

# ANNUAL REPORT

## 2023-2024



### UNIVERSITY BAPTIST CHURCH

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# UNIVERSITY BAPTIST CHURCH 2023-2024 ANNUAL REPORT

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## **OUR MISSION**

**The MISSION of University Baptist Church** is to be a loving and inclusive community; seeking faith, joy, action; nurtured by the biblical traditions, the teachings of Christ, and God's continuing revelation. *(adopted May 26, 1991)*

## **VALUES**

The VALUES of University Baptist Church are:

- o **Social justice, outreach, and education – advocacy and a voice for the voiceless**
- o **Inclusion – regardless of color, race, orientation, gender, age**
- o **Strong community**
- o **Care, respect, and support for members**
- o **Peace and anti-violence**
- o **Baptist principles of individual and congregational autonomy, Biblical inquiry, associations**
- o **Creative worship and quality music**

*(identified through Discernment Process 2008)*

## **GOALS**

### **HOMELESSNESS, HUNGER, POVERTY**

Continue participation in Loaves & Fishes, Too and Meals on Wheels  
Continue education through forums and advocacy work

### **UBC MEMBERSHIP GROWTH**

Improve communication/ marketing methods (e.g. website)

### **CARE / SUPPORT OF ALL MEMBERS**

Strengthen community spirit through crisis response, informal social events, passion-led small group ministries, communication tools (e.g. emails, website)

### **WORSHIP EXPERIENCE**

Continue to provide a variety of worship experiences including a variety of individuals from within and outside the congregation.  
Continue to improve the hearing access for the worship services (e.g. sound system, recordings)

### **ENVIRONMENT**

Reduce UBC's carbon footprint and strive to be good environmental stewards

### **ACCEPTANCE AND INCREASED UNDERSTANDING OF RELIGIOUS DIFFERENCES**

Continue education through forums and advocacy work

### **UNIVERSITY COMMUNITY / NEIGHBORHOOD**

Increase our awareness of the community and the community of us

### **LOCAL REFUGEES**

Connect with and assist other churches who are helping resettle families (e.g. First Baptist – St. Paul)

### **RACISM**

Continue conversations about racism and the impact of white privilege at UBC and in our world

### **ANTI-VIOLENCE AND WAR**

Continue advocacy and provide skills for peaceful actions  
Continue support of and participation in Baptist Peace Fellowship of North America

*(identified through Discernment Process 2008)*

**UNIVERSITY BAPTIST CHURCH**  
**MEMBERSHIP REPORT 2023-2024**

Active Members – 83

Inactive Members – 6

Removed from membership – 3

Kit Martin – deceased 2023 (inactive)

Lucile Carman - deceased

Don Wester – deceased

New Members – 2

Betsy Kerr – transfer of letter

Robbie (Roberta) Steele – transfer of letter

Jean Lubke, membership clerk

**UNIVERSITY BAPTIST CHURCH  
173<sup>rd</sup> ANNUAL CONGREGATIONAL MEETING**

**June 2, 2024**

**Hybrid format—In-person in the Sanctuary and on Zoom:**

**AGENDA**

<b>Call to Order</b>	Jean Lubke, President
<b>Opening Prayer</b>	Doug Donley, Pastor
<b>Congregational Meeting Minutes</b>	
Annual Meeting June 11, 2023	John Medeiros, Church Clerk
Celebration of Membership	Jean Lubke, Church Clerk Membership Deputy
<b>Review and Approval of Agenda</b>	
<b>Program Reports</b>	
Pastor	Doug Donley, Pastor
Council	Jean Lubke, President
Church Life	Gayla Marty & Betty Shaw, Co-Coordiators
Outreach	Deidre Druk & Kim Donley, Co-Coordiators
Property	Patrick Mavity, Property Manager
<b>Report of Talent Team</b>	Margot Garmers, Talent Team
ACTION ITEM: Election of Officers, Committee Members, and Core Ministry Team Leaders	
<b>Financial Reports</b>	Chris Follett, Financial Secretary, & Denise Roy, Treasurer
ACTION ITEM: Approval of 2024-2025 Budget	
<b>New Business</b>	
<b>Adjournment</b>	

**Annual Meeting of University Baptist Church Foundation**

# CONGREGATIONAL MEETING

## Minutes of the 172<sup>nd</sup> Annual Congregational Meeting of University Baptist Church June 11, 2023

**Call to Order:** President Denise Roy called the meeting to order at 11:53 am. Pastor Doug Donley offered the opening prayer.

**Review and Approval of Congregational Meeting Minutes:** Denise Roy introduced and presented the minutes from the June 2022 Annual Meeting. There was a motion by Howard Johnson and a second by Carrie Lubke to approve the June 2022 Annual Meeting Minutes. The motion carried.

**Celebration of Membership:** Jean Lubke noted there are 84 active members and 7 inactive members. Doug Roy was removed from active membership after his passing on September 18, 2022.

**Review and Approval of Agenda:** Denise Roy presented the agenda as printed in the Annual Report. Terri Wottrich moved to approve the agenda; Megan Gunnar-Dahlberg seconded the motion. The motion carried.

**The following is a summary of the presentation of program reports made during the meeting. See the full reports in the 2022-2023 Annual Report.**

Pastor's Report: Doug Donley reflected three themes of the past year: (1) returning, (2) reinforcing, and (3) reimagining.

- **Returning:** Doug returned from sabbatical on September 17, and thanked Matty Strickler and others at UBC for holding things together in his absence. Also, as COVID number decrease, we saw a return of people coming to church, and a return of services such as Christmas Eve, Roots Cellar, Palm Sunday, child care, and Sacred Harp.
- **Reinforcing:** Ways we've reinforced stability in the past year: Doug presided over two weddings and three funerals, and attended two other funerals.
- **Reimagining:** This past year was focused on "Beyond Atonement: Reclaiming Liberations and Paradise." We engaged in conversations about our future as a congregation, and ways to be actively anti-racist.

Doug also lifted up Denise Roy and Mindy Lee for continuing their service on All Church Council beyond their desired terms.

Doug also mentioned that St. James AME Church thinks they bought their building from UBC in 1860s and celebrate their anniversary at UBC on July 15, 2023.

We will also have August outdoor services under the tent again this year.

Council Report: Denise Roy began her report by thanking Doug and council members for their service, and Gayla for her work with scheduling forums. She also highlighted the UBC delegation that attended the Alliance of Baptists Fall Gathering, Lauren Thrift's trip to the annual meeting, and Mark Mulder's visit and presentation. She also noted the dedication of the UBC library to past member Char Follett.

Church Life Report: Gayla Marty presented the report. She thanked Betty Shaw for co-leading the committee. Highlights this year included:

- Celebration of Life service on October 222 for long-time member Doug Roy.
- Longtime member Jim Ross is recovering from a stroke from December.
- Gratitude for those who provide technology support.
- UBC is moving toward a return of Sunday school
- Notwithstanding COVID, we had robust forums this past year
- Dedication of Char Follett library held on April 30
- Worship theme this year was Beyond Atonement: Reclaiming Paradise and Liberation
- Choir and handbell choir returned to services

Outreach Report: Deidre Druk thanked Kim Donley for co-leading the Outreach committee. Highlights this year included:

- Loaves and Fishes: we served over 600 meals this past year.
- Every Meal: We continue to deliver 30-40 bags with weekend meals each month.
- Meals on Wheels: We continue to deliver Meals on Wheels four days a month.
- Sanctuary: Deidre thanked the sanctuary team, which includes those with other churches, for all they continue to do with our hosted guests.
- Mission giving was over \$6,000 this year.

Property Report: Patrick Mavity presented the property report. He discussed the aging building, which continues to spring leaks regularly that we are trying to repair. Other highlights:

- Some heating system leaks have been repaired, and a radiator has been replaced.
- We had snow service and smart salt challenges this past winter due to large amount of snow and interaction with new rain garden.

Talent Team Report: Denise Roy reported for Margie Garmers and Sue Wester. They noted the additions to the printed list:

- Megan Gunnar-Dahlberg volunteers as co-coordinator of Sunday School, but not teach every week
- Karen Swenson volunteered to be Worship Planning Team Leader

Gayla Marty made a motion to approve the updated list. Kathleen Tice seconded and the motion carried.

Harriet Johnson and Sue Wester presented. The Nominating Slate appears on page 28 of the Annual Report. Highlights include:

- Jean Lubke and Gene Velasco will serve on the Personnel Committee
- Margie Garmers and Marcy Schultz will serve on the Talent Team
- Deidre Druk will co-chair Outreach Committee with Kim Donley
- John Medeiros will serve as Church clerk
- Matty Strickler will serve on Church Growth
- Amanda Donley will volunteer to coordinate nursery care
- The yellow positions in the chart on page 28 are where we need volunteers to step up. These include Communications coordinator, Treasurer, and co-President, with Denise Roy
- The italics in the chart indicate incumbents.

Chris Follett nominated John Medeiros, and he declined. Megan nominated Howard Johnson as president, and he declined. Kathleen Tice moved to approve nominations in the report (these appear in bold), and Gayla Marty seconded. Motion carried.

We have not nominated a co-President nor a Treasurer. There is a possibility we can hire a bookkeeper.

