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## PASTOR'S REPORT

2011 has been a very good year for the Union Church. We have resolved some ongoing issues, finished some long term projects and taken on some new challenges. In the midst of doing such things, we have welcomed new members and said our "good byes" to those who have moved or passed away. Through all of this, we have coped with the challenges of tough economic times. In short, we have been about the

business of being the church in this particular time and place.

A number of projects were finished this year. We added two new banners in Mead Payne's memory, one in our sanctuary and another new banner in our north entry. We had our cross banner cleaned and remounted and restored. We finished our new south entrance to the church, increasing the handicapped accessibility of the building, enhancing the aesthetics of the church, and adding a lot of sunlight to this space. We added a central station monitored fire alarm system and thus, resolved the ongoing issue with the Village regarding fire protection. We painted our building cream and suddenly all sorts of folks are noticing the church who drove right past it before. We even have a great gas fireplace in the fireplace room which we enjoy regularly. All of these projects happened because of folks who generously shared their time and their money. Thank you to all of you!

Outreach continued to be a major focus of our life together. Thanks to the ongoing charitable trust gift of a local family, we now work in partnership with local schools, hospitals, food pantries and other nonprofit agencies to help people, one person at a time. Because of the nature of that gift, we work with few "strings attached" and are often able to help folks who are falling through the various "safety nets." Along with this work, we continue to make a major monthly commitment to P.A.D.S.. Our children do monthly service projects from supporting the Heifer Project to sending boxes of treats to our troops overseas. Finally, there are projects all year long which the church supports as well as the seasonal projects such as our work to support Bernie's Books. Folks in the Union Church understand that there is a direct connection between what we believe and responding to the needs of others.

Our worship life has continued to be strong. We appreciate the work of Dick and Peggy Faller and Ruth Porikos with our choir. We increased the number of lay liturgists during worship in the last year. We thoroughly enjoyed increasing the number of Taizé worship services and watched as a core group of members have grown to adopt those services as a part of their spiritual lives. The weather didn't seem too cooperative when it came to bluff services but we sure had a nice time when we were there! Finally, our special services around

Christmas and Easter, such as the Longest Night Service in Advent and the Maundy Thursday service during Lent were deeply meaningful to many of us.

Christian Education remains our other focus. The Sunday School is alive and thriving with some wonderful children who seem almost as excited to come forward for a children's sermon or to go downstairs for their classes as they are to fly up the stairs

for coffee hour! The Live Wires (4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> graders who meet during the week) are most definitely lively. The youth group had a very powerful work trip experience, rehabbing homes and working with the campers at Wonderland Camp in Missouri. And, our adult groups--Early Risers, Church Ladies, and Wednesday Night Bible Study--continue to meet. New efforts have been made to have short term adult classes. We still seem to be searching for the way to make adult education really work.

Our goals for the next year could be many and detailed. However, we would identify three broad goals:

- 1) To work hard to continue to raise the profile of the church in the community in a way that invites visitors into our church family;
- 2) To continue to address the needs of those within and beyond our church during challenging times;
- 3) To continue to work at deepening the involvement of adults in our church in our worship life, educational growth, and service to others.

We thank you again for the chance to be your pastors and to work together.

Sincerely,

Mark and Tracy Hindman

## CHURCH MODERATOR

*Against the headwinds of a challenging economy and a growing sense of religious intolerance in the world, 2011 at the Union Church proved to be a safe harbor where reasonable people worshipped, worked (and, yes, sometimes even played) together, all as we continue to build the kind of church that is responsive to and responsible for the needs of its members and the larger community in which we live.*

*We have much of which to be proud. We balanced the Church budget, made some extraordinary improvements to our buildings through generous gifts, shared some uniquely Union Church fellowship time together, and continued to challenge ourselves to do more and be more.*

*We have much to be thankful for. Both spiritually and operationally, Church members have stepped up and given generously of their resources--of their time, talents, and wallets (and purses). We have pastors who challenge us, calling for us to ask the difficult questions and pushing us to live what we*

say we believe.

We have much to look forward to in 2012 and beyond. There will be challenges—there always are. But, we have committed leaders and a supportive congregation who will continue to move us forward through those challenges with respectful dialogue and sound decision-making.

I hope you will take a few moments and reflect on the efforts of the Church and its leaders and committees whose work is outlined in the following pages of this *Annual Report*. To all of those who gave so generously of their time and talents and resources in 2011: thank you. There is undoubtedly a committee, working group, project, or activity that will require your involvement in 2012. Please embrace that opportunity when it presents itself because the more involved you are, the more you will get back from the Union Church.

I again am struck by how fortunate we are to have Mark and Tracy as our pastors. They do so much (both that which we see every Sunday and that which most of us only catch glimpses of during the week) to build our Church and enrich our lives. I trust each of us will, in our own way, find an opportunity to express our appreciation for their efforts.

The following reports provide an important snapshot of the path we have taken together in 2011. Thank you to everyone for another amazing year.

Respectfully submitted,

Daniel Jasica

## CLERK OF THE CHURCH

**Clerk:** Marcia Mann (Interim)

**Purpose:**

The clerk of the church is a regular attendant, *ex-officio*, at the Board of Elder meetings and attends the Annual Congregational Meeting and the Annual Budget Meeting. The minutes of these two meetings are recorded in the Clerk's Register and copies are available to members of the Church at any time.

