minister (in year 2), and congregational leaders, the Interim DRE will guide the congregation as they explore interim topics related to lifespan faith development.
- A Search Committee for the Interim Director of RE, comprised of Melissa Hampton, Bobbi Pohl, Patti Poss, and Rev. Lyn, Chair, recommended to the Board hiring of Marsha Thrall, who began at UUCSS in October 2020. Marsha has led with

Inspiration and foresight, especially as she envisions with congregants goals for the future UUCSS Lifespan Faith Development Program.

- Michael Knaapen, our RE Assistant for 4 years, will be resigning at the end of this church year. Michael has been an outstanding RE leader and children and youth advocate, whose talents and warmth will be missed. A Search Committee, comprised of Linda Barrett, Gregg Harry, and

Stephanie McConachie, Chair, will lead the search for a new RE Coordinator who will join the staff in mid-August.

- Rev. Lyn's scheduled departure at the end of this church year will be bittersweet. In addition to her gifted ministry throughout her two years with UUCSS, Rev. Lyn is also a talented administrator who has led staff with wisdom and care. When congregants applauded her decision to stay with UUCSS for another year in June 2019, we didn't know at the time how vital her leadership and ministry would be during this remarkable period in the life of UUCSS.
- Rev. Kristin Schmidt, who received a successful congregational call vote, will begin as our new settled minister in August. Building on the work of the 2018-19 Search Committee, led by the 2019-2020 Search Committee and with a negotiating team of Jeremy Holt, Kathy Lorr, and Colin Riggs, Rev. Kristin's contract was finalized this spring and the contractual terms sent to the UUA.

Our present and, most fortunately for UUCSS, continuing Music Director Michael Holmes continues to create and lead dynamic music programs that enrich the Sunday worship services.

Michael grows communities of musicians that reveal and highlight the many talented UUCSS musicians. Phyllis Stanley, also continuing, UUCSS church pianist, deepens and complements the worship services with accomplished and inspired performances.

As part of long-range planning and the goals in the existing and updated Strategic Plan, leadership will continue to advocate for the resources to hire a full-time Congregational Administrator who would assume many of the duties of personnel and finance consistent with Board policies. These duties are now divided among individual staff, the minister, and volunteers.

Respectfully submitted,  
Stephanie McConachie  
VP of Personnel

## 2<sup>nd</sup> VICE-PRESIDENT/PROGRAM COUNCIL

Annual Report of the 2<sup>nd</sup> Vice President/Program Council 2019-2020

Program Council Leadership:

Doneb Smith: Vice President for Programs, Chair of Program Council

ANNUAL REPORT PROGRAM COUNCIL

2019-2020

Year One Goals	Met <input checked="" type="checkbox"/>	Partially met <input checked="" type="checkbox"/>	Not started <input checked="" type="checkbox"/>	Abandoned as Impossible /Irrelevant /Impractical	Keep as new Year One <input checked="" type="checkbox"/>	Move to new Year Two	Move to new Year Three
1.1.2 Analyze our communication needs, including channels between congregation and leadership and evaluate current platforms in light of our needs			<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		
1.2.1 Enumerate existing events and channels that foster community spirit and connection				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Combine with 1.2.2 below		
1.2.2 Explore interest and energy for additional events such as Volunteer appreciation lunch or dinner; Family dinner night; Wine Down Friday Night				<input checked="" type="checkbox"/>			
1.5.1 Make skills around dealing with conflict a focus of the 2019 Leadership Retreat	<input checked="" type="checkbox"/>						
2.5.1 Clarify responsibility & authority within Councils and committees to foster efficient use of volunteer resources and prevent burn-out			<input checked="" type="checkbox"/>				
2.5.2 Learn about ways of recruiting and sustaining volunteers by attending workshops or classes		<input checked="" type="checkbox"/>					
2.6.1 Develop process to evaluate current programs and plans		<input checked="" type="checkbox"/>					
2.6.2 Develop process to evaluate needs / gaps			<input checked="" type="checkbox"/>				
4.4 Reestablish regular Adult RE Programming		<input checked="" type="checkbox"/>					

## Comments/Notes:

1.1.2 Analyze our communication needs, including channels between congregation and leadership and evaluate current platforms in light of our needs—this issue was discussed at a Program Council meeting but ultimately was decided to be a task of its own rather than a task to be accomplished by the Program Council per se. To this end, a new Communications committee is being formed and will have a seat on the Program Council.

1.2.1 Enumerate existing events and channels that foster community spirit and connection—there was some feeling that we have enough events and channels already.

1.2.2 Explore interest and energy for additional events such as Volunteer appreciation lunch or dinner; Family dinner night; Wine Down Friday Night – see above. In addition, there was concern that while there may be interest, there is a lack of energy.

1.5.1 Make skills around dealing with conflict a focus of the 2019 Leadership Retreat—there was a full day workshop on conflict transformation that was well-attended and well-received. Plans for follow-up with Rev. Dr. Hope Johnson are on hold due to the pandemic.

2.5 Little progress was made regarding volunteerism at the church—a small sub-group started study. It is possible that the newly formed Leadership Development Team may be able to contribute to this issue.

2.5.1 Clarify responsibility & authority within Councils and committees to foster efficient use of volunteer resources and prevent burn-out

2.5.2 Learn about ways of recruiting and sustaining volunteers by attending workshops or classes

2.6.1 Develop process to evaluate current programs and plans—From a pragmatic view, the decision was made that the self-assessment reports from each committee/entity in regard to progress on Year One goals as enumerated in the 2019-2020 Strategic Plan would stand as an evaluation for now and that a more global evaluation will be the work of the Committee on Shared Ministry.

2.6.2 Develop process to evaluate needs / gaps— not started

4.4 Reestablish regular Adult RE Programming— Work in this area was comprised of Soul Matters programming and planning toward a shift to Lifespan Religious Education

### Challenges:

- 1) Discerning how to transform the Program Council into a body that collaborates more closely to provide programming that supports “our individual and communal religious quests through a variety of worship, educational, service, and social activities” as stated in our Council charter.
- 2) Learning what programs are most needed in this time of physical distancing and figuring out the logistics of how to provide such programs.



# **BOARD COMMITTEES**

## **CAPITAL IMPROVEMENTS COMMITTEE**

Capital Improvements Committee Annual Report 2019–2020

Erik Leaver, Fred Teal, Brian Beard, Doneby Smith, Linda Barrett, Robin Moore Lasky

### **Background**

UUCSS' 2012-2017 Strategic Plan outlined the need for building improvements and a Capital Campaign to support those improvements. The Dreambuilders committee was formed to guide the vision and a Capital Campaign committee was formed to raise the funds. After a successful campaign which raised 4 times our Annual Budget, the Capital Improvements Committee was formed in the Fall of 2018 to guide our work in three main areas: evaluating finances and planning current and future work.

