

COMMITTEE COUNCIL MEETING REPORT

7 August 2019

ATTENDING:

Mary-Helen Steindler — Council Chair
Kate Friedlob — Marketing and Fundraising Committee
Tammy Stump — Music Committee
Judy Corbeille — Membership Committee
John Broome — Adult Religious Education/Sunday Services Committees
Kim Warman — Anti-Racism Committee
Linda Groetzinger — Social Justice Interest Group
Janice Stashwick — COVES Committee
Rev. Jason Lydon — Minister

IMPORTANT DATES

August 15 — Choir returns from summer hiatus
August 16 — Old teacher/New teacher information get-together — 5-7 pm
August 18 — Red Songbook Sing Along Run-Through — 12:00
September 7 — Chili Cook-Off to welcome Rev. Jason, 5—7 pm
September 8 — Homecoming/Water Communion Service
November 9 — Fall Fundraiser
December 15 — Music Sunday and Cookie Sale

NEW BUSINESS

Planning Ahead — In our continuing effort to be more organized and have events planned in advance, our August 7 Committee Council meeting was primarily spent putting a master calendar together to pass on to Kate Learson to add to the digital church calendar. She has entered all our activities into the master digital calendar, with only one conflict that should be easily solved.

“What Does Your Committee Do?” — We scheduled most of the “WDYCD?” presentations for the year, which will take place on the last Sunday of each month during worship in place of the informational plate-sharing presentation (the plate-sharing will still occur that Sunday, just no informational presentation). After worship service, each Committee Chair will set up an interest table in the Palmer Room to chat with any individuals who would

like additional information or to sign up for that committee. These presentations will take the place of the Involvement Fair. The presentations are scheduled as follows:

September — COVES
October — Music Committee
November — Membership Committee
December — skip
January — Linda Groetzinger for either Social Justice or Pastoral Care
February — Marketing & Fundraising Committee
March — Sunday Services Committee
April — Hospitality
May — Buildings-Infrastructure-Grounds Committee
June — skip

Young Adult/Millennial Group — Tammy Stump reports that Miranda Dean has stepped up to help with the organizing of the group. Miranda does not want to be the sole leader, but she's interested in joining Tammy in playing a large role in the group's functioning. Tammy is also continuing to gather young adult emails and invite young adults to the new 2U Young Adult Facebook group.

Using Social Media to Connect Your Groups/Committees — Tammy Stump suggested several months ago that we should develop a tip sheet to help Council members create safe social media accounts to connect groups in our church. Reverend Jason had a meeting on August 4 with a number of individuals to begin this process. Tammy developed an initial draft of this tip sheet, which is posted in an addendum* to this report. Thank you, Tammy, for your hard work on this!

Holiday Gift Sale — Linda Groetzinger suggested that we might have a holiday gift sale after worship some Sunday in November, since we have many "crafty" people in the congregation who could provide options for holiday gift-giving. We have had such sales in the past, and they have been very successful. Planning volunteers would need to begin planning and publicizing the event very quickly to be able to make it happen in November.

NOMINATING AND LEADERSHIP DEVELOPMENT COMMITTEE — Mark Williams (absent)

No report was submitted.

MEMBERSHIP COMMITTEE — Judy Corbeille

The Membership Committee has planned a variety of activities for the upcoming year, which include three sessions of New Member Orientation, Ingathering services as needed, 2U potluck dinners, welcome letters to visitors, bios of new members for the Anvil, new member picnic in June, staffing the welcome table, signing and caring for the membership book. They've set the following dates:

- Fall Orientation - Sept 22, 29, October 6
- Winter - January 26, Feb 2 and 9
- Spring - April 19, 26, May 3
- 2U Potluck Dinners - Saturday October 19 and Saturday February 22
- New Member party/picnic - Sunday, May 31
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They've been asked by the Board to start using a talent/interest survey during the New Member Orientation. They need to update their copy and hope to have it ready for their first Fall Orientation. The Strategic Planning Committee has also asked them to provide different color coffee hour cups for visitors. Rev. Jason will start sending a welcome note/letter to folks who sign the membership book and may reinstitute the 2U 101 program in January. The Membership Committee hopes to continue meeting on the first Sunday of the month, however, this is pending the choir schedule. They also plan to recruit an additional 2 to 3 members and will host three coffee hours, one after each Ingathering service.

LIFETIME FAITH DEVELOPMENT COMMITTEE — Alicia Obando (absent)

Welcoming report: Welcome table and coffee hour

The Welcome Table schedule, which LFD and Membership share, has been filled through October 6th. We have a lot of holes in our coffee hour sign up this summer. Alicia encourages families to think about signing up as a fun family activity. It is easy and fun and there are coffee hour mentors that have agreed to help when requested.