Average Weekly Attendance 2011: 102

**New Members:** We have welcomed the following into the fellowship of the Union Church of Lake Bluff in 2011.

April 10, 2011

Andy and Jory Cathlina (Will and Lilly)

Pete and Lori Lemme (Jessica)

Jim and Anne Purky (Lelia)  
Tom and Sandy Hart (Emily, Katie, Tommy)  
George and Mary Ellen Holstein

October 16, 2011

Bob and Kristan Clifford (Martha, Kay)  
Lynn Dangel (Ella)  
Steve and Susan Rappin (Sam, Abby Kate)  
Marge Sorenson  
Chris and Mary Bauder (Billy, Luke, Owen)

**Baptisms:** We celebrated the following baptisms in the Union Church in 2011.

Gage William Johnstone August 21, 2011  
Everett McMurray Davis May 29, 2011

**Confirmation:** The following young adults were confirmed in 2011.

May 15, 2011 \* Denotes baptism also

Lisa Johnson  
Madeleine Sorensen \*  
Luke Bauder  
Miles Payton  
Linden Briggs  
Adelaide Jasica  
Benjamin Sullivan  
Adam Acker  
Jaymes Baker  
Lily Krolopp \*

**Members who have passed away:** We mourn the loss of the following friends and members of the Union Church in 2011.

Jean Smidt

**Third Grade Bibles Presentations:** The following third grades received their Bibles in 2011.

Lucas Gulson  
Laine Gamrath  
Jonathan Jasica  
Evan Jasica  
Ethan Lane  
Joshua Lane  
Jennifer Badger  
Benjamin Scott  
Emily Hart  
Catherine Terkildsen

Martha Clifford

**Weddings:** The following were joined in holy matrimony in the Union Church in 2011.

Marian McNair and Jim Fine

Respectfully Submitted,

Marcia Mann

## BOARD OF TRUSTEES

**Chair:** Christian Erzinger

**Members:** Barbara Smith - Secretary

John Marozsan – Chair of Finance Committee

Peter Acker – Chair of Personnel Committee

Sharon Scott – Co-Chair of Fundraising Committee

Julie Morse Sunderman – Co-Chair of Fundraising Committee

Karen Bush – Chair of Marketing Committee

George Schultz – Chair of Endowment Committee

Romain Wojda – Chair of Building and Landscape Committee

Anne Sorensen – Chair of Nominating Committee

**Ex-Officio:** Lindsey Allen, Treasurer

Scott Butler, Financial Secretary

Dan Jasica, Moderator

The Board of Trustees worked very hard with their respective Committees to accomplish their goals. Each will provide highlights in the following reports. Overall, the Church went through some major changes this past year. The two major projects completed were the back door project and the installation of the fire monitoring system.

The installation and reconfiguration of the south entrance allows the Church to have an American With Disabilities Act compliant entrance to the Church. The overall aesthetics however, made this more than a simple door change project. The light and spacing that was created makes a welcoming entrance to the Church.

Three years ago the Village of Lake Bluff decided the Church was subject to the new Sprinkler Ordinance which would require a complete fire suppression system that could cost upwards of \$ 150,000 to install. After many meetings and negotiations, a compromise was reached that required the Church to install only a centrally monitored fire detection system. The savings was significant and the Sanctuary was spared the installation of required piping that would have been quite obtrusive.

Both projects required tremendous time and talent of various Church members but most certainly would not have been possible without the assistance of generous benefactors. Without their help, the Church would have been in severe financial restraints, as these two projects costs are equivalent to over 10% of the entire Church budget. Thank you to the Finance Committee for

ensuring the Church remains in solid financial shape in a challenged economy.

I also wish to thank both Christine Jefferies who served as Secretary and Janet Holland Krollop who served as Building and Grounds Chair during the year.

Goals for the next year include working closely with the Board of Elders on joint projects to improve dialogue and communication as well as continued vigilance with regards to financial matters.

Thank you to all Trustees for their diligent work throughout the year, but huge debt of thanks to Mark and Tracy for their continued support and guidance.

Respectfully submitted,

Christian Erzinger

## BUILDINGS AND LANDSCAPE COMMITTEE

**Chair:** Romain Wojda (interim)

**Members:** Bud Beatty

Ellie Borders

Basil Borders

John Copp

Steve Ragsdale

Mary Claire Sparrow

Michael Lustig

In 2011 the Buildings and Landscape Committee continued efforts to update and maintain the Church, Manse and all church property.

### Church Maintenance and Improvements

#### Completed Projects

- Exterior Painting
- Chimney Tuck Pointing
- South-East Door Replacement
- Downstairs Kitchen Painting
- Fireplace Gas Log
- Repair/Replace Exterior Lighting

#### Open Projects

- South Entrance Special Project - A punch list of in-scope items has been communicated to the general contractor.

#### Special Notes

- During services in May, a smoldering fire was discovered with an origin in the "catacomb" storage room (north west corner of the basement). While there was minimal damage as a result, this highlighted a need for a formalized maintenance plan to prevent reoccurrence which will be a focus of the buildings and landscape committee in 2012.
- A physical inspection of the church has been completed with notes of maintenance items to be prioritized and the Church Wish List needs to be reviewed and updated.

### Manse Maintenance and Improvements

#### Completed Projects

- Main Sewer Line Inspection
- Lower Level Bathroom Sinks and Faucets.
- Kitchen Counters and Flooring

Open Projects

- None

Special Notes

- A physical inspection of the manse needs to be conducted and a manse specific maintenance plan needs to be developed.

Grounds Maintenance and Improvements

Completed Projects

- North and West Side of Church Landscaping
- Fall Clean-up

Open Projects

- None

Special Notes

- Additional costs were incurred this year due to winter storm snow removal and spring and summer storm damage to trees on the property.
- A landscaping sub-committee will be formed to focus on all church grounds.
- A physical inspection of the church grounds has been completed with notes of maintenance items to be prioritized.

Respectfully Submitted,

Romain Wojda, Interim Chair- Buildings and Landscape Committee

## ENDOWMENT COMMITTEE

**Chair** George Schulz

**Members** Lindsey Allen

Karen Bush

Gene Cacciatore

Robin Lepkowski

Jeffrey Scott

Romain Wojda

**Purpose**

The purpose of the Endowment Committee is to approve all Endowment Fund expenditures while managing the investments in the most prudent manner. The Endowment Fund is the investment arm of the church, and its source for emergency funding etc.

**Summary of 2011**

On December 31, 2010 the endowment fund had a total account value of \$ 103,668.48.

On November 30, 2011 the Endowment consisted of the following:

**Asset Type Dollar Value**

Schwab Account (Less Investments due to general fund) \$ 28,251.50

UBS Managed Account 78,806.57

**Total 107,058.07**

This is an overall gain of 3.3% year to date. In 2011 we received 3 gifts for the endowment totaling \$3,962.42. Due to popular demand we have decided to leave the Endowment Fund open for donations through the holiday's, but if you are so inclined don't take a chance on its closing up for donations after that. Act now!

