



2021-2022 Annual Report
DuPage Unitarian Universalist Church
Naperville, IL

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Board of Trustees Self-Evaluation:

Board Self-evaluation FY 2021-22: Criteria to measure	Meets expectations or goals	In progress	Did not meet expectations or goals	N/A this FY	Comments
The Board, Minister, and Staff created an annual church-year Vision of Ministry, based on Congregational conversations and timing noted in the Church calendar, with measurable goals for the Programs of the church for which the Minister and Staff are being held accountable.		X			The goals were set by the Board with the Interim Minister, and were based on the Interim Transitional Tasks. Goals were not based on congregational conversation. The next year may look similar.
The Board developed, reviewed and/or revised a covenant for how it performs its work as a governing team.	X				
The Board engaged in self evaluation, based on its covenant and Vision of Ministry goals.	X				The Board engages in self-evaluation at the end of each meeting through reports from a timekeeper and process observer as well as the yearly evaluation.
The Board has evaluated the progress of Advisory Committees that report to the Board relative to the measurable goals it set.		X			Most Advisory Committees were just chartered this FY, and without a congregationally driven Vision of Ministry, we couldn't evaluate based on goals. The Board did receive reports from the AC's and all the AC's met their own goals, updated procedures, and their charters.
Every three to five years: The Board, in collaboration with Staff, revisited the Church's Mission and Vision Statements, and if warranted, initiated a collaborative process with the Congregation for its revision.				X	
Every three to five years: The Board, in collaboration with Staff, and involvement of the Congregation, created and/or revised a strategic plan that includes Ends statements, to offer guidance (through goal setting) for the prioritized work of the church.	X				See above note about transitional work. Work on new strategic plan to start in spring of 2024.

Board Self-evaluation FY 2021-22: Criteria to measure	Meets expectations or goals	In progress	Did not meet expectations or goals	N/A this FY	Comments
The Board developed and/or delegated the task of collecting and regularly monitoring data relative to the measurable goals it set.				X	This was not applicable during the interim year.
As the Board is responsible for Policy and the Policy Manual, with scheduled staggered review by appropriate committees, teams, and staff, it is monitoring the policies that support the Bylaws and the work of the church, guiding the governance and ministries of DuPage UU Church according to the intent of Policy-Based Governance.	X				This was the primary work of the Board over the past year. Bylaws and a new fully restructured Policy Manual were delivered to the Congregation at the Annual Meeting.
The Board delegated policy and procedure review, revision, and drafting to the Governance Advisory Committee as necessary.	X				
The Board evaluated the Minister using a formal tool that is a UUA-recommended or mutually agreed upon or contractually obligated. The tool was used to evaluate and guide progress, assess changes, and discuss adaptations when necessary and as aligned with annual goals and outcomes.	X				The Board completed the Interim Assessment midway through our Interim Ministry period.
The Board approved a budget drafted by the Finance Advisory Committee, with or without modification, before that budget was submitted to the Congregation for final approval.	X				
The Board participated as designated in the Advisory Committees' Composition procedure.	X				Appointments were made to Personnel and Governance Advisory committees to ensure these committees could function well.
As needed: The Board convened a Ministerial Search Committee upon the departure of the called Minister, by gathering input from the Congregation to nominate a slate of candidates for Congregational approval at a duly called Business Meeting.	X				
The Board, Minister, Staff, and Church Leaders worked together in a spirit of openness, fairness, mutual respect, partnership, collaboration, and gratitude.	X				
List other criteria specific to the FY or current projects with Board responsibility ...					

Ministry Program Team Reports (Rev. Connie Grant):

Introduction

With transition to policy-based governance and resulting reorganization, program teams work with the guidance and support of the minister and staff.

This year, your Board of Trustees approved provisional “ends” intended to articulate what the congregation exists to do and to provide a basis for assessing progress made in working toward those ends. What work has been done? What work is ongoing?

Thus, program team reports are organized according to those four major areas of congregational activity (even though the work of most of the teams serves more than one of these “ends”), plus Infrastructure that supports all the work of the congregation.

DUUC exists so that its members and friends create an inclusive community.

- Congregational Life Team
- Pastoral Ministry Associates

DUUC exists so that its members and friends learn and grow together religiously and intellectually.

- Religious Education for Children and Youth
- Youth Religious Education Team
- Adult Enrichment Team
- Library/Bookstore Team

DUUC exists so that its members and friends experience spiritual growth.

- Sunday Services Team
- Music Team

DUUC exists so that its members and friends work toward fairness, love, and compassion in the larger community and the world.

- Special Offerings Team
- Green Sanctuary Team
- PADS (Public Action to Deliver Shelter) Task Force
- SMILE Project

Infrastructure

- Facilities Team
- Accessibility and Inclusion Ministry
- Denominational Affairs

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Congregational Life Team

The Congregational Life Team provides a welcoming environment to visitors and members of our congregation. The team informs and engages visitors and members so that they may fully enter into the life of the DUUC community.

We welcome visitors and new members; assist all members in connecting with the church community; celebrate new members and member anniversaries; recognize volunteers.

We continued to host a twice monthly Zoom coffee hour until Rev. Connie started a weekly

zoom social time after the service. We participated in two orientation classes led by Rev. Connie for potential new members, and 7 people joined the church. A third session is offered in May.

