



# Channing Memorial Church

## Governing Board 2007 – 2008

### “The Year of Action”



*Meeting Agenda*  
*March 11<sup>th</sup>, 2008, 7 PM – 9:30 PM, Parish Hall*

*“...there is a great awakening in our land. There is a yearning for peace and a realization that we need never have gone to war. There is a yearning for a more free and open society, and the emerging recognition of repression of people’s lives, of their right to know, and of their right to determine their nation’s future. And there is a yearning for the kind of mutual trust between those who govern and those who are governed that has been so lacking in the past...If ever there was a time for change, it is now.*

*Senator Mike Gravel, introduction to the Beacon Press edition of The Pentagon Papers, 1971.*

- I. Check-in (15 min.).
- II. Chalice Lighting and Spiritual Reflection (5 min.).
- III. Appointment of Process Observer (1 min.). *Tom Beall*
- IV. Approval of Minutes (4 min.). *Barb Nowicki*
- V. Planning Session – [Review of 2007 – 2008 Goals](#).
  - A. **Insurance Update from Emery and Webb** (20 min.). *Mr. Craig Wert*
  - B. **Goal 1: Address the Problem of the Steeple.**
    1. Status of developing steeple job specification (10 min.). *Dennis Greene*
  - C. **Goal 6: Empower / support SJC to develop and implement action plans to realize Congregation’s commitment to reach out and serve others in our community, our country, the world.**
    1. Green Congregation Goals (20 minutes). *Beth Milham*
  - D. **Goal 2: Build awareness and understanding within the Congregation concerning financial opportunities and challenges** (40 min.).
    1. Budget Update (10 min.). *Richard Webb / Dave Banister*
    2. Canvass Update (10 min.). *Chris Yalanis*
    3. Grant-writing Update (10 min.). *Dennis Greene*
    4. Service Auction Update (10 min.). *Barb Nowicki*
- VI. Current Business (30 min.).
  - A. Treasurer’s Report (10 min.). *Dave Banister*
  - B. Minister’s Report (10 min.). *Rev. Amy Freedman*
  - C. Floor Refinishing Project & Summer Services (10 min.). *Board*



**Channing Memorial Church**  
**Governing Board 2007 – 2008**  
**“The Year of Action”**



VII. Evaluation of Meeting and Adjournment (5 min.).

*Process Observer*

*Upcoming Events:*

- |   |          |
|---|----------|
| 1. Adult Enrichment, 7 – 9 PM, Library and Channing House.      | 13 Mar   |
| 2. Social Justice Committee Meeting, 11:15                      | 16 Mar   |
| 3. Soup Kitchen, 3:30 – 6 PM, Parish Hall.                      | 17 Mar   |
| 4. Family Games and Finger Food Potluck, 3 – 7 PM, Parish Hall. | 22 Mar   |
| 5. Easter Sunday – Wear Your Bonnet!                            | 23 Mar   |
| 6. Organic Potluck and Gardening Tips, 7 PM, Parish Hall.       | 26 Mar   |
| 7. Coffee House, 7 PM, Parish Hall.                             | 28 Mar   |
| 8. Book Group, 11:15, Library.                                  | 30 Mar   |
| 9. Crop Walk.   | 26 Apr   |
| 10. Building Your Own Theology, Thursdays, 7 – 9 PM,            | 01 May - |
|   | 05 Jun   |
| 11. Service Auction, 5:30 PM, Fenner Hall.                      | 31 May   |

**Channing Memorial Church**  
**Approved Governing Board Minutes**  
**February 12, 2008**

**Attendance:** Ruth Jernigan, Don Mallinson, Rev. Amy Freedman, Kelly Bailey, Bill Hawkins, Richard Webb, Maryellen Doherty, Tom Beall, Barbara Nowicki, Chris Laudon, Chris Yalanis,  
Process observer: Barbara Nowicki

**Approval of January 8, 2008 minutes:**

The January 8, 2008 minutes were approved (Ruth moved, Richard second) with the following changes:

Page 4 changed to read "Richard agrees with 30 hours per week but not for 52 weeks."

Page 6 changed to read 173 "adult" members.

**Budget Discussion (Richard Webb):** Three issues were discussed

1. whether to support funding the DRE for 40 hours per week for 42 weeks or 30 hours per week for 42 weeks.
2. whether to increase Channing's sanctuary rental fee for weddings from \$850 to \$1500 per wedding.
3. whether to increase our "fair-share" payments to UUA and BCD.

Richard Webb reported that at the most recent Finance Committee meeting he presented a preliminary budget that included \$200,000 as a canvass goal, 30 hours per week for the DRE, and a 20% increase in Channing's contribution of UUA membership dues. It was possible for the budget to include the DRE position and additional UUA membership dues as well as building maintenance costs because the charge for wedding rentals of the Channing sanctuary was increased for next year. The budget included 8 weddings at \$850 each for next fall (we are already committed to 8 weddings for next fall) and estimated an additional 12 weddings for spring 2009 at \$1500 each. Richard reported that there was some opposition to increasing the hours for the DRE in the budget, but he felt that any opposition to the DRE position could be overcome if we meet the canvass goal.