On 1/25/11 due to a recommendation by the Endowment Committee and concurrence by the trustees, \$25,000 was transferred from the Schwab money market and added to the UBS Managed Portfolio of Funds. It was determined that the management provided by the UBS group was meeting its goals of providing the opportunity of future growth while not taking on undue risk. During the extremely volatile year of 2011, the UBS account tended to have less volatility than the market as a whole.

### **Description of Investments**

The entire amount of the Schwab account is invested in money market, and the entire amount of the UBS Fund is invested by a management group at UBS called the Managed Portfolio of Funds. The Schwab account is only earning money market rates. The UBS account is a managed portfolio of mutual funds as of 11/30/11 invested as follows: equities 39.24%, fixed income 48.47%, and cash and cash alternatives 12.29%. On December 5, 2011 the management has discretion over trades in the account.

Good news for 2011, no funds were withdrawn to the general fund. It is hoped that since the Endowment has not been tapped for two years, that at some point it might be used to fund outreach programs. This is why we need for it to continue to grow.

My term as chair of the endowment fund ends in January of 2012, and I thank the committee and the trustees for their hard work and support.

Respectfully submitted,  
George Schulz

## **FINANCE COMMITTEE**

**Chair:** John R Marozsan

**Members:** Lindsey Allen -- Treasurer

Scot Butler – Financial Secretary

Dan Jasica -- Moderator

Bill Clifford

John Copp

Vanessa Genger

Jeff Scott

**Summary of 2011:**

- The total pledge amount received as of December 24 for 2011 was \$207,904.
  - The total Loose Plate amount received through December 24, 2011 was \$36,776.
  - The total Pledge and Loose Plate amount contributed through December 24 was \$244,680. Our 2011 Budget was set at \$253,000.
  - Total expenses as of December 24 were tracking close to budget with savings in payroll offset by costs in Building & Landscape due to snow and wind cleanups.
  - The Pastor Retirement account was fully funded with targeted gifts of \$20,000 for 2011 with \$3,200 for 2012.
  - Special purpose gifts were provided for the gas fireplace, the fire alarm system and the back door project as well as for general account purposes.
  - The total amount pledged for 2012 through December 24 was \$223,900 with 77 pledge units received so far for 2012.
- 66 of these pledge units were renewals of pledges from last year while the remaining 11 coming from new pledges for 2012.

**YTD Pledge & Loose Plate Contribution Comparison Through December 24 of each year**

|      | <u>Pledge</u> | <u>Loose Plate</u> | <u>Total</u> |
|------|---------------|--------------------|--------------|
| 2011 | \$ 207,904    | \$ 36,777          | \$ 244,681   |
| 2010 | \$ 200,578    | \$ 45,706          | \$ 246,284   |
| 2009 | \$ 194,542    | \$ 52,923          | \$ 247,465   |
| 2008 | \$ 200,804    | \$ 37,165          | \$ 237,969   |
| 2007 | \$ 189,105    | \$ 32,615          | \$ 221,720   |
| 2006 | \$ 182,330    | \$ 37,986          | \$ 220,316   |
| 2005 | \$ 168,268    | \$ 44,529          | \$ 212,797   |
| 2004 | \$ 160,574    | \$ 31,305          | \$ 191,879   |

**2011 Itemized Contributions and Expenses Contributions:**  
**Operating Income:**

**Pledge Income:**

Pledge Income received 2011 \$ 232,463 (includes \$ 18,100 pledged for 2012; received in 2011, and \$8,000 pledged for 2010; received in 2011)

**Loose Plate Income:**

2011 Loose Plate \$ 36,777

**Gifts Special Purpose:**

Gift to music and worship \$ 500  
Gifts for Pastor Retirement \$ 17,000  
Gift to Endowment \$ 3,592  
Gifts for Fire Alarm System \$ 15,000  
Gift to Convert FirePlace to Gas \$ 5,000  
Gift to Offset Printing Costs \$ 200 (membership brochures)  
Gift to Youth Choir \$ 300  
Gift to Restore Tapestry \$ 1,150  
Gift to Back Door Project \$ 5,000  
Gifts for Manse Work Projects \$ 8,800 (in kind and checks)  
Gift for Pastor Fitness Membership \$ 326

**Gifts Unrestricted:**

Gifts to General Budget \$ 6,518

**Other Income**

Interest and Stock Dividend \$ 280  
Hospitality \$ 2,059  
Fundraising \$ 10,214  
Women's Retreat \$ 1,450

**TOTAL INCOME: \$ 346,629**

**Operating Expenses:**

Administrative/Office \$ 8,298  
Bank Service Charges \$ 177  
Benefits \$ 27,850  
Buildings & Landscape (Church) \$ 18,180  
Buildings & Landscape (Manse) \$ 2,184

**Expenses (Continued)**

Copier Lease & Maintenance \$ 5,092  
Education \$ 3,354  
Fundraising \$ 4,420  
Hospitality \$ 3,477  
Insurance \$ 11,277  
Marketing \$ 2,361  
Membership \$ 2,044  
Minister's Expense \$ 1,233  
Music & Worship \$ 3,988  
Parish Pay Fees \$ 1,294  
Payroll Expenses \$ 160,590  
Utilities \$ 24,332  
Women's Retreat \$ 1,713

#### Miscellaneous & Other Expenses

|                           |                   |   |
|---------------------------|-------------------|---|
| Tapestry Restoration      | \$ 1,150          | (gift received to offset full expense)                                  |
| Fire Alarm System         | \$ 15,138         | (gifts received to offset expense)                                      |
| Special Projects Manse    | \$ 7,130          | (gifts checks and in kind received to offset full expense)              |
| Special Project Side Door | \$ 1,673          | (gifts checks and in kind to offset full expense)                       |
| Fire Place Conversion     | \$ 5,000          | (gift received to offset full expense)                                  |
| Back Door Project         | \$ 11,036         | (gifts received to offset full expense with \$ 2964 carry over to 2012) |
| Pastor Retirement         | \$ 20,000         | (gifts received to offset expense with \$ 3280 carryover to 2012)       |
| <b>TOTAL EXPENSES</b>     | <b>\$ 342,991</b> |   |
| <b>TOTAL INCOME:</b>      | <b>\$ 346,629</b> |   |

#### NET OPERATING BUDGET 2011: \$3,638

### 2011 Summarized Contributions and Expenses : Outreach

#### Income:

Total Income \$40,314  
Total Expenses \$37,603  
Net Outreach Income \$ 2,711  
See Appendix for itemized list