Greeters: We had two preparatory meetings anticipating reopening the church. When it did, we were ready – offering masks, temporary nametags and welcoming everyone who walked in the door. The DUUC Greeters: Barb Appelson, Sarah Baldwin, Lauren Buetikofer, Chris Brown, Tom and Babs Chockley, Steve Connet, Joan Doyle, Bob Harris, Gena Karston, Maggie Kivisto, Carol Manthy, Sheryl Mylan, Kim Remus, Kay Richards, and Laura Wilmarth Tyna, with Mike Albrow as a substitute.

Possible future projects:

- Gathering information for a data base of members' skills and interests
- Creating a zone directory, grouping members by small neighborhood zones for casual activities, carpooling, etc.
- Mentoring of new church members by existing members, to orient them to the church.
- Creating a better way to manage the name tags.
- Helping to organize a Fellowship Committee, especially to hold circle suppers and help with special events.
- Organizing outings to activities such as theater, sports, etc.

Team members: Joan Doyle (co-chair), Bob Harris (co-chair), Kelley Trombly-Freytag (secretary), Lauren Buetikofer, Tom Chockley, Steve Connet, Maggie Kivisto, Jan Moretti, Kim Remus, Kay Richards.

Pastoral Ministry Associates

Pastoral Ministry Associates work with the minister to extend care to our congregation members who are experiencing life changes or a difficult time.

Since June 2021 PMA has had 68 separate contacts. Many of those have consisted of long-term involvement and follow-ups. We have distributed 8 care shawls and set up 4 Meal Trains. This past year has also involved hospital and nursing home visits by the interim minister. Some PMA members have also made visits to members in nursing homes and provided transportation assistance. Ingrid Marshall, Brigid Coleman, and Sarah Baldwin serve as administrators for the DUUC Facebook Joys and Concerns page. We have monitored and maintained the Facebook Joys & Concerns posts with many comments back and forth.

The pandemic has posed a challenge for PMA to maintain visibility and contact with members. It has made the Facebook page a vital part of maintaining a connection with those who need our support. Brigid Coleman, PMA member, provides a monthly invitation on DUUC Facebook Joys and Concerns page. She invites members to share their joys or concerns as a means of connecting during a time of physical distance among our members due to the pandemic.

Sarah Ruban initiated a survey in March in the Weekly DUUC Connection. Members were asked to respond if they would be willing to provide transportation or deliver meals to members. 13 members responded. This provides PMA with a group of volunteers we can call upon when we identify a member with these needs.

We will look to our settled minister to assist us in finding and training of new PMA members.

Team members Sarah Baldwin (co-chair), Ingrid Marshall (co-chair), Holly Harris, Mary Hamill, Jack Sechrest, Brigid Coleman, Sarah Ruban.

DUUC exists so that its members and friends learn and grow together religiously and intellectually.

Religious Education for Children and Youth

Steve Cooper, Director of Religious Education, maintained weekly lessons for children throughout the pandemic, some in-person, some live on Zoom and a lot pre-recorded.

The Coming of Age program met weekly, led by Steve, with four mentors joyfully and wholeheartedly helping eleven youth examine their lives and their beliefs through rituals, learning, testing, and celebration. Each week, the class tackled one of the “big questions” such as: What do you believe about God? What happens after we die? How do you live a moral life? Why do bad things happen? Mentors got to play games with the youth, as well as help them think through difficult topics. The youth captured their ideas in a journal, and then used the journal to help create their credo statements which they presented to the congregation on May 15. Students this year are Ryan Cobb-Larson, Ben Huggins, Brian Johnson, Ben Miroballi, Timothy Preissig, Trey Amwoza, Julia Wilmarth Tyna, Brianna Johnson, Doug Miroballi, Lulu Knight, and Izzie Martinson. Mentors are Justin Hobbs, Chris Brown, Becky Trombly-Freytag, and Chris Cable.

Youth Religious Education Team

The purpose of the Youth Religious Education Team is to advise and help the Director of Religious Education to develop and provide a safe and welcoming religious education program and a multigenerational church community.

Steve and the team faced the challenges this year of keeping the church relevant to families during the pandemic and transitioning from online to in-person programming.. The team provided monthly in-person activities for families and all church members.

Plans for coming year include returning to “normal” programming and catching up on missed Our Whole Lives cohorts.

Team members: Sarah Ruban, Laura Cuber, Todd Harcharik, Mara Southorn, Nell Haslett-Brousse, Kerry Freedman, Theresa SaLee (co-chair), and Wendy Cortes (co-chair).

Adult Enrichment

The Adult Enrichment Team provides adult enrichment and lifelong learning programs that take on engaging and thought-provoking topics to guide meaningful conversation and opportunity for personal growth.

Many of the programs that existed pre-pandemic continued to be offered this year, as well as some new programs.

Plans for coming year include working with the new minister to create an intentional enrichment program

Programs offered:

Building Your Own Theology led by Caroline Bailey

Science Sunday led by Mike Winter and Scott Thompson

DUUC Book Club led by Jenny Hobbs

Mindfulness Meditation led by Mary Kullman and Elaine Waite

Comparative Religion Discussion Group led by Bob Wunderlich

Creatures of African Myth and Folklore led by Michael Martin

Adult Retreat led by Bev Becker and Pat Lichtman

Library/Book Store Team

This year the Library/Book Store Team determined what to do about historically significant books that are being dismissed due to personal life of authors. Upcoming challenges include determining how to make library and bookstore more accessible and inclusive to person with disabilities within the limited given space.

