

**2011 Annual Meeting  
of the**

**Universalist Church School Union Trust**

**Date:** March 19, 2011  
**Time:** 10:00 AM  
**Location:** First Parish Church, Universalist Unitarian  
50 Church Street  
Waltham, MA 02452

**Call to Order - 10:00 AM**

The Meeting was called to order at 10:00 AM by Susan O'Connor, chair.

**Introductions**

Name	Church or Organization
Wendy Dennis	First Universalist Society Wakefield, Massachusetts
David Horst	First Parish of Malden, Universalist Malden, Massachusetts
Elisse Ghitelman	First Parish Church, Universalist Unitarian Waltham, Massachusetts
Lee Holmes	Universalist Unitarian Church Brockton, Massachusetts
Laura Smith	Unitarian Universalist Church of Greater Lynn Swampscott, Massachusetts
Jane Mooney	First Parish Universalist Church Stoughton, Massachusetts
Kimberly Wootan	Unitarian Universalist Church of Medford Medford, Massachusetts
Richard Trudeau	Unitarian Universalist Church of Weymouth Weymouth, Massachusetts
Kelly Whalen	Unitarian Universalist Church Melrose, Massachusetts

Diane Elliott	Ballou-Channing District—RE Educators
Fayre Stevenson	Ferry Beach Park Association
Ruth Owen	Star Island Life Span Education Week
Geraldine Lee	Treasurer, Universalist Church School Union Trust
Susan O'Connor	Chair, Universalist Church School Union Trust

## Minutes of the 2010 Annual Meeting

The following errors were corrected in the minutes of the 2010 Annual Meeting:

- On Page 6, under Disbursement of Investments, change “two (3 organizations)” to “three (3 organizations)”.

The minutes were approved as corrected. (*Motion 2011-01*).

## Treasurer’s Report

Geraldine Lee reported that there will be approximately \$8,380 available for distribution.

The Treasurer’s Report was accepted (*Motion 2011-02*).

## Correspondence

There was no correspondence other than emails to confirm receipt of applications.

## Reports of Trustees

Name Church or Organization	How moneys allocated in 2010 have been used How plan to spend moneys to be distributed in 2011
<b>Lee Holmes</b> Universalist Unitarian Church <b>Brockton</b> , Massachusetts	2010: Currently there are 9 children in the program. Monies will be used to purchase materials (books, paper, craft supplies, video teaching aids, etc.) as well as for the Christmas party  2011: Major reconstruction of RE wing Planting a permanent garden outside the RE wing for younger children Stipend for teachers
<b>Alyson Gaylord-Loy</b> <b>Alyson Gaylord-Loy /</b> <b>David Horst</b> First Parish of Malden, Universalist	2010: Focus on sets, props and costumes for dramatic plans and productions which can be used by almost everyone year after year for creative hands-on learning activities. Basic infant care

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<b>Malden</b> , Massachusetts	<p>toys and supplies such as pouch-books and a play mat.</p> <p>2011: First Parish of Malden and first Parish Unitarian Universalist Church of Saugus are now formally joined. The monies will be spent on the salary of a 1/5 time DRE which is a significant move for the church. There are now 15 families with 30 children and the Board intends to leverage monies from Union Trust when applying for grants requiring matching funds.</p>
<b>Kimberly Wootan</b> Unitarian Universalist Church of Medford <b>Medford</b> , Massachusetts	<p>2010: To send RE Committee members or teachers to Ferry Beach for the RE week</p> <p>2011: To purchase materials to make a Labyrinth and to run our Coming of Age and OWL programs</p>
<b>Kelly Whalen</b> Unitarian Universalist Church <b>Melrose</b> , Massachusetts	<p>2010: Funds will be used in two ways: 1) for a special 8 week RE program called “A Council of All Beings” to help the participants see our Green Sanctuary mission as having far reaching consequences for the planet. This will fund special materials needed 2) To bring in Sally Patton author of “Welcoming Children with Special Needs,” to the church for a talk/workshop for the adults and youth on inclusivity in the church.</p> <p>2011: To fund the training of more youth advisors and OWL leaders To add materials to our programming for a social justice focus in the upcoming year.</p>
<b>Jane Mooney</b> First Parish Universalist Church <b>Stoughton</b> , Massachusetts	<p>2010: Provide paid child care during worship services Add to our library Purchase curricula Fund social action projects in 2010 (Kids Cook, UU Values in Action project)</p> <p>2011: Provide paid child care during worship services Add to our library Purchase curricula Fund social action projects in 2010 (Kids Cook, UU Values in Action project)</p>

Name Church or Organization	How moneys allocated in 2010 have been used How plan to spend moneys to be distributed in 2011
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**Laura Smith**  
Unitarian Universalist Church of  
Greater Lynn  
Swampscott, Massachusetts

2010: Contribute their monies to the Mass Bay District for use in purchasing materials for their RE library  
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2011 Contribute their monies to the Mass Bay District for use in purchasing materials for their RE library

**Wendy Dennis**  
First Universalist Society  
Wakefield, Massachusetts

2010: Funds will be used to supplement childcare, a small-church membership in CLF, conference fees for RE volunteers or staff, materials or equipment that will further the effectiveness of RE and related outreach.  
  