### 2011 Summarized Contributions and Expenses : Charitable Trust

#### Income:

Total Income \$40,041  
Total Expenses \$45,793  
Net Charitable Trust Income \$ 5,752  
See Appendix for itemized list

### 2012 Approved Budget:

- Projected income of \$ 287,500
- Expenses are consistent with 2010 and 2011
- Salary increase of 3% for Pastor and Associate Pastor only
- Pastor retirement fund not in operating budget and will be funded through targeted donations
- No provision for unanticipated capital needs or endowment
- 

#### Income

Contributions-pledge \$ 222,200

Contributions-loose plate \$40,000

Other Contributions \$15,000

Special Purpose Gifts \$0

Fund Raising \$12,000

Interest \$300

**Total Income \$289,500**

**Expenses:**

Payroll \$167,400

Benefits \$30,200

Minister's Expense \$1,500

Membership Expenses \$1,000

Insurance \$10,000

Utilities \$25,000

Building and Grounds

\$25,000 (\$5,000 built in for unanticipated acts of

nature)

Education \$7,000

Music and Worship \$4,200

Clerical & Administrative \$6,000

Hospitality \$1,200

Equipment Maintenance \$5,000

Fund raising \$2,000

Pastor Retirement Fund \$0

Marketing \$3,000

Miscellaneous & Other \$1,000

**Total Expenses \$289,500**

**Net \$0**

## FUNDRAISING & SPECIAL EVENTS

**Chairs:** Sharon Scott and Julie Morse

**Committee Members:**

Christian Erzinger

Barb Smith

Andrea Frevert

Catherine Driscoll

Lisa Nash

Louisa Levy

Jeff Sunderman

**Purpose:** To raise funds for the operating budget while promoting fellowship among current and potential new members, and the community-at-large.

**Highlights:**

In 2011, the Committee hosted two successful fundraising events, the all-new concept of an All-Community Fish Fry and Folkfest being one, and the popular 50/50 Raffle the other.

**The All-Community Folkfest and Fish Fry**

This is the first time we hosted a tented and sponsored event fundraiser on church grounds and open to the community. Over 200 people from inside and outside the church participated on a cold and damp church evening, but to rave reviews. Highlights included:

Sponsorships of over \$2500 from local service companies and Realtors, as well as in-kind donations from Sunset Foods and others. Amazing night of music was also provided gratis by COMPASS, the Blackbirds and Susie McMurray's son's sound company. Food prepared and served by Christian Erzinger and his subcommittee, with desserts from congregation. Ticket prices were held low, to \$15, for this opening year. New Paypal charge system was set up for event and church as whole which was very helpful – though time-consuming at outset. Marketing Committee provided great publicity through community. Approximately \$2500 was raised, with expenses shared with membership and marketing. Detailed report available.

**Next year:** Set sponsorship goal of \$4000 to cover costs completely, and consider simplifying food to a fried chicken catered event (as fish fry for large numbers is increasingly difficult to manage and staff) and let the music and fellowship component become the major draw. Set attendance goal of 250. Increase ticket prices to \$20-25. Start promoting in March. Expand music to include Buckthorns, who have already offered to perform.

**50/50 Raffle**

In early August, a letter was mailed to all church members announcing the 50/50 Raffle to be held on Kick-Off Sunday in September. Order forms were included in the mailing, and tickets were sold after church every Sunday. Raffle tickets were sold at \$10 a piece and in varying increments – the more you bought the greater the discount. The winning raffle amount was announced at Kick-Off Sunday event, and winner and church split a total pot of about \$4200. Detailed report available.

**Next year:** Start promoting in June to increase participation further. Look into using ticket books and making a community-wide appeal.

Respectfully submitted,  
Julie Morse and Sharon Scott

# MARKETING AND COMMUNICATIONS COMMITTEE

**Chair:** Karen Bush

**Members include::**

Ellen Allen  
Kristin Ashley  
Scot Butler  
Catherine Driscoll  
Vanessa Genger  
David Lane

Joan Lynch  
Jane McCarty  
Marshall Reavis  
Judy Reuter  
Tracy Hindman, Advisor  
Andrea and Tom Frevert, Elders  
Karen Bush, Trustee

The Marketing and Communications committee is called to raise awareness and understanding of the Union Church and its mission. Our goals are to communicate both within and outside the church to expand the membership, grow the Church and enhance our financial stability. We do this in cooperation with the Membership committee, the Fundraising committee, the Worship committee, and any additional group which asks for our assistance. Since our last report we have added 3 new committee members; Vanessa Genger, Judy Reuter and Joan Lynch. We are eager to include additional members always and actively seek volunteers.

Activities undertaken have focused on public awareness of our unique presence in the community. To achieve this we have weekly advertisements in the local Pioneer Press, village signboards in Lake Bluff and Lake Forest, communication with Gazebo News and other outlets. In 2011 we experimented with paid ads in Gazebo News to publicize Taizé services and our Advent and Christmas schedule rather than sending holiday postcards as in the past. The church has received positive comments on this approach so we will continue our focus on online outlets.

We plan to use whenever possible as well the Lake Forest and Lake Bluff village signboards to promote activities such as the Chili Auction, services on the Bluff, Fish Fry/Folkfest, the new Estate Sale planned for June and the new Holiday Art Fair.

We continue to seek ways to enhance the UCLB presence in the communities we serve. Any member of the congregation with additional suggestions is encouraged to bring them to any committee member.

Respectfully submitted,  
Karen Bush,

## NOMINATING COMMITTEE

**Chair:** Anne Sorensen

**Members:**

Brooke Badger

Basil Borders

Joan Lynch

Robin Lepkowski

Tanya Huang

Mary Claire Sparrow

Bill Clifford, Elders

**Goals:**

Continue to urge Elders and Trustees to use their committees, and to bring on additional members,

to develop and strengthen commitment, understanding and future leaders.  
Continue to develop job descriptions and support increased communications.  
Pursue, together with Membership and Personnel, additional updated data on interests and skills of church members old and new.

### **2011 Status:**

**CURRENT EX-OFFICIO MEMBERS:** All *Ex-Officio* member positions (except for the Pastor and Associate Pastor) are one-year terms, renewable each year.