Team members: Gene Atkin, Mary Hamill (Chair), Jean McCollum, Beth Staas

DUUC exists so that its members and friends experience spiritual growth.

Sunday Services Team

The Sunday Services Team assists the minister to produce the weekly Sunday service for our congregation. The minister has responsibility for all services, even those the minister does not personally lead.

At the request of the minister, Sunday Services Team members' responsibilities include:

- performing worship associate duties, including reading announcements, reading selections chosen by the minister, and calling for the offering
- Generating lay-led services
- Suggesting guest speakers (from both outside and inside the congregation)
- Suggesting or providing feedback on service topics
- Providing feedback to minister about the services
- Coordinating services for guest speakers

Our work under policy governance has invited closer contact with the Music Team and the AV Team, which is beneficial. We were thrilled to work together with the Emergency Operations Planning Team, COVID Task Force, Greeters, and Ushers (formerly Stewards) to execute the plan for a return to in-person services. We continue to monitor and adjust as necessary, and we have seen generally higher attendance than we expected. We continued our efforts to intentionally focus summer services on topics that will be helpful to the congregation. We recruited a few members to put on services, and Rev. Connie is leading a workshop of taking an idea and making it into a service.

Our challenges this year included the frustration of multiple attempts at a return to in-person services, which were halted by spikes in COVID, and an overall sense of pandemic fatigue. We are all tired of things not being "the way they used to be." However, Rev. Connie's insistence that we needed to do now the things we had put off to "someday," the excitement of candidating week, and mandi hiuzenga's arrival in August are lending new energy to our work.

Next year, the Sunday Services Team looks forward to working with our new settled minister, mandi huizenga, to cherish our traditions, adapt to the changing times, and create new traditions for our new world.

Members: Caroline Bailey, Laura Cuber, Kat Gelder (Chair), Katie Hay, Chuck Horvath, Bill Kovacs, Karen Seymour, and Kelley Trombly-Freytag; Worship Associates: Jo Linsley, Joe Wilmarth-Tyna

Music Team

The role of the Music Team is to work with the Music Director and Minister to

- Facilitate and coordinate the performance of music in Sunday services and other occasions.
- Coordinate the acquisition, care, and maintenance of Church-owned music, instruments, and supplies;
- Foster the musical development of choristers, instrumentalists, and members of the congregation;
- Foster a sense of community through music;
- Create a continuum of musical development and involvement from childhood through adulthood;
- Develop and prioritize annual and long-term goals and objectives.

This year, the team met monthly to plan special music to fit the monthly themes and service topics. Due to the persisting pandemic, protocols for performing music were again different from the past, and pre-recording of special music was often utilized to ensure safety for all. The DUUC AV team and Steve Cooper pre-recorded many musical performances outside of their normal operating times.

Due to the pandemic, music for virtual church again had to be creatively re-imagined to provide the best possible enhancement for services and to connect with the congregation. In addition, since we do not yet have a new Music Director, along with Rev. Constance Grant and our fine pianist, Vera Pelin, the Music Committee undertook most of the planning for special music. Unfortunately, our Adult Choir and Children's Choir have not yet been able to meet this year, although we hope that they will be able to return as soon as we are able to hire a Music Director. The YUuth ensemble was able to resume rehearsals in April and performed for the first time in 2 years on May 22.

The Music Director Search Committee was formed and held meetings to discuss hiring a new Music Director. Participating members were: Rev. Connie Grant, Karen Campbell, Justin Hobbs, Toni Morgan, Kristen Tang, Kelley Trombly-Freytag, and Jim Wharton. A job description was created and has been advertised online, on social media, at music stores, by email, and by word of mouth. No candidates have yet applied, but the suggestion to try partnering with another church to create a "yoked" position (combining two distinct part-time positions at the two churches to create a full-time position with benefits) to attract candidates has been discussed.

Most services this year included piano music by Vera Pelin tailored to the service topic. Our choristers (Becky Trombly-Freytag, Kelley Trombly-Freytag, and Jim Wharton) also sang a variety of hymns each Sunday.

Various other pieces of special music were presented by members of the congregation:

10/17: "What What We Do Does"- "Blue Skies" by Karen Campbell (violin), Jane Handy (flute), and Vera Pelin (piano)

10/31: “Celebrating Life and Death”-“Hard Times Come Again No More” by Karen Campbell (violin) and Jim Wharton (piano/vocals)

11/14: “DUUC History by the Decade”-“Oh, Had I a Golden Thread,” “Magic Penny,” “Turn, Turn, Turn” by Becky Trombly-Freytag (vocals), Kelley Trombly-Freytag (vocals), Jim Wharton (piano/vocals)

12/5: Chalice – “Chalice Song” by Becky Trombly-Freytag (vocals), Kelley Trombly-Freytag (vocals), Jim Wharton (piano/vocals)

1/16: MLK service-”Shed a Little Light”

2/6: “Counting our shared blessings”-”Nothing More” by Mason Ells (vocals), Becky Trombly-Freytag (vocals), and Jim Wharton (piano). Also, “Andante in C Major” by F. Schubert by Karen Campbell (violin) and Mary McGinty (cello)

2/13: “Families”-”Everything Possible” by Becky Trombly-Freytag (vocals), Kelley Trombly-Freytag (vocals), and Jim Wharton (piano/vocals)