Richard reported that some members of the Finance Committee felt that \$200,000 was an unrealistic canvass goal in a recession year, and they would not approve a budget based on a \$200,000 canvass goal. However, Richard expressed the opinion that if we could show in the canvass that we could meet that goal, the DRE position could be funded. If we have a good canvass then this budget could be sold to the Finance Committee. Because we are doing a fundraiser this spring (Steeplechase & auction), and one in the fall (capital campaign), Richard did not include additional fundraising revenues in the proposed budget. It will be important to meet our canvass goal.

Bill Hawkins pointed out that only 50% of the increase in the proposed budget is due to the DRE position. But 50% of the increase is due to additional other smaller things (including \$20,000 for replacing the furnaces). Richard replied that some of the increase is due to building maintenance costs including replacing the furnaces, and additional repairs to the floor in the sanctuary. He suggested that we could borrow from the Margaret Baum fund for some of these repairs.

Richard reported that a few of the finance committee members thought that the board was getting ahead of the congregation, and that more communication might be needed, perhaps communicating what the board is doing once a month at the close of the Sunday service. Tom

pointed out that the minutes of the board meetings are available on the Channing Web site and that we also communicate via the Catalyst, but it's difficult to insure that members read these things.

In further discussion, Richard explained that a \$200,000 budget will support the DRE for 30 hours per week for 42 weeks with benefits. To support a 40 hour per week DRE for 42 weeks we need an additional \$6300.00. The cost of benefits is the same regardless of hours. Channing's UUA membership dues right now costs \$6000. The proposed 20% increase would cost \$1200 for a total membership dues contribution to the UUA of \$7200. We currently pay \$2600 a year to the Ballou Channing District. A proposed increase to \$3200 would allow us to become a "merit congregation" with the BCD. Tom expressed the opinion that we have a moral obligation to pay our fair share to the UUA since we are sustaining a broader movement through the UUA. We don't exist in isolation; we are part of the larger UU movement in the world. But we need to balance this against the fact that the DRE is truly important in the life of our church.

Bill Hawkins pointed out that Channing Church has dedicated volunteers who don't expect money for what they do. He questioned how much Channing needs to function like a business and pay everyone money for what they do. Couldn't Channing find a "retired school teacher" willing to do the DRE job for free. Barbara Nowicki responded that the DRE position, done properly, is a full-time job, and we'd be hard-pressed to find someone to work as a full-time professional for free. Don Mallinson added that a church exists to educate children and adults.

Rev. Amy Freedman pointed out that our church is ripe for growing to the next level, and we need to consider "Where is the best investment for our community? Where will investing in our staff have the biggest benefit for our community?" Amy expressed the opinion that the DRE job has the greatest potential to serve everyone. We would love to hire folks to replace other volunteers but the DRE is the best investment.

Chris Yalanis pointed out that we do need to look for ways to use our members as volunteers. We do need to ask "where can we utilize the talents that we have to be thrifty?" How can we best utilize our volunteers? How can we leverage our resources to save money? Chris expressed the opinion that it is our obligation as a board to set goals and to push for them. It is our job to prioritize our goals for the organization, and then, if we don't raise enough money, then the congregation has spoken with their wallets. If we don't raise enough money during the canvass, then we, as a board, will need to prioritize and make cuts. We will let the congregation decide, but give them a strong signal of our priorities. We are only about \$5 per week per person short of making our goals. We need to motivate the congregation to meet these goals. Chris suggested that we go forward with a budget for 40 hours per week for the DRE, go forward with proposed funding for our BCD dues at merit level, and go forward with necessary building maintenance, and put it to the congregation and ask them to decide.

Richard argued that this is easy to say but hard to deliver. He worried that if we ask the congregation to achieve more than it realistically can, a failure would be demoralizing for the fall capital campaign. Chris responded that he feels that we need to ask people, deliver the message, and see whether we can go there. If we fail, we need to know this before the fall capital campaign. If we ask the folks who currently give \$600- \$1200 per year to increase their pledge by \$10 per week we could meet our goal. We need to clearly ask folks "Would you consider increasing your pledge by...\$xxx..?"

Don asked “What are our revenue sources?” Richard responded that about 60-65% comes from pledges. A canvass goal of \$200,000 is a \$31,000 increase in our pledges. We will not be having any fundraising events next year because of the capital campaign.

The consensus of the board was that they want to maintain the growth that has occurred at Channing recently, and wish to continue to improve Channing’s property and programs. To that end, they established a canvass goal of \$200,000.00, with approximately 50% of the increase in the proposed budget due to the DRE position, and approximately 50% of the increase in the proposed budget due to property maintenance, fuel costs, and new furnaces. The board recommended budgeting for 30 hours per week for 42 weeks plus benefits for the DRE position with a goal of increasing the DRE hours in the next few years if warranted. In preparation for the canvass, the RE committee and the DRE will brief the board and canvass committee more specifically on what the DRE will do for 30 hours per week.

The board passed a **motion that the canvass goal be set at \$200,000.00 and that the board’s goal for the DRE position next year will be to increase the DRE hours to 30 hours per week for 42 weeks and to include benefits.** (Kelly Bailey moved the motion, Chris Yalanis seconded). The motion carried unanimously.

