



UNITARIAN UNIVERSALIST
FELLOWSHIP OF DUBUQUE

Annual Report 2020

Mission: To provide a welcoming community that inspires growth by encouraging individuals and families to examine their religious and spiritual beliefs, to explore new ideas, to share our journeys, to respect and enjoy each other's differences, and to be active and supportive in the community that surrounds us.

2020 FOCUS

Communication

- Sharing our stories
- Sharing our gifts
- Sharing our souls

Connection

- Growing our trust
- Growing our understanding
- Growing our hospitality

Construction

- Building our community
- Building our theology
- Building our home

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2020 Board of Trustees

President: Marian Maciej-Hiner (2020-2021)

Treasurer: Jerry Guenther (2019-2020)

Secretary: Katie Heil (2020-2021)

Trustee (2 Year): Nancy Turner (2019-2020)

Trustee (2 Year): Craig Reber (January - October 2020)

Trustee (2 Year): Linda Ressler (October 2020 - December 2021)

Trustee (1 Year): Gail Guenther (2020)

Agenda of 2020 Annual Business Meeting

Sunday, November 29, 2020 – 10:00-11:30am

- 1) Call to order
- 2) Chalice Lighting and Check-in
- 3) Member Count
- 4) Reports
 - a. Secretary - 2019 Annual Meeting Minutes
 - b. President – 2020 Focus Update
 - c. Treasurer – 2020 Budget Update and 2021 Budget Proposal
- 5) Action Items
 - a. Budget Adoption
 - b. ByLaws Amendments Approved
 - c. Nomination/Election of Board positions
- 6) Recognition of volunteers
- 7) Information
 - a. Denominational Stewardship – Gold Star Congregation
 - b. Committee Sign-up
 - c. Other Business – Historic Building Preservation Project updates
- 8) Announcements
 - a. 2021 MidAmerica Extended Leadership Experience: 4 Saturday Sessions: March 6, March 27, April 17 and May 8
 - b. 2021 MidAmerica UUA Region Assembly: October 8-9 online
 - c. 2021 UUA General Assembly: June 23-27 online
- 9) Chalice Extinguishing
- 10) Adjourn

We Shall Be Known

Adapted from acapella versions by Karisha Longaker and the Thrive East Bay Choir.

We shall be known by the company we keep
By the ones who circle round to tend these fires
We shall be known by the ones who sow and reap
The seeds of change alive from deep within the earth

[CHORUS]

It is time now ... It is time now that we thrive
It is time we lead ourselves into the well
It is time now ... And what a time to be alive
In this great turning we shall learn to lead in love
In this great turning we shall learn to lead in love

Minutes of 2019 Annual Meeting

Sunday, 17 November 2019

- I. Meeting called to order at 11:00 by Gene Schaul, Interim President.
- II. Attendance
 - a. Board members: Gene Schaul, Interim President; Jerry Guenther, Treasurer; Tom Griep, Interim Secretary; Craig Reber, Trustee; Nancy Turner, Trustee; Gail Guenther, Trustee
 - b. Attendees: Robert Dunn, Alice Butler, Pam Kress-Dunn, Teresa Glover, John Butler, David Becken, Jon Luckstead, Mary Ellyn Jensen, Tamara Prenosil, Sheri Garner, Katie Heil, Marilyn Tommaro, Alyssa Zasada, Diane Baker, Sheila Schaul, Frank Potter, Marian Maciej-Hiner, Barbara Gatch, Calvin F. Gatch, Jr., JoEllen Langerman
- III. Minutes from the 2018 meeting were read and approved unanimously.
- IV. Reports
 - a. President – Interim President Schaul reviewed the accomplishments and also went over the 7 goals for 2020.
 - b. Treasurer – Treasurer Guenther reviewed 2019 income and expenses, and went over the budget for 2020. Approved unanimously. He pointed out that:
 - i. The Fellowship has spent more funds than it has taken in during the last 3 years due to unbudgeted expenses and lack of sufficient incoming revenue. This does not include the revenue for the Emerson House Ramp Project since its use is restricted to that specific project. Additional giving is encouraged. \$2,000 – \$3,000 a year would greatly help the budget.
 - ii. The budget should improve because by 2022 we will have gone a long way towards paying off the mortgage, which would make approximately \$8,000 more available each year.
 - iii. Nancy Turner thanked Jerry for his efforts as Treasurer. Motion to approve: Marian Maciej-Hiner. Seconded: JoEllen Langerman.
- V. Board Elections:
 - a. Nominees Marian Maciej-Hiner (president), Katie Heil (secretary), Gail Guenther (trustee) were unopposed.
 - b. Robert Dunn and Craig Reber were nominated for the open two-year trustee position. Craig Reber will serve a two-year term. Interim Secretary Tom Griep thanked both candidates for their active interest in serving on the Board, and for their statements.
- VI. New business:
 - a. Renovation – Tom Griep made a motion to adopt the following resolution in reference to a possible renovation project currently under review by Heritage Works. “To the extent that our Fellowship is later offered funds to restore all or part of our property, we expect to respond affirmatively to such a project.” Seconded by Frank Potter. Passed unanimously. Tom encouraged Fellowship members to support the exploration of a renovation for 4 reasons:
 1. This is only an exploration of what is both possible and desirable.
 2. There is no financial commitment on the part of the Fellowship.
 3. The firm involved is deeply solicitous of our wants and needs.
 4. The firm has extensive experience in renovating buildings similar to ours in Dubuque.
- VII. Adjournment – Interim President Gene Schaul adjourned the meeting at 12:00.

Submitted by Tom Griep, Interim Secretary, UUFD Board of Trustees

Board 2020 Focus Update

COMMUNICATION

Improve communication with entire congregation (sharing our stories)

In order to expand access to information about Board activities, highlights of each monthly meeting are posted in the newsletter and minutes are posted on the UUFD website. Our communications during COVID-19 have been at a distance, via phone calls, email, text messages, Zoom meetings, Facebook and other social media postings. These tools have been essential in keeping individuals and groups connected internally – and have made it easier to post updates on our website, so information is more visible not only to the congregation but our extended Fellowship network and visitors.

CONNECTION

Identify needs & expectations of congregation (growing our understanding)

The Board is using Zoom meetings and electronic surveys to gather input and feedback regarding the historic building preservation project. In addition, the Fundraising Work Group launched an ambitious initiative to hold 1-on-1 meetings with each of our 55 Fellowship members and friends. Samuel Felderman volunteered to conduct the meetings and met with 30 people as of November. Although the focus of the meetings was on fundraising for the building preservation project, he also asked open-ended questions to give members and friends an opportunity to talk about anything they wanted to share about the Fellowship – and offered to help facilitate bringing any relevant issues or concerns to the attention of the Board.