Parents report

Alicia mentioned that attendance in the older kids' class this summer is very low and several classes have been cancelled. She feels that she should have polled the parents before the summer to see who would be participating in summer RE. Emily suggested that we ask parents to give 1 week notice of absence in the summer, since we know activities come up. Alicia wants to be able to give the scheduled teachers a heads up earlier in the week if their class is going to be cancelled. We talked about some families leaving the church/RE program. Emily suggested that she could do 'exit interviews' with parents to see why they started coming and then never came back. Alicia will get her the names and contact info for some of these parents.

Creating Home

Paulette is teaching in this summer classroom and thinks it's going really well.

We're On Our Way

The curriculum seems really interesting and easy to carry out, but no kids are showing up due to other summer commitments.

Youth Group

Sue was unable to attend the meeting but sent some notes about some curricula she is currently thinking about utilizing with the Youth Group once it starts up again in the fall. She is looking at a Tapestry of Faith curriculum called 'Mystery and Riddles' as well as some lessons from 'Teaching Tolerance.'

Structuring our Committee

Alicia talked about clarifying the structure of our committee more so that members feel that they are part of the planning process of the CYFD programs. Besides attending the monthly LFD meetings, here are the responsibilities of each member:

- **Lead Teachers** – will serve as the team leader for their classroom teachers, helping with teacher scheduling issues, engaging the team in classroom cleanups at the end of each semester, participating in the teacher orientation,
- **Parent Rep** – will serve as the liaison between parents and the LFD committee, will help coordinate the annual parent orientation, will help to get more parents involved in CYFD volunteer opportunities, will email new parents after 3 months to check in, will do exit interviews with parents who stop participating
- **Lead Youth Advisor** – will select curriculum, will develop the class and teacher schedule, will create the weekly lesson plans and materials, will connect with parents of youth, will coordinate OWL programs for youth
- **Each Member** – will Co-lead an annual event
 - **Backpack Blessing** – September
 - **Halloween Celebration** – October
 - **DIY Christmas Pageant** - December
 - **Special Friends Week** - February (Emily chose this one)
 - **Easter Egg Hunt** – March/April
 - **Pride Lemonade and Bake Sale** - June (Paulette chose this one)
 - **Something else?** Have an idea for a different event?

ADULT RELIGIOUS EDUCATION/BELOVED CONVERSATIONS — John Broome

Currently the only adult RE program running is the small group ministry on Wednesday evenings, facilitated by Marty Weinstein and Tammy Stump.

Small Groups for Visitors will begin anew in September, pending identification of a second facilitator.

Beloved Conversations #4, which will begin with the October 4-5 retreat, is currently soliciting participants. To date we have one participant. Publicity via orders of service, The Hammer, The Anvil, and coffee hours hosted by past participants are planned.

Additional activities: book studies, classes, etc. will be developed and planned as the church year proceeds. Scheduling will be tailored to space available and facilitators' and participants'

Linda Groetzinger suggested that in addition to our annual Passover Seder, we might want to have a celebration of Eid al-Fitr, also called the "Festival of Breaking the Fast," the religious holiday celebrated by Muslims worldwide that marks the end of Ramadan, the Islamic holy month of fasting. In 2020, Eid al-Fitr is celebrated May 23-24. Linda thought it would be good to hold the celebration in connection with some learning about Islam. She has a number of Muslim friends, and will look into the idea, particularly to insure that our celebration of the holiday would be respectful to Muslims.

SUNDAY SERVICES COMMITTEE (SSC) — Pip Paris (absent) (John Broome representing)

August 18 — The Rev. Erin Walters will preach (she will be compensated)

September 8 — Homecoming/Water Communion service

September 15 — Teacher Blessing/First day of Sunday School

September — Stephen Starkey will talk about Buddhism

October 13 — possible service by Steve Hier

December 15 — Music Sunday/Cookie Sale (organized by Kate Friedlob and Barb Hailey)

December 29 — Pancake Breakfast, organized and led by Leo Wazlo (thank you Kate F for confirming this)

HOSPITALITY — Mark Williams (absent)

No report at this time.

ANTI-RACISM COMMITTEE (ARC)— Kim Warman

ARC did not meet over the summer. They ordered a couple of copies of “Mistakes and Miracles: Congregations on the Road to Multiculturalism” to read, which describes the experiences of five different congregations as they navigate their attempts.

Marketing and Fundraising Committee reached out to Barb Michael, who was able to suggest some musicians of color to prevent the Fall Fest Hoedown music from being exclusively white.