Work is planned in two Phases. The first phase of work focuses on immediate needs: repairs to the sanctuary, including replacing the foyer roof, replacing the HVAC system, replacing exterior doors and repairing the outer envelope.

After the scope and cost estimates of the first phase is completed, the Committee will work with the Board to approve a budget for a second phase of work. Given the current needs and expected budget, this phase will focus on improvements to the Community Hall. Following the precedent set by the Dream Builders, we will engage with the Congregation in an inclusive and collaborative manner to plan and seek approval for this work.

### **2020 Activities**

In the summer of 2019, the Committee uncovered evidence that the Committee's chief liaison with the construction management company, Keller CM, misrepresented their communications with Keller. This liaison was removed from the Committee.

As the Committee re-engaged with Keller CM, there was a substantial increase in prices that the Committee deemed to be higher than rates of inflation. After several meetings with Keller, and after review and consultations with the Board, the Committee decided in January 2020 to undertake a second round of bidding which is currently in progress. As of May 21, the Committee has received 1 new bid and is expecting one additional bid.

### **Planning Future Work**

After the scope and cost estimates of the first phase is completed, the Committee will work with the Board to approve a budget for a second phase of work. Given the current needs and expected budget, this phase will focus on improvements to the Community Hall. Following the precedent set by the Dream Builders, we will engage with the Congregation in an inclusive and collaborative manner to plan and seek approval for this work. We expect this to be the focus of the committee in the up

Submitted by  
Eric Leaver, Capital Improvements Committee chair

# REVCON TASK FORCE

RevCon Task Force Annual Report 2019–2020

Annual Report from the RevCon Task Force

In August 2019 the board authorized formation of a task force to propose revisions to the UUCSS constitution, which had not been comprehensively reviewed for 50 years. We dubbed ourselves “RevCon” before realizing that the constitution needed to be replaced with bylaws, according to state law and general UU practice. We reviewed the UUA guidelines on developing bylaws and looked at the bylaws of numerous UU churches before producing the first draft in December. We shared ever-changing drafts with several long-time members and consulted with some committees (nominating, membership, racial justice, and ANB) about revisions that would affect their work.

On March 1 and 8 we held information sessions, open to the entire congregation, where we unveiled the proposed bylaws and explained our process and the most important revisions. At the same time, the draft bylaws were made available to anyone interested. We invited questions and comments and convened a Zoom meeting for further discussion on April 19. Shortly thereafter, the board approved the proposed bylaws for a vote by members at the annual meeting on June 7.

Several of our proposals are intended to promote inclusiveness as a bedrock of our church:

- A new preamble, which we recognize may be further revised (possibly along with other provisions) when the congregation completes its study of the 8th Principle.
- Invitation to 16- and 17-year-olds to become full members.
- Increased eligibility of members to vote.
- Recognition of “friends” as a welcome component of our community.
- Transformation of the nominating committee to become a year-round leadership development committee.

We propose deleting a provision that gives the Board sole authority to hire non-ministerial staff. A board policy that gives the minister the lead, but not sole authority, will be adopted.

We also followed UUA guidance to pare down the bylaws by eliminating detailed policies and procedures that could be handled through board policies, which are easier to amend than bylaws. Recognizing that the board’s policy-making process has not been a model of inclusion and transparency, the board in February adopted a new “policy on policies” to promote more involvement by the congregation in the development and revision of policies. We expect the next couple of years will see a flurry of policy-making, to replace outdated policies and formulate new ones.

We are grateful to Rev. Lyn and so many UUCSS congregants for their help and guidance as we prepared the proposed bylaws.

Respectfully submitted,

The RevCon Task Force: Maggie Hayes, Susannah Numa, Jo Paoletti, and John Roberts

# **OPERATIONS COUNCIL**

Operations Council Annual Report 2019-2020

Purpose: The Operations Council coordinates the activities of its four member committees, and their interaction with the Board of Trustees.

Members:

Steve Wilmarth, Chair of the Operations Council

Rob Dahlstrom, Chair of the Administrative Operations Committee, Chair of the Audio Visual Technology Committee

John Henderson, Chair of the Property Committee

Steve Leete, Chair of the Information Technology Committee

Marty Atias, Co-chair of the Audio Visual Technology Committee (part year)

Highlights:

This is the second year operating under the Operations Council organizational structure approved at the June 2018 Annual Meeting. The changes created the new position “Chair of the Operations Council,” to be held by a board member selected by a board vote for a one year term. The goal of that change was to improve communication and interaction with the board, following the successful model of the Program Council and its chairperson.

\* The council met monthly this year (except for some cancellations due to emergency); agendas were agreed upon in advance of the meeting, detailed meeting notes were kept, and actions tracked and reported on at the next meeting. At our first meeting of the year, we brainstormed a list of topics we wanted to discuss at future meetings, and the chair scheduled one of these for each meeting of the year (so far as they went). We also sought to document in the UUCSS Wiki (prototype) any recurring activities as they occurred -- such as updating our email lists -- so that this could be used as a “timeline template” for future years.

\* The council participated in the strategic planning and execution process, using the strategic plan to guide individual committee activities, and our activities as a group. We tracked and reported our detailed execution plans and milestones, and collected and reported as a group to the strategic planning committee. We experimented with using online forms to collect and aggregate this information, mainly as an experiment to see what might work for overall strategic plan data collection.

\* Council committees participated in the recategorization of some expense items, moving some items from one committee to another, in the budget allocation and monthly budget reports.

\* One of the challenges of last year -- a lack of volunteers on several committees -- has improved this year as several committees were able to add members.

Submitted by Steve Wilmarth, Ops Council

# ADMINISTRATIVE OPERATIONS COMMITTEE

Administrative Operations Committee Annual Report 2019-2020

## **Purpose:**

Support the Ministers, staff, and church leadership in performing the administrative functions of the church.