Provide opportunities for feedback each quarter (growing our understanding)

The Board hosted 4 meetings for the congregation in 2020: in May, the meeting was co-hosted by Committee Chairs, and the 2020 focus on communication, connection, construction was introduced. In July, the Board hosted a meeting to present the 3-phase building restoration project. In August, the Board hosted a meeting to provide updates on next steps needed to move forward to submit grant and historic tax credit applications and start fundraising activities. After the July and August meetings, surveys were sent out to members and friends, asking for input and feedback, and approval for next steps. In October, the Board hosted a meeting to not only provide updates since August, but to also provide an open forum for attendees to ask questions and have conversations about the project.

Cooperation with other UU congregations (growing our hospitality)

The Board worked with the Program Committee to facilitate a collaboration with the Unitarian Universalist Church of Stockton for a joint service with singer-songwriter Peter Mayer (“Blue Boat Home”), who joined us from Stillwater, Minnesota via Zoom. Board President Marian Maciej-Hiner made the initial connection with Stockton (IL) UU through the UU Ukulele Union, and with Peter Mayer through the Duluth (MN) UU. We were invited to and joined a virtual service with UU Society of Iowa City in August. In addition, connections were made with Prairie UU Society in Madison, WI to gather information shared with the UUFD Care Committee, on policies and procedures.

CONSTRUCTION

Bring back Souper Sunday and other Fellowship activities (building our community)

This was put on hold when the church buildings were closed due to COVID-19. However, the Board supported and promoted participation in racial justice events, book discussions and conversations hosted by the RE Committee, social gatherings at the homes of David Overby, Jeanne Harrington and Jon Luckstead, New Moon Circle and other events coordinated by the UUFD YoungUUs (members and friends ages 18-40).

Increase quality of connections – more involvement by membership (building our community)

The activities of 2020 – reactivating committees, COVID-19 impact and responses, racial justice events, historic building preservation project – have all contributed to more opportunities for members and friends and others affiliated with the Fellowship – to get involved in the life of our congregation. Although our connections are at a distance, volunteers have stepped up to serve on committees, work groups and teams – or to lead/coordinate activities and initiatives as individuals. Volunteers include long-time and new members of our Fellowship community along with our extended email network. The list of volunteers included in this report demonstrates the increase in active participation and involvement in 2020.

Investigate getting a pastor when Kent retires (building our theology)

Kent Mayfield confirmed his plans for retirement in the fall, effective November 16. The Board formed a 3-member Spiritual Leadership Team in October and consulted with the MidAmerica UU Regional District staff for recommendations on process and procedures to move us toward our next stage of spiritual leadership. The team will facilitate focus group discussions, leading conversations about the spiritual life of the congregation, and individual needs and wants for ministerial leadership and ministerial services.

Get quotes for renovation (building our home)

Starting in March, the Renovation Liaison Team – Tom Griep and Calvin Gatch – were joined by Board President Marian Maciej-Hiner, in meetings with historic preservation experts/project development partners John Gronen, Gronen Restoration, Duane Hagerty, Heritage Works, and Jeff Morton, Jeff Morton Architects. Our partners provided a 3-phase proposal for the church, with cost estimates for each phase. The Board reviewed the budget and plans, and after clarifying some of the details, brought the proposal to the congregation in mid-July.

Research accessibility options (building our home)

Providing access from the main level to the lower level of the church – by installing a lift – was identified as a priority at the Leadership Retreat, and the Board assumed responsibility for exploring options. We consulted with our partners to determine the cost and timeframe for installing a lift within the parameters of the building project – it would be part of Phase 3. We also inquired if it may be feasible to move the installation up in the timeline. The recommendation is to complete all external work first, before starting the internal renovation.

Hire someone for facility maintenance (ie. snow clearing) (building our home)

No action has been taken on this goal – the Board will revisit as we move into winter 2020-21.

President's Report

This is a report on the goals identified for the Board President in the 2019 UUFD Annual Report – they were in place before 2020 Board Goals were developed at the 2020 Leadership Retreat.

Increase visibility in the community [added “and denomination”]

The Fellowship hosted what was to be the first in a series of FREE Sunday afternoon concerts – featuring renowned pianist Chuck Bregman – on February 16. The Historic Building Preservation Project is giving visibility to the Fellowship, as we work with new partners and reach out to the community in exploring the viability of the project. Connections with MidAmerica UUA Regional District and UUA were strengthened, through congregational representation at Regional Assembly in April and General Assembly in June, consultation with regional and national staff.

Investigate additional fundraising possibilities

Applied for statewide grant in September, for historic preservation project, working closely with Dubuque Main Street Program. A fundraising brochure was developed and mailed to 200+ prospective donors in October. The list used for the case statement mailing is a resource, with contact information for individuals, businesses, organizations we are now calling on the phone.

Update Policies & Procedures and Bylaws

Katie Heil, Board Secretary, and Alyssa Zasada, Membership Committee Chair worked together as a team on updating both the UUFD Policies & Procedures Manual and the UUFD Bylaws.

Revitalize Long-Range Planning and Religious Education Committees

A **Long-Range Planning Committee** meeting was convened in early March. Amy Ressler stepped up to serve as Chair in October. The **Religious Exploration Committee** (previously known as Religious Education Committee) was reactivated in May, with Samuel Felderman as Chair.

Establish new Work Groups and Committees, as needed

Renovation Liaison Team formed in February-June, **Fundraising** and **Financials Work Groups** formed in July. **Volunteer Coordination Team** formed in January, **Zoom Administration Team** in March, **Building Reopening Team** and **Spiritual Leadership Team** in October.

Update/develop leadership job descriptions and clarify expectations

Binders were developed for Board members – with information about Board positions, roles & responsibilities, duties & expectations, ByLaws, Policies & Procedures, meeting protocol.

The Board focused on leadership development in the congregation – promoting the 2020 Virtual MidWest Leadership School (3 people participated) and hosting Zoom sessions to help prepare younger members for an intentional transition to leadership roles.

Hold congregational gatherings hosted by Board Members and Committee Chairs

Planned the 2020 Leadership Retreat for Board members and Committee Chairs, bringing together those in the congregation who serve in both elected and volunteer leadership roles. The May Congregational Meeting was co-hosted by Board Members and Committee Chairs.

Treasurer's Report

Operating Budget and Expenses

Submitted by Jerry Guenther, Treasurer, February 11, 2021 after year-end reconciliations were completed.