Financial Reports. Chris Follett presented as Financial Secretary; Mindy Lee also presented as Treasurer. Reports appear on pages 27-37 in the Annual Report.

Mindy Lee opened a discussion of the proposed 2023-2024 budget. Highlights include:

- Called out projected \$51,000 deficit, partly due to not including any current year surplus rollover and not including Employee Retention Tax Credit (ERTC).
- Pledges were down about \$1,000; rental income down about \$4,000.
- Expenses up about at \$13,000 (mostly utilities, insurance, salary)
- Denise Roy expressed that it is likely we would have ERTC funds in the November/December time frame.

Chris Follett moved to approve the proposed budget to include the surplus rollover and ERTC funds; Jim Ross seconded. Motion carried.

New Business: There was no new business.

Adjournment: Gayla Marty moved to adjourn the Annual Meeting. Meeting adjourned at 12:54 pm.

John Medeiros, Church Clerk  
(based on notes taken by Steven Lee)



## PASTOR'S ANNUAL REPORT

A lot has happened this year. Sometimes the second half of the year eclipses the first half. I guess my job is to look at both halves and perhaps remind us of where we have been and what we have done.

We started off the year with hosting the 160th anniversary celebration of the founding of Mother St. James AME church (July 15). We made this connection because of the work we had done over the past year exploring our church's history and how that intersected with the Dakota removal project and how our former buildings had been used. Mother St. James came across our research and concluded that there was a good chance that one of our old buildings was given/sold to MSJ way back in the 1860's. There is evidence that several churches shared buildings in the early days, including at least one black congregation. Was it MSJ? We're not sure, but it gave us a chance to explore a new relationship with this congregation. Several UBCers attended the MSJ anniversary celebration. The singing group that performed at the celebration did a Roots Cellar concert at UBC in January.

We held five services outside under the tent on the church lawn from August 13th-September 10th. At one of the services, The Rev. Sandy Hasenauer preached, having traveled all the way from Rochester, NY to be with us. We even hosted the hybrid meeting of the ABCRGR region on September 9th. During one of the services, we also said goodbye to Santos Urbina whom we had supported as a sanctuary guest since 2019. His son Yonathan stayed in Minnesota while Santos moved to Texas. This was a big change for everyone. We are just now getting around to being ready to house our next sanctuary guest(s).

We held funerals for beloveds Don Wester (August 26) and Lu Carman (March 23). We dedicated two newborns. Valeria on November 26 (born June 21) and Elyas on January 14 (born July 30).

On October 15th, we hosted a lecture by Rev. Dr. Toya Richards who spoke about womanist theology and her planned work as an American Baptist missionary to South Africa. We used funds from the Thrive Initiative to underwrite this event, and deepened connections with the friends from Mother St. James whom we met over the summer. We even met Louisa Hext at the event. She told us about the Forgiveness Project, which was a highlight of our post-easter season this spring.

We focused our worship year on the theme "Stay Awake." I have enjoyed delving into this topic from several perspectives. This set the stage for the long-awaited discernment process that got under way in the New Year.

Then just before Christmas, I got an unexpected diagnosis of a rare disease caused by a noncancerous tumor near my pituitary gland. I expected to have the tumor removed in February, but I didn't pass my pre-surgical stress test. It turns out that the tumor has not only caused diabetes and acromegaly (excess human growth hormone). It also caused heart disease. I had received two stents in one of my acceded heart arteries and have been slowly regaining my strength ever since. My new surgical date is June 19th. I remain confident that this surgery will be a success and I will return (eventually) with more strength, focus and a renewed sense of priorities for my life and ministry.

I thank the congregation for their immense care, patience and understanding as we all deal with this unexpected news. Then again, isn't everything a bit unpredictable? What we can count on is a strong congregation filled with caring and loving people who will stand by you. That's a real blessing that ought not to be underestimated. I feel surrounded by love and support.

Can you believe that we've been walking this path together at UBC since March of 2001? We've passed our 23rd year together and are into our 24th. It's been a great partnership so far and I look forward to the coming years.

I am finishing up my third and final year as president of the Baptist Peace Fellowship. I hope to attend this summer's conference at Mars Hill University from July 15-20. Assuming I'm on the mend by then, I'm looking forward to attending this Peace Camp with a number of UBCers.

Faithfully Submitted,

Doug Donley

## CHURCH COUNCIL REPORT

Members: Denise Roy, treasurer; John Medeiros, Clerk; Gayla Marty (and Betty Shaw) Church Life; Deidre Druk (and Kim Donley), Outreach; Doug Donley, Pastor

Participants: Patrick Mavity, Property Manager

Most of the work of the church occurs by small groups and individuals whose ministry work is reported in the following pages.

However, this year the Council led a huge, exciting, and very important year-long project – our congregational discernment. In the fall, we decided to hire Travis Beck and Richard Bruxvoort Colligan from Mt. Olive Lutheran Church in Rochester, MN to lead our work. We applied for and received a \$5000 Palmer grant through our ABC-RGR region to help fund the work.

In January, we surveyed the congregation asking the following questions. We received 34 responses.

- Why are you a part of UBC? What is most meaningful to you?
- Personally, what do YOU need from UBC for the next 5 years?
- What do you think UBC will look like / sound like / feel like in 5 years?
- What do you see as UBC's strengths, assets, and opportunities?
- What do you see as our challenges and problems?
- What do you think about the name "University Baptist Church"?
- What questions would you like to see answered in this discernment process?

We crested a data packet including UBC history highlights, membership data, building improvements, financial trends, neighborhood trends

We planned three full-day, off-site discernment retreat days spread over the spring months. Beginning on February 10, we analyzed the data packet to create an historic scan; identify our trends and paradigms; and identify our accomplishments, setbacks, strengths, weaknesses, risks, and opportunities.

On March 9<sup>th</sup>, we reached consensus on our practical vision

- An imaginative, sustainable building plan
- Relationally inclusive ministry, partnerships, and leadership
- Realistic growth strategies
- Efficient and accessible organizational operations (including staff and volunteers)
- A thriving, diverse, and collaborative music program

- A clear definition and claiming of our identity and our voice
- Active participation and support of social progress and justice
- A sense of belonging through intergenerational support and growth

And identified what is blocking us from moving toward our vision:

- (Our) perfectionism blocks (the) development of strategic action plans and realistic expectations.
- Not prioritizing professional marketing and communication has inhibited our sustainability and mission.
- The fear of losing US is causing a lack of consensus about the building and stopping the congregation from seeking long-term solutions.
- (The) imbalance between our human resources and (our) congregational actions is interfering with the accomplishment of our internal operations and outreach missions.

On May 11, we identified our key directions – Refocusing People Power, Solving Building Issues, and Opening Our Doors Within and Without - and created a plan for Year One, including project timelines by quarter and commitment from people to help. Now the work begins! Thirty-three people participated in at least one session; 17 people participated in all three sessions.

In addition to manage the annual church budget, the Council approved a new Child Protection Policy, a new Yard Use Policy (clarifying the use of the outside space for renters), and authorized CISA funds for gutters, apartment upgrades, and a roof over the back entrance. We also oversaw the pastoral leadership plans for both of Pastor Doug’s medical leaves.

It has been very exciting to see the energy around the discernment work, the increasing involvement of children and families, and the number of regular visitors/friends.

Next year, in addition to begin our actions on our Key Directions, we will begin planning for UBC’s 175<sup>th</sup> anniversary in 2025.

I was honored to serve with this dedicated, thoughtful, wise group of UBCers.

Jean Lubke,

UBC Congregational President

## ***CHURCH LIFE MINISTRIES***

### **CHURCH LIFE CO-COORDINATORS' REPORT**

Our year began with the joy of welcoming two babies into our congregational family! Valeria Susana Diaz Montiel was born June 21, 2023, and Elyas Templeton Fraser was born July 31. Their dedications were held, respectively, on November 26, when Valeria's family members from Nicaragua came to Minnesota for an extended visit, and January 14, when Elyas's big brother Eloy could take part in this important event. Congratulations and many thanks to Anielka Montiel and Francisco Diaz and to Elwyn and Lynnette Fraser for entrusting us as the faith community to walk with them and their children.

On April 14, we joyfully welcomed new members Betsy Kerr and Robbie Steele, who have been part of our community for several years, initially through the handbell choir, in which Betsy is a ringer.

Two long-time members of our congregation this year joined our great cloud of witnesses, Don Wester on July 7 and Lu Carman on January 23. Other losses included Brian McCaffrey, companion to Kathleen Tice at Lyngblomsten, whom many of us met at various activities including the Roots Cellar Series, where he was a cheerful volunteer.

A significant event was a connection and reconnection with another early congregation in Minneapolis. On July 15, UBC was honored to be the site of the 160<sup>th</sup> anniversary of Mother St. James AME congregation, founded within a block or two of our congregation in old St. Anthony. The occasion prompted us to dig into our historical archives. We believe that one of our early buildings was used by or sold to Mother St. James, while lumber from a building owned by our congregation was apparently given to Pilgrim Baptist Church in St. Paul. Several of us spent some hours at the Minnesota History Center before the July 15 event. It was a full house, with eloquent speakers and great music, followed by a reception and activities including horse-drawn trolley tours to the original location near St. Anthony Falls. Eight UBC members attended the banquet and more volunteered in various capacities. The entire month was a moving experience of connection and fellowship.