## **Members:**

- Rob Dahlstrom, Chair, membership and auction databases, Microsoft computing
- Nancy Dougherty, database, office procedures, archiving
- Ken Iobst, corporate office services, logical email addresses, electronic file system, web calendar, UNIX computing, computer security
- Melinda Yalom, Church Administrator
- Sally Porter, furnishings, office support

## **Highlights:**

- The evolving Operations Council structure has enabled us to focus more on office procedures and their documentation and records storage because the new Information Technology and Audio-Visual Technology Committees have relieved us of the tasks that they now perform. Having a board member chairing our council's work has been a big plus in our partnership. In addition, we completed the process of transferring the management of the phone systems to the Information Technology Committee now that the phones have become a part of our IT infrastructure as we moved to VoIP.
- We are continuing to evaluate Constant Contact to see if it will help us improve the appearance of our emails and give us better exports of our mailing list. Issues remain including mailing list functionality and requirements for nonprofit pricing. IconCMO, our membership database software provider, has greatly improved its email editor reducing the need for using another service.
- We are beginning to use Microsoft Office 365. Currently, we are using it to update the resident office software on our computers and are beginning to explore the online features such as file sharing for collaboration and additional software capabilities. Our evaluation continues.
- Ken set up a shared disk folder on our Office Computer, accessible from anywhere on the internet, for AV and Music to use to provide access to the recordings we have on the audio computer in the sanctuary and other sources, securely and at no cost to the user. We will be evaluating this technology to see if it can be a useful collaboration tool for other committees.
- We received access to the RE registration data and were able to incorporate that data into the membership database. That helps us be sure we have all the children and youth in the database and, importantly, gives us their birthdates so we can track their ages. We were able to set up the RE class lists as groups in the database to help the RE staff find features that would be useful to them. This process was interrupted by the pandemic.

## **Challenges:**

- We continue to work with our fund drive, finance, and membership committees to coordinate keeping our membership records up-to-date and confirm that proper procedures are being followed. After getting off to a promising start, the pandemic has interfered with this effort this year.
- We continue to need clear, up-to-date policies on building rentals. Since rentals are administered by the church administrator, issues with rentals become a topic of conversation for this committee. However, the rental procedures and policies have been the responsibility of Finance, and when functioning, the Rentals Committee falls under Finance.
- We continue to be involved in building issues, particularly failures of the old HVAC and alarm systems. Improved procedures for responding to these failures has helped us keep these systems functioning until they can be replaced.

## **Opportunities:**

- The Archive Closet is full and does not have room to safely store building drawings and other large items. We are looking at how to store the different types of information in our archives so we can begin to clean out

what we do not need and digitize what can be stored on our church server. We started the process by digitizing the year 2005 orders of service, but that is another process that was interrupted by the pandemic.

- The appearance of our office spaces is still lacking. The RE office has been substantially improved at the expense of the lounge to better meet the needs of our staff. We look to work on the lounge and other spaces to continue this process.

Submitted by Rob Dahlstrom  
Chair, Administrative Operations Committee

# AUDIO VISUAL TECHNOLOGY COMMITTEE

Audio Visual Technology Committee Annual Report 2019-2020

## **Purpose:**

The AV Tech Committee continues to provide technical support for all regular and special services, congregational meetings, special concerts, presentations, and film screenings.

## **Members during 2019-2020**

Rob Dahlstrom, Chair

John Sullivan

Mark Robinson

Amanda McCrea

Marty Atias

## **Highlights:**

We were able to make considerable progress on a number of items this year. The board had instructed us to purchase replacements for all the equipment that was on loan from committee members. Therefore, staying within our budget, we ordered replacements for the wireless microphone system used with our headset microphones and for an amplifier to be used for the choir-side speakers. Both were installed in the sound system, performed well, and committee members learned to use them without a problem. For years, we have needed a way for our members and renters to be able to use the sound system for simple PA without needing to have an audio team member operating the system. We reconfigured the system, adding our Mackie mixer so that by turning on one switch and setting a volume fader, the pulpit microphone could be used. Our team would still be able to use the full sound system as before. Melinda was shown how to turn on the pulpit microphone with this system and she was comfortable doing that and showing renters how to do it as well. Additional microphones could be added to this simplified system with only a little more training. In addition, we purchased and installed an additional feedback suppressor so that all our output channels would have that capability so we could keep audio feedback to a minimum. That resulted in a significant improvement in the performance of our sound system and in the congregation's experience during Sunday services and other events.

## **Challenges:**

The big challenge has been the pandemic. We were all prepared to move the choir-side speakers to the space above the closets on either side of the choir stage, but this work was interrupted. As guidance changed from day to day with the approach of COVID-19, we worked with Rev. Lyn and others to detail a succession of plans that would allow us to have services while distancing ourselves. First by using a projection screen so that we wouldn't need to handle Orders of Service and hymnals, then a plan for streaming services from our sanctuary without the congregation but with just the presenters, and then streaming the service completely from offsite locations. Though these plans for sanctuary improvements were not implemented, they still represented needs that we have been discussing for many years and progress was made so they are presented under the Looking Forward section.

The shift to having online services created offsite happened quickly. Jake Ryder, a new member of the IT Committee, proposed using free software that he was familiar with called Open Broadcaster, OBS, to stream our services. Within days, we had an online service using OBS and Zoom with music from our services that our audio team had previously recorded and mixed, other additions from Michael Holmes and others, and live presentations from Rev. Lyn and others that was a great success. This technology is new to the members of our committee that were involved in that rush to find a solution, so we are grateful to those who stepped up to meet the need and did it so well. Clearly, we will need to catch up, identify skills within our committee, or recruit new members to meet what is likely to be a continuing need.

## **Looking Forward:**

Our plan for next year is to replace the pulpit-side speakers with column speakers wall-mounted on either side of the pulpit area, positioned to give the most uniform sound level throughout the congregational seating area while minimizing sound in directions that contribute to room reflections. The speakers would be QSC AD-S802T column speakers, or similar, and could be purchased at our current budget level. The addition of a subwoofer would complement these speakers well and may need to be purchased in the following year depending on the available funds. This represents the first purchase of speakers intended specifically for the pulpit side of the sanctuary and would greatly improve the sound in the room and the aesthetics of the room, as well.

During this church year, we have seen a greatly increased need for the ability to have high quality video presentations using systems installed in place in the sanctuary and in the Dolan Lounge. The needs in the lounge could be met with a wall-mounted flat screen TV with suitable connectivity. With large-screen TV's now available at reasonable cost, that would be a good solution for the sanctuary, as well, with two large-screen TV's, one mounted on either side of the pulpit area. The use of projectors has been problematic in that room due to the light coming in from the windows and the high ceiling makes installing and maintaining a projector difficult. A projector mounted on the opposite wall would be very expensive due to the large lens required. Newly available ultra-short throw projectors could be a good option as it could be mounted just above a dropdown screen so that both could be located just above the pulpit at the opening to that area where they could be more easily be installed and maintained. Some of the ones available use lasers and are very bright, which should minimize the need to darken the room. An example of such a projector is the VAVA 4K UHD Ultra-Short Throw Laser Projector.

We have already seen the need to have a camera installed in the sanctuary to provide the video signal for an overflow room. Such a camera would additionally support streaming of our services and other activities online, which is likely to be more in demand now that we are experiencing such services during the pandemic. Pan-tilt-zoom (PTZ) cameras are available for around \$1000 or so. Having one would serve our needs well. Having two with a controller (\$500) would do even better, allowing a much more professional experience. A PTZ Optics PTZ USB Camera is one example and is available with a 20x zoom.