Expense	FY 2020 Budget	FY 2020 Expenses
Cost of Facilities	\$12,300	\$11,240
Administration	\$ 1,850	\$ 1,232
Development Funds	\$ 1,000	\$ 867
Programs		
Minister	\$ 1,800	\$ 1,750
Travel	\$ 2,400	\$ 0
Workers Comp Ins.	\$ 225	\$ 214
Sunday Service Exp.	\$ 180	\$ 79
Child Care	\$ 1,000*	\$ 350
Guest Ministers/Speakers	\$ 2,000	\$ 2,450
Music	\$ 300	\$ 130
Religious Education	\$ 150	\$ 62
Membership	\$ 300*	\$ 128
Library	\$ 250	\$ 309
Care Committee	\$ 300	\$ 50
Programs Total	\$ 8,905	\$ 5,522
Denominational Connection		
DACU	\$ 150	\$ 150
UU Association	\$ 4,000	\$ 5,477
IUJWAN		\$ 40
Denomination Total	\$ 4,150	\$ 5,667
Total Operating Expenses	\$28,205	\$ 24,528
Non-operating Budget and Expenses		
Mortgage Debt	\$ 7,000	\$ 7,257
Social Concerns	\$ 0**	\$ 4,235
Total	\$ 7,000	\$11,492
Grand Total	\$35,205	\$36,020
Total Income	\$38,172	

*\$200 was transferred from the Child Care to the Membership budget during the year.

**This category was not budgeted but paid for with special collections.

UUFD underspent its Operating Budget by \$3,677 in 2020. However, \$4,235 was spent on Social Concerns (quarterly charities, BLM, Thanksgiving Dinner, etc.) that were unknown at the beginning of the year and were covered by special collections rather than included in the Operating Budget. These expenses are listed in the Non-Operating Budget and Expenses Section with Capital Expenses. The special collections are included in our total income.

Although our total income for 2020 is over \$2,000 more than our total expenses, this is inflated since we received and recorded 2019 pledge money in January, 2020 rather than the year it was pledged to be paid. Adjusting for this 2019 pledge money would actually make 2020 a break-even year.

2021 Budget Proposal

INCOME

<i>Annual Pledges</i>	\$33,000
<i>Other Contributions</i>	<u>\$ 5,000</u>
TOTAL INCOME	\$38,000

EXPENSES

Administration

Facilities (utilities, repairs)	\$12,000
Supplies	\$ 975
Phone	\$ 800
Leadership Development	\$ 1,000
Workers Comp Insurance	<u>\$ 225</u>
Sub-total	\$15,000

Sunday Services

Guest Ministers & Speakers	\$ 5,200
Child Care	\$ 600
Music	\$ 100
Sunday Service (printing, etc.)	<u>\$ 100</u>
Sub-total	\$ 6,000

Other Committee Programs

Care Committee	\$ 100
Library	\$ 200
Membership	\$ 300
Religious Exploration	\$ 300
Social Action	<u>\$ 300</u>
Sub-total	\$ 1,200

Denominational Connection

Unitarian Universalist Association	<u>\$ 3,400</u>
Sub-total	\$ 3,400

Total Operating Expenses **\$25,600**

Mortgage Payments **\$12,400**

Total Capital Expenses **\$12,400**

TOTAL EXPENSES **\$38,000**

TOTAL INCOME **\$38,000**

BALANCE **0**

NOTE: There will be additional expenditures for Social Concerns, ie. Quarterly Charity or Thanksgiving Meal. These are not budgeted, and are dependent on service cash contributions or special collections.

Bylaws Amendments

IV. Membership:

Current Wording: “Any person who was previously a member of any other Unitarian Universalist congregation may become a member of this Fellowship upon resigning his or her previous membership and making application to an officer.”

Proposal: Remove this section

Current Wording: The Board shall update its membership list annually by the Annual Meeting (as amended in 1987).

Proposal: Remove: (as amended in 1987)

V. Denominational Affiliation:

Current Wording: This Fellowship shall be a member of the Unitarian Universalist Association and of the Prairie Star District, Unitarian Universalist, or the successors-in-interest.

Proposal: Change “Prairie Star District” to MidAmerica Region

VIII. Officers:

Current Wording: Three months in advance of each Annual Meeting, the Executive Board will establish a nominating committee to seek candidates and formulate a slate of officers for approval at the Annual Meeting.

Proposal: Change “three months in advance” to “by mid-October”

XI. Public position:

Current Wording: In taking and expressing a public position on behalf of the UUFD concerning critical issues, the following procedures will be followed: Positions will be statements of principle rather than partisan statements, and will be aligned with the seven UU principles. Intention to take a public stand (with specific wording) will be announced at one or more Sunday services, will be posted on the UU website, and will be sent out in an e-mail message to all members on line. Positions will be supported by at least 80% of the Fellowship members. Positions will be signed: The Unitarian Universalist Fellowship of Dubuque, (Name of writer) for the Unitarian Universalist Fellowship of Dubuque. Public positions taken by members of the Fellowship may not include reference to UUFD unless the above procedures are followed.

Proposal: Replace this section with: “Expressing a public position on behalf of the UUFD concerning critical issues is an important function of the UUFD. Offering a voice in the public arena is an opportunity for the UUFD to advance our perspective, values, and principles. The following procedures will be followed for all public utterances on behalf of the UUFD:

- The minister has “freedom of the pulpit” in representing the UUFD as long as the statements are not against the positions taken by the UUA and are aligned with our Principles and Purposes.
- The President or his/her designee representing the UUFD can make a statement public after it has been accepted by at least three members of the Board. The statement will be aligned with positions taken by the UUA, and the Principles and Purposes. Ideally, the statement should be signed by the President since a signature of any other person implies there may not have been Board agreement thereby lessening the impact.

2021 Board Elections

Thanks to the **Nominating Committee** – Frank Potter, Julia Omarzu, Jo Ellen Langerman – for seeking candidates for the Board positions that are up for election at the 2020 Annual Meeting.

For this election, the Committee asked members who were interested in running to prepare a short document (a few paragraphs) as to why they would like to serve on the Board.

The names of nominees and their statements were sent in an email to voting members one week before the Annual Meeting.

Treasurer for Two (2) Years

- Jerry Guenther
- _____

Trustee for Two (2) Years

- Diane Baker
- Nancy Turner
- _____

Trustee for One (1) Year

- Gail Guenther
- _____

Tribute to Kent Mayfield, UUFDF Minister

Rev. Dr. Kent Mayfield has been with us since we met at Windsor Park Place – providing occasional reflections since 2000. Then in 2004, after we bought our building, we asked Kent to serve us regularly. He began coming once a month to provide reflections for Sunday services, from September through May, and continued to this month, November 2020 which will be his last service.

All are aware of the high quality of the reflections he has given. The quotes he begins with and the sources he mentions during his talk indicate the knowledge that very few ministers or other speakers have. The depth of his talks has shown that he spent many hours each week in research, processing his ideas, and then polishing his final words. He always had some personal stories to fit the theme of his talk. Often there would be a piece of humor usually about one of his misadventures. If we had to offer a one-word description of his presence it would “erudite.”

Since 2014, Kent has not only contributed to the UUFDF he has brightened the Fellowship’s image in our community with his series of short reflections in the *Telegraph Herald*. Unlike many other ministers or religious leader’s vignettes, his are not advertising his brand of religion but offers insight and inspiration on life’s experiences.