The board passed a **motion to increase the sanctuary rental fee for weddings from \$850 to \$1500 per wedding for next year.** (Richard Webb moved the motion, Don Mallinson seconded). The increase will take effect immediately for all new bookings.

### **Canvass Committee Update (Chris Yalanis)**

The board discussed ways in which we could publicly recognize pledge contributions at leadership levels, however, the idea of creating a “Sower Society” was negatively received by some and has been dropped. Chris Yalanis suggested using the number of people who gave donations in a particular dollar range last year as a benchmark for giving during this year’s canvass. He reminded the board that we need to thank people for giving. He asked that the board decide on a dollar amount for the “leadership” contribution designation for next year. The board discussed whether the current pledge level of \$1000 or greater was appropriate for membership in the leadership group, and Chris reported that some feel that \$1000 is too low.

Bill Hawkins questioned whether we are designating pledges per pledge unit or per person. If you have a family do you divide the contribution? Chris suggested that we continue to count “pledge units” and that families remain a “pledge unit” since frequently there is only one person earning income outside the home in a family.

Maryellen pointed out that since the leadership amount is never announced it really doesn’t serve as an incentive to increase giving. Tom responded that the leadership events are great when they are packed with people because they serve to show how many people are really committed to Channing. Heavily attended leadership events demonstrate a broad base of people willing to commit to Channing. However, the original purpose of the leadership event was to raise a good proportion of the canvass goal from the church leadership before beginning the canvass. One reason to bump up the required leadership amount would be to encourage givers to give more to stay in that group.

Chris Yalanis proposed a **motion to request a donation of \$1500 per year per pledge unit to remain in the Channing leadership group for next year.** Don moved the motion, Richard seconded, and the motion carried.

### **Property Committee Report: Grant-Writing (Chris Laudon)**

Chris Laudon reported that Dennis Greene is going to interview potential grant-writers in the hopes that we could out-source some of Channing's grant-writing. The goal is to use as much grant money as possible to take care of needed property restoration, leaving the operating budget to fund regular building maintenance and repairs. Most of the current property budget is spoken for by regular maintenance and repair costs, not in restoration work. Chris Yalanis has spoken with a couple members of the congregation who have professional writing experience who will be willing to help to decide what grant writing tasks need to be outsourced and what writing can be done with volunteers within the congregation.

Kelly described the "Chalice Lighters Grant", offered by the BCD and intended to support church growth. Ellen Bliss and Betsy Dees from the RE committee would like to apply for a grant for Channing RE to help to support a part-time or full-time DRE. For Channing to receive a Chalice Lighters Grant, we would need to agree to support the DRE position financially in the future, and we would have to recruit at least 5 chalice lighters. Chalice lighters are called 3-5 times per year and are asked to donate small amounts (\$10 per donation).

### **Property Committee Report: Master Plan (Chris Laudon)**

Tom Beall asked Chris Laudon to update the board on the Channing Master Plan; specifically, what is our plan to vet the Master Plan? Chris suggested holding two congregational meetings, with the first meeting (early March) to include members who have worked on the Plan and property in recent years. A second meeting (early April) will be held with the congregation to explain the plan, timeline, approximate dollar value over time, and to outline where decisions will need to be made in the future. The goal would be to vote on the Master Plan at the annual meeting.

Tom pointed out that we may need to re-structure the annual meeting if we are going to vote on both the Master Plan and the Strategic Plan at the annual meeting. It's probably not realistic to be able to vote on both those plans unless we already have congregational approval before the annual meeting. An alternative approach would be to kick off the new church year by presenting the Master Plan in the fall. Chris Yalanis suggested that we will need to have the Master Plan approved before the capital campaign begins, because the Plan will be needed to set campaign goals. The board will need to give thought to how we are going to schedule all of these things in the next few months in order to make the decisions needed to do the capital campaign in the fall.

### **Update from the Social Justice Committee (Don Mallinson)**

Don Mallinson reported on a letter that he sent to Sister M. Therese Antone, President of Salve Regina University requesting that Salve consider collaborating with the Channing Social Justice Committee in hosting an all day seminar on global warming for the Aquidneck Island community. (letter attached).

Don also requested that Channing sign a memorandum of understanding (attached) with Peoples Power and Light, that, in return for encouraging families to sign up with PPL, Channing will receive a \$10 rebate per family (per National Grid account) per year for 3 years. PPL provides power from "green" energy alternatives. The cost for families will be approximately \$100 per year more than they are currently paying for their power. Tom asked that board members review the contract in the next week, and, barring any objections, he will sign the contract.

## **Update: Goal 7: Heightening Awareness of Channing in the Community (Ruth Jernigan)**

Ruth reported that the Membership Committee has been working to heighten community awareness of Channing's physical presence in Newport. She has succeeded in getting Channing placed on 2 different tourist maps. Tom Goff has agreed to donate a sign to be placed out front on the old Sea Rangers pole directing visitors to the Parish Hall. Chris Yalanis suggested some additions to the sign, which the board approved, and which he will discuss directly with Tom Goff. It was noted that we will eventually also need signs on the Parish Hall and on the Channing House to identify them.

Ruth reported that we have 2 new members, and that the Membership Committee is creating and updating materials to send to people who are interested in Channing, as well as packets to send to new members.