Rob Dahlstrom  
Chair, Audio Visual Technology Committee

# INFORMATION TECHNOLOGY COMMITTEE

Information Technology Committee Annual Report 2019-2020

The IT committee consists of Steve Leete, chair, Ken Iobst, Rob Dahlstrom, Andrea Tanner, and Jake Ryder.

During the 2019-2020 church year, the IT committee met regularly on the second Wednesday in the Dolan Lounge, with a switch to Zoom meetings in March 2020. There was no meeting in Feb or April 2020.

The committee provided assistance to the Property Committee in setting up phone lines for the alarm system in the Sanctuary Building. We replaced an Analog Telephone Adapter providing phone service for the elevator and Administration Building alarm system when it failed, and restored service when the new one entered a fault state but was recoverable. We retired the Music Director's desktop computer which was obsolete, as his practice is to use his personal laptop for all of his work. We monitored and maintained the internet and WiFi service for a high capability office WiFi service and a lower performance guest WiFi service. We reached out to Verizon and obtained double the speed of internet service at no additional cost, to 300 Mbps each direction. Our budget includes the cost of the Pair.com web hosting service, and we maintained the web hosting infrastructure for the church web site. We backed up the web site daily on the hosting service, and created a weekly archive on our on-site backup storage. That on-site backup storage is also the long-term storage for a variety of church records, which is available to researchers through the committee. Perhaps most importantly in March we recruited recent college graduate and native UUCSS member Jake Ryder, who the next day after his first committee meeting volunteered to be technical director for our online/virtual church services, and has proven himself to be the man of the hour in our time of need. It is possible, though by no means obvious, that we could have managed without his services, but thankfully we did not have to go down that difficult path. Thank you, Jake!

Sincerely,  
Steve Leete



# PROPERTY COMMITTEE REPORT

Property Committee Annual Report 2019–2020

The Property Committee members are John Henderson (Chair), Brian Beard, Rob Dahlstrom, and Jim Street.

## Buildings and Grounds Repairs and Maintenance

- Working with our heating and cooling contractor, Northwind, we resolved numerous significant issues with our heating and cooling systems. Washington Gas identified gas leaks in the gas plumbing in the Community Hall building that required substantial time to trace and repair. We also had multiple recurring issues with the heating system in the Community Hall, resulting in a number of instances in which the heat was not functional for an event by a UUCSS member or one of our renters. These issues are largely due to the extreme age of the system. By late winter, we had been able to resolve the issues. But this will continue to be an ongoing struggle until we are able to replace the systems.
- Our contractor, Refined Gardens, installed drainage near the sidewalk to the parking lot to help prevent water pooling and installed a concrete pad under our dumpsters to comply with Montgomery County Health Code.
- Worked with our contractor, Fusion Fire, to resolve issues with our equipment for alerting the fire alarm monitoring company, in the event of an alarm.
- Helped with implementation of fire drill.
- Worked with our contractor, Thyssenkrupp, to repair the hydraulics and emergency light system for our elevator.
- Repaired and replaced rotting wood on the Administration Building and painted the exterior woodwork over the course of 6 work days. The woodwork had suffered substantial damage and required a significant amount of work to stabilize and waterproof to prevent further deterioration.
- In addition to the painting days, organized 4 Church Work Days, throughout the year. We performed a mix of landscaping and grounds work, repair work on the buildings, began replacing and relaying the slate walkway, and, working with the YRUU youth, cleaning and repairing the Fellowship House.
- Contracted to remove a 50-foot dead pine tree and perform major tree trimming to ensure safety on the SSNS playground.
- Continued to remove invasive vines and add more plantings near NH Ave, and cut back overgrowth near Nature Trail—in addition to lots of other weeding and pulling of invasive vines.

## Organizational changes

- We established a Portfolio Project Managers system for several different portfolio. Various individuals volunteered to take on an ongoing issue at church, for example the heating and cooling systems in the Sanctuary. A Portfolio Project Manager will be responsible for monitoring the area, working with contractors for repair and maintenance work, and reporting to the Property Committee. We had just identified individuals and begun establishing procedures when the stay-at-home order began, limiting our ability to implement this system. The Grounds portfolio group has begun working to identify memorial gardens and plantings and assess the state of the gardens and plantings, to facilitate developing a prioritized grounds maintenance plan.
- We evaluated the feasibility and desirability of establishing a property maintenance and repair database. After assessing constructing our own and several off the shelf products, we determined that implementing a pilot project in the next church year was the best course. We will focus our efforts on the most important systems, such as HVAC, and do a cost benefit analysis of the time and other

resources required and the utility of the system, and determine whether to continue, expand, or terminate the use of the database.

#### Coordination with other Committees

- Coordinated with Capital Improvements Committee liaison, Brian Beard, and other members of the Capital Improvements Committee regarding the work to be performed in the on the Sanctuary Building. And to appropriately prioritize other repair work, based on the timing and potential scope of other capital improvements work.

#### Activities for the upcoming year

- Continue Church Work Days
- Repair south retaining wall.
- Address drainage (in consultation with Capital Improvements Committee)
- Repair Fellowship house exterior and sheds
- Implement Prioritized grounds maintenance needs list.
- Develop plan for updated physical security, in coordination with the Safety Planning Taskforce.
- Identify existing and potential issues for weather-proofing (water penetration and the like).

Submitted by John Henderson, Property Committee Chair - May 20, 2020

# **PROGRAM COUNCIL**

## **DEAF ACCESS COMMITTEE**

Deaf Access Committee Annual Report 2019–2020  
Committee Members and Primary Roles

### Membership:

- Miako Villanueva, principal interpreter
- Deborah Weiner, interpreter coordinator
- Janne Harrelson, administrative/communication support
- Mary Beth Morgan, interpreter

### Highlights:

For the 2019-2020 church year, the Deaf Access Committee (DAC) reduced its scope to coordinating interpreters for Sunday worship services and other special events, including events associated with the ministerial search process, the annual budget drive, and other church programs. In addition, DAC members remained available to field inquiries from Deaf people or from other congregations. All prior programming ideas that had been part of the DAC portfolio in the past have been tabled due to the realities of volunteer availability.

UUCSS is most fortunate to have had the services of Dr. Miako Villanueva as its principal interpreter for the past 16+ years. When the coronavirus pandemic hit and UUCSS transitioned to conducting all worship services and other church events online, Miako and other DAC members jumped in to help ensure that the visual access needs within the congregation would be met. Miako works closely with the interim minister, the interim DRE, the music director, and others to prepare -- and sometimes record in advance -- artistic ASL interpretations of the music for each week's service. While the general UUCSS worship service is viewed via Youtube, the ASL interpreted service is conducted via Zoom. Miako manages that process, and communicates with deaf members and friends each week, sending them the proper links for Sundays. Other DAC members attend the ASL interpreted services and help facilitate conversation with deaf members and visitors during Zoom coffee hour. Miako also follows up after each service to send them the recorded version of the interpreted service.