We seldom consider in the Fellowship, that Kent has transitioned to a gay life but for a person to be public about this they are still vulnerable every day to harm. He shows courage as well as quiet leadership.

When Iowa, in 2009, became the third state to recognize gay marriages Kent began to perform more than 40 union ceremonies. He also accepted becoming the go-to person for the media to explain the importance of honoring the relationships.

For several years each spring the UUFDF had a fundraiser event where we auctioned things members donated. Kent each time offered a dinner with a foreign country theme for 20 or more people at his ranch in rural Dodgeville. Kent and his partner, Jack, prepared and served the dinner usually with three major offerings to choose from. These main courses would not be bettered by even four-star restaurants in New York City.

A few years ago, he and Jack sold his Arabian horse ranch and moved to Milwaukee. It was a testimony to his dedication to the UUFDF that he was willing to drive across the state of Wisconsin to continue to be with us on Sunday morning.

We have had many ministers since our beginning in 1984 but none gave us the time, effort, and quality of sermons that Kent has. What he provided the UUFDF was worthy of a church of 450 or more members. However, he served us as if we had that many in the pews. We know we were fortunate. We wish him the very best and plan to keep in touch.

Submitted by Frank Potter

Thanks to Bruce & Kathy Schmidt

Thanks to Bruce

The Fellowship has been fortunate to have Bruce Schmidt providing leadership and coordination of the Historic District Coffee House (HDCH) since its inception in March 2012. Bruce, along with Linda Niemann, Music Coordinator at the time, came up with idea of Coffee House – and made it happen. The purpose of the Coffee House was to provide opportunities for novice and veteran performers to share their talents in a welcoming, supportive, encouraging environment – for an appreciative audience. It has been a huge success – growing over the years, with attendance of 25 - 75 people coming from 75-mile radius – including wide range of artists from Iowa, Illinois, Wisconsin, Minnesota. Bruce played a significant role in that success.

Bruce has been a consistent presence for Coffee House – and the Fellowship recognizes his contributions: dedication in developing and promoting the event ... generosity in sharing his personal sound equipment – delivering, setting up, taking down ... passion for music and performance of all varieties, in all forms. Bruce took a special interest in and supported all of the Coffee House performers – providing coaching & mentoring that helped launch the careers of young musicians, and gave mature emerging musicians space to explore and find our voices. Bruce stepped down as HDCH stage co-host after the virtual May event – which marked a transition to Art Roche and Karen Buechele as co-hosts, to carry on the Coffee House legacy.

We're grateful that Bruce continues to contribute to the Coffee House – and to collaborate with other performers – as a popular and highly-regarded musician!

Thanks to Kathy

Along with the talent of performers on the stage, the HDCH has come to be known for its comfortable, welcoming environment. The Fellowship greatly appreciates how Kathy Schmidt has worked her magic in transforming our church sanctuary to a Coffee House setting – for each of the 5 events per year, for 8 years! After moving chairs and pews around, setting up signs and making coffee, setting out the amazing desserts she provided for each HDCH – along with treats many others contributed – then, Kathy served as a gracious event host! She providing a warm and inviting presence for the Coffee House – greeting and welcoming everyone, referring performers to the stage co-hosts, taking the time to answer questions about the Coffee House, the UU Fellowship, the building – whatever helped people feel comfortable.

After the last stage performance, Kathy led clean-up activities. While others were talking and socializing, Kathy focused on converting the Coffee House setting back to a sanctuary space.

Kathy stepped down from her event host duties in May – and we are grateful for her many years of service and dedication to making the HCDH a success. We are also pleased that she can now have a more active and visible role as a Coffee House performer – sharing her joy of music, her pleasant voice and lively ukulele strumming, to the line-up of talent showcased on stage!

Submitted by Marian Maciej-Hiner

Leadership Retreat

The purpose of the Retreat, held Saturday, February 1, 2020 at Shalom Spirituality Center, was:

To bring together those who serve in leadership roles in the UU Fellowship – for a shared conversation about our purpose, our priorities, and our roles – and about how we work together as a leadership team to achieve our goals for the congregation.

We spent a full day getting to know each other, talking about the mission of the church, our roles as Board and Committees, identifying our goals and priorities for 2020. We had a follow-up meeting in mid-February to assign the goals generated at the Retreat to the Board and Committees – based on the mission and purpose of each group.

Development of the Leadership Team

The Leadership Team isn't an entity that meets regularly – the times team members came together in 2020 was at the Retreat, and then – just a month after Retreat – to make the first round of decisions in response to COVID-19. Members were called to operate as a team – where everyone's contributions were needed to focus on what was best for the congregation. After two meetings, team members went on to carry out their group's goals and priorities.

Board & Committee members haven't skipped a beat working to serve congregation – along with other team and congregation members, and coordinators – and to maintain a robust congregational life. We transitioned to alternative forms of connecting due to COVID – including Zoom services, phone trees, online & outdoor socials, a new Facebook group, virtual UU Ukulele strum and sing-alongs, and virtual Historic District Coffeehouses.

Board of Trustees Members:

- Marian Maciej-Hiner, President
- Katie Heil, Secretary
- Jerry Guenther, Treasurer
- Gail Guenther, Trustee
- Craig Reber, Trustee
- Nancy Turner, Trustee

Committee Chairs:

- Building and Grounds Committee: Frank Potter
- Finance Committee: Gene Schaul participated as representative*
- Library Committee: Gene Schaul participated as representative*
- Membership Committee: Alyssa Zasada
- Program Committee: Calvin Gatch
- Social Action Committee: Sheila Schaul participated as representative*

* If Board members served as a Committee Chair, or if a Committee Chair was unable to attend, a committee member was identified to participate as a representative

Buildings & Grounds Committee Report

Members: Jon Luckstead, Craig Reber, and Frank Potter (chair)

The Building and Grounds Committee maintains the physical properties of the UUFD in a safe and frugal manner. Maintenance includes sidewalks and lawn, trash collection, fire equipment and safety signs, technical equipment, enhanced listening devices, and appliances. The committee also advises the Board on maintenance issues.

Update on 2020 Goals:

- **Consider adding a third rail on the steps up to the stage:** We did not put in a rail since we are now looking at restoring the interior, and we are not using the space due to the virus.
- **Create a list of B&G Committee tasks:** We could use volunteers to help with: weeding; putting out trash Thursday evening for Friday morning pick-up; cleaning Emerson House; opening the buildings for outside parties.
- **Craft a policy regarding gifts:** Proposed and approved by the Board.
- **Develop a process for B&G expenditure request:** Proposed and approved by the Board.