## **Ministers Report (Attached)**

Rev. Amy reminded the board of the upcoming "ME to WE" leadership development workshop which, among other things, will present techniques for recruitment of volunteers, leadership development, and encourage the efficient use of our volunteer energy. She hopes to have representatives from all Channing committees and asked board members to each identify a friend to invite as well.

Rev. Amy reported that she has had to move scheduled weddings due to the floor work in the sanctuary and encouraged the board to decide what we are going to do when the sanctuary is closed for renovations.

Channing Church will host the annual BCD meeting on Sunday April 27, 2008 and will offer historical walking tours, and (hopefully) discounts at local restaurants and museums. Amy could use help with this event. On Sunday March 2 Amy will join the RE committee in providing a pancake breakfast for families where the goals of this year's canvass will be explained.

**9:55 pm meeting adjourned**

**ACTION PLAN**  
**For Channing Memorial Church**  
**Green Congregation Program**

**WORSHIP AND CELEBRATION**

Rev. Amy Freedman, Sally Hanchett, Barbara Russell-Willett

**Goal:** To integrate more deeply an appreciation for Earth and the human role in its survival, into the spiritual and worship experience of the church.

**Initiated projects to continue:**

WC-C-1. Use green soy candle inside the chalice every Sunday. (Already in place)

WC-C-2. Incorporate prayers or readings about caring for the planet and becoming a green Congregation into the annual ingathering service water communion.

WC-C-3. Continue fall & spring volunteer workdays outside involving tending the earth, planting flowers. Coordinate plans with Earth Justice and Religious Education.

WC-C-4. Include Flower Communion in every Religious Education Sunday celebration.

**Projects to initiate:**

WC-I-1. Institute an annual Earth Day Service with lay leader and members of the Green Congregation Committee, coordinating with Earth Justice plans for a collaborative Earth Day program to follow the service.

WC-I-2. Design and create (perhaps engaging older RE kids) a new Earth flag/banner to hang in the Sanctuary. Invite musicians in congregation to write our own Channing green song of praise and awareness, to be sung in future services

WC-I-3. Dedicate a Soulful Sundown service to focus on rites of seasonal passage.

**Projects to consider for future recertification:**

WC-F-1. Create a Native American service about nature, possibly led by Strong Woman, and including drummers.

WC-F-2. Plant a tree to replace our horse chestnut, which had to be removed. after property master plan has been finalized.

WC-F-3. Reinstitute Easter Sunrise Service at on Hanging Rock at Norman Bird Sanctuary, a nature-centered meditation program, to which all denominations are invited.

**RELIGIOUS EDUCATION**

Rachel Balaban, Sally Hanchett

**Goal:** To raise our children and youth with an appreciation for Earth, and for the Seventh Principal of the UUA and its relationship to their lives.

**Initiated projects to continue:**

RE-C-1. Channing RE has adopted an earth-centered curriculum. For the spring pillar, the children will be learning from our curriculum, Green Congregation Issues. RE will continue to pursue an earth-centered curriculum beyond the spring pillar.

RE-C-2. Channing RE children will continue a program initiated by Kim Shute last summer. The children will adopt a portion of the outdoor property and learn about its resident plants and animals as well as how to take care of it and how to keep it healthy. In this way, they begin to learn the process of stewardship with their environment. Other ideas include food production (with the possibility of a community garden providing food for the soup kitchen), composting and perhaps mentoring with gardeners in the Channing community.(Engage some adult partners from the March 26th Organic Dinner.)

**Projects to initiate:**

RE-I-1. Following on initial sustainability circle, offer at least one Northwest Earth Institute discussion course, preferably one with a "Family" orientation. Also, offer this course to other congregations and environmental groups to broaden our outreach.

RE-I-2. Carpooling Initiative: Junior Youth Group can take on the task of mapping out the members' residences on a large-scale map of Aquidneck and Conanicut Island in an attempt to encourage carpooling to church. It may also be possible to overlay the RI Public Transit Authority route map. This project has the dual objective of reducing gas consumption and carbon emissions and bringing the congregation together. What fun to have a visual representation of the places we live and to get to know our fellow church members a little better.

**Projects to consider for future recertification:**

RE-F-1. Hold fundraiser by selling reusable bags, possibly designed by RE students.

RE-F-2. Plan an intergenerational field trip to the Apeiron Institute for Sustainable Living's Camp Hamilton, in Coventry.

**EARTH JUSTICE**

Don Mallinson, Beth Milham

**Goal:** To integrate Earth Justice concepts into our Social Justice work, to raise awareness of those concepts in the congregation and the wider community, and to engage the congregation in outreach to the community in the practice of those concepts.

**Initiated projects to continue:**

EJ-C-1. Continue to support local and statewide advocacy groups, such as the George Wiley Center, in advocating for affordable housing options, health care and maximum heat and utility assistance for low-income individuals and families, in recognition that they are still dependent on fossil fuel-based energy sources. Advocate for rates based on percentage of income, rather than flat rates, for low-income customers' utility bills, as press for inclusion of education and assistance in ways to lower their utility costs through weatherization and conservation practices.

EJ-C-2. Following on successful collaboration with Portsmouth United Methodist Church's Missions/Social Justice Committee to promote Step It Up/1-Sky activities, co-sponsor future activities, and actively engage other congregations in this collaborative effort, by working

directly with other congregations and denominations, with outreach coordinator for RI Interfaith Power and Light and with Aquidneck Island Clergy Association.