As described elsewhere in this annual report, Candidating Week was held online as well. Janne Harrelson and Deborah Weiner of the DAC helped caption the small group pre-recorded meetings with the ministerial candidate so they would be accessible to all. In addition, the congregation's live Q&A sessions with the candidate were interpreted by Miako Villanueva.

An exciting upside of online worship services is that there have been several new deaf visitors attending regularly during this time. It is gratifying to know that more deaf people now have access to UUCSS and its broad reaching message of spirituality, activism, engagement, and community.

Submitted by Janne Harrelson

# GREEN SANCTUARY COMMITTEE

Green Sanctuary Committee Annual Report 2019–2020

## GREEN SANCTUARY ANNUAL REPORT 2019-2020

Year One Goals	Met	Partially met	Not started	Abandoned as Impossible /Irrelevant /Impractical	Keep as new Year One
1.3.1 Hold a summit to build relationships and to explore common goals between Social Justice groups	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
3.5 Implement appropriate recycling as required by county law and supported by our 7 <sup>th</sup> principle		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
5.2.1 Meet goal of 25% additional congregation members using renewable sources for residential electricity		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
5.2.2 Mobilize congregation to lobby for state-level climate bills	<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>
5.2.3 Conduct annual Earth Day events to lift up our 7 <sup>th</sup> principle	<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>

**Comments/Notes:**

1.3.1 Hold a summit to build relationships and to explore common goals between Social Justice groups- Two planning meetings have been held to date. Due to the pandemic, the timing of the summit has been delayed; current proposed dates are July 3 or 4.

3.5 Implement appropriate recycling as required by county law and supported by our 7th principle-Recycling appropriateness has improved. Efforts to evaluate number, siting, and labeling of indoor bins is on hold due to the pandemic.

5.2.1 Meet goal of 25% additional congregation members using renewable sources for residential electricity- If all 6 households pledged to switch plus 2 more make the switch, we will meet our goal for this year. Discounting the 15 households which are unable to switch for one reason or another (commonly, utility billed with rent), currently 53% of UUCSS households are using clean electricity. If we reach our goal with 8 more making the switch, it would bring the percentage to 59%. As clean residential electricity has a high impact and is now competitively priced, ultimately we would like to see 100% of the congregation members who are able to make the switch do so.

5.2.2 Mobilize congregation to lobby for state-level climate bills-Efforts on our end in generating lobby visits and letters has been very successful. However, the pandemic has derailed all but two bills we supported. Apart from legislative bills, we had a minor success in promoting efforts to halt or pause the Governor’s proposed project to widen Route 270 and the beltway.

5.2.3 Conduct annual Earth Day events to lift up our 7th principle- Despite disruption of the pandemic, we produced a virtual worship service for Earth Day Sunday that was well-received. Follow up with Climate Challenges is on-going at this writing.

Biggest success: number of letters generated in support of Maryland climate bills

Biggest surprise: how hard it is to keep basic recycling on track

Productive collaborations (within or outside church):

-Chesapeake Climate Action Network for lobbying at state level

- other UUCSS social justice groups in working with Rev Lyn on Poor People's Campaign-focused service in October

Barriers encountered/biggest challenge: convincing congregation members to sign up for clean electricity

Submitted by Doneby Smith

# MEMBERSHIP COMMITTEE

Membership Committee Annual Report 2019-2020

The Membership Committee is currently comprised of 7 members: Chair-person Dina Raley, Assistant Chair Mary Beth Lerner, Jean Snell, Maggie Hayes, Dorothy Hale, Evelyn DeNardo, and Marcia Joiner. The Committee meets every other month, through which we have worked together to refine the distribution of responsibilities among the participants as well as the processes for outreach to visitors and new members.

The Membership Committee's primary role is to create opportunities for visitors to engage in our community and learn more about the rights and responsibilities of membership, with the goal of assisting visitors in becoming actively engaged friends or members of UUCSS. The Committee offers the *UUCSS 101* class one a month, we lead the *Pathways to Membership* class twice a year, and we maintain various brochures and pamphlets with information about how to get connected at UUCSS. We also offer a *New Member Recognition* ceremony to all new members upon book signing where they are introduced to the entire congregation during a service. We welcomed **12 new members** into UUCSS in the Fall of 2019 and we have **9 prospective members** currently going through the Spring 2020 virtual Pathways to Membership classes. We will be exploring ways for a virtual book signing in June 2020 in light of COVID-19.

One of the biggest changes that occurred this past year was the collaboration of Sunday Support and the Membership Committee. Representatives from each group met to create a new process for the integration of the "Membership Person of the Day" into the *visitor table* that is set up before services. This new process allows for greater continuity of contact and communication throughout a visitor's time with us, from the time they first enter the lobby through the *welcome table* during coffee hour.

The Membership Committee also continued to host a *new member brunch* in the fall and the spring to welcome our newest members. The brunches were held at the homes of our committee members, pot-luck style, and were a great way to socialize in a casual and comfortable environment. We were grateful that Reverend Lyn was able to attend as well.

Further, the Committee refined the *mentor program* by matching each new member from the year 2019 with a Committee member to ensure our newest members felt connected to their spiritual home. Each new member was contacted at least twice to check in and offer support.

Going forward, the Membership Committee is committed to continuing to offer all the great events and opportunities for our visitors and new members. Our goals for next year are to create a bridge program for the YRUU, recruit several new committee members, create a succession plan for turn-over of committee members, and offer the Pathways to Membership for any "friends" interested in formalizing their ties to the church through membership. We also look forward to meeting with Reverend Kristin to discuss our collective goals and direction. We continue to offer our support to the ABD chairs and the minister to cull the membership database and separate the active members from the inactive, standing, and former members.

Respectfully submitted,

Jean Snell and Mary Beth Lerner, Membership Committee Co-Chairs

# MUSIC COMMITTEE

Annual Report of the Music Program 2019-2020

**Committee Members:** Tina Borrer (chair), Bob McGaughy, Deborah Thornton, Ron Turner, Michael Holmes (ex officio), Phyllis Stanley (ex officio)

The Music Committee works closely with the Music Director, Michael Holmes, to plan and coordinate the music program at UUCSS. The committee is open to anyone who shares a passion for the musical life of our community, including musicians and non-musicians. The activities of the Music Program contribute to the Strategic Plan theme, “Cultivate a rich spiritual life and build community connections.”

## **Accomplishments:**

The Sanctuary Singers (choir) gained several new members and continued to provide a wide range of high-quality music for Sunday services.