Emerson House update:

- The major action was cement blocking in the basement doorway to the exterior. This door has never been used by us and resulted in a major amount of water to enter to the basement dirt/brick floor. Closing this in has greatly reduced the moisture problem in the basement thus making a healthier building. Doing it ourselves saved ~\$2000.
- We have a dehumidifier running 24/7 in the spring/summer. An electrician added electrical outlet to basement west wall where the dehumidifier is placed near the drain.
- We are waiting for the plumber to finish repairing the water inlet to the Emerson House. There was a hole in the 115-year old lead pipe to church and to the pipe that goes to the exterior faucet. Re-piping done with copper pipe no longer buried in the ground floor. Exterior faucet will be replaced with one that does not need to be shut off each fall.
- We contracted to have the downspout moved from the southeast corner to the southwest corner of the Emerson House, where it empties on the alleyway instead of near the basement, to keep basement dry.
- Jon Luckstead is working with Gronen Restoration on replacing the wooden ramp and deck leading to the entrance, with a cement ramp and entrance and metal railings.

Church

- Due to the COVID-19 virus we have not been using the building since March.
- We contracted to clean out the gutters on the east side of the main building, and had gutter guards put in which will save us money on cleaning each year.
- We considered replacing the water heaters but will keep them until their end life.
- Top of south side of the church building needs a lot of tuckpointing and splash of earlier tuckpointing repair needs to be removed. This will be part of the restoration project.
- We plan to replace the five fire extinguishers in December (in the budget).

Care Committee Report

Members: Jeanne Harrington, Wendy Woodhouse, Barbara Gatch (chair)

The Care Committee continues to respond to UU Fellowship members' needs as they arise with telephone calls and cards. There is a very caring network among all UU members and friends who relate information, concerns and actions on behalf of the Fellowship.

Care Committee members will continue to work on the following goals for 2021:

1. Craft a policy statement for events such as funerals and weddings.
2. Create a responsive checklist to help members/friends plan a funeral/memorial service at the Fellowship.
3. Develop guidelines relating to responding in a consistent way to members and friends needs in times of crisis, illness, death and unmet needs.
4. Begin conversation on how to respond to needs as we move into our space after Covid and respond to needs during the coming renovation.

Finance Committee Report

Members: Gene Schaul, Marilyn Tommaro, Jerry Guenther (chair)

The Finance Committee manages the congregation's financial resources, raises funds from members each year to finance the operating budget, and works toward enhancing the congregation's quality of life. Its function includes fundraising, budgeting, pledge record-keeping, bookkeeping, audit, and finance.

RESPONSIBILITIES AND SCOPE OF AUTHORITY:

- Set yearly goals and timeline
- Develop a budget
- Report to Board monthly

2020 Goals:

- Remain financially solvent
- Share info on income and expenses

Library Committee Report

Members: Cyndi Hartley, Pam Kress-Dunn (chair)

The UUFD library made good progress this year. We added over 45 books, including 16 new books and over 30 previously owned and donated by members and friends. Many thanks to Judy Naumann, Frank Potter, Tam Prenosil, Chris and Diana Robinson, and Alyssa Zasada for their donations, and to others who suggested new titles. New acquisitions are highlighted in the weekly newsletter. Even with the church closed due to Covid-19, books have been circulated to those who requested them. The online catalog has been a great way to raise awareness of our holdings. The collection has been organized by subject category and labeled for easy reshelving.

Goals for 2021 include additions tailored to fellowship needs, especially for use by the Religious Exploration committee and Program committee. More shelving will be needed soon, preferably with the donation of a used bookcase, as interior renovation is still under consideration.

It is clear the UUFD library supports all three focus themes for 2020:

Communication between author and reader, and among people who read and discuss the same books, as well as speakers who use our books as source material for their reflections.

Connection with each other and the wider world.

Construction of expanded space for growing library is an essential part of our long- (and short!) range plans.

Long-Range Planning Committee Report

Members: Jerry Guenther, Frank Potter, Tam Prenosil, Nancy Turner, Amy Ressler (chair)

The Long-Range Planning Committee convened for one meeting in March 2020, but did not identify a chair at that time – to call additional meetings. Amy Ressler came on board as chair in October, and will bring the committee together early in 2021.

Purpose:

Researches, plans, and implements a process to determine UUFD's future. In all stages of the process the committee works closely with the Board, the congregational leadership, and the congregation as a whole.

For 2020 action:

There have been two Long-Range Plans prepared for the Fellowship: in 1991 and in 2004. It's time to revisit those plans and to engage the congregation in determining our shared values & beliefs – what's important to us as a community. And to identify the actions we want to take to build on those priorities – to chart the course for our future.

Responsibilities:

- Develop a work plan – set yearly goals and timeline
- Develop a budget and submit to Board for approval
- Report to Board after each committee meeting
- Identify relevant data and benchmarks to establish: Where have we been in the **past**? Where are we now – in the **present**? Where do we want to go in the **future**?
- Gather Long-Range Planning resources from the UUA Handbook
- Gather Long-Range Planning resources & data from UUA MidAmerica Region Office
- Survey other UU congregations
- Conduct a Congregational Survey – address aspects of our congregational life (committees)
- Address recruitment of underrepresented populations (LTBTQ, immigrants, others)
- Address paying off mortgage by 2022

Membership Committee Report

Members: Diane Baker, Karen Buechele, Marian Maciej-Hiner (December 2019 - May 2020), Judy Nauman, Marilyn Schroeder, and Alyssa Zasada (chair)

The UUFD Membership Committee was restarted in December of 2019 and exists to promote recruitment, engagement, and retention of members of UUFD.

Accomplishments Toward UUFD 2020 Focus Areas

Communication

Sharing our stories, gifts, souls

- Moved welcome packet and prospective member packets to UUFD website.
- Started “Getting to Know UU” member and friend spotlight in the newsletter.
- Aggregated a list of newspapers, online directories, etc., where UUFD information is shared with the public. Updated UUFD info as applicable.
- Purchased a listing for UUFD in the Community Worship Directory in the Grant, Iowa, & Lafayette Shopping News (Wisconsin).

Connection

Growing our trust, understanding, hospitality

- Purchased UUA brochures to be available for visitors and prospective members.
- Created info sheets to gather information from visitors at in-person services.
- Developed and offered a group Fellowship orientation in February. Conducted one-on-one orientations via Zoom throughout the year.

Construction

Building our community, theology, home

- Hosted a New Member Ceremony in February.
- Welcomed six new members to the congregation throughout the year.

2021 Committee Goals

- Continue to seek avenues to attract new members.
- Continue hosting Fellowship orientations (either one-on-one or group, as applicable).
- Host a New Member Ceremony when we return to in-person services to welcome members who joined during the time of Zoom services.
- Continue facilitating “Getting to Know UU” member and friend spotlight.
- Create a digital form to gather information from visitors at Zoom services.
- When UUFD returns to in-person services, reassess our committee goals to include in-person activities and events.