A different kind of milestone came in the policy area. After several years of research, consultation, and discussion, the Church Council voted December 17 to approve a new UBC Protection Policy for Children/Youth and Vulnerable Adults. The policy was disseminated to staff and families as well as our renters, and it is posted on the bulletin board in the lounge. The policy responds to principles encouraged by American Baptist Churches USA as well as our insurance provider. We now have two childcare workers in the nursery on Sundays and one for Wednesday night music rehearsals during the program year; background checks are conducted as part of the hiring process for those who will work with our children and youth.

Our congregational life was marked by our pastor's medical diagnosis in January that required surgery. We are grateful to Rev. Anne Supplee, a former seminary intern known and beloved, for stepping in to provide pastoral care during Pastor Doug's medical leave in the winter and coming up again during the last half of June.

Over the course of this year, our congregational activities have returned nearly to “normal” after the intensity and disruption of the pandemic period. Sunday attendance has generally increased, with more regular members present as well as visitors, and with frequent remote participation, which continues to be an option. This has allowed those who can’t get out during icy weather and those who are ill to be “in” the sanctuary, too. Illness has continued to take a toll on everyone as we’ve entered back into public life with all its viral hazards. We are grateful for God’s mercy and loving kindness as we gather once again in person.

### **Technology support, videography, and photography**

As our livestream tech lead, Becca Donley, moved to Scotland in August for graduate school, the position was posted and we hired Claire Eckert. She has worked with us on Sundays and for special services through the year, with occasional backup by Francisco Diaz and several others, for whom we extend thanks. We are working on improving sound quality in the sanctuary, and we purchased a microphone to augment audibility for forums in the lounge, too.

### **Community**

Coffee hour has a loyal group of contributors. Special mention should go to the children of the church who provided beautiful spreads of Halloween, Christmas, Valentine’s Day, and St. Patrick’s Day cookies and treats. Special thanks to Marie LaFrance, Randy DeMent, Chris Follett, Anne Johnson, Gayla Marty, Betty Shaw, and others for their contributions.

The fall potluck picnic was held the second Sunday in September and was well attended, with dishes for all dietary needs provided. The weather cooperated and food was served from the portico.

The Christmas sanctuary decorating party was held December 17, and decorations were taken down after church on January 7. Both events included coffee and treats in the sanctuary.

Palm Sunday brunch in the Adele Fadden Assembly Hall was well attended despite a winter storm warning. The snow held off until people could get to church. The work of set-up was lessened due to Lu Carmen’s memorial service the day before. Special thanks to Kim Donley, Gayla Marty, Claire Mavity, Chris and Don Follett, and Terri Wottrich for their help.

The second annual children’s Easter egg hunt was held the Saturday before Easter. Seven children (ages 6 months to 15) attended along with parents and helpers. Doug Donley flipped pancakes and Trish Donley filled the plastic eggs and hid them outside.

The annual-meeting potluck will be held in the sanctuary on June 2.

The Memoirs Writing Group met via Zoom every other Tuesday night, with some rescheduling to accommodate the Anti-racism working group and events. Eight to ten writers participated throughout the year and several contributed stories for the UBC newsletter. Harriet Johnson published a collection of her memoir essays written for this group during the pandemic called *Stories Remembered* (2023).

Share the Care provided meals to three members following surgeries. Trish Donley also set up meal trains for both our families after the birth of their babies.

The Grace in Contemporary Literature by Women book group met monthly via Zoom except for August, when its annual salad potluck was held at Kim Donley's house. The group reads books by women authors (memoirs or novels) selected by participants. Chris Follett coordinates.

Knitting group met monthly in individual homes and included members from First Congregational church. Chris Follett is the coordinator.

The Card Club was hosted and led monthly by Jean Lubke monthly, now in a craft space in her beautiful new home. Jean provides instruction and materials.

### **Special services**

Memorial Services for members Don Wester and Lu Carman were held at UBC on August 26 and March 23, respectively. For Lu's service, the sanctuary was draped with the beautiful silks of saris and other textiles from India, where the Carmans served as missionaries for so many years.

Pastor Doug officiated at both services, which were wonderful events. The families provided luncheons, and our committee provided set up and clean up after the well-attended receptions.

### **Sunday school and nursery / Children and youth**

As the Church Council worked on a child safety policy, background checks began to be conducted on all childcare workers in summer 2023. The council adjusted the budget midyear to allow for hiring more childcare workers to meet our needs and respond to the policy.

Childcare coordinator Amanda Donley reports: During the last year we have had seven childcare staff on payroll: Maya, Ely, Sami, Bella, Natalie, Heidi, and myself. All but Maya and Bella remain on the staff. The goal is to have at least three or four people on payroll at any given time to avoid days without coverage. Sundays and Wednesdays are usually covered, but we have difficulty covering Saturdays and other one-time events because staff are hired based on Sunday and Wednesday availability. Our staff members are primarily college students, so finals schedules and breaks have to be navigated. My hope is that this year we can have consistent staff and will be able to offer even more childcare coverage to our growing congregation!

Sunday school coordinator Megan Dahlberg reports: As has been the case for years, the small number of children at UBC and their varying ages makes planning a Sunday school program challenging. In the fall, the parents were quizzed about the type of Christian education they wanted for their children. They expressed the desire that we not lead the children to believe that Christianity is the only way. One family was concerned that their child not experience teaching that might make them later susceptible to being lured into a right-wing evangelical church; to this family, this meant soft-pedal the "Jesus loves you" message. And, more than Sunday school, the families want times to get together with one another and have activities for the children and parents together. The parents were also unable to find time to teach Sunday school themselves and they wanted any education to happen during the service and not after the service during forum time. We had two children this year who were ready for an actual full-length class (Peter and Jackson). Jackson comes intermittently and for a few months we tried arranging for a class the Sunday that Jackson and his family would plan to attend church. The curriculum was one published by the Unitarian-Universalist church. A room was arranged and set up. Finding teachers was challenging because it meant giving up the church service.

After several months when we could not get the two children at church at the same time, the idea of this class was abandoned. Instead, Megan arranged to teach Peter (and Jackson if he was there) a short lesson just before coffee time drawing on Peter's love of science to teach Bible stories. Otherwise, each Sunday that Megan was not worship leader, she left church during joys and concerns and ran a short story time and song session with the children in the nursery. This lesson is focused on Andrew, Otto, and Finn (and Peter when he wants to listen...after all, this is for the little kids). When Jackson and Clara are present, they take part as well. Lessons this year have included the Good Samaritan, Zacchaeus, Jonah and the Whale, songs like "All God's Creatures Have a Place in the Choir," and an emphasis on the themes of sharing, caring, and loving one another.

### **Adult forums and adult education**

Forums were held during the education hour, 11:30–12:30, and were well attended. Most were available by Zoom, too. Gayla Marty scheduled the forums. This year the Anti-racism group requested one forum per month, and we dedicated three forums for debriefing after each of the three discernment-process all-day retreats.

September 17: What we did this summer (Mindy Lee and Pastor Doug)  
September 24: Ringing in Ireland, report of the UBC Handbells Choir June tour (Jean Lubke)  
October 1: ISAIAH listening session (guest Ben Whalen)  
October 8: Sermon talk-back (Paula Moyer)  
October 15: Call to South Africa (Rev. Toya Richards)  
October 22: Working for racial justice at UBC (Denise Roy)  
October 29: Ringing in Ireland (conclusion of September 24 forum)  
November 12: The vision of modern abolitionists, report from the Alliance of Baptists annual gathering in Atlanta in April, part 1 of 3 (Lauren Thrift)  
November 19: War in Gaza (Gayla Marty)  
December 3: Dreams and nightmares, contemplating Advent (Pastor Doug)  
December 10: Holiday memories (Tuesday night memoir group)  
January 14: The modern abolition movement, part 2 of 3 (Lauren Thrift)  
January 21: Clearing the clutter (Trish Donley)  
January 28: Mid-year budget review  
February 11: All about our Nicaraguan families  
February 18: Update on George Floyd Square (Lauren Thift and Sam Pittmon)  
February 25: Discernment—reflections on the first of three day-long retreats (Jean Lubke)  
March 3: Cradle-to-career support with the Northside Achievement Zone (guest Jatón White)  
March 10: The modern abolition movement, part 3 of 3 (Lauren Thrift)  
March 17: Discernment—reflections on the second of three day-long retreats (Jean Lubke)  
April 7: Sermon talk-back on challenges from Dexter's Garden (Pastor Doug)  
April 14: Introducing *The F Word: Stories of Forgiveness* (guest Louisa Hext)  
April 21: Forgiveness, an exploration (guests Marina Cantacuzino and Louisa Hext)  
April 28: Decolonizing the Great Commission, report from the Alliance of Baptists annual gathering in Charlotte, NC (Pastor Doug and Gayla Marty)  
May 5: What does evangelism mean to us? (Pastor Doug with John Medeiros)  
May 19: Discernment—reflections on the last of three day-long retreats (Jean Lubke)

A new Bible study option was added to the education hour in October, meeting in the library and led by Diane Ehr. The group is using the Journeys curriculum published by American Baptist Churches USA.

