

Report to the Board of the First Unitarian Church of South Bend, Indiana
Rev. Chip Roush
09 November 2022

INFORMATION

Our Office Manager, Pat Davis, will take vacation days on Monday December 12th and 19th. We're looking for volunteers to cover those days. December 26th and January 2nd are both holidays, so the church office will be closed. Like many previous years, the office will be closed on the week between Christmas and New Year's.

The next Parliament of the World Religions will be held in Chicago, August 14-18, 2023. Unitarians helped found the first Parliament, in 1893. Many UUs have attended the last several Parliaments, in 2015 & 2018. They expect "participants from more than 200 diverse religious, indigenous, and secular beliefs and more than 80 nations" with a theme of "A Call to Conscience" Defending Freedom & Human Rights." Early-bird registration ends December 15; group rates are available.

After a consultation with my colleague the game minister, I've decided that a game tournament is not the best vehicle for building community across generations (tournaments appeal to competitive folks). I hope to hold more game nights, and include some interesting questions/discussions within those games, but I won't be holding a tournament.

If you want to plan ahead, GA will be in Pittsburgh, PA, June 21-25, 2023. Let's get a group to attend!

SCHEDULE

In November, I am slated for two study leaves: I'll meet with the Ohio River Study Group next week, Tuesday through Friday, November 15-18; and the weekend after Thanksgiving, Friday through Sunday, November 25-27. (I've already taken my birthday as a vacation day, last Wednesday 11/2).

In December, I will take vacation from Christmas through New Years Day (both Sundays). Due to the holidays being observed on Monday (12/26/22 and 1/2/23), I will officially take Sunday 12/25, and Tuesday through Sunday (12/27 – 12/31).

PERPETUAL CALENDAR

November

Set time and date for mid-year mini-retreat

File form NP-20 with Indiana Department of Revenue. Deadline November 15

December

President initiates annual membership certification process

Quarterly update on Endowment disbursements

Order 1099 Forms from the IRS through www.IRS.gov/orderforms The online forms cannot be used for Copy A which needs to go to the IRS. December 31

January

Board certifies membership for report to UUA. This is due by Jan. 31

Send IRS Form 1099-MISC to all non-corporate church payees who have received \$600.00 or more in the previous year and send Copy A of the form to the IRS.

Confirm filing and mailing of W-2 (Fed & employees), Fed W-3, Form WH-3 and Indiana Form WH-1 by the Church's payroll processor. Get copies for the church files. deadline: January 31

Mid-Year mini-Retreat

QUESTIONS FOR NEXT MONTH

Please consider appointing Emily Flanery our church Librarian, and giving her a code for the door.

ACTIVITIES

From Monday, September 26, through Sunday, October 30, 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 6 units for three days of study leave, that leaves a contractual minimum of 54+ units of work. Over that October time period, I recorded 56 units:

Sunday Services (19 units)

Planning & presenting worship services on Sunday (3);
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)
final Service Evolution Group (1)

Membership (7.5 units)

Office Hours (7)
Newcomer Class (1)
Auction (1)
Host, teach & play Age of Steam game (from 5/22 auction) (1)
emails & call from members & friends

Associational Ties (7.5 units)

meet with Mentees (5)
deliver prayer at Installation of Rev. Jennie Barrington, UUCTC (1)
zoom conversation with Amy DeBeck (2)
Chicago Area Liberal Ministers (CALM) (1)
monthly (ish) small group call with Regional colleagues (1)
UUMA panel of 50-year ministers (1)
Ohio River Study Group planning call (1)
UUMA Board listening session (1)
CMwD UUMA ministers' retreat // taken as study leave
Co-Moderator of UUMA Facebook page (approx. daily)

Pastoral Care & Counseling (5.5 units)

- Phone calls & texts (4)
- Home, hospital, etc., visits (2)
- Visits at church, restaurant, etc. (1)
- Grief Circle (2)
- Care Committee meeting (1)
- weekly Thursday afternoon Zoom Gathering (4)

Governance (3.5 units)

- Board meeting (1), communications & follow-up tasks from Board lunch with Board President (1)
- Town Hall “beta test” (1)

Spiritual Development of Congregation (3 units)

- Committee on Ministry meeting (1)
- Wellspring small group (2)
- conversations with congregant(s)

Communications (2.5 units)

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

Children & Youth RE (2 units)

- DREAM Team meeting (1)
- Halloween Party at Potawatomi Park (1)
- ad hoc conversations

Staff Supervision (2 units)

- weekly meetings (5); ongoing training

Rites of Passage (1.5 unit)

- conversations with potential wedding couple (2)
- child dedications, marriages, memorial services

Marketing / Publicity (1 unit)

- 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 units)

- book discussion Sum of Us (1)
- ad hoc conversations

Social Justice (0 units)

- a few conversations, rounded down to 0 units

Public Religious Face of the Congregation (0 units)

- emails from local students / organizations

PROGRESS ON GOALS (as set on October 12, 2021):

Take a class in communication / conflict / ambiguity / attuned listening this church year.

I am researching which class(es) to take now.

Offer at least one Book Group that explores the above skills and/or tools.

I bought *Transforming Conflict: The Blessings of Congregational Turmoil*, and I welcome other suggestions for book group discussions or sermons.

Preach at least three times about these skills/tools.

The upcoming services on 11/20 and 12/4 will touch on some of these topics

Explore incorporating skills/tools practice in the majority of the services I lead.

Last Sunday's *Emotions Drive Elections* service emphasized the importance of both emotional and rational aspects when interacting with others—or with ourselves.

Co-lead (with Board and/or Committee on Ministry members) a “Fireside Chat” / Q&A session to demonstrate transparency and accountability, approximately quarterly.

We had a “test” version of a Town Hall on October 16—which included a live example of, and lesson about, conflict engagement.

PASTORAL CARE

I made zero pastoral visits to a hospital/prison/court/care facility, and two pastoral home visits, during October. I had one meeting 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.

MEDITATION

Election Day! By the time you read this, we will probably know the outcome of many of the important political races of 2022. Certainly, the main topic of conversation during last Sunday's Coffee Hour was the elections, and the anxiety (dread?) that many were feeling about them.

This advice from Geneen Roth was helpful to me: “Given that a nuclear bomb has not yet hit and there still seem to be at least a few more years of the emerald sweetness of life here on earth, the question becomes what to do now. Our work is exactly the same: to quiet the drums of fear, speak from a soft heart, and act from our shared humanity.”

So may we be,
Chip