2/27: “Widening the Circle”-”Draw the Circle Wide”

3/27: “The Thing With Feathers and Talons”-”All Will Be Well” by Becky Trombly-Freytag (vocals) and Kelley Trombly-Freytag (vocals)

4/17: “Easter: Mortality and Resurrection”-”Spring” by A. Vivaldi by Karen Campbell (violin) and Vera Pelin (piano)

5/22: “Covenant”-”What a Wonderful World” by YUUth Ensemble

6/5: “Flower Communion”-”Flower Duet from 'Lakme'” by L. Delibes by Vera Pelin (piano)

6/12: “Being a Blessing”-”Life Calls Us On” by DUUC choir members

Team members: Karen Campbell (chair), Jane Handy, Toni Morgan, Nancy Murray, Kelley Trombly-Freytag, Jim Wharton

DUUC exists so that its members and friends work toward fairness, love, and compassion in the larger community and the world.

Special Offerings Team

The Special Offerings Team selects organizations to receive monthly Special Offerings from nominations submitted by church members.

These are standing/perpetual recipients:

- Riverwalk Adult Day Services – founded with the help of DUUC members Lois Schnizlein and Jean McCollum. Carolyn Atkin formerly served on its board, and now Sheryl Mylan serves. DUUC’s gift helps provide a safe, social, stimulating environment for adults in need of daytime care. Pat Clancy nominated Riverwalk.
- DuPage Holiday Meals on Wheels – nominated by Jean McCollum, provides meals and friendly visits to lonely seniors. *(This has now ceased to exist. The offering collected this year was donated to the DuPage County Senior Citizens Council for use in their Meals on Wheels program.)*
- Tom Galloway Scholarship Fund at College of DuPage – in honor of a former president of DUUC. Neil Lichtman has been a strong advocate.

- DuPage PADS – feeding and sheltering individuals and families who are homeless. Jane Quamme Blumen, Cindy Wunderlich, Leslie Arno, Carol Manthy, Kelly Trombly-Freytag and more than 50 others have championed PADS.

The pandemic continued to provide opportunities for ingenuity and flexibility.

- We were able to go ahead with a full schedule of 12 monthly special offerings.
- Pre-recorded videos were used to introduce the special offering groups when we met virtually. After in-person services resumed, we added the option for groups to come and present in person to the congregation on the second Sunday of the month.
- A change from giving one Sunday a month to giving anytime during the month continues.
- Cash in the baskets is split 50/50 with the general fund and the special offering organization for that month. Checks may be given at any time with the name of the special offering group in the memo line.

Special Collection for 2021-22			
Date	Organization	Nominated by	Amount
August	Animal Rescue Foundation	Jenny Hobbs	1,050.58
September	Youth Outlook	Theresa SaLee	1,105.13
October	West Suburban Community Pantry	Ingrid Marshall	835.63
November	Holiday Meals on Wheels of Dupage/ Dupage Senior Citizens Council	Jean McCollum	1,064.99
December	DuPage PADS	standing	1,790.94
January	SMILE	Cheryl Clayton	2,485.15
February	Tom Galloway scholarship	standing	1,901.50
March	Riverwalk Adult Day Services	Pat Clancy	1,346.50
April	We Grow Dreams	Karen Seymour	1,404.74
May	6000 Moms	Karen Seymour	(upcoming)
June	NAMI	Robert Skrocki	(upcoming)
July	UUPMI	Robert Skrocki	(upcoming)

Team Members: Sarah Ruban (Chair), Carl Nash, Ingrid Marshall and Pat Kocher-Cowan.

Green Sanctuary Team

Provides education and encourages action to promote sustainable choices within our church and in our church members' lives. Working to involve all of our groups and committees so that everyone is thinking green and taking actions that promote environmental sustainability. Promoting the value of sustainable living, i.e., how do we integrate this value and philosophy so that it becomes a priority in every decision that is made and each action we take? How do we elevate the value of this principle in our deeds and creeds? This is an ongoing goal and prompted us to propose a Statement of Conscience for the church three years ago:

We understand we are part of the Earth, not apart from it. Our seventh principle calls us to address the dire threats of climate change, species extinction and rapid environmental degradation. Let us renew our commitment to live more sustainably and protect our planet and all of its creatures.

How will we ensure that our Statement of Conscience is publicized and implemented within the church?

We maintain a bulletin board and information table in the Learning Center hallway with information regarding sustainable living and environmental concerns. Styrofoam is collected for recycling, and we've had three collections during this church year. We circulate information about community events, news, and research, e.g., Green Earth Film Festival. Green living information is presented in church newsletters and Weekly Updates. For example, recently we provided a newsletter article on recycling events in our county.

Future plans:

We are planning to set up a station for recycling oral hygiene supplies.

Planning a forum for summer 2022.

Involvement of younger members is needed.

Team Members: Mark Ailes, Susan Camasta (chair), Patricia Clancy, Cheryl Clayton, Bill Dawe, Stephanie Hughes, Kate LaGory, Jean McCollum. Mike Albrow and Greg Hubert are friends of the Team.

PADS (Public Action to Deliver Shelter) Task Force

Originally this task force organized volunteers to provide a place for the homeless to stay one night each month for most of the year. We set up pads for sleeping, fed them dinner, monitored while they slept, fed them breakfast, provided a bagged lunch, and cleaned pads and the areas used in the morning. We worked at a couple area churches where the homeless stayed. During the pandemic the homeless were housed in hotels, altering the need for volunteers since churches were no longer used to house the homeless overnight.