The Saturday morning Bible study also continued. It began by finishing Paul's letter to the Romans and then worked through James and the pastoral letters of I and II Timothy, Titus, and I Peter. This group also continues to be led by Diane Ehr and meets two Saturdays each month, 9–10 a.m., on Zoom.

The Anti-racism group resumed meeting in the fall and decided to meet once a month, moving its focus to outreach rather than church life. More information appears in the Outreach section of the annual report.

Spanish classes took a break for instructor Anielka Montiel's maternity leave in summer 2023. Since February, when she returned to Nicaragua for an extended visit, classes are on hiatus.

### **Arts**

We were approached this winter with an invitation to hire an installation of the photo and text exhibit *The F Word: Stories of Forgiveness*, a creation of the Forgiveness Project. After assessing the feasibility, we got an insurance rider and signed a contract. The exhibit was installed in the sanctuary and lounge on April 13 and ran through May 3. Kim Donley coordinated volunteers to host open times for the sanctuary, and Deidre Druk worked with Trista McGovern to publicize and promote the event. It was a great privilege to host this exhibit and learn from it and its creator and curator.

### **Newsletter**

Chris Follett has faithfully continued to edit the UBC newsletter, published on the first of each month and usually 15 to 20 pages in length. It is always packed with information and news as well as photos, many of them taken by Chris herself. Trista McGovern emails it to members and friends and prints several copies for those who aren't on email and just to have on hand.

### **Library**

We are enjoying the new reading furniture and lamp in the library, dedicated last year in memory of Char Follett. No changes have been made in the library this year.

### **Historical records**

Several members made a visit to the History Center this year, initially in July in advance of Mother St. James AME's anniversary celebration, and again on September 28. More visits will undoubtedly be made as we prepare for UBC 175<sup>th</sup> anniversary in 2025 and our sanctuary's centennial in 2027.

### **Membership class**

With a large number of prospective members on the Pastor's mind, Jean Lubke offered three web-based sessions about membership at UBC. Several have attended; more are scheduled. Betsy Kerr and Robbie Steele joined the church on April 14.



## Conclusion

As co-chairs for Church Life, Betty Shaw has coordinated community activities and Gayla Marty has focused on education, worship, and representing this area of ministry on the Church Council, writing reports and tracking the budget.

Also under the umbrella of Church Life, see the separate reports to follow:

- Worship Planning Team report, including reports on worship leaders and communion servers
- Music Director's report
- UBC Handbell Choirs report
- Roots Cellar Concert Series report

With many thanks to all,

Gayla Marty and Betty Shaw, Church Life co-chairs

## WORSHIP PLANNING TEAM REPORT

Team members: Pastor Doug Donley, Deidre Druk, music director David Lesniaski, Jean Lubke, Gayla Marty, Karen Swenson (chair), Kathleen Tice.

At the team planning retreat on July 12, we chose the worship theme “Stay Awake,” recognizing the frequency of this injunction through Scripture and current public discourse around “wokeness” in U.S. culture.

Joint services with First Congregational Church (FCC) were held at UBC on July 9 and 16 (Rev. Jane McBride preaching) and at FCC (Rev. Doug Donley preaching) on July 23 and 30. We worshiped outdoors in our lawn tent from August 13 through September 10.

Pastor Doug preached on the theme of “Stay Awake” beginning September 3 and throughout the year, with several shorter series: extremists (October 22–November 26), dreams and nightmares (Advent), Song of Songs (Lent), and Challenges from Dexter's Garden (Easter season). We remembered our beloved in the great cloud of witnesses on All Saints Sunday, November 5.

Christmas Eve fell on a Sunday this year, which meant we had two services that day, the fourth Sunday of Advent at 10 p.m. and Lessons and Carols starting at sunset (4:30 p.m.). Once again the children and families enacted the nativity tableau, this year with the Frasers in the special role of the Holy Family.

Seasons after the new year fell as follows: Epiphany (January 7–February 11), Mardi Gras (February 11), Lent (February 18–March 17), Holy Week (March 25–30), Easter (March 31–May 12), and Pentecost (May 19–June 30).

Guest preachers were area minister Rev. Sandy Hasenauer (September 10), Paula Moyer (October 8, March 17), Rev. Toya Richards (October 15), Rev. Cody Sanders (February 4, March 24), Rev. Anne

Supplee (March 3, 10; June 30), Louisa Hext and Marina Cantacuzino (April 21), Rev. Matty Strickler (June 23).

Thanks to worship leaders Megan Dahlberg, Francisco Diaz, Deidre Druk, Howard Johnson, Carrie Lubke, Jean Lubke, Gayla Marty, John Medeiros, Paula Moyer, Betty Shaw, Anne Supplee, and Kathleen Tice. Welcome to the newcomers in this role, Francisco and Carrie. It is always wonderful to have the voices of so many people heard from the pulpit on Sunday mornings, making the service unique, interesting, and meaningful each in their own way. Thank you to Deidre Druk for coordinating the schedule.

Thank you to Terri Wottrich for providing our communion elements.

Thanks to our usher team, Chris Follett (coordinator), Trish Donley, Terri Wottrich, Gene Velasco, John Medeiros, and Deb Wensman (along with Steven Schmidgall at times).

Thank you to Claire Eckert for live streaming our services.

Thanks, finally, to music director David Lesniaski, the UBC Chorale and soloists, and the Carillon Bell Choir for their dedication and artistry as they lead us in music. More information appears in the reports that follow.

## **MUSIC DIRECTOR'S REPORT**

The largest musical event of the year was the Christmas Eve prelude and service. The prelude service was a choir event this year, framed by the chorale from the Bach cantata “Sleepers, Wake” in keeping with our “awake” theme for this liturgical year. In addition to the Bach selections, we sang a variety of international carols, performed Kim Donley’s piece “Sleep, Baby, Sleep,” and were graced with a premier of “Our Forever Moment” composed especially for this occasion by Elwyn Fraser.

In February, we participated in the newly reconstituted Night Songs celebration hosted by University Lutheran Church of Hope, where the choir performed my composition “Seascape” and we had a reprise of “Our Forever Moment.”

For worship services in February, all organ selections were by Black composers, and in March, all (up to Palm Sunday) were by women composers, a practice I carried over from a year ago. I’m also working with the Minnesota Music Librarians Association to have local libraries diversify their collections of organ music, thus making such music easily accessible to all performers statewide.

Last summer I attended the Midwest American Guild of Organists convention (held annually throughout the Midwest, but in the Twin Cities only once per decade or so). It was an enlightening experience, where I was able to attend many excellent recitals, meet many performers, and also attend several workshops. The most important of these was a workshop on choral music of African-American composers, and, inspired by that session, I ordered several pieces of music and our choir performed some of these selections in the fall, with more to come next year. I’ve also been looking into music of local composers hosted by local publishing/distribution firms and am adding pieces by such composers to our library and selecting some for future performances by the choir. There is no shortage of excellent music composed over the past, oh, thousand years or so, but I

think it important to give substantial attention to new music and music of local composers, including those associated with UBC.

The choir is growing ... slowly, but, alas, several members of the choir had health and scheduling challenges. I am grateful for the many choir members who have managed to attend rehearsal week after week and give their all during rehearsal and Sunday services.

### **Chorale members**

#### *Soprano*

Lauren Thrift (soloist)  
Laurie Brazman  
Karole Graham  
Betsy Kerr  
Jean Lubke

#### *Alto*

Lynnette Fraser (soloist, 2024)  
Rochelle Milbrath (soloist, fall 2023)  
Kim Donley  
Deidre Druk  
Megan Gunnar  
Denise Roy  
Betty Roy

#### *Tenor*

Trevor Lemon-Todd (soloist)  
Ty Wottrich

#### *Bass*

Elwyn Fraser (soloist)  
Doug Donley  
David Martyn

This list excludes various soloists who were able to join us occasionally to fill in during absences.

### **Instruments**

The organ continues to be in good shape. We had the instrument tuned by Russel Drager & Co. this year rather than Grandall & Engen, the usual tuners, in large part because of scheduling difficulties with G&E. We signed a contract with Drager that gives us a lower annual fee (compared to G&E), and Drager, in my opinion, does a much better job.

There is a small amount of money remaining from the organ project of several years ago. I would like to hold this in a special fund just in case the organ needs a sudden repair that is not part of the regular annual budget.

The Petrof piano has been tuned every few months and had some minor adjustments made in the action (the dampers were not always returning to fully damp the strings when the key was let up, and, for a few notes, the UC pedal would cause the adjacent note to sound). For the shape it's in, it's in good shape. However, according to the former tuner, eventually the instrument will need major work. The soundboard has five cracks (though at present they do not substantially affect the sound) and that will necessitate a new soundboard (as well as a new set of strings) to the tune of ca. \$8,000 at some point in the future. This is not an immediate need, though, but perhaps something to be aware of for several years in the future.

This year the tuning has been on an as-needed basis, and I am pursuing a different tuner and perhaps a more regular schedule for tuning.