- o Pastor – Mark Hindman
- o Associate Pastor – Tracy Hindman
- o Clerk of the Church – Marcia Mann\*
- o Financial Secretary – Scot Butler
- o Moderator – Dan Jasica
- o Treasurer – Lindsey Allen

The terms of Elders and Trustees are two years. Positions are renewable for 1 term (for a total of 4 years of possible service).

### **BOARD OF ELDERS:**

- o Chair – Bill Clifford – completed 2<sup>nd</sup> year, 2<sup>nd</sup> term
- o Christian Education – Anne Carlins – completed 1<sup>st</sup> year, 1<sup>st</sup> term
- o Hospitality – Carrie Erzinger and Pam Payton—completed 1<sup>st</sup> years, 1<sup>st</sup> term
- o Membership – Tom and Andrea Frevert – completed 2<sup>nd</sup> year, 2<sup>nd</sup> term
- o Music & Worship – Lucy Sharp – completed 2<sup>nd</sup> year, 1<sup>st</sup> term
- o Outreach – John Copp, completed 1<sup>st</sup> year, 1<sup>st</sup> term and Carrol Stovold completed 2<sup>nd</sup> year, 1<sup>st</sup> term

### **BOARD OF TRUSTEES:**

- o Chair – Christian Erzinger – completed 1<sup>st</sup> year, 1<sup>st</sup> term
- o Secretary – Barb Smith\* – interim term
- o Buildings & Landscape – Romain Wojda\* – interim term
- o Endowment – George Schulz – completed 2<sup>nd</sup> year, 2<sup>nd</sup> term
- o Finance – John Marozsan – completed 2<sup>nd</sup> year, 1<sup>st</sup> term
- o Marketing – Karen Bush – completed 1<sup>st</sup> year, 1<sup>st</sup> term
- o Nominating – Anne Sorensen – completed 1<sup>st</sup> year, 1<sup>st</sup> term
- o Personnel – Peter Acker – completed 1<sup>st</sup> year, 1<sup>st</sup> term
- o Special Events – Sharon Scott – completed 2<sup>nd</sup> year, 1<sup>st</sup> term, Julie Morse Sunderman—completed 1<sup>st</sup> year, 1<sup>st</sup> term
- o Special Projects – Christian Erzinger—completed 1<sup>st</sup> year, 1<sup>st</sup> term

\*These three church officers came in mid-term; I extend my gratitude for their willingness to step in midyear.

### **2011 CANDIDATES**

To be determined; Special Projects will be retired at this moment as Christian has seen the Fire Alarm Project through to its completion. Special Projects may be recalled as needed.

Respectfully submitted,  
Anne Sorensen

# PERSONNEL COMMITTEE

**Chair:** Peter Acker

**Members:**

Lindsey Allen, Bill Clifford, Blanche Hall, John Marozsan, Dan Jessica, Howard James and Peter Acker.

Personnel activities during the Year 2011 focused on working with reliable competitive compensation data as a reference, reviewing current compensation levels for paid Church staff and making informed and competitive annual salary changes. Also, the annual performance goals were established for the Financial Secretary and the position of School Assistant Aide was changed from a paid to a volunteer position.

Membership in the National Association of Church Business Administration qualified our church to participate in an association sponsored survey that contains data for more than 60 ministry job titles, including part-time positions, from churches representing a wide range of locations, denominations, budgets and membership size.

MinistryPay is the church salary survey of the national association. It is powered by Enetrix, a Gallup Company. It provides instant and unlimited computer access to compensation data provided by 779 church participants. Reports cover: salary and housing, retirement income, insurance, self-employment, reimbursed expenses and total compensation in terms of number of represented churches, average tenure and by high/low and percentile distribution.

The Personnel committee developed Union Church compensation ranges that reflect results of this survey when applied to all paid staff positions. The data was reviewed by Trustees.

During a March 2011 personnel committee meeting, the current compensation levels for paid Church staff were reviewed in relation to the survey results and compensation ranges.

Recommendations were made and approved with changes effective January 1, 2011. Discussions were later held with each paid staff member to ensure they understood the process and the rationale for the decisions.

During the March 2011 meeting, the pastor's retirement income fund was discussed and agreed to target the same contribution level as the previous year.

A committee meeting will take place in December 2011 to review the Pastor and Assistant Pastor compensation levels.

During May 2011, annual performance goals were established for the Financial Secretary to provide a focus on key activities outside of normal duties and serve as a basis for the year-end pay review.

Also, after the School Assistant Aide announced his termination in June 2011, it was determined the position would be filled with volunteers in the future.

Respectfully submitted,

Peter Acker

## BOARD OF ELDERS

**Chair** – Bill Clifford

**Members** Anne Carlins -chair of Christian Education  
Pam Payton and Carrie Erzinger - co-chair of Hospitality  
Lucy Sharp – chair of Worship and Music  
John Copp and Carrol Stovold - co-chair of Mission and Outreach  
Tom & Andrea Frevert - co-chair of Membership

### **Purpose**

The board of Elders oversees the spiritual welfare of the congregation. We work with the pastors to supervise religious programs throughout the church. Monthly, we prepare and serve Holy Communion. The board is generally in charge of the outreach programs sponsored or assisted by the church. We oversee Christian Education, encourage growth of the church with new membership and sponsor fellowship activities for all members of the church.

### **Accomplishments in 2011**

The individual reports prepared by each Elder give details for their activities in 2011. The success of the Union Church's activities is primarily due to the diligence of these board members.

Elders Tom & Andrea Frevert and Bill Clifford will be leaving this year. They were a huge part of the success of the Elders activities and we thank them for their efforts.

For the 8th year, our youth group went on a summer work trip; a total of 40 kids and adults. Our support of P.A.D.S. remains strong. The Chili auction was again a huge success, netting over \$ 17,000.00 that was distributed to various charities. Membership has completed a new brochure intended for new families. Hospitality organized many Church related functions very successfully; the annual Christmas Party with 65 attendees, fall kick off picnic and progressive dinner. Music and Worship organized another great year of music for both the summer program and regular choir. They also have started to address the need for repair/replacement of the Organ.

### **Goals for 2012**

Grow our members, continue and grow our outreach programs, strengthen our Christian Education programs, continue our wonderful music and build on the successes of our Fellowship.