Since DuPage Pads purchased a local hotel to house the homeless, our capability to mobilize many volunteers does not seem to be needed any more.

We need to rethink how our congregation can help the homeless, since the methods to address this problem have changed.

Task Force members: Jane Quamme, Kelley Trombly-Freytag, Carol Manthy, and Cindy Wunderlich (Lead)

SMILE Project

During July 2021, 13 student interns participated in the project with 10 separate businesses, using the funds that had been raised in 2020.

SMILE 2022 expects to sponsor at least 26-28 student interns in 21 business facilities in our community. Student participants have already applied; most are students from District 204. 95% of the business participants have confirmed their participation and 75% of the necessary funds have been acquired. A special link to donate funds for SMILE has been added to the donation portal on the DUUC website and SMILE has applied to continue to be designated as a recipient of a special collection during one month in the coming year.

Organizers: Cheryl Clayton , Lynn Clark

Infrastructure

Facilities Team

The Facilities Team oversees and enhances the physical organization and aesthetic appearance of the DuPage Unitarian Universalist Church building and grounds.

- Ensures the church infrastructure, surrounding paved areas, parking areas, and utilities are maintained and in working order throughout the year.
- Monitors maintenance and beautification of the landscape surrounding the building.
- Acts as a clearinghouse for the care, acquisition, disposal, display, and placement of the furnishings of the church.

Accomplishments:

- Land Development Task Force:
 - Worked with the donor of the North Lot to accept this property gifted to the church.
 - Created a plan of usage for the North Lot in order to acquire tax-exempt ownership status for this new property from DuPage County. The plan and proposed expenses were approved by the Board.
 - Presented the plan to the county to determine if it met the requirements. The plan included hiring a contractor to clear the brush, install mulch in this area, and apply herbicide where necessary.
 - Celebration of our new and upgraded North Lot area, to be renamed in the future, is suggested.
- Hired a contractor to mitigate water leakage in the RE classrooms during heavy rains.
- Hired a contractor to perform the first burn to our prairie to help control weeds and invasive species.
- Repaired the wooden bridge linking the parking lot to the rear yard.
- Recovered the seats of about 24 brown chairs that showed signs of wear.
- Fall and Spring Church Cleanup Sessions were conducted to mostly clean windows.

Plans for FY 2022-23:

- Replace shingles on the west side of the Learning Center, next to the street. This work is intended for a contractor.
- Replace carpeting in the nursery.
- For the parking lot, caulk cracks, seal the surface and repaint the parking lot lines. This project is expected to cost more than \$3.5K.
- Replace thirty-year-old kitchen flooring, wall to wall.
- Repaint Clara Barton room using volunteer labor.
- Repair Kreves hall high window frame(s) above interior office windows on the west wall. These windows need replacement since the frames are rotting.

Longer Range Plans:

- Monitor the HVAC equipment (2 units) servicing Kreves Hall because they are due for replacement within the next couple years at an estimate of \$27K.
- Monitor the boiler that heats the Learning Center, Founders, and all classrooms. Replacement is estimated at \$18K.

Team Members:

- George Peck, Jane Gano, Carl Nash, Cindy Wunderlich (Lead)
- Special North Lot Development Task Force: Joe Gano (Chair), Mike Nigro, Pat Lichtman (Board representative), Susan Camasta, Pat Clancy, Bill Dawe
- Cleanup Day organizers: Jo Linsley, Roy Gelder

Accessibility and Inclusion Ministry

The UUA AIM credentialing program is a congregational program focused on welcoming, embracing, integrating and supporting people with visible and invisible disabilities and their families in our congregations. In June 2021, DUUC became the 7th church in the country to become an AIM certified congregation.

Following the successful completion of the certification process, the DUUC AIM Task Force transitioned to the AIM Program Team with the broad goals of continuing to make the church building and programs as inclusive and accessible as possible, as well as to fulfill any further requirements for future recertification. We learned just prior to submitting this report that the credentialing program would be ending June 30, 2022. The UUA is exploring new ways to support congregations with accessibility and inclusion materials. DUUC's status as an AIM Certified Congregation will remain on the EqUUal Access website, <https://www.equualaccess.org/aim-program/aim-certified-congregations/>.

This year's AIM Team goals focused on continuing to educate the congregation on issues affecting the disability community, making live streamed services and Zoom meetings more accessible, and continuing work on our social justice project.

AIM wrote articles for the Church newsletter and/or the DUUCConnection pertaining to various disability issues including:

1. Our on-going social justice project to increase affordable and accessible housing in Naperville
2. The importance of keeping sidewalks, ramps, and curb cuts accessible during the winter
3. The International Day of Persons with Disabilities
4. How to turn on closed captioning on Church live streams
5. Mental Health Awareness Month

AIM donated a book discussion to the Church Auction. Three auction winners and the AIM Team had a lively discussion on Emily Ladau's *Demystifying Disability: What to Know, What to Say, and How to be an Ally*.

We wrote and submitted a webpage for the DUUC website which describes AIM and the certification process, contains links to UUA/AIM, EqUUal Access, and our Accommodations page, as well as a way to contact AIM members.

Two members of the AIM Team published letters in the Chicago Tribune and Daily Herald reminding people to keep sidewalks, ramps, and curb cuts accessible to all users during the winter.