David Lesniaski, Music Director

### **UBC HANDBELL CHOIRS REPORT**

In June and July 2023, eight of us—six ringers (Laurie Brazman, Karole Graham, Betsy Kerr, Carol Lilygren, Jean Lubke, and Lauren Thrift) and two roadies (Robbie Steele and Carolyn Weller) tried out a mini-bell tour to Ireland organized by Witte Travel to see if something similar would work for our next full concert tour. We learned that:

- traveling without schlepping bells, pads, and tables is much more enjoyable—and easier on the bodies!
- having someone else arrange the tour is much easier and more enjoyable for Jean
- playing with five handbell choirs in European cathedrals can be a wonderful experience, but it can be very hard to see if you are in the fourth or fifth row of choirs (especially with a short director!)
- Ireland is a beautiful country with lush countryside, lovely people, fascinating history, and great food

So, we had both bell travel companies (Witte and Resonate) provide tentative itineraries and budgets and we decided that our next tour will be to northern Italy (Milan to Ravenna) in July 2026! Roadies are welcome! Be prepared to start hearing more Italian music as we plan the tour repertoire.

We spent the year preparing with the Grove United Methodist Church choir for our joint concerts in April—and negotiating illness and other health issues. Between the two groups, we had most of one choir down with Influenza A for the holidays, a knee replacement, a hip replacement, a sprained wrist, a strained rotator cuff, two cardiac surgeries, and stroke-related dementia. By the end of the season, we were down two ringers at UBC and four ringers at Grove UMC. But the advantage of having both choirs working together on almost the same set of music during the year made it easier for UBC folks to sub at Grove and vice versa. The ringers are getting to know each other, and potentially six Grove ringers (and three roadies) will join the 2026 Italy tour!

Our year culminated in two joint concerts. The concert at UBC was very sparsely attended, but the Grove concert in their small historic chapel was played to a packed and enthusiastic audience. We are on our way with fundraising for our trip and look forward to more joint appearances in the future.

I am very thankful for the dedicated, flexible, hard-working ringing team! Thanks to regular ringers Laurie Brazman, Doug Donley, Deidre Druk, Jill Easton, Margot Garmers, Karole Graham, Betsy

Kerr, Carrie Lubke, Jonathan Lubke, Lauren Thrift, Gene Velasco, and Janella Wendorf; and substitutes Rachel Henzen, Rochelle Milbrath, and Helen Smith.

Looking ahead to another great year of adventures in music-making together!

Jean Lubke, Director of Handbell Choirs

### **ROOTS CELLAR REPORT**

We held our ninth season of the Roots Cellar this year. We reduced the number of concerts and increased the diversity of performers.

David Stoddard, October 21

The Beau Baker Band, December 9

The Men of New Hope, January 27

Charlie Maguire, April 20

Thanks to

Kathleen Tice, Brian McCaffrey, Deidre Druk—tickets

Pat Mavity—sound and set up

Kim Donley—concessions

Trist McGovern—publicity

Doug Donley—booking and other duties as needed

We've already begun booking artists for our tenth season, which begins in September 2024.

## ***OUTREACH MINISTRIES***

### **OUTREACH REPORT**

Outreach really has to do with MANY people taking care of people! We would not have been able to accomplish all of the things our little, but powerful church does each year without ALL of you! Thank you all very much!

Thank you to these people who lead the following Ministry Teams:

**Marie LaFrance**, *Meals on Wheels*

**Steve Lee**, *Loaves & Fishes*

**Denise Roy**, *Every Meal*

#### ***Meals on Wheels***

UBC continues to provide delivery of meals in the southeast neighborhood 4 days monthly. We have a team of 5 so there is a backup when one of us is unavailable that month. It is a commitment of about 1½ hours to pick up and deliver. Thank you to **Betsy Kerr**, **Megan Gunnar-Dahlberg**, **Nancy Myers**, and **Gene Velasco**. An additional volunteer is still needed to allow us to cover a full week but traditionally UBC has covered 4 days. **Marie LaFrance**, thank you for leading up this ministry!

#### ***Every Meal***

Our volunteers have continued to provide deliveries of weekend food bags to families at Marcy Open School the second Friday of each month. Families on the list have identified themselves as needing extra support to provide meals during weekends when children are home. During the week, children are able to receive both breakfast and lunch at school, but on weekends, that responsibility falls to the families. At our last delivery, 45 bags of food were left in students' backpacks for them to take home! Our volunteers have also picked up some extra delivery times to help out Southeast Minneapolis church groups who deliver on other Fridays during the month. A huge thanks to **Chris Follett** and **Kim Donley** (and to **Anne Johnson** who has been on hiatus this year).

**Denise Roy**, thank you for leading up this ministry!

#### ***Loaves & Fishes***

We had another successful year serving Loaves & Fishes in south Minneapolis. Loaves & Fishes has been operating for over 40 years. Their mission is to provide nutritious meals to hungry people in the Twin Cities. We served about 900 meals this past year. In our 34 years participating in the program we have served over 30,000 guests. During the past year we served in September, December, and March. We will serve again in May. We continue to serve at Peace House, just south of downtown. While we've been at Peace House we have a smaller kitchen and prepare carry-out containers so we don't need quite as many volunteers as we used to. About 10 volunteers come together every three months or so to put on a Friday evening carry-out meal. We've had great participation from UBC members, their friends, co-workers, and families. Thanks to the many volunteers, too many to name!

**Steve Lee**, thank you for leading up this ministry team!

Thank you to so many of you who give generously to our *Special Mission Giving* each month! We have been able to donate to many organizations in need!

Thank you to Outreach Co-Chair, **Kim Donley** for tabulating each of these recipients and requesting checks for **Denise Roy** to sign and **Trista McGovern** to mail out! It does take a team!

### ***Mission Giving***

Our church family has been incredibly generous this year in their donations to our bi-monthly mission partners. Thank you for your gifts which have helped so many people and organizations in the Twin Cities, the country and the world. In total, we raised \$9335.14.

Here is a breakdown of where our dollars went:

July - SE Minneapolis groups. Total: \$650  
SE Seniors - \$125  
Sanctuary Support - \$225  
Every Meal - \$300

August - Emergency Needs. Total: \$950  
One Great Hour of Sharing - \$250  
One Great Hour of Sharing/Hawaii Fire Support - \$500  
George Floyd Global Memorial - \$100

Sept./Oct.- Nicaraguan Ministries and Shigaki Travel Fund. Total: \$2970.14  
AMOS - \$300  
PML - \$135  
Scholarship Program - \$1315.14  
School - \$320  
Shigaki Travel Fund - \$900

Nov./Dec.- Justice Organizations. Total: \$1100  
Youthlink - \$220  
Avenues for Youth - \$220  
Beacon Housing - \$220  
Simpson Housing - \$220  
MN Council of Churches - \$220

Jan./Feb.- ABC Ministries. Total: \$2510  
Retired Ministers and Missionaries - \$610  
America for Christ - \$600  
One Great Hour of Sharing - \$700  
Rochester/Genesee Region - \$600

Mar./Apr.- Childhood Health and Hunger. Total: \$1155  
Indian Food Shelf - \$334  
Minneapolis Crisis Nursery - \$333  
Northside Achievement Zone - \$333  
Every Meal - \$155

May/June- Marginalized Communities. Total: TBD

In addition to our special offerings, the church budgeted for the following mission programs/organizations:

JRLC - \$100  
Alliance of Baptists - \$400  
ABCUSA - \$3500

BPFNA - \$300

Thank you also for your ongoing donations to our *Little Free Pantry* including food and hygiene products.

As it happens sometimes, Outreach and Church Life areas collide—in a good way!! In April we welcomed **Louisa Hert** and her project ‘*The F Word: Stories of Forgiveness*’ into the church where 18 panels were displayed in the sanctuary and lounge sharing stories about many facets of forgiveness. This was another Outreach opportunity as members of the community were invited into the space to see the panels and find out more about the project. Thank you to **Gayla Marty**, Church Life Coordinator for leading up this wonderful opportunity! Thank you to the people who provide oversight so the Sanctuary could be open for extra hours so that people could spend an meaningful amount of time to reach the stories: **Gayla Marty, Claire Mavity, Kim Donley, Doug Donley, Deidre Druk, Margi Garmers, Chris Follett!**

### ***University Coalition of Sanctuary Churches***

This coalition of churches meets monthly, usually on a Tuesday at 4pm throughout the year! We have done much work over the six years that we have been together from protests to accompanying asylum seekers, refugees and immigrants in various ways to educating ourselves and planning how to do this work at a time when it had never NEEDED to be done. Some of the work has been of the ‘on-call’ emergency type to help people in their lives when they cannot help themselves. Much of it has been teaching others how to get along in Minnesota to build their lives. It has been stressful work for all involved! We have incorporated into this process the celebration aspect for our successes and for the fact that we are grateful to be here together—no matter the circumstances--and that has been the monthly vigils at the beginning and now monthly sanctuary dinners! We share food and break bread over lively meals to get to know each other!