Respectfully submitted, Bill Clifford

## **CHRISTIAN EDUCATION**

**Chair:** Anne Carlins

**Members:** Tracy Hindman, Anne Carlins, Robin Lepkowski, Marcia Mann, Sally Bullard, Joannie Keller, Maureen Acker, Emily McBean, Sue Johnson

**Purpose:** The Christian Education committee focuses on bringing education on the Christian way of life to the children and adults of the Union Church via Sunday School and individualized youth groups, weekly meetings of Church Ladies or Bible Study, special short term study sessions, and Youth Work Trip.

**Achievements:**

Sunday School encompasses all the school age children –kindergarten through high school. We have classes during the usual Sunday service from 10:30-11. We have about 45-50 students in general for Sunday School each week. Before breaking into separate age groups, the children meet

as a whole, participating in group worship time which includes prayer, joys and concerns, offering and songs. The children are collected offering to go the following organizations: African Well Fund (a clean water system provider), Nothing but Nets (an organization who provides sleeping nets in areas where malaria is rampant and endemic) Bridges to Prosperity (builds food bridges in poor/rural areas of the world) Paws With A Cause (no kill shelter for pets) and the Heifer Project (providing livestock to various communities to encourage sustainable agriculture). The Sunday School also has a monthly Outreach project that allows the children to learn about the needs of others in a more direct fashion. Examples include boxing up food and toiletry items for the Any Soldier Project (we adopted one platoon of Navy Seals in Afghanistan), making up "Birthday in a Bag" satchels to drop off at Holy Family and PADS, Christmas in a Box, The Giving Tree with books donated to Bernie's Book Bank, musical ministry when the children sing at the Westmoreland Senior Facility, collecting and cleaning shoes for Soles 4 Souls, and making lunches for the homeless residents at the PADS shelter. Our youth also organized a bake sale to benefit "Invisible Children."

There are also separate youth groups; Live Wires meets weekly during the school year and is for the kids in 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> graders. There are usually about 14 kids at the Live Wires meetings. Tracy Hindman and Anne Gousha lead the Live Wires, while Tracy works with Lori Carlson with about 12-15 senior kids in H2O ("Hearts to Offer"). They meet periodically for special service projects and/or lock-ins.

Confirmation of 7<sup>th</sup> and 8<sup>th</sup> graders into the Church starts with weekly classes with Tracy in Jan and runs through May. There were 11 young adults confirmed into our church in 2011. They each worked with an adult mentor and performed a service project of their choice.

In February, about 20 women participated in the annual Women's Retreat-an overnighter event focusing on spiritual discussion, fellowship, food and laughter-- which was held at Techny Institute in Northbrook this year.

The Committee also supports the children and adults that participate in the annual Work Trip. This year 34 kids and 10 adults worked at Wonderland Camp and in the surround community with building projects for a week in June. We helped to raise some of the funds needed to support the Work Trip with a Taco Lunch and a t-shirt and tote bag sale.

In response to the all congregation survey, we have increased the span and number of Adult Christian education opportunities. In October, we sponsored a parenting class with a certified parent coach, Emily McBean. Emily has been kind enough to continue with a monthly parent discussion group that she facilitates. Carrol Stovold led a discussion on caring for our aging parents that was very well attended. We have had two evening book discussions.

Our continuing outlets for Adult Education are the Church Ladies who meet Tuesday mornings for discussion of books, films and other topics of interest. Early Risers that meets on the second Tuesday of each month to share in some breakfast and discuss articles and other topics of interest. Bible Study meets one night a week with Mark as well.

Respectfully submitted,

Anne Carlins

## HOSPITALITY AND FELLOWSHIP COMMITTEE

**Co-Chairs:** Pam Payton and Carrie Erzinger

**Purpose:** To enhance and promote fellowship among the congregation and friends of the Union Church, as well as, plan, organize and conduct special celebrations, receptions and farewells.

**Looking Back on 2011:**

- Established and maintained the weekly coffee hour host list and sent email reminders to each weekly volunteer. Thanks to everyone who hosted the coffee hour reception after weekly worship.
- Special cakes and receptions were organized for Easter Sunday and Confirmation Sunday.
- Kept the first floor kitchen stocked with napkins, forks, cups, plates, etc.
- Easter flower order and decorating the sanctuary for Easter Sunday. Thanks to Heather for helping to coordinate the orders.
- Hosted Sunday school kick off picnic. Food ordered from Popeye's in North Chicago. Organized set up, decorating and clean up of event. Thanks to everyone who helped with set up and break down of table and chairs and to all who brought such yummy desserts. Leftovers were used for Live Wires. Note for 2012: we ran out of water.
- Christmas flower order of poinsettias and decorated the sanctuary when they arrived. Thank you again to Heather for her help in organizing the orders as well as ALL of the other direction she has given us - getting our requests for help into the announcements and making and organizing our sign-up sheets.
- Decorated the Sanctuary for Christmas season.
- Organized the all church Christmas party which was hosted by Anne and Alan Carlins this year. A huge thanks to them for sharing their beautiful home.

### **Looking Ahead to 2012:**

We will meet with Tracy to schedule the next six months of coffee hours and send out that information before our term ends.

We have enjoyed our time this year encouraging fellowship among the members and friends of the Union Church.

Respectfully submitted,  
Pam Payton and Carrie Erzinger

## **OUTREACH**

**Co-Chairs:** John Copp and Carrol Stovold

### **Committee Members:**

Karen Bush  
Anne Gousha  
Tracy Hindman  
Tanya Huang  
Heather Wojda  
Romain Wojda

Brooke Payton and Addie Jasica (youth representatives)

The Union Church's Outreach program was very active in 2011, helping individuals and families in need here in Lake County, as well as those located in neighboring states and even communities in South America. The Outreach committee began the year by reviewing our mission statement, our goals for member involvement and fund raising activities and a review of the outreach programs we wanted to focus our resources on. The committee began the year with a fund of \$21,000 for outreach programs that was generated through fund raising efforts, primarily driven by the church's annual chili auction. One of the first decisions made was the addition of two new youth representatives to the committee and welcomed the participation of Brooke Payton and Addie Jasica, both of whom made wonderful contributions and provided valuable connections to the development of youth programs in the church.