In collaboration with the Media Services team, closed captioning was made available in real time for live streamed Sunday Services and Science Sunday starting in March of 2022.

AIM continues to inform the Congregation about the progress of Naperville's City Council and Naperville's Human Rights and Fair Housing Commission as they work to increase affordable and accessible housing in Naperville. This year's focus was on a proposed housing development for individuals with developmental disabilities and seniors which is expected to be built in south Naperville.

Goals for 2022-23:

1. Continue work on our social justice project by informing the Congregation about Naperville's progress in providing affordable and accessible housing, as well as by providing ways for members of the Congregation to participate in the project such as through letter writing campaigns and/or showing how to log support for affordable and accessible housing items as they come before the Naperville City Council.
2. Host a forum, book discussion, or movie discussion on an issue pertinent to people with disabilities. One suggestion from a participant in our book discussion this year was to host a viewing and discussion of the movie *Crip Camp*.
3. Collaborate with Sunday Services, Ushers, and Greeters to develop a readily accessible list of accommodations available. Provide training to these teams on an annual basis.
4. Encourage the Congregation to contact AIM with their accessibility and inclusion questions and concerns.
5. Collaborate with the Minister, DRE, as well as Committee and Team chairs to encourage use of Zoom and hybrid options for meetings, and to train/encourage use of live transcript on Zoom meetings.
6. Submit disability-themed articles to the Church newsletter.
7. Provide a disability themed Sunday Service and/or collaborate with the Minister and DRE to include disability themed readings or stories when appropriate in Sunday services.

AIM Program Team members: Steve Cooper, Mary Hamill, Karen Seymour (co-chair), Jamie Smith, Kristen Tang (co-chair)

Denominational Affairs

The role of Denominational Affairs is to improve DUUC's knowledge and participation in the activities of the UUA, and to encourage appropriate use of UUA resources.

Information about General Assembly, MidAmerica Regional Assembly, and the Chicago Area UU Council (CAUUC) annual meeting was published in the Church newsletter and weekly DUUCConnection, with encouragement for congregation members to attend.

We are aware of four members who plan to attend General Assembly in person in Portland this year. Three of those have expressed willingness to serve as delegates and have been approved by the Board of Trustees.

The church's relationship to CAUUC (the Chicago Area UU Council) needs to be clarified in the future.

The congregation is budgeting a significant improvement in our financial support for the UUA.

Neil Lichtman is Denominational Affairs representative.

Reports of Committees of the Board or Congregation, etc.:

Finance Advisory Committee

Committee Mission: The mission of the Finance Committee is to manage the financial resources of the church, except the resources of the Endowment Fund which are managed by the Endowment Committee.

Committee Members: Joe Gano; Interim Minister Connie Grant, ex officio; President Jenny Hobbs, ex officio; Karen Hutt, Chair; Lyndi Sprietsma, Controller; Cindy Wunderlich, Linda Zetterberg, Treasurer.

Committee Goals:

1. Develop the annual budget.
2. Monitor income, including pledge payments, and expenses on a monthly basis.
3. Report monthly to the Board of Trustees.
4. Advise the Board of Trustees on financial matters, including the disposition of non-designated monetary gifts and bequests.

Meetings convened: The Finance Committee met monthly on the second Tuesday of each month.

Major Accomplishments and Challenges:

Major accomplishments included:

- Refinancing the mortgage with Old Second Bank, using \$100,000 of cash surplus to pay down the mortgage balance and reducing the rate from 5.25% to 4.5%. Refinancing was done by Linda Zetterberg, Treasurer, and Lyndi Sprietsma, controller.
- Applying for and receiving forgiveness of the Second Paycheck Protection Program loan of \$25,100.
- Tracking Endowment Fund accounts in ChurchWindows; this is now done by the Treasurer and Controller.
- Received approval from the Board of Trustees to create an Opportunity Fund. This fund exists to provide a balance to a future Capital Fund Drive. Primary Donations to this fund would primarily come from members who have Required Minimum Distributions to take in the years preceding the Capital Fund Drive.
- Working with the Endowment Fund Committee and the Governance Advisory Committee to move responsibility for Endowment Funds to the Finance Committee.
- Writing the Finance Advisory Committee Charter, which will be submitted to the Board of Trustees for approval in May, 2022, to comply with the Policy-based Governance structure;
- Updating and creating the following procedures to comply with the Policy-based Governance structure:
 - Contract Approval
 - Controller Responsibilities
 - Endowment Fund Grant Distribution
 - Financial Resources and Controls
 - Gifts
 - Minister's Discretionary Fund
 - Request for Payment

- Stock Donation
- Tax Compliance
- Treasurer's Job Description
- Creation of the Operating Budget for 2022—2023 for Board of Trustees' approval;

Major challenges included:

- Writing the charter for the Finance Advisory Committee and updating the many Procedures that relate to Finance.

Respectfully Submitted,
Karen Hutt, Chair

Governance Advisory Committee

The Governance Advisory Committee (GAC) was appointed by the Board of Trustees in August 2021 and held its first meeting in September 2021. The committee evolved from the Governance Task Force that began work in fall 2020 and continued the work the task force began.

Focus of the committee this fiscal year was to move forward in a trial year with draft Bylaws approved at the June 2021 annual meeting, draft Policy, and draft Procedure for the purpose of a June 5, 2022 annual meeting vote to adopt the new Bylaws that will replace our Constitution.