Submitted by Alyssa Zasada, Chair

Program Committee Report

Members: Calvin Gatch, Wendy Woodhouse, Jean Becker, and Bob Dunn (chair)

Our main work is planning, preparing, and presenting weekly Sunday services. We seek individuals from the Fellowship, the local community, and beyond to provide quality, engaging Sunday presentations that relate to the UU mission and principles.

Our Sunday services and other Program Committee events offer:

- **Communication:** Our Sunday services bring in speakers from outside the Fellowship and within the Fellowship. We see these presentations as a means of communicating to our members topics of interest and relevance to our UU Principles. The committee seeks a balance between the spiritual and the secular in our offerings
- **Connection:** Through elements of the service and after-service chat we hope to accentuate and cultivate a feeling of “togetherness and closeness” among our members. We feel that certain elements of the service – Joys, Sorrows, Concerns: Readings; Music; Meditation; Closing Circle – aid in promoting a sense of connection.
- **Construction:** Two questionnaires were handed out to UUFD members during the last year soliciting feedback on the quality of Sunday services and evaluation of speakers. Results indicate members are generally pleased with the quality of Sunday services.

The Covid pandemic has significantly altered the way we gather for our Sunday services. Since March we have met solely online via Zoom, presenting both challenges and opportunities. The challenge being that Zoom can only partially replicate the experience of face-to-face gatherings. Opportunities have included the ability for people to log on from great distances, greater ease in attending for those with physical handicaps, and having guest musicians and singers who are located at some distance be part of Sunday services – including Casandra Hoffman, joining us from Germany, and Peter Mayer, connecting from Stillwater, Minnesota. As the months have progressed we have become more adept at organizing and presenting online services. Our technical support staff (Alyssa Zasada, Tom Griep, Teresa Glover) have been key to this process.

Here are the goals we have set for the coming church year:

1. Insure there's a “greeter” at the door prior to service to welcome attendees & hand out OOS.
2. Create a rotating list of snack providers so we don't have ‘feast or famine’
3. Involve more members in the services – as facilitators, readers, musicians, and presenters
4. Plan and present 2-3 events/year at the UUFD outside of Sunday Services
5. Seek to maintain some ministerial presence in the UUFD services – since Rev. Kent Mayfield's monthly services at UUFD (9-10 per year) have ended as of November 2020.
6. Establish a tradition of “anchor services” throughout the year that promote Community Building and UU Principles: End-of-year “holiday” service; Peace & Justice Service; Thanksgiving Service; Earth/Nature Service; Flower Communion; and Water Ceremony.
7. Utilize on-line content to supplement services when appropriate and it adds to the service.
8. Have 1-2 Exchange Services/year, where a UUFD member gives a service at another fellowship and we receive someone from that congregation to lead our service.

Religious Exploration (RE) Committee Report

Previously the Religious Education (RE) Committee

Members: Linda Ressler, Jo Ellen Langermann, Cyndi Hartley, Alyssa Tedrick, and Samuel Felderman (chair)

It has been an exciting year for the Religious Exploration Committee! Reorganized after several years without meeting, the RE Committee had its first official meeting on April 28th with its five members all present: Linda Ressler, Jo Ellen Langermann, Cyndi Hartley, Alyssa Tedrick and Samuel Felderman.

At the Executive Board meeting on June 12st, they approved the RE mission statement which says this:

“The RE committee seeks to deepen the spiritual life of the Fellowship’s children, youth and adults through engagement and exploration of the Six Sources. We will strive to educate ourselves and our community in religious practices and texts and to help each other grow together as we intertwine our physical lives and knowledge with the spiritual. Through offering engaging and compelling religious education programming, we will instill and support a deeper understanding of our Unitarian Universalist principles and sources.”

During this year, the Religious Exploration Committee has strived to live up to its mission to serve our Fellowship in the following ways:

- Creation of UU Activity Bags for children to enjoy during services
- Creating and supplying Holiday Gift Bags for kids and youth connected to our congregation
- Managing the Great Ramadan Read
- Sponsoring and volunteering at the First Annual Indigenous People’s Day Celebration
- Adding educational resources to the newsletter and website
- Hosting three book discussions for adults reading the books
 - Patricide* by Dave Harris
 - The Overstory* by Richard Powers
 - An Indigenous People’s History of the United States* By Roxanne Dunbar-Ortiz

As 2021 approaches, the RE committee is continuing to create programming to assist the members and friends of the Fellowship explore their connection to our Six Sources and Seven Principles.

Submitted by Samuel Felderman, Chair

Social Action Committee Report

Members: Cyndi Hartley, Jo Ellen Langerman, Laura Hoffman, Tam Prenosil, Sheila Schaul, Craig Reber (co-chair), Diane Baker (co-chair)

The Social Action Committee has made great strides since our first meeting on June 10. In 2020, we supported our community by engaging in the following activities:

- Quarterly donations to local charities via “plate collections”
 - First Quarter: Rescue Mission Garden and Greenhouse - \$382.50
 - Second Quarter: NAACP Dubuque Chapter - \$150.00
 - Third Quarter: Dream Center - \$145.00
 - Fourth Quarter: Fountain of Youth - \$250.00 (as of 11/28/2020)
- Coordinated purchase and hanging of “Side With Love” banner on church building
- Supported and assisted with “Black Lives Matter” billboard downtown (2 months)
- Informed members & friends of opportunities to learn about, donate to, volunteer with:
 - Braver Angels - “With Malice Toward None” pledge about political polarity (learning opportunity)
 - Immigration Nation documentary on Netflix (learning opportunity)
 - United Way of Central Iowa’s 21-Day Equity Challenge (learning opportunity)
 - Indigenous Peoples’ Day celebration (financial donation)
 - Thanksgiving dinner at the Rescue Mission - raised \$300.00 (financial donation)
 - Christmas food/gifts (financial donation)
 - St. Stephen’s Food Bank - raised \$500.00 (financial donation)
 - Thanksgiving to-go meals and deliveries (volunteer opportunity)
 - Black Lives Matter protests around Dubuque (volunteer opportunity)

We hope to accomplish much more in 2021. We will begin the year by establishing a committee charter and mission statement, followed by a roadmap of activities for the year. Proposed:

- Recertify Fellowship as a Welcoming Congregation (learning opportunity)
- Climate Change service or presentation (learning opportunity)
- Political polarity/positive communication service or presentation (learning opportunity)
- Human Rights Day service or presentation (learning opportunity)
- Representatives at local organizations (volunteer opportunity)
- Getting to know our Jackson Park neighbors (volunteer opportunity)
- Indigenous Peoples’ Day (financial donation and/or volunteer opportunity)
- Dubuque Pride Picnic (financial donation and/or volunteer opportunity)
- Dubuque Bicycle Mission (financial donation and/or volunteer opportunity)
- Quarterly donations to local charities (financial donation)

Submitted by Cyndi Hartley

Historic Preservation Project

The Historic Building Preservation Project took shape over the past 6 months of 2020. Many people had previously been involved, laying the groundwork for an exploration of the feasibility and support for a major restoration of our church building.