The committee reviewed the programs we've supported in previous years and discussed new programs that could further benefit from UCLB Outreach in keeping with our mission. It was agreed that we would like to focus on supporting agencies that have a direct connection to the church, determine the level of need, and the impact that our financial and volunteer resources will have.

#### **UCLB Outreach Mission:**

To provide in-reach and outreach opportunities for church members of all ages that are supported by internal fundraising and are tied to the mission of the Union Church.

- Involve more members in current in-reach, outreach and fundraising activities by providing volunteer opportunities for all ages.
- Provide better communication of church Outreach activities within the church and to the community.
- Develop specific multi-generational activities emphasizing the Union Church mission, and focus on growing the community spirit of the church.
- Provide material, financial and member volunteer resources that provide assistance to individuals and families in great need. The Union Church provides assistance to those in need that are located in Illinois, other states and countries around the world.
- Explore new fundraising ideas and outreach events in an effort to increase available funds to support Outreach objectives.

#### **Accomplishments in 2011:**

The Outreach committee made recommendations to provide financial contributions and volunteer support to the following programs which represent a snapshot of the many programs the Union Church is proud to support.



- ❖ **New Mother Baby Bags**, a program to provide new baby essentials to disadvantaged moms delivering at Victory Hospital and help them with their newborns.
- ❖ **Lake County Cares**: A program to support Sarah's Dream: Read with Me! The goal is to improve literacy and foster cross-cultural friendships between children in neighboring communities. The financial support will be used to continue a program of reading/mentoring program between Lake Forest, Lake Bluff, Knollwood, Highwood and Waukegan elementary school children.

- ❖ **Holy Family Food Pantry:** The program sponsorship is for children to receive backpacks of healthy food for weekends – 3 breakfasts and 3 lunches. The goal is to provide backpacks to 150 children for 9 weeks to supplement diet improvement goals for Lake county families.
- ❖ **SEDOL RAPP:** SEDOL was established to support special needs children and help them develop to their full potential. This includes providing physically, mentally and emotionally challenged children up to age 22 with educational opportunities appropriate to each child's needs. The RAPP program was designed in particular to help the grown number of grandparents raising special needs grandchildren in the area.
- ❖ **Zacharias Center:** Provides 24-hour crisis intervention, counseling services and advocacy support for victims (and their loved ones) of sexual assault and abuse. The Center also offers educational prevention and awareness programs for northeastern Illinois communities.
- ❖ **I-PLUS Program:** I-PLUS of Lake County Illinois works to help chronically homeless individuals become financially responsible and lead them to a higher quality of life by providing them with housing, mentoring and treatment partnerships.
- ❖ **Bernie's Book Bank:** A program that facilitates the collection, processing and redistribution of quality new & gently used children's books so as to significantly increase book ownership among at-risk infants, toddlers and school age children living throughout Chicago land.
- ❖ **North Chicago Community Partnership:** A program to provide material support and volunteer opportunities to middle schools in underserved communities. The Union Church is working with South School in North Chicago to provide teacher appreciation lunches, painting walls and hallways, snacks and juices for the school nurse to dispense to under nourished kids, money for musical instruments, and funding for art classes being taught by UCLB member, Marian McNair, once a week.
- ❖ **PADS of Lake County:** Continuing our ongoing support of PADS, Union Church members volunteer their time to cook and serve meals every third Sunday. Our support involves a commitment of one Sunday each month from October through April which includes set-up of the facility, provision and serving of a hot meal, drinks, and all associated supplies and necessities.
- ❖ **Any Soldier Program:** Collect food and toiletries for soldiers serving overseas.
- ❖ **Soles4Souls:** Collects new shoes for the victims of abject suffering and collects used shoes to support micro-business efforts to eradicate poverty.
- ❖ **Giving Tree:** Collect children's books to be wrapped for the holidays and distributed to under privileged children.
- ❖ **Wonderland Camp work trip:** The Union Church continues its ongoing support of Wonderland Camp, providing a valuable opportunity for members to volunteer and serve one week in the summer on projects to improve Wonderland Camp and the lives of those who attend the camp.
- ❖ **Bowling for Building Supplies:** A Union Church fund raising initiative to support the annual work trip to Wonderland Camp.
- ❖ **UCLB's "Live Your Faith" Outreach Scholarship:**

♣ Provide a \$ 1,000 scholarship annually to a church member wanting to serve a community or cause on a mission trip that is consistent with the church's outreach objectives.

In addition to the partial list of volunteer programs listed above the Union Church whole heartedly supports the growth of children's Christian education and hands-on participation in volunteer work and fund raising for worthy causes. In 2011 the Outreach committee decided to match the funds collected by the children's offering and fund raising initiatives. This demonstrates to our young people that we are committed to supporting their outreach efforts and provide incentive for future fundraising activities.

The mission of outreach is still primarily funded through two main sources, local fund raising and the generous contributions from the Chicago Community Trust. In 2011 the church was fortunate to once again receive a substantial gifting of funds from an anonymous family with the explicit direction to disperse the funds locally to those who are in need and may not be able to rely on other established charities. A network of individuals within local schools, hospitals, and charitable organizations is in place to assist us in identifying individuals and families who would benefit directly from the distribution of these gifts. The Union Church is grateful for the generous contributions provided to the Chicago Community Trust and works diligently to ensure the funds are distributed according to the programs direction.

Local fund raising is conducted throughout the year with the largest fund raiser still being the annual chili auction event. In 2011, fund raising was considerably strong given the current economic environment. This past February marked the 14<sup>th</sup> annual chili auction fund raising event and raised just over \$ 17,000 in support of Outreach programs. Fund raising will continue to play a large role in the church's goals to provide both the opportunity for church members to participate in outreach programs and provide financial support to the programs that serve local individuals and families who are in great need and often times fall between the cracks of established state programs.

The Union Church's Outreach programs remain a vital part of the mission for serving others who are in great need and compel us to serve those who are less fortunate than ourselves. It is with this commitment to serving those who are in need, both near and far, that the Union Church will continue to seek new opportunities to involve the membership in activities that support this very important mission and purpose of our faith.