In the course of the year, the committee completed the revisions to the Bylaws. This included a review by the local law firm Rolewick & Gutzke. Its work also included refinement of the task force's Policy manual and produced a timeline for staggered review and update of out-of-date procedures. More than 25 procedures and several policies were assigned by GAC for updates by various "owners" of those documents: Finance Advisory, Personnel Advisory, Board, Nominating, and Staff were among those updating/re-writing/writing policy and procedures to pass long to GAC which passed to the Board for approval.

GAC facilitated the incorporation of the free-standing Endowment Fund into the work of the Finance Advisory Committee for greater efficiency in managing the funds.

The committee assigned and reviewed new charters and descriptions for the advisory committees reporting to the Board (Finance, Stewardship, Governance, and Personnel), the Nominating Committee that reports to the Congregation, and revised job descriptions for elected positions.

GAC also created a governance calendar that is part of the policy-based governance process to ensure tasks and assignments are scheduled and documented annually. It educated the governing committees, staff, and congregation on the additions of tools such as SMART and RACI for goal setting and accountability.

GAC will continue its work in the ever-evolving process of policy-based governance.

2021-22 Governance Advisory Committee members: Ann Arellano (chair), Sherry Burlingame, Chris Cooper, Jenny Hobbs, Rob Miroballi, Dean Reschke, Rev. Connie Grant

Ministerial Search Committee

Committee Mission: The successful settlement of a minister that fits the needs of our congregation.

Committee Members: Jane Gano, Kat Gelder, Dave Gorman, Bob Harris, Karen Hutt, Doug Kocher-Cowan, Sarah Lensink.

Committee Goals:

- To gather information, materials and insights about the congregation to present an authentic picture of DuPage UU Church for candidates in our Congregational Record.
- To follow the search process and best practices as determined by the UUA Transitions Office.
- To keep the congregation informed of the search process.
- To maintain transparency in the search process.

Meetings convened: The Ministerial Search Committee (MSC) held regular meetings twice monthly (the first and third Tuesdays) beginning in August 2021. The MSC held cottage meetings via zoom with church committees and interested congregants in October to update information for the Congregational Record.

Major Accomplishments and Challenges:

Major accomplishments:

- The MSC conducted cottage meetings with interested congregants and committees, to update the information in the Congregational Record.
- The MSC updated the Congregational Record from the previous year and supporting Documents Packet in late November 2021.
- The MSC provided regular updates to the congregation through emails and postings on the church's web site.
- The MSC shared the Congregational Record with the congregation.
- The MSC conducted zoom interviews with ministerial candidates in January 2022.
- The MSC conducted in-person pre-candidating weekends in February and March 2022.
- The MSC's offer to candidate for DuPage's settled minister was accepted by mandi huizenga on March 31, 2022.
- Candidating week will be April 24 through May 1, 2022.

Major challenges:

- Given the continuing pandemic, the number of ministerial candidates in search was greatly reduced.
- Given the continuing pandemic, it was difficult to know if the MSC could conduct in-person pre-candidating weekends.

Following is the announcement made at DuPage UU Church on April 3, 2022, regarding our candidate for settled minister.

Good Morning! I would like to introduce the members of the Search Committee: Bob Harris, Dave Gorman, Jane Gano, Kat Gelder, Sarah Lensink and Doug Kocher-Cowan who is on vacation and couldn't be with us today.

We are pleased to announce that we have a candidate to be our settled minister!

In the fall of 2020, you, our congregation, asked us to find a minister with skills in Sunday Services, pastoral care, community-building, administration, policy-based governance, collaborative leadership, and clear and open communication. We did not find a good fit candidate last year, but this year we not only met but surpassed our expectations for a minister who has these skills. The Search Committee unanimously agreed to make an offer, and our offer was accepted! Our candidate for settled minister at DuPage UU Church is mandi huizenga.

mandi is currently serving as the ministerial intern at Unity Temple in Oak Park. She has nearly 10 years of experience working in UU groups and congregations and is well-respected by her colleagues, co-workers, and congregants. mandi has a warm, friendly personality and she is a compassionate, collaborative, and joyful leader. She plans high-quality Sunday Services that speak to the head as well as the heart, that both challenge and comfort, and that address the diverse beliefs and philosophies of UU congregants.

She is passionate about social justice, and she will walk beside us as we work to transform the world towards fairness, love, and compassion. She is both knowledgeable about the details of church administration and excited about the big picture: that Unitarian Universalism can indeed make our world a better place.

When a Search Committee brings a candidate to a congregation, it is a strong and well-researched recommendation to the congregation. In the end it is the congregation's responsibility to decide if this person is a good match for our church and to vote accordingly. We are excited to have you meet mandi and we encourage you to take advantage of opportunities to get to know her during Candidating Week, which will be Sunday, April 24 through Sunday, May 1. We will send out a schedule for Candidating Week in a few days, as well as a link to mandi's website, mandihuizengauumistry.com, where you can learn more about her ministry and experience, as well as view her sermons and times for all ages.

There will be a congregational vote on calling mandi as our settled minister on Sunday, May 1. The Board will be in contact with all of us about how to participate in that vote. The Search Committee is deeply grateful to you, our congregation, for all your helpful input into the search process, for your two years of patience and insightful questions, and for your support, especially last year when we did not find a good fit candidate for our church. We are honored that you entrusted us with this work, and we are delighted that this year we can introduce you to mandi. At our request, mandi has prepared this recording to introduce herself to you. (The video was then shown to the congregation.)