EJ-C-3. Continue to offer the local foods potluck dinner each fall, and expand to offer an organic foods potluck dinner each spring. Potentially open these dinners to public and neighboring congregations in the future.

**Projects to initiate:**

EJ-I-1. Plan a jointly sponsored program for Earth Day, possibly coordinating with church's Earth Day service, following with a walk, ending with a tree planting supervised by Newport Tree Warden.) (Coordinate plans with Step It Up Committee.)

EJ-I-2. Partner with the Martin Luther King Community Center, East Bay Community Action Program, and Salvation Army to develop a program for helping low-income homeowners and renters to make their homes more energy efficient, thereby lowering their costs for heat and utilities. This would include compiling "kits" to weatherize their quarters, literature with energy tips, as well as options for subsidized energy audits and installations. We anticipate developing a Martin Luther King teen leadership program to deliver and assist in installing the kits, as well as reviewing the literature with the recipients. We would apply for a grant for this program.

EJ-I-3. Submit for vote at annual meeting for Channing to become a congregational member of RI Interfaith Power and Light. (Social Justice Committee and minister joined in 2007)

**Projects to consider for future recertification**

EJ-F-1. Work collaboratively and progressively with the church's Endowment and Finance committees, the Board of Governors and the congregation to assess current investments and develop awareness and acceptance of socially and environmentally responsible options for the church's investments, with at least an initial partial transfer of funds (e.g. 1% of invested funds, to start.)

**SUSTAINABLE LIVING**  
Craig Gaspard, Beth Milham

**Goal:** To engage Channing's leadership and congregation in maximizing sustainable practices in all aspects of church life, including the lives of its members and their families, through understanding of the spiritual basis for those practices, and their relationship to the survival of the planet.

**Initiated projects to continue:**

SL-C-1. Continue "EcoBits and Tips" and "Green Corner" features in church's newsletter.

SL-C-2. Encourage continuing use of reusable (washable) dinnerware, or a policy, of "bring your own dishes," for meals and receptions offered at the church. Use minimum of disposable items, and be sure those used are the most environmentally friendly available.

SL-C-3. Complete the process of converting all incandescent lighting to CFL and LED in all Channing properties, including rentals.

SL-C-4. Maximize recycling in all spaces in church where refuse is collected. Make guidelines for recycling readily available, near all bins. (Coordinate with Religious Education program)

**Projects to initiate:**

SL-I-1. Follow up on the success of Northwest Earth Institute's "Global Warming: Changing CO2urse" with their "Voluntary Simplicity" program. Continue to offer additional curricula, or extend meetings with a well-accepted curricular frame, depending on level of interest and commitment at the time. Coordinate schedules to avoid conflicts with Small Group Ministry and the NWEI course that RE plans to sponsor.

SL-I-2. Invite representatives of Newport Biodiesel (cooking oil biodiesel) to address Property Committee, and possibly Board of Governors, and encourage the church to contract with the company for heating fuel for the coming heating season.

SL-I-3. Work with office manager and sexton to choose most environmentally friendly products available for printing and cleaning (e.g. paper with high post-consumer recycled content and low bleaching, and biodegradable or natural cleaning products. SL-I-3. Consult the master gardeners and students in the congregation for optimally "green" landscaping plans, including native plantings, and minimal water, fertilizer and pesticide dependency. (Collaborate with RE and Worship on this project.)

SL-I-4. Constitute Green Congregation Committee as a standing committee, with Board of Governor representation. Coordinate with committee revisiting church governance, upon approval of strategic plan.

SL-I-5. Share results of congregational sustainable living survey with congregation through church's newsletter and other outlets in a "metered" and entertaining way, to encourage congregants to follow survey participants' lead. Include information on which strategies included afford the "biggest bang for the buck." Develop a strategy for encouraging non-participants to adopt strategies, perhaps on the "Cool Congregations" model. Publicize energy (utility bill) savings realized through above efforts through newsletter and service announcements.

**Projects to consider for future recertification:**

SL-F-1. Study RISE energy audit for building improvements, beginning first with the least costly/most cost effective options for building improvements, and moving to more expensive options as rising energy prices make them more cost effective. Stay in communication with Strategic Planning Committee and Capital Fund Campaign Committee to be sure that recommended improvements are included in their plans and grant applications.

SL-F-2. Encourage Board of Governors to approve at least partial investment in National Grid alternate energy options, such as People's Power and Light or Community Energy. (Submit for consideration after income is realized from partnership program with PP&L)

SL-F-3. Recruit a team of volunteers to equip (or assist in equipping) willing members' homes, perhaps beginning with elderly members, with energy saving devices, such as CFLs, hot water heater insulation, duct insulation, and window/ door/electrical outlet draft reduction items.

SL-F-4. Research the feasibility of alternate forms of energy, such as geothermal.

SL-F-5. Consider redesigning the cupola on the sanctuary roof to support a vertical axis wind generator to generate electricity for the sanctuary.