The A Cappella ensemble performs periodically and has attracted new members who do not sing in the choir. Our music program has become more intergenerational. The Children’s Choir now performs almost every service (pre-pandemic), and middle- and high-school youth are now performing music for the Coming of Age and YRUU services.

The UUKes group meets monthly to play ukuleles and sing songs and occasionally plays for services and other events.

The Music Committee further developed the quarterly jazz series, jazz@uucss that it produces in collaboration with local jazz scholar, Bertrand Uberall. Our vision is to create an affordable, listener-friendly performance venue for jazz in the DC area, create new audiences for outstanding young jazz musicians, and foster connections between UUCSS and the local jazz community. This was the third year of the series and our January concert with the Harry Appelman Quartet attracted a full house! In addition to the concert in January, we presented a concert with the Joshua Espinosa Trio in September, 2019. The programs planned for Spring and Summer are currently on hold due to the pandemic.

Our music residency this year was with the Philadelphia-based duo, “Two of a Kind.” The residency included two workshops (an instrument-making workshop for children, and a workshop on Music and Social Justice for youth and adults), a concert that featured the Sanctuary Singers as back-up for the duo, and music for Sunday worship. The attendance for the workshops and concert was disappointing, but the performances were uplifting and enjoyable.

The Music Committee purchased two music licenses: a performance license for the church to cover music at parties, or if our musicians play at another venue and a streaming license to cover music performed during webcasting of live worship services.

The Music Program adjusted rapidly to the stay-at-home order during the COVID-19 pandemic to bring music to the congregation, both during worship and outside of worship, with individual recordings posted on the UUCSS Facebook page and Friday evening open-mic nights.

## **Challenges:**

Inconsistencies between the committee’s records and the church records for the music fund have made it difficult to determine the actual balance in the fund. We are working with the Finance Chair and the bookkeeper to address this.

A key committee member stepped down this winter. In addition to losing valuable skills, knowledge, and perspectives, the remaining committee members have had to take on additional tasks.

The committee needs additional members and volunteers in order to continue to support the musical life of the church and produce high-quality cultural offerings that engage the congregation and the community at large.

We would like to find more effective ways to increase the audiences for our special events. With the exception of the January jazz concert, the turnout for music events in the last year was lower than expected.

**Opportunities:**

Leverage the visibility of the jazz series to connect with younger, more diverse audiences.

Continue discussions with the RE Committee about adding a music component to RE to ensure that our program engages the entire congregation and to help keep our youth musically and spiritually active.

Continue to expand the diversity and quality of music performed by UUCSS musicians.

Improve publicity for residencies and other events, both within and outside the church.

Respectfully submitted,  
Tina Borrer, Chair



# RACIAL JUSTICE TASK FORCE

Racial Justice Task Force Annual Report 2019-2020

## UUCSS Racial Justice Task Force Annual Report, 2019-2020

*Submitted by Eli Briggs for the RJTF: [racialjusticetaskforce@uucss.org](mailto:racialjusticetaskforce@uucss.org)*

*Vision:* Because we know that our lives and destinies are interdependent, the Unitarian Universalist Church of Silver Spring (UUCSS) Racial Justice Task Force (RJTF) creates greater equality and racial justice in the world and in our congregation. We measure our progress in decades.

*Mission:* The mission of the Racial Justice Task Force (RJTF) is to better enable members and friends of UUCSS to stand up for racial justice. Our Unitarian Universalist faith calls us to recognize the essential worth and dignity of every human being and our essential interconnectedness with each other. We strive to do our part—individually and collectively—to bring racial justice to fruition.

### **Accomplishments**

The focus of the Racial Justice Task Force work this year was to invite people into the work of building racial equity within our congregation.

#### *Programs*

- Continued adult programming for engaging congregants in meaningful and vulnerable discussions about racism and equity. In January, a workshop on microaggressions was led by Charles Alexander. RJTF members are planning a course on whiteness and white supremacy.
- RJTF members are in the planning stages for a summit with the other social justice task forces in the church.
- Held 2 Justice@UUCSS dinner & movie conversations to engage in more intimate conversations about equity
- Held a breakfast auction event to engage with congregants around their questions and perspectives about racial justice and what they would like to see from RJTF in the future.
- Most of the Task Force members attended the virtual Revolutionary Love conference, along with a total of about 15 UUCSS congregants.
- A representative from RJTF participated in the social justice conversation with Rev. Kristin during candidating week.

RJTF has also engaged with the Board about the 8th Principle. We posted videos on the YouTube channel and held the first in a series of coffee hour conversations about our congregational plans for exploring the 8th Principle.

The Board will bring forward a resolution at the June annual meeting to create an 8th Principle task force. (We, the member congregations of the Unitarian Universalist Association, covenant to affirm and promote: journeying toward spiritual wholeness by working to build a diverse multicultural Beloved Community by our actions that accountably dismantle racism and other oppressions in ourselves and our institutions. [see also <https://www.8thprincipleuu.org/>])

#### *Worship*

- RJTF led the May 17, 2020 worship service dedicated to exploring deeper engagement with multiculturalism and with dismantling racism; and to reflect on both a spiritual and practical level about what it would mean to build the Beloved Community within UUCSS and beyond. Three speakers from outside the congregation shared their reflections.

- RJTF co-led with Rev. Lyn Cox the virtual worship service on April 5, 2020 titled “All of Us Need All of Us.” We spoke to what the interrelatedness of all people means during the pandemic and what liberation, solidarity and spiritual growth ask of us at such a time.

### **Challenges**

The RJTF tries to strike a balance between pushing forward our priorities around building a multicultural, equitable world and respecting the limits of the congregation’s resources and attention. This is sometimes difficult given the current lack of clarity on what the church’s overall mission and priorities are in relation to social justice work. We look forward to continuing our participation in the congregation’s efforts to articulate its vision and make decisions on how to use its limited resources to reach that vision.

There are so many opportunities and needs in the realm of racial justice and equity. The RJTF is committed to helping UUCSS connect with the larger community of groups and individuals who are working passionately on equity and justice issues. The biggest challenge is making reasonable choices about what to take on given the limited resources available. More people on the team would allow us to accomplish more tasks. More financial resources would enable us to bring expert resources to the community, or to enable UUCSS community members to learn from and contribute to the work of other groups.

### **Plans**

In the next year, RJTF will continue building racial equity within our congregation through involvement in the 8th Principle task force. We hope to host a Jubilee Training in collaboration with the UUA Joseph Priestly District, possibly in October. We also will begin to plan for making connections with groups in the community at large that do racial justice work.