Respectfully submitted,
Karen Hutt, Chair

Nominating Committee

DUUC Nominating Committee Members: Deb Connet, Ilija Hardage, Kelly Huggins, Mara Southorn, Kristen Tang (Chair), Jill Wallace

The Nominating Committee met monthly to assess leadership abilities of church members and to provide candidates for the open elected church positions. The Nominating Committee interviewed everyone who was rolling off from their elected

positions in 2022. The interviewees provided insight into the necessary skills for the various elected positions, as well as gave recommendations of members whom they felt would be potentially well suited for leadership roles.

The Nominating Committee also received input and help from Ann Arellano and from the Policy Governance Committee on how to write a new charter/description for the Nominating Committee, how to write SMART goals, how RACI relates to church organization, and how Policy Governance changes might affect Nominating Committee procedures. The Nominating Committee met with Rev. Connie to consider hosting a leadership workshop. The Committee began work on this, but due to the surge in COVID cases, it was decided that the workshop would be put off until next year. The Committee worked on updating and expanding their procedures and detailed timeline. As all elected positions are now two-year terms, the Nominating Committee adjusted its six member terms so that three members will roll off each year.

Candidates selected for the 2022 election:

Board, President: Ann Arellano (2-year term)

Board, Trustee at Large: Caroline Bailey (2-year term)

Member of Nominating Committee: Chris Knight (2-year term)

Member of Nominating Committee: Carol Manthy (2-year term)

Board Appointments:

Board, Vice President: Kaiya Iverson (Kaiya will be appointed in May 2022 to fill Ann Arellano's unexpired term. Kaiya will serve as Vice President from June 2022 until June 2023.)

Member of Nominating Committee: Ilija Hardage (Ilija was appointed in October 2021 to fill Chris Wallbruch's unexpired term. Ilija will serve until June 2023.)

Respectfully submitted by,
The Nominating Committee

Personnel Advisory Committee

Meetings Held From June 2021 to June for 2022: 6/10/21, 1/31/22, 4/14/22

Current Committee Makeup: Doug Kocher-Cowan (Chair), Ann Arellano (Board VP), Rev Connie (Minister), Open Position

Upcoming Personnel Changes: The next meeting is scheduled for August of 2022. New members will include Jenny Hobbs to fill the open position, the new Minister and the new VP of the Board. Doug Kocher-Cowan will continue as PAC Chairman

During the past year the Personnel Committee addressed the following:

1. The DUUC Personnel Manual was updated and accepted by the Board in April of 2022
2. In accordance with Policy Governance actions the PAC Charter was approved by the Board.
3. The PAC reviewed the posting for the Music Director and provided compensation guidance to the Board.
4. The Chair of the PAC and member of the Search Committee provided contract, salary and housing recommendation to the Board for the new Minister starting August 1st
5. The PAC recommended compensation adjustments for Staff of 5.3% based on UUA guidelines for the 2022-2023 fiscal year.

Best Regards,
Douglas W. Kocher-Cowan
Personnel Committee Chair

Stewardship Advisory Committee

Members: Joe Gano, current chair, Neil Lichtman, Dean Reschke, Lyndi Sprietsma, Jim Wharton (partial year), Linda Zetterberg; Interim minister, ex officio, Rev Connie Grant.

The committee normally meets monthly, but during the recent period met weekly to meet the needs of the ongoing Stewardship Promise Campaign. The committee's main task during this period was to conduct the Promise Campaign for which we had been planning during our earlier meetings.

The results of the campaign at the end of February were the placement of Promises in excess of \$463,600 from 99% of members, with 46 increasing and 35 decreasing their support. This forms the basis for the Finance Advisory Committee in development of the budget for FY 2022-23.

During the church year, in addition to the Promise Campaign, the committee took up a policy discussion regarding the practice of extending waivers for financial contributions to members known to be unable to make regular contributions. The practice had not been reviewed for several years. The discussion resulted in restating the term for a waiver would be one year, renewable, managed by the Minister.

We also took up matters that bear on congregational life with recommendations to the Board regarding membership growth and retention, including for a process to monitor the "pulse" of the membership.

Respectfully Submitted,
Joe Gano, Chair

Goods and Services Auction Task Force

2021 Chairs: Jane Gano (canvass for donations), Ann Arellano (publicity),

Katie Hay (data input) with Cindy Wunderlich, Kristen Tang (Labeling), Lyndi Sprietsma (money manager) with assistance from Linda Zetterberg (supervisor, Auction-day input).

The Goods and Services Virtual Auction of 2021 was similar in format to last year's due to Covid-19 restrictions. Only a Silent Auction was held, using the Greater Giving Online Auction platform which could be used on computers and/or cell phones. The Auction itself was as advertised, and it is recommended that this virtual format be used for the silent portion of future auctions, and that we resume a live Auction portion with selected items, services, and events.

The Auction raised **\$26,000**. The budget goal was \$23,000. There were 84 bid numbers. Expenses were \$1722.

There were 83 donors. They donated 242 Auction items, 44 Auction services and events, and 15 committee baskets

18 people volunteered at the Auction.

The 2021 Auction theme was Care Bears.

Respectfully submitted,
Lyndi Sprietsma
Jane Gano
Katie Hay
Ann Arellano