## Minister's Report

Rev. Amy B. Freedman  
Channing Memorial Church

This report covers the period of February 12- March 11, 2008

### Administration

Not only is the office computer slow, it has crashed a few times with the message that there was "No Signal" between the hard drive and the monitor. Peter Bowden and Bill Peresta came into the office as volunteer computer support. When they were unable to fix the problem, we called professional computer support. There was a hardware problem. Michele has ordered more memory as recommended. This is a relatively new computer for the church but our one year warranty has expired. Due to the office computer problems, I did most of the March Catalyst lay out on my computer.

### Adult Enrichment

Following a potluck supper on Wednesday, February 13, two workshops were offered **Mindful Parenting** and **Finding a Center of Strength**. About seven parents gathered in the Library for an ongoing support group. Twelve people gathered in the Parish Hall to watch a video called "Living By Heart" presenting a devotional practice. I led a discussion and spiritual practice following the video. Many people expressed an interest in this program, so it was offered again by Nancy Caswell following the service on Sunday, March 9<sup>th</sup>.

**Changing Co2urse** is a four-session course exploring the history and science of global warming, personal values and habits as they relate to climate change, and personal actions to curb the effects of global warming. This program facilitated by Cheryl Grove is being held in Channing House.

On **Thursday, March 13, 7:00-9:00PM**, Tara Sage Stevens will be offering **Birthing Exercises for Your Dream Life** in the Parish Hall. Regardless of sex or age, we are all fertile dreamers. Life Coach and (forthcoming) author of *Are You Pregnant With a Dream?*, Tara Sage Steeves offers tools and exercises for bringing your life dreams to full-term, moving beyond your fears, and wearing those stretch marks proudly!

**A New Book Group** is open to people looking for an ongoing Book Group or who would simply like to discuss the featured book of the month. The first book "***A Thousand Splendid Suns***" by Khaled Hosseini will be discussed following the service on **Sunday, March 30<sup>th</sup>** in the Library.

**Race: The Power of An Illusion** challenges one of our most fundamental beliefs: the humans come divided into a few distinct biological groups. Lisa Colburn and I will be offering a three-part series featuring an eye-opening documentary of how what we assume to be normal, commonsense, even scientific, is actually shaped by our history, social institutions, and cultural beliefs. Join us for a stimulating discussion and exploration! **Wednesday evenings, April 2, 9 and 23, 7:00-9:00 pm**, Channing House.

### BCD Annual Meeting in Newport

**Sunday, April 27, 2008, 2-3:30pm**

The day will begin with lunch at 1:00pm in the Parish Hall provided by the BCD Board. The meeting will be held in the Sanctuary 2-3:30pm. Chris Laudon and Jamie Carlson are training our members to offer historic walking tours of our Unitarian heritage and religious freedom in Newport following the meeting. Destination Newport Coupon Books will be given to our out of town guests. I would appreciate the support of **Channing Church Leaders to serve as Greeters and Tour Guides**. Please let me know if you plan to attend.

### Black History Assembly

Rogers High School Senior, Matthew Folcarelli was the 2008 recipient of the Dr. Marcus Wheatland Award and scholarship. Matthew is an honors student who excels in sports, tutors Elementary School students, and plans to attend college next year specializing in Physical Education and Exercise Studies. Cheryl Robinson, President of Turn Around Ministries, won the Downing Award for community involvement. Channing Church initiated this Assembly in 1972 as a way of acknowledging the positive contributions of Blacks in our community. We now do this in partnership with Community Baptist Church.

### Canvass

The attendance and spirit was good at the Canvass Leadership Event on February 17<sup>th</sup> at the home of Chris Yalanis. Thanks to Chris for being such a gracious host! Halcyon and I did concerted outreach to families with children inviting them to the Pancake Breakfast on Sunday, March 2 before the service. It was a huge success! Russ Milham, Bill Westall, and Peter Bowden did an excellent job keeping the pancakes coming for about seventy adults and children. This was a wonderful opportunity to fill folks in about the Canvass goals and our vision for expanding Religious Education and Family Ministry. Dennis Greene and Chris Yalanis gave inspirational talks as the Kick-off to our Canvass month. Go team!

### Clergy Corner

On March 8<sup>th</sup>, the Newport Daily News published my Clergy Corner column on evolution.

### Moving from ME to WE

On **Saturday, February 23, 9:00am- Noon**, Peter Bowden and I will be offered a leadership development event for all interested church leaders. We were pleased that twenty-two people attended representing various degrees of church involvement. The focus of the morning was community-building, sharing our gifts, and empowering people for ministry. Inviting others to become involved and having fun together is essential to personal and church growth.