The Fellowship congregation embarked on an adventure, working with Gronen Restoration, Heritage Works, Jeff Morton Architects on the scope and budget for a 3-phase project that includes: replication of the belfry, restoration of the exterior, renovation of the interior. The total cost of the project is \$1.5 million.

This adventure helped the Board and others recognize the significance of doing something transformative with our church home – more than just take care of our building. We realized that, with the help of John & Alice Butler’s challenge match offer and state grants and donations, we can make a huge impact on our neighborhood and larger Dubuque community.

There was never a question that this is a huge project for a small congregation like ours to take on – but there was also confidence that we have the talent, the drive, and the support – from within our Fellowship and our larger community and denomination – to make it happen.

As we have taken steps over the past few months – steps we may not have taken, if not for the project – we moved from focusing just on strengthening our bricks & mortar home to also strengthening our Fellowship community – strengthening our neighborhood and our city communities.

The following groups are working together toward a shared vision – their reports are on the following pages:

- Board of Trustees
- Financials Work Group
- Fundraising Work Group

Board of Trustees Report

The UUFD Board of Trustees has been serving as the Project Management Team for the Historic Building Preservation Project since June. We worked with Gronen Restoration, Heritage Works and Jeff Morton Architects to present the 3-phase project at an informational meeting July 12. At that meeting, the 2:1 challenge match offer from John and Alice Butler was confirmed.

After that meeting, the Board organized and mobilized resources that would help determine – over the next 5 months – whether the Fellowship has the funding and commitment needed for a successful building renovation.

The Board talked at length about our role in process and how we can best serve and lead the congregation. We made a commitment to being responsible – responsive – and transparent, as we carried out these activities:

Communication

- Held three information meetings (July 12, August 23, October 25) to present the project to the congregation, provide updates, respond to questions and input
- Kept congregation informed through UUFD Historic Preservation website, email messages, newsletter and conversations

Connection

- Surveyed the congregation to gauge interest (July) and get support for taking next steps (August)
- Shared survey comments and statistics to demonstrate high level of interest in the project
- Posted questions from the congregation and Board responses/answers in FAQ section of Building Restoration web page

Construction

- Created documents – spreadsheets, plans, timelines – to guide us through the next months
- Built an organizational structure for planning and systems for gathering & sharing input
- Identified fundraising targets, outcomes and need for resources for Work Groups
- Recruited volunteers to serve on three work groups: Fundraising, Financials, Project Management (this group is still a work-in-progress)

Through the past six months, the Board has been inspired and motivated by your interest, your support, your commitment to the Fellowship and our church home.

Submitted by Marian Maciej-Hiner

Financials Work Group Report

Members: Linda Ressler, Marilyn Tommaro, Jerry Guenther, and Cyndi Hartley (leader)

Charge of the Financial Work Group:

Work closely with the Board to clarify details of the Financial Road Map – including financial partners, timeline for invoicing/payment of renovation initiative expenses, contingency plans. Work with the Board, Fundraising and Project Management Work Groups to create systems and tools for managing and communicating about the renovation financials.

- Create a work plan – with goals, activities, timeline, individual responsible
- Work with the Board to develop a detailed expense budget that includes paying for upfront costs prior to making final decision about initiative (planning/pre-development work such as Tax Credit applications, development plans, estimates, renderings)
- Work closely with the Board to develop a plan for covering expenses to be refunded through the Tax Credit program – possibly through a bridge loan
- Become familiar with the major sources of income for the renovation initiative, including State Historic Tax Credit (HTC) expense refund program, internal and external private donations, online donations, grant awards, matching funds (2:1 match)
- Work closely with the Board and the Fundraising Work Group to develop systems for managing multi-year pledges from internal and external private donors
- Develop a report template to be used to monitor income & expenses for the renovation initiative – determining consistent, relevant numbers that will be included in all reports
- Report monthly (or more frequently, as needed) to the Board – who will be receiving reports from other Work Groups and affiliated stakeholders and coordinating communication with partners and the congregation

Accomplishments:

- Initiated research of bridge loan options
- Kept track of number of contributors and amounts provided by Treasurer
- Recorded expenses as they were paid from dedicated Restoration account
- Created financial “thermometer” to present financial information to congregation

Submitted by Cyndi Hartley

Fundraising Work Group Report

Members: Art Roche, Calvin Gatch, Samuel Felderman, Kathleen Weber, Pam Kress-Dunn, Katie Heil (leader)

The Fundraising Work Group has the goal of bringing in \$200,000 in donations/pledges/grants. We have been concentrating our efforts in three main areas: internal fundraising, external fundraising, and donor recognition.

Internally, Samuel has been having conversations with members and friends to get feedback on the project as well as to request donations. Thanks to everyone's generosity – the internal pledge drive has been very successful. Board members Marian and Jerry have joined in the work of contacting those Samuel hasn't been able to reach, and those who talked to him but haven't yet sent in their completed and signed pledge form – needed to receive the 2:1 match.

Externally, we have been using several methods of generating donations including crowdfunding, applying for grants, mass mailings, and making personal phone calls.

- **Crowdfunding:** The Faithify page was created and promoted – and we reached our goal of raising \$3,500. We will get the money raised, plus a 10% match from the MidAmerica Chalice Lighters Grant. With the matches, this project netted us nearly \$12,000.
- **Grants:** We applied for the Iowa Main Street Grant, and unfortunately did not receive it. However, the work involved in the application was used in the creation of a promotional brochure for our project. There will be another grant opportunity in the spring – focused specifically on historic preservation.
- **Mailings:** Many people were involved in the creation of a donor list containing over 200 names and addresses. The promotional brochures were mailed out to the people on the list.
- **Phone calls:** Art has recruited and trained a number of volunteers to personally contact each of the people on the list to talk with them about the project and ask for their support. From this list of over 200 potential donors, Art and Calvin identified 35 "top donors" who could possibly contribute \$1,000 or more to the project. We have another team of callers who have started contacting them.

Donor recognition is the final piece of the fundraising campaign. We need to let people know how much we appreciate their contribution! Gail Guenther, Jeanne Harrington, and Katie have been writing thank you notes to every donor. Ongoing planning is going into a donor recognition display for inside our building as well as a donor recognition event to celebrate once the work is complete.

Finally, everyone in the congregation should have received two of these brochures that they can share with their contacts. (Contact Art if you would like more to share.) As of this writing, we have close to \$100,000 in donations and firm pledges – so we have reached 50% of our goal.