Thank you, **Bishop Jen Nagel** from *University Lutheran Church of Hope* for leading us each week. Thank you, **Sheila** and **Anne** from *ULCH!* Thank you, **Rev. Jane McBride** from *First Church!* Thank you, **Bob** and **Joanne** from *St. Anthony Park UCC!* Thank you **Mike, Lorena, Karrie** from *St. Francis Cabrini!* Thank you, **Rev. Doug Donley, Trish Donley** and **Deidre Druk** from *UBC!*

### ***UBC Sanctuary***

We have continued the sanctuary work closer to home with our family from Honduras in our UBC apartment. Situations have transitioned this year with the father, girlfriend and child relocating to Huston, TX and middle school son moving to live with young parents to guide him through middle school. Where these changes have been good: school grades are up and our student has excelled on the track team, there still have been many struggles and we continue to pray for them! We thank **Ruby** and **Edwin Diaz** for your divine intervention! **MaryJean Korsmos** from *First Church* for your never-ending support. **Doug Donley** and **Deidre Druk** continue to spend time dedicated to the success and well-being of our middle school student!

### ***Anti-Racism Group***

We meet once a month on Tuesday at 7pm and dedicate a full-church forum each month so the wider congregation can have access to what has been happening! Last year a group of us traveled to an Alliance of Baptists fall gathering in Montgomery, Alabama, on White supremacy, and Lauren Thrift traveled to the spring gathering in Atlanta. This year, **Doug Donley** and **Gayla Marty**



traveled to attend the Alliance of Baptists annual gathering, “Decolonizing the Great Commission,” in Charlotte, North Carolina, with a pre-gathering meeting for THRIVE churches including ours.

Here are some more of the Anti-Racism education and activities:

-Reading and discussion on the book *The Hidden Roots of White Supremacy and the Path to a Shared American Future*, by Robert P. Jones.

-View a 90-minute documentary, “My Story My Truth,” which includes an interview with our own Lynnette Fraser. Sparked by the police killing of Philando Castile in 2016, director Nyia Harris recorded the firsthand accounts of Black Americans in the Twin Cities who describe their experiences with discrimination and racism. The film is available for free on Vimeo ([My Story My Truth on Vimeo](#)).

-Forums by Lauren Thrift speaking on the Alliance of Baptists annual gathering she attended.

-Forum by Cairo and Anielka just before returning to Nicaragua. Conversation with them and *despedida* (going-away party) for them.

-Performance: The Men of New Hope sang at the Roots Cellar at 7pm at UBC.

Looking Ahead:

-Open house with Mother Saint James Church on May 18<sup>th</sup>.

-Trans information forums this next church year

-Research for reparations that UBC can do

-Rondo Neighborhood tour.

Thank you **Doug Donley, Megan Gunner-Dahlberg, Trish Donley, Deidre Druk, Howard Johnson, Laura Justin, Betsy Kerr, Marie LaFrance, Mindy Lee, Gayla Marty, Betty Shaw, Karen Swenson, Lauren Thrift**, among others, for participating!

Thank you to **Densie Roy** for leading this ministry team!

### ***Second Baptist Church & School of Leon, Nicaragua (SIBEL)***

As I write this, we are still hoping to bring our 2024 Nicaraguan Delegation to Minneapolis in August for ten days! They have already participated in one round of visa appointments with our embassy, where they were turned down for travel. This process always reminds me of how lucky we are to be able to travel freely throughout the world! We have not given up! Thank you to **Jean Lubke, UBC President** and **John Medeiros**, resident immigration lawyer for their many hours of communication in Spanish and other forms of work to put this forward!

Here are the people who hope and pray to welcome:

Pastor Miguel Escobar

Mardelys Lopez, his wife

Erica Estrada

Mariela Rodriguez

Mariana Elena Martinez

Isabel Lanzas

--We hope to see them here in August!

We send financial gifts through our *Special Mission Offerings* to help the teachers in the school, the work of the church and the *Grandparent Program*, which provides many scholarships to pay for students to attend this private school in Leon!

### ***Roots Cellar***

Thank you **Doug Donley** for leading up this great idea that continues and continues! Please see his report for the details!!!

### ***Pride Festival in Loring Park***

We will revisit this great gathering in Loring Park to support our friends in the LGBTQIA+ Communities! Thank you ahead of time to **Betsy Kerr**, and **Howard Johnson** for leading this up! **David Lesniaski** for your enthusiasm for this project and **Randy DeMente** for transporting the tent! Thank you to all of the volunteers who will be representing UBC at Pride!

It has been a very meaningful year of Outreach! **Kim Donley** and I are both appreciative to each other to share all the work that is needed to fulfill this area of church work! Many hands make the work lighter—and more fun!

**Kim Donley**, Co-coordinator of Outreach  
**Deidre Druk**, Co-coordinator of Outreach

## ***PROPERTY MINISTRIES***

### **PROPERTY ANNUAL REPORT 2023-24**

#### **Building & Grounds**

Last year was fraught with building system breakdowns due to infrastructure failure and extreme weather. We paid for it this year and it put the property budget in a hole right away. The boiler system repair was the biggest expense and then the water leak repair and reroute. The damaged gutters should be replaced by the end of the fiscal year. Downspouts will again be directing water to the rain garden catch basins. I've also been building up the corner window well slope so water can shed to those drains.

Water infiltration and penetration is the main cause for the glaring degradation of the limestone mortar joints, rotten window frames and other siding. Because we can't get a full roof replacement, we need to make roof repairs with reference to where water is infiltrating and causing damage before we can repair that damage.

We've met with MacDonald & Mack Architects, who produced a building survey in 1998, to give an estimate for an updated building survey. We are exploring funding opportunities, grants and historical designation registries that they informally recommended.

The apartment has been painted and should be habitable soon. There are still some hurdles, particularly the floors, but it is a top priority to have it ready.

We replaced opaque window panes with acrylic transparent panes in the Nursery, Rm. 205, to comply with our Child Protection Policy.

## **Tenants & Rental Update**

Lease renewal contracts were sent out with a 3% rent increase and additional clauses for the Child Protection Policy and the policy regarding uninvited guests. The Gaia Democratic School main lease has additional clarification regarding expectations for janitorial services.

We will lose some rental income with Gaia Democratic School not renewing on two spaces that are separate leases from their main lease. They had acquired these rooms during the pandemic to achieve greater social distance and had public funding which may have expired.

We had short-term rentals for the Sanctuary, Assembly Room, and Gym from a soccer team, a sorority, and a singing group.

## **Janitorial & Floor Maintenance**

We're comparing estimates for janitorial service coverage when our janitor is on vacation or unavailable and also to outsource annual stripping and waxing for the Sanctuary, Assembly Room, and Gym floors.

## **Acknowledgements**

I am grateful for the support and encouragement from the congregation, council, and staff. Special thanks to Betsy Kerr, Trish Donley, and all the Garden Team volunteers for their work and advice for the ground's maintenance.

Patrick Mavity, Property Manager

**UBC MINISTRY NOMINATING SLATE 2024-2025 (FINAL)**

<b>CHURCH COUNCIL (2-yr terms)</b>			
President	<b>Jean Lubke</b> 26	Treasurer	Denise Roy 25
		Church Clerk	<b>John Medeiros</b> 26
			Pastor Doug Donley
Church Life Co-Coordinator:	Worship/Ed/Council <b>OPEN</b> 26	Outreach Co-Coordinator:	<b>OPEN (Council)</b> 26
Community	Betty Shaw 25		Kim Donley 25
Property Coordinator:			26
Communication Coordinator:			26
<b>CHURCH LIFE SLOTS (1-yr. term)</b>	<b>OUTREACH SLOTS (1-yr term)</b>	<b>PROPERTY SLOTS (2-yr terms)</b>	<b>COMMUNICATION SLOTS</b>
Communion Prep	Campus Ministry	Building Maintenance	Internal Communications
<i>Terri Wottrich</i> 25	Mission Giving	Building Use	Newsletter Chris Follett
New Members Orientation	<i>Howard Johnson</i> 25	<i>Steve Schmidgall</i> 25	Other Trista, Doug
<i>Paula Moyer</i> 25	Church Growth	Gardening--Betsy Kerr	External Communications
Nursery Staffing Coordinator	<b>OPEN</b> 25	IT - Information Tech	& Website Trista, Katie Hartman
<i>Amanda Donley</i> 25	Denominational activities	Sound System	
Sunday School Coordinator	Latinx Ministry		
<i>Megan Dahlberg</i> 25	Loaves and Fishes		
Worship Planning Team Leader	Meals on Wheels		
<i>Karole Graham</i> 25	Refugee Services		
Head Usher	Sheridan Story		
Worship Leader Coordinator--Deidre will	SE neighborhood		
Anti-racist film group	Sister church - Leon, Nicaragua		
Bible study	Sanctuary work		
Book group		<b>MISCELLANEOUS SLOTS</b>	<b>CONFIDENTIAL COMMITTEES</b>
Caregivers' Group		(2-yr terms)	(2-yr terms)
Christmas decorating party		Financial Assistant	Personnel
Coffee hour		Denise Roy 25	<b>Steve Lee</b> 26
Forums		Financial Secretary	Megan Gunnar Dahlberg 25
Funeral receptions		Chris Follett 25	<b>Jean Lubke</b> 26
Historical records		Region Delegates	Pastoral Relations
Key Documents		Jean Lubke 25	<b>Jon Hartman</b> 26
Knitting		<i>Karen Swenson</i> 26	Paula Moyer 25
Library			appointed 26
Meditation Group			Talent Team
Memoir Writing			<b>Mindy Lee</b> 26
Palm Sunday Brunch			Sue Wester 25
Parents' Group			<b>Margie Garmers</b> 26
Photography/videography		<b>FOUNDATION BOARD MEMBERS (4-yr terms)</b>	
Picnic/potluck dinners		Megan Gunnar Dahlberg, Denise Roy, Claire Mavity 27	
Retreat		Gayla Marty, Don Follett, Howard Johnson 25	
Share the Care			
Spanish Lesson:			
Textiles			
Theater arts			
THRIVE			
UBC Connect			
Worship space decoration			
Worship leaders			
Zoom hosting			