### Rites of Passage

Friday, February 29, 5:00 p.m., Wedding ~ Laura Tyyska & Fnu Fahrudin, Wakefield

Saturday, March 8, Noon, Graveside Service~ Barbara Matose, Island Cemetery

### Worship

Sunday, February 17, *Darwin's God*, Lay Leaders: Drew Carey and Lisa Colburn

Sunday, February 24, *One and Universal*, Lay Leader: Chris Laudon

Sunday, March 2, *Beacon of Hope*, Lay Leaders: Chris Yalanis and Dennis Greene

**EASTER SUNDAY, March 23<sup>rd</sup>**

**All ages are invited to wear colorful hats in celebration of Spring!**

PROPERTY COMMITTEE REPORT  
MARCH 11, 2008

In the past month the Property Committee has:

1. Met with the Clemens family and with our attorney Turner Scott to discuss and resolve issues having to do with the southwest corner of the Parish Hall. We are waiting for a signed letter of agreement.
2. Seen the removal of asbestos from the sanctuary undercroft. A cleanout of the undercroft is underway, as is the beginning of removal of old iron heating pipes from under the pews, which will be completed by the summer, when the pew removal project will begin in preparation for floor refinishing.
3. Met with John Wathne of Structures North, who should have steeple documents to us by the end of March, and with Joe Duffy of Church Specialties, who will have a bell analysis to us in the same time frame.
4. Completed a meeting with professional grant writers on March 5, attended by members of the congregation, to try to hire one to research, write and manage grants this year and in future. No decision on this yet.
5. Had to replace one oil tank in the Channing House Basement (for Devon Bates) due to a leak.
6. Completed fire alarm installation in the Parish Hall apartment, which is in the process of being thoroughly cleaned, lead inspected and (when we receive the LeadSafe certificate) placed on the market for rental.
7. Met with the fire alarm installers, Clark Security, to revise the alarms plan for the sanctuary to improve aesthetics.
8. Met with electricians and lift providers to develop a plan to replace sanctuary fans this Spring.
9. Arranged to have Craig Wert, from Emery and Webb Insurance Co., address the Board about Channing's insurance needs.

Respectfully submitted, Dennis Greene and Chris Laudon, co-chairs

## **Treasurer's report**

Attached please find the Proposed Budget worksheet (Most recent update March 9 08)

Also, please see the YTD fiscal report for Income and Expense.

Treasurers Notes:

We appear on track as long as Pledges continue to come in as expected.

We have not yet rented out the PH apartment, this could impact expected revenues this fiscal year.

Overall costs are running under projection and the budget should end up balancing should we collect pledges as planned.

Dave

# DRAFT A

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Accrual Basis

### Channing Memorial Church Profit & Loss Budget vs. Actual July 2007 through June 2008

	Jul '07 - Jun 08	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4000 - Oper. Income			
4001 - Pledges	118,450.84	160,500.00	-42,049.16
4003 - Donations-Sunday Collections	9,082.32	12,000.00	-2,917.68
4004 - Donations-All Other	5,883.48	5,000.00	883.48
4005 - Donations-Christmas	1,995.20		
4006 - Fund Raising	973.94	12,250.00	-11,276.06
4009 - Interest Income	1,714.15	2,000.00	-285.85
<b>Total 4000 - Oper. Income</b>	<b>138,099.93</b>	<b>191,750.00</b>	<b>-53,650.07</b>
4010 - Endowment Income			
4011 - CCHC Mtge Interest	0.00	0.00	0.00
4012 - Interest & Dividends	4,732.62	6,500.00	-1,767.38
<b>Total 4010 - Endowment Income</b>	<b>4,732.62</b>	<b>6,500.00</b>	<b>-1,767.38</b>
4020 - Rental Income			
4021 - CH Apt-2nd Fl	12,100.00	18,000.00	-5,900.00
4023 - CH-Office-Correia Law Office	5,600.00	8,400.00	-2,800.00
4024 - PH-2nd Fl	6,850.00	13,800.00	-6,950.00
4025 - PH-Daycare- Nelson's Nursery Sc	0.00	0.00	0.00
4026 - PH-Other Rentals	0.00	250.00	-250.00
4027 - Sanctuary-Weddings	14,050.00	15,000.00	-950.00
4028 - Sanctuary-Other	400.00	0.00	400.00
4029 - Rental Vacancy Allowance	0.00	-3,000.00	3,000.00
<b>Total 4020 - Rental Income</b>	<b>39,000.00</b>	<b>52,450.00</b>	<b>-13,450.00</b>
<b>Total Income</b>	<b>181,832.55</b>	<b>250,700.00</b>	<b>-68,867.45</b>
<b>Expense</b>			
6000 - Admin. Exp.			
6001 - Secretary	8,862.97	15,000.00	-6,337.03
6002 - Telephone	1,176.50	1,400.00	-223.50
6003 - Postage	1,129.78	2,000.00	-870.24
6004 - Office Supplies	2,102.92	2,500.00	-397.08
6005 - Copier	1,669.34	2,645.00	-975.66
6006 - Fidelity Bond	0.00	110.00	-110.00
6007 - Payroll Taxes	4,642.13		
6008 - Payroll Expenses-Paychex	1,098.30	1,500.00	-401.70
6100 - workers comp insurance	0.00	1,200.00	-1,200.00
<b>Total 6000 - Admin. Exp.</b>	<b>20,481.92</b>	<b>26,355.00</b>	<b>-5,873.08</b>
6010 - Minister's Exp.			
6011 - Salary	25,935.92	39,335.00	-13,399.08
6012 - Housing Allowance	14,728.00	22,092.00	-7,364.00
6013 - Health Insurance	2,658.08	3,987.00	-1,328.92
6014 - Dental/Disability	744.05	1,010.00	-265.95
6015 - Profess'l Exp	0.00	3,500.00	-3,500.00

