

**ANNUAL REPORT
DIRECTOR OF PROGRAMS
2022-23**

This has been quite a year! I took on the year full blast as the only full-time staff member and worked very hard to keep our church together. I am so incredibly grateful to our Circle Coordinators who kept their circles running smoothly and supported their committees and committee leaders.

Growth and Learning- KC Edgin

Community – Megan Griffin

Stewardship- Jim Danbury

Worship- Dave Lloyd

Home and Garden- Thom Brackett

Social Justice- Tiff Schafer and Char Cepek

You can read about the good works of all of the circles in their individual reports. It is still necessary for the staff to support the Circle Coordinators in their work. Below are some highlights of how I tried to offer help and support.

GROWTH AND LEARNING

The Growth and Learning report has a lot of information about our programs and thank yous to our volunteer teachers.

I still continued to offer age-appropriate programs for our young people. Spirit Play for our youngest UUs, Chapel service for our middle graders, and youth group for our Junior and Senior High Youth. It does, however, take a village and I am so grateful for all of our volunteer teachers, advisors, facilitators and mentors.

COMMUNITY

The Community Circle Coordinator report has a lot of information about our community initiatives.

A large part of what I do is caring for our community and helping current and new members and friends feel connected. I worked closely with the Membership Committee on a number of programs and activities.

We have had a fair number of visitors over the course of the year. To help folks feel welcome and to learn more about us the Membership Committee and I have host several New Comer's Breakfasts.

I helped coordinate and facilitate the New UU class in the fall. These are two session classes that share information about Unitarian Universalism and our church. If participants want to become members following the class, we will then have a New Member's Signing Ceremony.

It has been wonderful working with the Membership Committee. They are a hard-working, thoughtful group of people who have so many fabulous ideas! They, too, were committed to helping our church get through this year.

I am grateful for our Caring Committee and Care Shawl group. These two groups of caring loving people make sure that as joys and concerns are shared our members and friends feel connected to and cared for by their church family.

WORSHIP

I worked closely with the Worship Committee to provide guidance and support.

I scheduled many guest ministers.

I worked closely with the worship volunteers to write a FAQ's sheet for visiting ministers.

The Worship Committee and I devised a "Host" plan so that we could welcome our guest minister properly and provide the support they needed.

I figured the pay for each guest minister and requested the checks so that they would be compensated in a timely manner.

I prepared and presented several Sunday Service.

I was the main contact for caring concerns and pastoral care.

STEWARDSHIP

Our pledge drive, “Be a SUUper Hero! Support UCH!” was a success thanks to the efforts of our amazing pledge drive team including Nancy Kranz, Jim Danbury, Darren Howard, Dave Mrazek, Megan Griffin, Chris Hainey, Mike Pabian and Susan Mooney. We are grateful to all of you for your support of UCH.

I helped developed a preliminary working budget for the Board of Trustees including our pledge numbers, input from our Circle Coordinators, current costs and income from our space sharers.

I also helped out making deposits, writing checks, and a few other tasks during the time that we did not have a bookkeeper.

HOME AND GARDEN

The departure of our Facility Manager left a hole that needed to be filled. Thom Brackett jumped into action and accomplished a lot but there are a number of things that needed to be done by staff.

I tidy up both buildings each week. Putting back furniture when needed.

I keep on top of the cleaning service and refill consumables such as toilet paper and paper towels.

I meet with inspectors and repair people as necessary.

ADMINISTRATION

Over the past year, I have also been handling many office tasks.

I have taken over scheduling events and managing the calendar.

I am the main contact for our space sharers and inquiries about using our space. That includes quoting prices, giving tours, setting up dates, making final arrangements for use and sometimes being available during the events.

I am managing all the membership data in the database and am producing the directories, name tags, ordering supplies, etc.

I have been working closely with Nancy Kranz, our News and Notes editor, and Suzanne Williams, our webmaster.

I have been answering office emails and answering and returning general phone messages.

In addition to the work I do here at the church, I continue to be active in LREDA, The Liberal Religious Educators Association. I am the elected President of the Central Midwest Chapter. Our chapter hosts and participates in two continuing education programs each year, works with new DREs in the area and helps write policy for Continental LREDA.

I am so incredibly honored to serve my church community and am blessed to be a part of this UU family.

Respectfully submitted,

Pam Fodor