Respectfully submitted,

John Copp, Co-Chair, Carrol Stovold, Co-Chair

## MUSIC & WORSHIP COMMITTEE

**Chair:** Lucy Sharp

**Members:** Nancy Ervin, Ingrid Lustig, Hope Kracht-Maulbetsch, David Maulbetsch, Marian McNair, Judy Reuter, Tracy Hindman (staff support)

**What we did:**

- Ingrid Lustig joined the Committee representing the music and worship interests of the youth of the church.
- The organ continues to have some minor problems and the Organ Task Force was put on hold during the summer/fall due to concerns about the costs associated with the fire/smoke alarm system that was installed to comply with the Village. A representative from the

Dobson Organ Company visited and proposed several options. The Task Force will meet in 2012 to begin considering the options for replacement of the organ.

- The adult choir continues to be led by Peggy and Dick Faller with the excellent accompaniment of Ruth Porikos. The family of Jean Smidt asked the choir to sing at her memorial service.
- The children's choir sang once a month led by Marian McNair. They also sang at Westmoreland for the holidays. Marian is leading music during Sunday school for the children (and teaching Sunday school).
- Additional Taizé services were scheduled throughout the year in addition to the December 21 Longest Night, Ash Wednesday, and Maundy Thursday.
- A special service was held again in the side yard of the manse this fall led by Marian McNair with her crystal bowls and Vida, a special drummer and vocalist. The small group who attended was very appreciative of their musical and spiritual gifts.
- Bluff Sundays were well attended; unfortunately the weather was uncooperative.
- Lay liturgists read the call to worship and scripture lesson on a volunteer basis.
- The committee is investigating the installation of a labyrinth as another way to expand our community outreach and provide a worship opportunity.
- In cooperation with the Building and Landscape Committee, new banners were chosen for the front of the church and in the front entry in memory of Mead Payne.

**Goals:**

- Continue to research the repair or replacement of the church organ
- Provide worship opportunities outside of Sunday morning
- Pursue the creation and funding for a labyrinth.
- Encourage multi-generational involvement in music and worship

Respectfully submitted,

Lucy Sharp

## **Minutes of the Union Church Congregational Meeting**

The meeting was opened with prayer. Dan Jasica explained that the purpose of the meeting was to approve and adopt the budget for the 2012 year and that Scot Butler and John Marozsan would be providing some helpful information. He urged everyone to sign the attendance sheets.

Scot Butler explained that we are a little short of budget presently, but with December contributions the figures should be good. He recognized the generous contributions for the back door renovation and the fire alarm system. Scot noted that the Pastor's pension also fell under the category of Special Gifts. He explained that projected total of pledges, contributions, and loose plate for 2011 would be a little more than \$350,000. He referred to the Bar Chart Handout (see attached) indicating the 2012 Stewardship Campaign in flux. As of this date, 57 pledges have been received—representing 8 new pledges and 49 renewals.. As of this time last year, there were 93 pledges received. So far this year \$183,500 has been pledged. This year 36 pledges have not been

renewed representing \$71,000 in funds. Two letters went out the first week of December to the congregation indicating the general status of the pledge campaign.

John Marozsan called for an informal show of hands in response to the letter sent out and the intention of those to renew pledges. He expressed his concern regarding the nearly 40 outstanding pledges and the funds those pledges represent. He pointed out that this year's budget of \$287,500 is lower than last year and the previous year. He noted that there are no opportunities or areas for cuts to this budget. He pointed out that 93 projected pledgers would result in \$220-222,000 in income and with additional pledges and donations the \$287,500 for this year's budget could be reached.

There was a call for questions. Ellie Borders introduced the Interim Clerk of the Church, Marcia Mann.

Bill Clifford inquired about the Pastor Retirement Fund. Dan answered that for the past two years this has been funded by donation under Special Purpose Gifts. John noted that we have not had to tap the endowment fund.

Mark recognized the generosity of the congregation and a long history of fulfilling pledges. He also expressed his thanks for those who give not only funds, but also, of the precious resource of time and talent. He echoed Scot's earlier recognition of the gifts for big project items such as the furnace/boiler and new windows resulting in a 40% reduction in heating costs. He also acknowledged the work of John Marozsan and Heather Wojda to examine how funds could be most prudently spent.

Dan Jasica added thanks to John Marozsan, Scot Butler and Lindsey Allen for their work.

Dan called for a motion to accept the proposed budget of \$287,500 for the year 2012.

Dave Anderson so moved. Romain Wojda seconded the motion. The motion passed unanimously with 58 "yes" votes and 0 "no" votes.

Respectfully submitted,

Marcia Man Interim Clerk of the Church

## **Itemized Outreach Income and Expenses**

### **Income:**

Children's Offering \$ 580

Chili Auction \$18,886

Gifts:

Youth Program \$ 300

Unrestricted \$ 635

PADS Gifts \$ 355

Work trip \$15,345

Bowling for Building Supplies \$ 4142

Interest \$ 71

Total Income \$40,314

### **Expenses:**

Children's Offering and Matching Outreach

African Well Fund \$ 100  
 Bridges to Prosperity \$ 76  
 Invisible Children \$ 300  
 Nothing but Nets \$ 100  
 Paws with a Cause \$ 97  
 Chili Auction \$ 1,279  
 PADS Lunches \$ 1,289  
 Outreach Grants/Gifts  
 Bernie's Book Bank \$ 500  
 CARE \$ 500  
 Holy Family Food Pantry \$ 2,478 (purchased food, backpack program, community garden,  
 confirmation candidates food purchase, space heaters during cold snap)  
 Lake County Cares \$ 1,000  
 Mother's Trust \$ 3,000  
 I-Plus \$ 500  
 PADS Plus \$ 3,000  
 Soles For Souls \$ 381 (shoes,laces, cleaning supplies; for youth project)  
 Vincent and Annabellas Garden\$ 100  
 Zacharias Center \$ 1,000  
 Operation Christmas Child \$ 91  
 Work Trip \$ 21,142  
 Bowling for Building Supplies \$ 670  
Total Expenses \$ 37,603  
Net Outreach Income \$ 2,711

## Itemized Charitable Trust Income and Expenses

### Income:

Gifts from trust \$ 40,000  
 Interest \$ 41  
Total Income \$ 40,041

### Expenses:

Assistance Payments Made in 2012 \$ 45,696  
 Check Printing Fee \$ 97  
Total Expenses \$ 45,793

Net Charitable Trust Income \$ 5,752