The Anti-Racism Committee is hoping they and the AIM Committee could be an inclusivity team that committees could consult with. ARC plans on using Saturday’s Council Team Building Activity to consider how ARC may support other committees.

Kim is interested in conducting a workshop on multi-cultural competency, possibly in February on a free Saturday at 2U.

SOCIAL JUSTICE INTEREST GROUP — Linda Groetzinger

In July, the Social Justice Interest Group held their second meeting, and seventeen people attended. After much discussion and a vote, they agreed to choose a focus for the first year. In order to do that, everyone was asked to send Susan Hier suggestions to create a list of projects to choose from. Susan will create a Google Doc and send it out to the group for a vote. Susan also agreed to send out tips for using Google Docs.

During the meeting, they discussed how related so many social justice issues are, such as prison ministry, peace, environmental justice, anti-racism work, immigration, economic disparity, and others.

They agreed they should all join UUANI to receive the weekly action suggestions. They agreed having those concrete actions to accomplish is a good thing.

MUSIC COMMITTEE — Tammy Stump

The new piano has arrived and it is beautiful! The cover arrives this week. Carl Kennedy has identified some minor issues that are normal when a piano has been moved (ie. sticky keys); when the piano tuner arrives once the piano “settles,” he should also be able to fix those minor issues. The Music Committee is planning the piano dedication and Anvil announcement, which will include pictures of the move-in and upcoming fundraisers. They are planning to create a plaque for behind the piano to recognize Chuck and Jodi Cerny and the additional contributors.

Fundraising for the balance of the piano costs has begun in earnest. As part of the Buy-a-Key Fundraiser, 57 out of 88 keys have been sold at \$50/key. Tammy created a “keyboard poster” for the Palmer Room to keep track of the progress. The fundraising cut-off date is October 1.

The Music Committee will hold a piano recital using our new piano on Saturday, September 21 at 7 pm. All piano players are invited to sign up to play, and depending on the number of signups, additional content could include mini-lectures on how the piano works, the timeline of the piano, etc. Volunteers are needed to put together the concert program and to coordinate signups to bring a dessert to share for refreshments afterwards. The recital will also be a fundraising opportunity: the suggested donation at the door is \$15/per person and \$25/couple or family.

The Red Song Book sing-along to proofread all 35 songs transcribed by Nanna Cross will be held on August 18 in the sanctuary after worship. A volunteer is needed to coordinate the purchase and construction of the song books before it can debut in the fall.

Seven new reversible choir stoles have been constructed, and construction is on track for their debut at the holiday concert on December 15.

For the coming year, the Music Committee is planning on holding regular committee meetings on the fourth Sunday of each month, with some exceptions due to holiday parties. They are also planning to create more defined roles for committee members. For example, someone could be the treasurer and also lead a major project, such as the Tea Party or the Red Song Book.

COVENANT OF EARTH AND SKY (COVES) — Shauna Dobbins Womeldorff and Janice Stashwick

COVES is hoping interest increases for support in planning their rituals, setting up, and taking down. The pagan community is diverse in its paths, so their continuing goal is to offer rituals and workshops that recognize that diversity.

There has been a request from the SSC for COVES to do a service during the church year. COVES would like to keep all of their rituals as scheduled and not sacrifice one as an all-church service, so depending on the SSC needs, they could craft a service around Pagan themes of the season or other possibilities.

COVES is also contemplating offering a workshop for 2U with an outside speaker, a Labyrinth themed workshop or field trip (Earth Wisdom Labyrinth at Elgin UU) or other offering to the congregation. This scheduling will depend on how the calendar looks with other committee events and they will coordinate with Kate L. on scheduling as things develop.

They are looking forward to Chicago Pagan Pride on September 28th. It is a smaller event this year and a new location. They hope to advertise to the 2U community as Chicago Pagan Pride is an opportunity for all to learn about modern Paganism, network, take workshops and enjoy vendors.

COVES will present their “What Does Your Committee Do?” presentation at the worship service on Sept.29th, with the interest table in the Palmer Room afterwards.

COVES is also contemplating presenting a series of workshops on the curriculum of “Cakes for the Queen of Heaven.” They have yet to determine the timing — perhaps in March or April, 2020.

MARKETING AND FUNDRAISING COMMITTEE (M&F) — Kate Friedlob

The M & F Committee is planning to participate in the Lakeview East Festival of the Arts again on September 14-15, as long as they can get enough volunteers to staff the 2U booth. There are several two-hour shifts each day, and two volunteers are needed for each shift. Alicia will coordinate the volunteers and the booth.

The sign for the front of the church is still in the works, while they attempt to narrow down the choice to the final contender. The goal is to get the sign in place by October 1, but they hope to make the final decision by the August Board meeting.