Submitted by Katie Heil

Teams

Along with the UUFD Board of Trustees, nine standing committees, and work groups formed to move the historic building preservation project forward, there are many other groups at work in the Fellowship. This year, the Board increased the visibility of these groups, clarified their roles and responsibilities, and acknowledged their contributions to the congregation – by identifying them as **Teams**. Some Teams came together as self-directed groups, and consulted with the Board on their purpose/focus, others were formed with charges by the Board. Some worked together for a specified period of time, to deliver a specific outcome, other are ongoing.

Some teams were already working together to share information – for example, the Facebook, newsletter and website coordinators regularly draw on each other’s postings. That group is now referred to as the **Communications Team** – to reflect the collaborative nature of their interactions. In addition, several new teams were formed to complete specific tasks – to carry out distinctive functions – or to work on particular projects.

To help put “teams” and “committees” into the context of our Fellowship organization, here are some of the differences between the two groups and how they function. Not all apply to all of UUFD’s Teams and Committees, but provide a sense of their unique roles in an organization.

Committees: Strong leader; purpose is the same as broader organization’s; efficient meetings; represent people/interests outside the group typically with formal protocols

Teams: Shared leadership; specific purpose to be delivered; encourage open-ended discussion, active problem-solving; work together to emphasize each other’s strengths

UUFD’s Teams

- **Building Reopening Team**
- **Communications Team**
- **Historic District Coffee House Team**
- **Land Acknowledgement Team** (short-term)
- **Leadership Team**
- **Music Team**
- **Racial Justice Response Team** (short-term)
- **Renovation Liaison Team** (short-term)
- **Spiritual Leadership Team**
- **Volunteer Coordination Team**
- **Zoom Administration Team**

Building Reopening Team

Members: Sandy Nickel, congregation; Bob Dunn, Program Committee; Frank Potter, Buildings & Grounds Committee; Katie Heil, Board of Trustees (convenor)

Purpose: Research state/city/UUA/CDC regulations and insurance carrier guidelines for reopening; identify Program and Buildings & Grounds committee needs; survey congregation to determine needs and comfort with in-person services; develop Fellowship guidelines.

Communications Team

Members: Cyndi Hartley, Facebook Coordinator; Marian Maciej-Hiner, Newsletter Coordinator; Tom Griep, Alyssa Zasada, and RRS Stewart, Website Coordinators

Purpose: To keep members, friends, our extended Fellowship network, and visitors informed of current information and events within the congregation, community, and UUA.

Historic District Coffee House Team

Members: Bruce Schmidt, Art Roche, stage co-hosts; Kathy Schmidt, event host (January-May) Art Roche, Karen Buechele, stage co-hosts (May-December); Barbara Gatch, Marilyn Tommaro, clean-up and take-down; Alyssa Zasada, Zoom tech support (starting in May)

Purpose: Set up “coffee house” arrangement; set up sound equipment and do sound checks; interact positively with performers and provide constructive feedback, coaching.

Land Acknowledgement Team (October – December 2020)

Members: Alyssa Zasada, Linda Ressler, Sandy Nickel

Purpose: Research the history of the land on which our church home was built and identify the Indigenous people who inhabited that land. Write an acknowledgement of their ownership.

Leadership Team

Members: Board of Trustees members, Committee chairs

Purpose: Develop a shared understanding of purpose, priorities, and roles; work together to achieve our goals for the congregation; communicate with other team members on opportunities for collaboration or when there may be overlap; contribute to making decisions.

Music Team

Members: Katie Heil, Maureen Leytem, Karen Buechele, Unitarian Universalist Ukulele Union (UUUU) members, Bob Dunn, Music Coordinator

Purpose: Coordinate live and Zoom performances for every Sunday service, working with team members to lead hymns, provide music for meditation; recruit guest performers; lead Monday UUUU sessions; make arrangements for UUUU group to play at nursing homes, Farmers Market.

Renovation Liaison Team (January – June 2020)

Members: Tom Griep, Calvin Gatch

Purpose: Communicate with John Gronen and Duane Hagerty as they develop proposals for the possible renovation project; present proposals to the Board; serve as resources to help explain architectural and financial aspects, answer questions when Board calls congregational meeting.

Racial Justice Response Team (June-August 2020)

Members: Jeanne Harrington, Pam Kress-Dunn, Jo Ellen Langerman, Samuel Felderman, Marian Maciej-Hiner, Cyndi Hartley, Linda Ressler and Alyssa Zasada, co-facilitators

Purpose: Respond to current events regarding racial justice concerns, with activities including putting up Black Lives Matter billboard and banner on UUFD church building, developing list of Black-Owned Businesses, distributing free masks (made by Jeanne Harrington), support community vigils, join Dubuque Branch of NAACP, collect donations for racial justice efforts - which supported monthly ADORE (A Dialogue on Race and Ethnicity) sessions.

Spiritual Leadership Team

Members: Linda Ressler, Nancy Turner, Alyssa Zasada

Purpose: Create a timeline for research and congregational involvement; work with UUFD Board to introduce the subject of spiritual leadership to congregation; consult with MidAmerica UUA Region staff to access available resources and contacts with other congregations; research what it means to work with a lay minister, a UUA or congregation-ordained minister; engage congregation members in identifying what they want & need from a spiritual leader.

Volunteer Coordination Team (February – March 2020)

Members: Julia Omarzu, Sheri Garner

Purpose: Promote volunteering as a way to more effectively engage people in the Fellowship; help develop a sense of belonging, participating and contributing to congregational life; make the contributions of our many volunteers more visible.

Zoom Administration Team

Members: Teresa Glover, Tom Griep, Alyssa Zasada (lead)

Purpose: Have access to the UUFD Zoom account, with password; schedule Zoom meetings and send out meeting Zoom connection information when needed; work with Program Committee members and presenters to prepare for Sunday services; assist participants with connecting; serve as host for Sunday services – run slides, manage mute/unmute status of speakers.

Volunteers

We appreciate the contributions, time, and talent of the many volunteers who support the Fellowship.

Buildings & Grounds

- Cleaning church/Emerson House – Tam Prenosil, Jeanne Harrington, Louise Thurn
- Purchasing supplies – Frank Potter, Tam Prenosil
- Scheduling church/Emerson House – Bob Dunn
- Snow removal/lawn mowing – Frank Potter, Craig Reber
- Weeding – Gene Schaul

Fellowship Representation

- Dubuque Area Congregations United (DACU) – Tam Prenosil
- MidAmerica UUA Region Archivists – Frank Potter

Operations

- Archivist – Frank Potter
- Mail at Post Office – Marilyn Tommaro

Sunday Services

- Flowers for the church – Marilyn Tommaro, Laura Hoffman
- Sets up bowl of water for Joys & Concerns – Frank Potter
- Coordinates refreshments for Sunday services – Pam Kress-Dunn
- Sets up coffee & hot water for Sunday services – Jon Luckstead, Frank Potter
- Records attendance – Jerry Guenther, Gene Schaul, Marilyn Tommaro