<b>Bold</b> - nominating slate	<i>Italics</i> - incumbent
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# FINANCIAL REPORTS

## UNIVERSITY BAPTIST CHURCH 2024 ANNUAL MEETING FINANCIAL SECRETARY'S REPORT

### UBC GIVING and RENTAL INCOME during 2023-2024 as of April 30, 2024

	Received 4/30/24	Pro-rata Budget	Budget 2022-23
Pledge Income	\$163,583	\$156,617	\$187,940
Rental Income	\$60,094	\$58,333	\$70,000
Misc income*	\$22,970	\$12,500	\$15,000
<b>Operating Income *w/o Fdtn</b>	<b>\$246,647</b>	<b>\$227,450</b>	<b>\$272,940</b>
Budgeted Foundation Distribution	\$20,667		\$54,066
Foundation – Facilities Supervisor	\$33,399		
<b>Total Operating Income</b>	<b>\$300,713</b>		<b>\$327,006</b>
Designated Justice & Outreach	\$10,820		
Designated Special Funds	\$152,112		
<b>Total Mission &amp; Special Funds</b>	<b>\$162,933</b>		
Memorials & Foundation	\$58,248		
Activities (inc. Bell Tour)	\$1,143		
<b>Total funds received</b>	<b>\$523,036</b>		

#### MISSION GIVING at UBC

Our Mission Offerings reflect the variety of concerns at UBC. For more detail about Mission Giving, please see the Mission Giving Committee Report.

Our mission giving schedule and cause vary from year to year. This year the Mission offerings are taken mostly for two months, although contributions can be made any time during the year.

#### Mission Offerings @4/30/24

MAY/JUNE 2023 - LGBTQ	\$560
JULY - SE Churches Ministries	\$690
AUG - Emergency Needs	\$950
SEPT/OCT - Nicaraguan Ministries	\$2,510
NOV/DEC - Justice Organizations	\$1,100
JAN/FEB - ABC Ministries	\$2,510
MAR/APRIL - Childhood Health/ Hunger Programs	\$1,155
Other	\$540
<b>Total</b>	<b>\$10,015</b>

We have special funds for the Fellowship Fund and Sanctuary Support. Most of the money received this year for Sanctuary Support was from neighboring churches and their members, including a large donation for our apartment renovation.

#### Special Funds @4/30/24

Fellowship Fund	\$1,115
Sanctuary Support	\$8,500

#### SPECIAL DESIGNATED GIFTS to UBC

We have received a grant of \$5,000 from the Rochester-Genessee region for discernment expenses and \$2,200 for our work with the THRIVE Initiative. Other special gifts this year included staff appreciation gifts at Christmas and in-kind gifts for the Little Free Pantry, garden supplies, Nicaragua-related expenses, and personal Bell tour expenses, totaling \$21,128 to date. We also received over \$80,000 from the COVID-era Employee Retention Tax Credit (that will cover last year's deficit.).

**RENTAL INCOME**

We lost a major tenant this year but have managed to almost make up the reduction with our monthly room renters, special events and parking. We are expecting \$70,000 in rental income.

<b>Rental Income @ 4/30/22</b>	
Gaia Democratic School	\$39,816
Room Rentals	\$11,040
Root Cellar (gross)	\$3,117
Parking	\$2,280
Miscellaneous Rentals	<u>\$1,875</u>
	<b>\$60,094</b>

**MEMORIALS AND GIFTS TO THE FOUNDATION**

We have received \$58,248 in memorials for Margaret Landry, Don Wester, Lu Carman and a large non-designated donation.

**PLEDGING at UBC**

We have received 31 pledges for the 2024-25 fiscal year for a total of \$200,174.

	<b>pledges for 2024-25</b>	<b>pledges for 2023-24</b>	<b>pledges for 2022-23</b>
total pledges	\$200,174	\$187,940	\$189,290
number of pledges	31	32	32

**OPTIONS for PAYING YOUR PLEDGE**

Although most UBCers pay by check, many of our members use the automatic pay system at their bank or pay their pledge with a credit card via our online vendor, Vanco. Others have donated appreciated stock and some have made a direct payment from their IRA to the Foundation. If you are interested in donating stock or sending funds from your IRA, those contributions should go directly to the UBC Foundation Account. The UBC treasurer will then transfer the funds from that account to the UBC checking account. Note that a Qualified Charitable Deduction (QCD) from your IRA is not reported as income on your tax return.

**QUESTIONS?** Contact Chris Follett, UBC Financial Secretary at 651-272-8176 or [chrisf2828@yahoo.com](mailto:chrisf2828@yahoo.com)

## UBC Finance Report as of 6/30/2023

<b>Pastoral Ministry</b>	<b>Paid to date</b>	<b>Bud to date</b>	<b>22/23 Budget</b>
0110 Pastor Salary	56,097	56,212	56,212
0120 Housing Allowance	35,000	35,000	35,000
0130 SECA (FICA) Reimbursement	<u>6,969</u>	<u>6,978</u>	<u>6,978</u>
<b>Subtotal for Pastor Compensation</b>	<b>98,066</b>	<b>98,190</b>	<b>98,190</b>
0140 M&M Pension, Life, Disability	<u>13,690</u>	<u>14,594</u>	<u>14,594</u>
<b>Subtotal for Pastor Benefits</b>	<b>13,690</b>	<b>14,594</b>	<b>14,594</b>
0150 Continuing Education	523	500	500
0151 Conferences	2,000	2,000	2,000
0160 Misc. Expenses	1,188	1,200	1,200
0165 Mileage	1,628	1,700	1,700
0170 Preaching Sub.	750	750	750
0191 Sabbatical Setaside	6,413	6,413	6,413
0190 Seminary Intern			
0195 Latinx Ministry	4,200	4,200	4,200
<b>Subtotal</b>	<b>128,457</b>	<b>129,547</b>	<b>129,547</b>
<b>Music Ministry</b>			
0210 Director Salary	29,172	29,219	29,219
0240 Soloist Compensation	12,131	13,640	13,640
0250 Organist Substitutes	150	450	450
<b>Subtotal</b>	<b>41,453</b>	<b>43,309</b>	<b>43,309</b>
<b>Office Staff</b>			
0310 Administrative Assistant Salary	18,136	19,521	19,521
0312 Admin Assist TDA	600	1,300	1,300
<b>Subtotal</b>	<b>18,736</b>	<b>20,821</b>	<b>20,821</b>
<b>Facilities</b>			
0410 Janitor Salary	18,419	18,413	18,413
0412 Property Manager	31,999	32,053	32,053
<b>Subtotal</b>	<b>50,418</b>	<b>50,466</b>	<b>50,466</b>
<b>Education Ministry</b>			
0550 Childcare Workers	236	1,170	1,170
<b>Subtotal</b>	<b>236</b>	<b>1,170</b>	<b>1,170</b>
<b>Worship Ministry</b>			
0790 Livestream Technician	760		2,200
<b>Subtotal</b>	<b>760</b>		<b>2,200</b>
<b>Employment &amp; Recruitment</b>			
0580 Employer's FICA	7,815	8,000	8,000
0585 Recruitment	31		
0590 Workers Comp. Insurance	5,099	5,099	2,536
<b>Subtotal</b>	<b>12,914</b>	<b>13,099</b>	<b>10,536</b>
<b>Total Personnel Expenses</b>	<b>252,975</b>	<b>258,412</b>	<b>258,049</b>

	Paid to date	Bud to date	22/23 Budget
<b>Education</b>			
0940 Children's Church School	174	400	400
0942 Library		100	100
0943 Special Events	41	50	50
<b>Subtotal</b>	<b>215</b>	<b>550</b>	<b>550</b>
<b>Office Administration</b>			
0600 Office Supplies	1,634	900	900
0610 Copying & Supplies	4,619	3,800	3,800
0620 Phone & Internet Service	5,423	5,440	5,440
0630 Postage	194	300	300
<b>Subtotal</b>	<b>11,870</b>	<b>10,440</b>	<b>10,440</b>
<b>Congregational Life and Care</b>			
0638 Church Dues and Conferences	629	1,000	1,000
0640 Community Building	183	200	200
0650 Coffee Time	155	200	200
<b>Subtotal</b>	<b>967</b>	<b>1,400</b>	<b>1,400</b>
<b>Communications</b>			
0615 Internal Publications		50	50
0631 Web Hosting Service	48	205	205
0632 Web Design & Upkeep	192		
0800 Advertising	19	1,000	1,000
<b>Subtotal</b>	<b>258</b>	<b>1,255</b>	<b>1,255</b>
<b>Worship</b>			
0710 Worship Supplies & Publications	500	1,000	1,000
0720 Choral and Instrumental Music	37	500	500
0730 Special Arts Events	98	800	800
0740 Music Dept. Supplies & Materials	281	50	50
0741 Handbell Supplies and Music	607	600	600
0760 Instrument Maintenance	1,398	3,055	3,055
<b>Subtotal</b>	<b>2,921</b>	<b>6,005</b>	<b>6,005</b>
<b>Justice</b>			
0801 Outreach Activities	165	400	400
0820 Loaves and Fishes, Too		1,700	1,700
1501 Joint Religious Legislative Coalition		100	100
0896 Baptist Peace Fellowship	300	300	300
0898 Alliance of Baptists	400	400	400
0899 United Mission (ABC)	3,500	3,500	3,500
<b>Subtotal</b>	<b>4,365</b>	<b>6,400</b>	<b>6,400</b>
<b>Utilities &amp; Insurance</b>			
1010 Insurance	13,014	13,615	13,615
1020 Natural Gas	28,894	22,000	22,000
1025 Electricity	6,008	6,000	6,000
1030 MPLS Sewer & Water	9,884	7,973	7,973
<b>Subtotal</b>	<b>57,800</b>	<b>49,588</b>	<b>49,588</b>