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Accrual Basis

**Channing Memorial Church  
Profit & Loss Budget vs. Actual  
July 2007 through June 2008**

	Jul '07 - Jun 08	Budget	\$ Over Budget
6016 - Minister Pension Contribution	0.00	6,000.00	-6,000.00
6017 - SUPPLIES-MINISTER-SERVICES	81.88	100.00	-18.14
6018 - Sabbatical Reserve	0.00	0.00	0.00
6019 - Committee on Ministry	0.00	200.00	-200.00
6107 - Special Services	1,095.00	2,000.00	-905.00
<b>Total 6010 - Minister's Exp.</b>	<b>45,242.91</b>	<b>78,224.00</b>	<b>-32,981.09</b>
<b>6020 - RE</b>			
6021 - RE Director Salary	5,782.64	10,400.00	-4,617.36
6022 - RE Supplies	1,294.37	1,400.00	-105.63
6023 - Prof'l Devel.	500.00	500.00	0.00
6024 - Youth Group Dir.	632.50	1,500.00	-867.50
6025 - Summer Program	520.00	640.00	-120.00
6026 - Youth Group Exp	0.00	200.00	-200.00
6027 - OWL/COA	474.40	500.00	-25.60
6029 - Childcare	1,835.00	1,325.00	310.00
<b>Total 6020 - RE</b>	<b>10,818.91</b>	<b>16,465.00</b>	<b>-5,646.09</b>
<b>6030 - Music</b>			
6031 - Organist/Choir Dir Salary	9,007.74	12,125.00	-3,117.26
6032 - Special Music	755.00	2,300.00	-1,545.00
6033 - Piano Tuning	752.22	750.00	2.22
6034 - Music Supplies	36.85	500.00	-463.15
<b>Total 6030 - Music</b>	<b>10,551.81</b>	<b>15,675.00</b>	<b>-5,123.19</b>
<b>6040 - Committees</b>			
6041 - Social Action	180.00	1,250.00	-1,070.00
6042 - James Luther Adams	0.00	0.00	0.00
6043 - Publicity	1,532.98	1,800.00	-267.04
6044 - Fellowship-Income	0.00	0.00	0.00
6045 - Fellowship-Expenses	100.50	300.00	-199.50
6046 - Membership	73.37	550.00	-476.63
6047 - Canvass	142.94	1,000.00	-857.06
6048 - Adult RE	-243.00	200.00	-443.00
<b>Total 6040 - Committees</b>	<b>1,786.77</b>	<b>5,100.00</b>	<b>-3,313.23</b>
<b>6050 - Denominational</b>			
6051 - UUA APF	6,000.00	6,000.00	0.00
6052 - Ballou District	2,600.00	2,600.00	0.00
<b>Total 6050 - Denominational</b>	<b>8,600.00</b>	<b>8,600.00</b>	<b>0.00</b>
<b>6060 - Property Exp</b>			
6061 - Sexton Salary	6,921.40	11,180.00	-4,258.60
6062 - Supplies	4,671.60	6,500.00	-1,828.40
6063 - Contracted Repairs	11,634.45	20,500.00	-8,865.55
6064 - Fire Alarm	303.00	450.00	-147.00
6065 - Insurance	5,856.00	7,000.00	-1,144.00
6066 - Boiler's Service Contract	395.00	500.00	-105.00

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 Accrual Basis

**Channing Memorial Church**  
**Profit & Loss Budget vs. Actual**  
 July 2007 through June 2008

	Jul '07 - Jun 08	Budget	\$ Over Budget
6067 - Property Taxes	3,676.02	5,000.00	-1,323.98
6069 - Advertising	100.00	100.00	0.00
6070 - Utilities			
6071 - Electricity	1,640.72	4,500.00	-2,859.28
6072 - Water	1,704.36	2,000.00	-295.64
6073 - Gas	1,377.44	5,000.00	-3,622.56
6074 - Heating Oil	7,048.06	10,000.00	-2,951.94
6070 - Utilities - Other	510.73		
<b>Total 6070 - Utilities</b>	<b>12,281.31</b>	<b>21,500.00</b>	<b>-9,218.69</b>
6075 - Property Management	2,368.00	3,200.00	-832.00
<b>Total 6060 - Property Exp</b>	<b>48,206.78</b>	<b>75,910.00</b>	<b>-27,703.22</b>
<b>Total Expense</b>	<b>145,689.10</b>	<b>226,329.00</b>	<b>-80,639.90</b>
<b>Net Ordinary Income</b>	<b>38,143.45</b>	<b>24,371.00</b>	<b>11,772.45</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
6080 - Other Expenses			
6081 - Ch loan Interest	0.00	3,500.00	-3,500.00
6082 - Bank Newport Loan Payments	10,861.52	16,300.00	-5,438.48
6080 - Other Expenses - Other	164.48	5,400.00	-5,235.54
<b>Total 6080 - Other Expenses</b>	<b>11,025.98</b>	<b>25,200.00</b>	<b>-14,174.02</b>
<b>Total Other Expense</b>	<b>11,025.98</b>	<b>25,200.00</b>	<b>-14,174.02</b>
<b>Net Other Income</b>	<b>-11,025.98</b>	<b>-25,200.00</b>	<b>14,174.02</b>
<b>Net Income</b>	<b>25,117.47</b>	<b>-829.00</b>	<b>25,946.47</b>