

Minister's Report

Report to the Board of the First Unitarian Church of South Bend, Indiana
Rev. Chip Roush - 10 August 2022

INFORMATION

Dalila Huerta apologized for being so busy this summer, but she did send her notes from the Congregational Circle on June 6, 2022. It's a pdf file, so I'll have Pat include it in our packet. [Document titled: First UU Circle 06.05.2022.pdf]

Our MidAmerica Region holds regular conversations among congregational leaders and regional staff, so similarly-sized congregations can learn from each other. The next Congregational Leader Check-In is Wednesday 8/17 at 1:00pm EDT; the next Small Congregation Check-In is Tuesday 8/16 at 7:45pm EDT. You can register, or learn more, here: <https://www.uua.org/midamerica/events>

If you want to plan ahead, GA will be in Pittsburgh in 2023.

SCHEDULE

In August, I am scheduled for a short study leave, Friday through Monday, August 26-28.
I am slated for a vacation in September, Saturday through Friday, 9/17 – 9/23/22.

I did not take the scheduled study leave in July, as I officiated a memorial service for a non-member in Buchanan that weekend.

PERPETUAL CALENDAR

August

Inform Chairs and Congregation that committees are formed and chairs approved

Schedule pulpit hosts through June

Endowment Committee sends Board quarterly report

Annual Board Retreat: set goals for the year; renew the Covenant between Board and Minister

September

Quarterly update on Endowment disbursements

October

review/edit Perpetual Calendar

QUESTIONS FOR NEXT MONTH

none

ACTIVITIES

From Monday, June 27, through Sunday, July 31, 2022, there were five weeks; my contract calls for an average of at least twelve units per week, for a total of 60+ units (where a unit is defined as a morning, an afternoon, or an evening of work, in general). Subtracting 2 units for the holiday, and 22 units of

vacation, that leaves a contractual minimum of 36+ units of work. Over that July time period, I recorded 38.5 units.

Sunday Services (11.5 units)

- Planning & presenting worship services on Sunday (2);
- Service Evolution Group (1)
- Worship Arts Committee meeting (1)
- reviewing & timestamping GA services for potential upcoming services (1)
- interfacing with Sound Techs and Zoom (Co-)Hosts
- reviewing drafts of orders of service prior to printing
- uploading sermons to YouTube, Facebook, and congregational website
- Sermon Sounding Board (weekly; 4)

Pastoral Care & Counseling (6 units)

- Phone calls & texts (2)
- Home, hospital, *etc.*, visits (1)
- Buy gas cards & grocery cards (1)
- Order bus passes (1)
- Visits at church, restaurant, *etc.*, (4)
- weekly Thursday afternoon Zoom Gathering (4)
- monthly Grief Circle (2)

Staff Supervision (5 units)

- weekly meetings (4); ongoing training

Associational Ties (4 units)

- meet with Mentees (6)
- reach out to UUA Pres. Susan Frederick-Gray (speak at our 70th?) (1)
- SUUSI planning calls (2)
- CMwD UUMA Fall Retreat planning meeting (1)
- monthly MAR small group meeting (1)
- lunch with Amy DeBeck (1)
- Co-Moderator of UUMA Facebook page (approx. daily)

Communications (3 units)

- submitting items for Chirp! each week
- putting informational posts on church Facebook page & website
- compiling Board Report
- miscellaneous email, not included in other categories

Spiritual Development of Congregation (2 units)

- 70th Anniversary Celebration planning group (2)
- Climate Grief & New Possibilities for Taking Action* virtual forum (1)
- conversations with congregant(s)

Membership (2 units)

- Office Hours (5)
- emails & call from members & friends

Governance (1.5 units)

- Board meeting (1), communications & follow-up tasks from Board
- Meet with President to create Board agenda (1)

Marketing / Publicity (1.5 units)

correct the church email address on the website; make other updates (1)

Grounds committee (1)

posting upcoming services on Facebook, Twitter, our website

note: the 70th Anniversary Celebration could also go here,

but I've included it in Spiritual Development, above

Adult RE (1 unit)

book discussion: Search: A Novel (1)

Public Religious Face of the Congregation (1 unit)

memorial service for non-member (1)

emails from local students / organizations

Children & Youth RE (0 units)

few conversations, rounded down to zero units

Social Justice (0 unit)

missed the P&SJ committee, as the Grounds committee met at the same time

Rites of Passage (0 units in June)

child dedications, marriages, memorial services

conversations, rounded down to zero units

PROGRESS ON GOALS (as set on December 2, 2021):

Establish weekly sermon feedback sessions

We held monthly “Service Evolution Group” conversations in May, June, and July.

Re-connect and repair relationships with the folks Anne asked to write letters

This work is ongoing.

PROGRESS ON MINISTERIAL GOALS (as set on August 17 & 31, 2021):

Hire and supervise Coordinator of Religious Education

We are using the “DREAM Team” model

Help recruit volunteers/staff for multi-platform services

I've spoken to several members and friends.

Establish a clearly defined goal setting and evaluation structure for staff

Pat is performing admirably, taking on the responsibilities that used to be Peg's.

Lead at least two Adult RE classes

We did *Lincoln in the Bardo* last fall.

We held one discussion of Michelle Huneven's *Search: A Novel* in July.

Continue to serve as Mentor to seminarians

My intern graduated, and I was asked to be a Mentor by another colleague.

I meet monthly with each of my three Mentees.

PASTORAL CARE

I made zero pastoral visits to a hospital/prison/court/care facility, and one pastoral home visit, during July. I had four meetings at the church or in restaurants; and I made several pastoral phone calls.

Now that I'm in the actual office more frequently, people have begun showing up to ask for gas cards, grocery cards, bus passes, and assistance with larger needs (mortgage, utility bills). We're essentially back to the level of activity from pre-pandemic.

We have over twenty thousand dollars in the Ministerial Discretionary Fund.

See Appendix for the annual accounting of the Ministerial Discretionary Fund for FY22

MEDITATION

One of the things which draws me to role-playing games is the emphasis on creativity and imagination. I imagine it's always been true, but it certainly seems to be the case these days: we need creativity to address the thorny issues that we face.

I'm disappointed that we didn't get to retreat as a Board this last weekend. I hope that Ken is healing well. I am sure that we'll have the imagination to find creative solutions for how we might still retreat, and how we'll address the various opportunities that our congregation faces.

So may we be,
Chip

APPENDIX – How the Ministerial Discretionary Fund was Disbursed in FY22

Pursuant to the Board's MDF Policy, here is an accounting of how the fund was disbursed from July 1, 2021 through June 30, 2022.

\$6745.91 spent on buying & repairing a used car for a member
\$300.00 was spent on another member family in crisis

\$634.94 was used to for two utility bill payments—for non-members

\$150 Martin's grocery cards – so far virtually always given to non-members
\$100 Marathon gas cards - so far virtually always given to non-members

This all adds to \$7930.85 spent by the MDF

The official statement says \$7699.89 was disbursed.

I think the \$250 spent on cards hasn't been included yet (?) which would take the total down to \$7680.85

There may still be date issues (when the credit card statement gets included, etc.); or some payments may have been put against my Professional Expenses instead of the MDF. Elena and I are planning to meet anyway; we can probably figure out the small discrepancy.