# RELIGIOUS EDUCATION COMMITTEE

Religious Education Committee Annual Report 2019-2020

RE Committee Leadership:

Interim Director of Religious Education - Marsha Thrall

Chair - Erica Anderson

Members - Charles "Chip" Birdsall, Rachel Mears, Liska Friedman, Patti Poss

## MISSION

### *Grow*

We believe in the importance of spirituality for people of all ages. We encourage spiritual growth through experiential religious education programming. We grow strong Unitarian Universalist identity through education on the principles, sources, and history of this faith.

### *Inspire*

We believe in the inspirational power of Unitarian Universalism. We provide religious education classes based on our UU principles that inspire compassionate, justice minded engagement with the world. We also offer comprehensive sexuality education to inspire healthy, confident, well-informed decision making about our bodies.

### *Empower*

We believe in empowering children and youth to be leaders within our congregation and in the larger world. Our program seeks to create opportunities for leadership that lift up the many strengths and gifts people of all ages have to share and to build a community that truly values children and youth as leaders.

## ACCOMPLISHMENTS

- With the help of Rev. Lyn, Michael Knaapen, and many congregational volunteers, we organized and carried out all RE activities including organizing, training, and classes beginning in September 2019.
- We welcomed Marsha Thrall as our Interim Director of Religious Education in October 2019.
- The Preschool and K-1 grade RE classes joined into a single "Supergroup." Four Preschool teachers and two K-1st grade teachers then adjusted teaching schedules to have three teachers in each class.

## CHALLENGES

- The coronavirus pandemic forced RE classes to the virtual Zoom environment after March 13. Since then, Marsha and Michael led consolidated classes (P-2nd grade and 3-5th grades) classes with former teachers volunteering.
- We are sad that Michael Knaapen's last day is at the end of June. A search for an RE Coordinator is underway with a start date of August 2020.
- Due to a lack of resources, we will not have a formal summer RE program this year. However, we are seeking volunteers to lead group projects and check-ins with youth. Robin Moore will create sign-ups for scheduling.

## FUTURE PLANS

We seek to expand the committee to include members to help guide the adult programming with Marsha. Those representatives and the youth programming volunteers will form its own "Supercommittee" of sorts.

# WORSHIP COMMITTEE

## Worship Committee Annual Report 2019-2020

The chief functions of the Worship Committee is to provide the UUCSS Minister support and guidance in the conduct of Worship Services as well as leading services provided by members and guest ministers. These functions include co-ordinating with the Music Committee and Director, Michael Holmes, Religious Education Committee and the Director of Religious Education, Marsha Thrall as well as Support, Property and Audio teams. An important change this year was to add the leadership and work of the Support Teams to the Worship Committee; it has been a natural fit as both the set-up for worship and logistics before during and after services are intertwined. The committee is an enjoyably successful one due to the cooperative efforts of all involved!

This year has had an overall goal of finding ways to include children and youth in our services. We believe worship with Religious Education and Music participation made progress but that more can be done, especially with our youth. Also, working with our interim minister, Rev. Lyn, we have added ways in which we share Joys and Sorrows; our experience indicates that people have different comfort zones and that varied approaches have proven to be inclusive. Also, going into this last year, we committed to planning services six weeks ahead to help our music people integrate music and coordinate with religious education with the theme of the service.

Our summer services built on the theme, “Living Our UU Values.” The services were effective and appreciated. Looking forward, the committee had chosen for the upcoming summer theme, “Finding Hope in Difficult Times.” The pandemic has confirmed the appropriateness of the theme! Our Spring has been dominated by working with our interim minister, our musical director and our technical members to have remote worship. The results due to the work of many has been impressive, and we all continue to learn. This has included two search services with our new minister, the Rev. Kristin Schmidt, as we continue to build on our experience with remote technology.

The Worship Committee, looking forward, is committed to assisting with our remote services and planning ahead to phases of worship that may well need to incorporate both our gathering physically as a congregation but also with elements of remote technology and safe distancing. We will be looking forward in the year ahead supporting our new minister as we all learn to manage our new challenges and perhaps find new opportunities for worship amid it all.

I thank the members of the committee and its Worship Associates for their hours of focused effort and hard work to assure our having meaningful services. Thank you to Bruce McConachie, who represents the committee on the Program Council, Deborah Weiner who leads the Support teams, and members Veronika Martin, Esther McBride, Carey Schneider, Carolyn Savadkin, Bonnie Gallion and Kathryn Leete. Thank you also to Steve and William Leete who have managed the worship part of the UUCSS website. Essential to our work have been, of course, our Interim Minister, the Rev. Lyn Cox, our Interim Director of Religious Education, Marsha Thrall and our Music Director Michael Holmes.

Respectfully submitted,

Preston Mears  
Chair, Worship Committee

# MINUTES FROM CONGREGATIONAL MEETINGS

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Unitarian Universalist Church of Silver Spring  
Congregational Meeting  
June 2, 2019

## Minutes

**Welcome and Call to Order**, Tamara Bowman, President, Board of Trustees

### Opening Words

Fred Rodgers: “Mutual caring relationships require kindness and patience, tolerance, optimism, joy in the other’s achievements, confidence in oneself, and the ability to give without undue thought of gain.”

“At the center of the Universe is a loving heart that continues to beat and that wants the best for every person. Anything that we can do to help foster the intellect and spirit and emotional growth of our fellow human beings, that is our job. Those of us who have this particular vision must continue against all odds. Life is for service.”

### Strategic Planning Task Force:

Last fall, the board established a task force to put together a three-year strategic plan. It is available on DropBox. Crafted through information gathered by the Search committee, with input from Programs and Operations committees, and the board of trustees. The congregation participated in the World Café workshop and with feedback during coffee hour meetings. It is written in a three-year format, which allows for concrete plans for year one, less concrete goals for year two, and aspirational goals for year three. We will revisit it every year to see where we succeeded and where we fell short. It is intended to be a living document, so we may take chances, make mistakes, and get messy in putting our goals into action.

Doneby Smith, Emily Tien, John Henderson, Brian Livelsberger.

### Thank you to Search Committee

The Search committee members present at the meeting, Carol Hamilton, Carl Miller, and Colin Riggs, were presented with gifts, tote bags with the church’s photo.

### Procedural Review

Tamara Bowman provided a procedural overview of Roberts Rules of Order. It is intended to ensure that everyone will have an opportunity to speak, to promote full debate within the group and allow the

congregation to move forward and make decisions. The Board President moderates the meeting. Act with kindness, empathy and compassion. Process overview: a motion is how a question is put to the congregation for action. Debate needs to be recognized by the chair to speak. Members can usually only interrupt the speaker for a point of order. Types of motions: amend, and call the question. Once the question is called, it requires a 2/3 majority to pass (generally voice votes).