2011: Funds will be used to supplement childcare, a small-church membership in CLF, conference fees for RE volunteers or staff, materials or equipment that will further the effectiveness of RE and related outreach.

**Elisse Ghitelman**  
First Parish Church, Universalist  
Unitarian  
Waltham, Massachusetts

2010: In addition to our winter pageant, we have started a new pillar that involved our youth in preparing and presenting part of a musical show, while learning about a different culture/religion or historical period. We would use the Union Trust money to help buy resources for our show, to create props and costumes, and to purchase DVDs of professional productions of the shows for the kids to watch.  
  
2011: In the past two years, we have finally gotten rooms that are dedicated RE classrooms. Unfortunately, they have concrete walls and low ceilings and can be quite noisy when filled with kids. We would like to spend the funds from Union Trust to improve the environment of these rooms, both acoustically and aesthetically. We plan to have some of our congregational “acousticians” help us determine the best method for making the rooms more pleasant.

**Richard Trudeau**  
Unitarian Universalist Church of

2010: To subsidize the salaries of our childcare providers and the RE Administrator.

Name Church or Organization	How moneys allocated in 2010 have been used How plan to spend moneys to be distributed in 2011
Weymouth <b>Weymouth</b> , Massachusetts	To buy supplies for our quilting project and for kid's Seder.
	2011: To subsidize the salaries of our childcare providers and the RE Administrator. To buy supplies for our quilting project and for kid's Seder.
<b>Fayre Stephenson</b> <b>Ferry Beach Park Association</b>	2010: To provide scholarships for RE Week at Ferry Beach.
	2011: Ferry Beach will use the funds to provide a full scholarship or two half scholarships for religious educators form the New England area to attend RE week at Ferry Beach from July -July 15, 2011.
<b>Diane Elliott</b> Ballou-Channing District—RE Union	2010: For scholarships for Religious Educators in our district. Funds have been cut at district levels and at church levels for professional development.
	2011: No request for funds
<b>Ruth Owen</b> Star Island RE Week	2010: To provide scholarships for Star Island RE Week.
	2011: To provide scholarships for Star Island RE Week.

## **Old Business**

### ***Disbursement of Investments***

Approximately \$8,380 will be available for distribution. Nine (9) churches and two (2) organizations) requesting monies in 2011. Each of the nine churches will receive \$825 and each organization that requested funds will receive \$475. (*Motion 2011-03*):

Everyone is reminded that the exact amount is determined by the amount of the final check received from the UUA Investment Fund. The following instructions to Treasurer which were voted upon at the 1997 Annual Meeting still apply:

97-04 *To authorize the elected officers to adjust the amounts as needed evenly across all eligible churches and organizations based on the financial performance of Trust monies during the final quarter of the fiscal year.* *Unanimously approved*

### ***History of the Union Trust***

Susan asked that all the churches look in their records for anything they can find on the history of the Union Trust. The intention is to compile as complete a history of the organization as possible.

## **New Business**

### ***Election of Officers***

Susan O'Connor (Chair and Secretary) and Geraldine Lee (Treasurer) are willing to continue as officers. There was no need for an election.

### ***Matters Arising***

It was suggested that the history of the Union Trust be written and distributed to all Trustees. This history would also be posted on the Union Trust web site.

### ***Next Annual Meeting Date***

Elisse Ghitelman volunteered to host the meeting at the First Parish Church, Universalist Unitarian in Waltham, MA. The next Annual Meeting will take place on Saturday, March 17, 2012, in Waltham. In case of inclement weather the meeting will be held on March 24, 2012. (*Motion 2011-04*.)

It was asked that both emails and phone calls be used to contact trustees if it is necessary to postpone the 2012 Annual Meeting to March 24<sup>th</sup>.

### ***Electronic submission of Requests for Funding***

This was the third time that Requests for Funding could be submitted electronically and the process went smoothly. However, in the future, it was suggested that the submissions be sent to both the Treasurer and Chair and that there be an acknowledgement that the request was received.

- Reminder emails close to the due date for applications was a good idea and will be continued
- Everyone should use the CURRENT form and not just resubmit that of the previous year. Many applications came in with 2009 in the heading and last year's date. Going forward these will not be accepted.

### **Adjournment**

The 2011 Annual Meeting was adjourned at 10:40 AM (*Motion 2011-05*).

## Motions

Motion 2011-01	To accept the minutes of the 2010 Annual Meeting as corrected.	Unanimously approved
Motion 2011-02	To accept the Treasurer's Report.	Unanimously approved
Motion 2011-03	<p>To distribute money available from the Investment fund (approximately \$8,380 as follows:</p> <ul style="list-style-type: none"><li><input type="checkbox"/> \$825 to each church who submitted a request by the deadline (Brockton, Greater Lynn / Swampscott, Medford, Melrose, Weymouth, Stoughton, Wakefield, and Waltham)</li><li><input type="checkbox"/> \$475 to each of the two organizations (Ferry Beach and Star Island)</li></ul> <p>depending on the exact amount of the final check from the UUA Investment Fund.</p>	Unanimously approved
Motion 2011-04	To set the date for the next Annual Meeting for March 17, 2012 at the First Parish Church, Universalist Unitarian in Waltham, MA. In case of inclement weather, the meeting date is March 24, 2012	Unanimously approved
Motion 2011-05	To adjourn the 2011 Annual Meeting.	Unanimously approved