Maureen King is finalizing the press release announcing Rev Jason’s arrival.

“Chili Cook-Off/Welcome to Rev. Jason” planning is underway for September 7, with announcements going into The Anvil in the August 1 issue, a live announcement during worship on August 4 with a signup sheet at the Welcome Table, and notices in the orders of service.

The finalized theme for Fall Fest on November 9 is Hoe Down, and the co-chairs will be Gregory Potts and Eric Schuetzler.

Maureen King will be taking over as chair of the M & F Committee from Susan Zeigler on January 1.

BUILDING, INFRASTRUCTURE, AND GROUNDS (BIG) —Tom Clowes (absent)

No report submitted.

ACTIONABLE ITEMS:

- **Kate Learson** will remind renters to let her know asap (and *during her office hours*) if they are done with (or not using) the church, so that she can lock the front door.
- **All Committees** must remember to alert Kate Learson *during her regular office hours* if they change or cancel any of the meetings scheduled on the master church calendar, so she knows who will be in the church (or not) for security purposes.
- **Each Committee** must sign up to provide refreshments for two coffee hours before the end of the fiscal year. The whole idea is to provide an example for the rest of the congregation that it is something we do for each other, and it is NOT difficult. Please do it if you haven't already!
- **Each Committee Chair** should continue to work on documenting their job description. When it is complete, please forward it to Jim Redlich for inclusion in the 2U Cloud archive.

Respectfully submitted,

Mary-Helen Steindler
Council Chair
11 August 2019

*ADDENDUM

Using Technology to Help Your Group/Committee Members Connect

Social media and other technologies can be a great way to help your group stay connected and can even replace/supplement in-person meetings. When using social media/technology for communication, group members should strive to be just as respectful to one another as they would be face-to-face. In considering what to say – or how to respond, especially in the face of conflict – it can be helpful to remember our first principle: to respect the dignity and worth of every person.

This documents contains some additional tips and guidelines for using online tools for church communication.

Email

1. **Alias Address.** Each group has an alias email that can forward to the group leader's personal email. These email address provides a way to post a group email address on public-facing materials without using a member's personal email address. Please note that messages cannot be sent from these email addresses. You can set up your group's alias email address through the church administrator.
2. **Contact Lists.** If your group has more than 5-10 members, consider creating a shareable email list through an online service (such as by creating a Google group). Doing so can

help you avoid missing someone on the list and can make your group less prone to phishing attempts and other online threats.

Facebook/Instagram/Twitter/Other Social Media

Groups should feel free to create social media accounts to connect. Several church groups have very active online groups, in fact. Please keep the following guidelines in mind when creating your group:

1. **Using 2U's name.** Any online page that uses a form of 2U's name should be private/closed (unless a public page has been approved by the Board).
2. **Including pastor in group.** The pastor should be asked to join as an administrator of all online groups. By doing this, we help to keep the pastor informed of group activities and provide a way to ensure that group pages are passed on to new leaders.
3. **Posting pictures.** Groups are encouraged to share pictures from activities (and email pictures to the church administrator for posting on our public pages). Please be respectful of those who do not wish to be included in pictures or have their picture posted online. *In the case of minors, please ask the parent/guardian if taking and posting a picture is okay and/or check with the director of faith development* (who has records indicating permission to use photos of minors).
4. **Member preferences.** Some members of your group may choose not to have any social media presence for personal/security reasons. Please verify that all members of your group prefer to use a particular online format or be sure to “cross-post” key information through emails.
5. **Posting to 2U's public facing pages.** Even if your group has its own page, please share pictures and important messages with the wider community. The church maintains a Facebook page, Instagram account, and website that are public facing. These pages are intended to keep members and friends up-to-date on church activities as well as to communicate our values and events to the wider community.

Teleconferences

Groups may choose to meet entirely via teleconference or provide this an option for members who cannot easily to make it in person to meeting.

1. **Teleconference as a “standard option.”** If feasible for your group, offer a teleconference option for each meeting. This option helps promote equity by ensuring that even group members with a physical disability or who live far from the church can still be included in group meetings.
2. **Call-In Option.** When selecting a teleconference service for your meeting, ensure that it does not *require* an application or program download or require internet access. For instance, google hangouts or Facebook messenger, may be less easily accessed by some of your members than call-in line through Zoom or another service.

Helpful links

1. **Google groups:** <https://optimwise.com/create-email-distribution-lists-with-google-apps/>
2. **Zoom:** <https://www.context.org/help/zoom-quickguide/>
3. **Closed Facebook Group:** <https://www.wikihow.com/Make-a-Closed-Facebook-Group>