### **Review of Motions**

**Motion 1: Budget:** To adopt the 2019-2020 budget.

Tamara Bowman moved to approve the 2019-2020 budget; Beverly Schnetzler seconded. The budget reflects the values of the congregation. UUCSS continues to be a fair compensation congregation; hourly staff received a 1% COLA increase. In the area of governance, we are for the first time in many years making a donation to the UUA. We are not yet at the 'honor congregation' level but intend to increase next year. The Programs budget needed to be reduced; we continue to support Deaf Access, Youth RE, including OWL. The budget items for a settled minister have been removed. This year's budget corrects an error in the 2018-19 budget that excluded liability insurance (it was still paid). The operating reserve will be used for long term property expenses.

### **Questions:**

Preston Mears: The Worship budget was cut from \$3000 to \$1800; can manage that by having members of the congregation lead worship. Gregg Harry clarified that this budget separates the costs of Sunday Support from Worship budget; there was still a cut to programs but it's not as bad as the percentage makes it look.

Robin Lasky: Rental income for schools is stable; most rent goes up every year. Lisa Schumaker : the usual intention is that it goes up 3% every year, but the campus is under construction and we have not given enough notice to the renters.

Call for the vote: Motion passed via voice vote. There were 21 absentee ballots, all in favor of the motion.

**Motion 2: Nominations for the Board and Nominating Committee:** Tamara Bowman moved to approve the nominees for UUCSS leadership positions. Robin Moore Lasky represented the nominating committee and presented the following nominees:

**Board of Trustees (three-year terms)**

- At Large Trustee (Nominee: Maggie Hayes)
- At Large Trustee (Nominee: Jane Jackson)

**Nominating Committee (two-year term)**

- Nominee: Eli Briggs

We don't yet have a replacement for Sara Tarr (two years remaining as At Large Trustee) or Finance Chair.

The Board will appoint replacements and the congregation will approve at the next congregational meeting (likely early next year).

Call for the vote: Motion passed via voice vote. There were 21 absentee ballots, all in favor of the motion.

**Thank you to departing board members: Fred Teal, Gregg Harry, Lisa Schumaker, Sara Tarr.**

**The meeting adjourned at 12:43 pm.**

Respectfully submitted,  
Christa Maher, Board Secretary

**Unitarian Universalist Church of Silver Spring  
Congregational Meeting  
August 25, 2019**

**MINUTES**

**Welcome and Call to Order**

Tamara Bowman, President, Board of Trustees, called the meeting to order at 12pm, and opened it with

“Change Alone is Unchanging” by Heraklietos of Ephesos

Whosoever wishes to know about  
the world must learn about it in  
its particular details.

*Knowledge is not intelligence.*

In searching for the truth be ready  
for the unexpected,

*Change alone is unchanging.*

The same road goes both up and  
down.

*The beginning of a circle is also  
its end.*

Not I, but the world says it: all is  
One.

*And yet everything comes in  
season.*

This is a continuation of June’s congregational meeting to fill board vacancies and the Settled Minister Search Committee.

After a brief procedural review, Tamara Bowman introduced the following motions:

**1. To approve the nominees for the following UUCSS leadership positions on the Board of**

**Trustees:**

- **VP for Finance (Nominee: Colin Riggs)**
- **At Large Trustee (Nominee: Carl Miller)**
- **At Large Trustee (Nominee: Doneby Smith)**

A Voice Vote was conducted; the motion passed, none opposed (with 24 absentee votes in favor).

**2. To approve the nominees for the 2019-2020 Ministerial Search Committee:**

- **Anna Molpus**
- **Beverly Schnetzler**
- **Jeremy Holt**



- **Katie Haag**
- **Lisa Schumaker**
- **Sharon Snyder**
- **Steve Hirsch**

**The floor was opened for discussion:**

Question: With thanks to everyone serving on the search committee, a congregant noticed that there are no people of color on the search committee. How will we signal to our candidates that racial justice is a big concern for our church?

Rev. Lyn Cox responded that the search committee will carry out additional data collection to combine with the results of last year's, and will be revising the congregational record to indicate our strengths and where we're going. The congregation can use that process to indicate that racial justice is a major concern of this congregation.

With no further questions, A Voice Vote was conducted; the motion passed, none opposed (with 23 absentee votes in favor).

**The meeting adjourned at 12:08pm**

**Unitarian Universalist Church of Silver Spring**  
**Congregational Meeting**  
**Extending the Call to Reverend Kristin Grassel Schmidt**

**May 3, 2020**

**MINUTES**

**Welcome and Call to Order**

**Allow everyone to gather: Zoom meeting** (<https://zoom.us/j/92467123239>)

92 congregants gathered on the Zoom meeting. Video and audio were muted except for speakers (Board President and Search Committee). Board President Tamara Bowman explained Zoom navigation, and procedures for voting using the Survey Monkey link emailed to all members at 11:30 a.m.

**Motion on the floor:**

**To extend the call to Rev. Kristin Schmidt to serve as Settled Minister for the  
Unitarian Universalist Church of Silver Spring.**

**Message from Search Committee**

Anna Molpus read a statement from the Search Committee: This Candidating Week is the culmination of two year's Search Committees' hard work. Building on last year's Search Committee's efforts, including Cottage Meetings and the compilation of the Congregational Record, this year's Search Committee interviewed many applicants and believe they have found a minister who is an excellent fit for our church. The Search Committee moves to extend the call to Rev. Kristin Schmidt to serve as Settled Minister for the Unitarian Universalist Church of Silver Spring.

**Message from Board and instructions for voting**

Tamara Bowman spoke for board to thank the Search Committee for their hard work; while this was not a normal Candidating Week with in-person visits and pot-lucks, we have enjoyed getting to know Rev. Kristin through remote meetings, and look forward to working with Rev Kristin.

Voting requirements: the percentage of yes votes must be above ninety in order to offer the call. Having an accurate count is critical; quorum will be determined by number of votes + absentee votes. Voting closes at 1:30 today. The meeting will officially reconvene at 1:00pm; meeting will remain open during voting for questions

**Jim Paoletti seconded the motion.**

If members didn't receive a SurveyMonkey link , and are a member, they were invited to email [President@uucss.org](mailto:President@uucss.org) to receive an absentee ballot.

### **Questions from the congregation**

Results will be announced at 1:00; congregants are encouraged to vote before 1:00.

The poll technically closes at 1:30 to prevent it from shutting off early.

**The meeting paused at 1:43 to allow congregants to vote.**

**The meeting reconvened at 1:06pm to announce outcome of the vote:**

**157 YES (including 14 absentee ballots)**

**2 NO**

**98.7% acceptance.**

**Charles Holt called Rev Kristin to make the offer.** Rev. Kristin joined the meeting at 1:15. She thanked the congregation and the Search Committee and looks forward to joining us.

**The meeting adjourned at 1:18pm.**