<b>Repairs &amp; Maintenance</b>	<u>Paid to date</u>	<u>Bud to date</u>	<u>22/23 Budget</u>
1105 Gen'l Repairs & Maintenance	11,901	8,600	8,600
1110 Electrical Repairs	1,395	1,000	1,000
1130 Plumbing, boiler, valves, & traps	12,481	15,000	15,000
1134 Licenses and Fees	507	600	600
1141 Elevator Maintenance	650	700	700
1150 Snowplowing	2,400	2,500	2,500
1155 Landscape Maintenance	266	500	500
1170 Trash Removal	2,979	3,000	3,000
1172 Locks and Keys	62	300	300
<b>Subtotal</b>	<b>32,641</b>	<b>32,200</b>	<b>32,200</b>
<b>Fees for Huntington</b>	<b>557</b>		
<b>Fees for ERTC Assistance</b>	<b>6,000</b>		
<b>Total Non-Personnel Expenses</b>	<b>117,595</b>	<b>107,838</b>	<b>107,838</b>
<b>Total of All Budget Expenses</b>	<b>370,570</b>	<b>366,250</b>	<b>365,887</b>

<b>BUDGETED INCOME</b>	<u>Received to date</u>	<u>Bud to date</u>	<u>22/23 Budget</u>
Pledges	187,084	189,290	189,290
Special Individual Gifts	13,488	10,000	10,000
Loose Offering	1,599	4,000	4,000
Net Foundation Distribution	32,667	32,667	32,667
Foundation Distribution - Facilities Mgr	32,053	32,053	32,053
Vanco fees	(387)		
21-22 Surplus Carryover	21,081	21,081	22,875
Miscellaneous Income			1,000
Rental Income	80,015	74,000	74,000
<b>TOTAL BUDGET INCOME</b>	<b>367,600</b>	<b>363,091</b>	<b>365,885</b>
<b>Budget Surplus (Deficit)</b>	<b>(2,970)</b>	<b>(3,159)</b>	<b>(2)</b>

<b>SPECIAL FUND BALANCES</b>	<u>7/1/2022</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Balance</u>
0830 Fellowship Fund	1,379.83	1,112.00	947.76	1,544.07
1190 Cap. Imp. Set Aside (Foundation)	14,580.10	16,333.00	958.87	29,954.23
0180 Sabbatical	2,687.43	6,413.00	9,100.00	0.43
0660 Retreat	965.43			965.43
THRIVE grant	1,800.00	2,200.00	2,195.25	1,804.75
1600 Bell Tour	13,437.57	1,587.14	9,784.17	5,240.54
1650 Tai Shigaki Outreach Fund	3,439.29			3,439.29
1725 Leon Godparent Fund		3,253.98	3,093.98	160.00
1750 Leon School Supplies				
1510 Together in Ministry	900.00		200.00	700.00
1210 Water Management Project				
Sanctuary Support	3,630.24		2,529.54	1,100.70
Latinx Outreach Ministry	338.19		125.55	212.64
American Baptist Food/Clothing Grant		2,500.00	1,503.78	996.22
Organ Project - 2019	1,662.13			1,662.13
Worship Technology	<u>1,586.97</u>			<u>1,586.97</u>
<b>Total Special Fund Balances</b>	<b>46,407.18</b>	<b>33,399.12</b>	<b>30,438.90</b>	<b>49,367.40</b>

UBC Finance Report for FY24 as of 4/30/2024

	<u>Paid to date</u>	<u>Bud to date</u>	<u>23/24 Budget</u>
<b>Pastoral Ministry</b>			
0110 Pastor Salary	49,789	49,904	58,978
0120 Housing Allowance	29,615	29,615	35,000
0130 SECA (FICA) Reimbursement	<u>5,904</u>	<u>6,083</u>	<u>7,189</u>
<b>Subtotal for Pastor Compensation</b>	<b>85,309</b>	<b>85,603</b>	<b>101,167</b>
0140 M&M Pension, Life, Disability	<u>11,408</u>	<u>12,530</u>	<u>15,036</u>
<b>Subtotal for Pastor Benefits</b>	<b>11,408</b>	<b>12,530</b>	<b>15,036</b>
0150 Continuing Education	417	417	500
0151 Conferences	1,290	1,667	2,000
0160 Misc. Expenses	564	1,000	1,200
0165 Mileage	1,695	1,667	2,000
0170 Preaching Sub.	1,050	625	750
0191 Sabbatical Setaside			
0190 Seminary Intern			
0195 Latinx Ministry	2,746	2,843	3,554
<b>Subtotal</b>	<u>104,480</u>	<u>106,351</u>	<u>126,207</u>
<b>Music Ministry</b>			
0210 Director Salary	25,508	25,539	30,183
0240 Soloist Compensation	12,655	13,440	15,120
0250 Organist Substitutes		375	450
<b>Subtotal</b>	<u>38,163</u>	<u>39,354</u>	<u>45,753</u>
<b>Office Staff</b>			
0310 Administrative Assistant Salary	15,283	17,014	20,107
0312 Admin Assist TDA	500	550	650
<b>Subtotal</b>	<u>15,783</u>	<u>17,564</u>	<u>20,757</u>
<b>Facilities</b>			
0410 Janitor Salary	16,076	16,095	19,021
0412 Property Manager	28,216	28,261	33,399
<b>Subtotal</b>	<u>44,292</u>	<u>44,355</u>	<u>52,420</u>
<b>Education Ministry</b>			
0550 Childcare Workers	3,173	5,144	6,079
<b>Subtotal</b>	<u>3,173</u>	<u>5,144</u>	<u>6,079</u>
<b>Worship Ministry</b>			
0790 Livestream Technician	1,898	1,760	2,080
<b>Subtotal</b>	<u>1,898</u>	<u>1,760</u>	<u>2,080</u>
<b>Employment &amp; Recruitment</b>			
0580 Employer's FICA	6,719	6,866	8,594
0585 Recruitment	62		
0590 Workers Comp. Insurance	3,948	3,322	3,986
<b>Subtotal</b>	<u>10,667</u>	<u>10,188</u>	<u>12,580</u>
<b>Total Personnel Expenses</b>	<u>218,454</u>	<u>222,956</u>	<u>265,876</u>

FN 1

	<u>Paid to date</u>	<u>Bud to date</u>	<u>23/24 Budget</u>	
<b>Education</b>				
0940 Children's Church School	268	333	400	
0942 Library		83	100	
0943 Special Events		42	50	
<b>Subtotal</b>	<b>268</b>	<b>458</b>	<b>550</b>	
<b>Office Administration</b>				
0600 Office Supplies	465	1,250	1,500	
0610 Copying & Supplies	3,646	3,750	4,500	<b>FN 2</b>
0620 Phone & Internet Service	3,877	4,533	5,440	
0625 Servant Keeper	450			
0630 Postage	33	250	300	
<b>Subtotal</b>	<b>8,471</b>	<b>9,783</b>	<b>11,740</b>	
<b>Congregational Life and Care</b>				
0638 Church Dues and Conferences	147	417	500	
0640 Community Building	105	167	200	
0650 Coffee Time	44	167	200	
<b>Subtotal</b>	<b>297</b>	<b>750</b>	<b>900</b>	
<b>Communications</b>				
0615 Internal Publications		42	50	
0631 Web Hosting Service		160	192	
0632 Web Design & Upkeep				
0800 Advertising		208	250	
<b>Subtotal</b>		<b>410</b>	<b>492</b>	
<b>Worship</b>				
0710 Worship Supplies & Publications	940	833	1,000	
0720 Choral and Instrumental Music	263	417	500	
0730 Special Arts Events		667	800	
0740 Music Dept. Supplies & Materials	303	42	50	
0741 Handbell Supplies and Music	531	500	600	
0760 Instrument Maintenance	1,335	5,046	6,055	
<b>Subtotal</b>	<b>3,373</b>	<b>7,504</b>	<b>9,005</b>	
<b>Justice</b>				
0801 Outreach Activities		333	400	
0820 Loaves and Fishes, Too	1,412	1,417	1,700	
0896 Baptist Peace Fellowship	300	300	300	
0898 Alliance of Baptists	400	400	400	
0899 United Mission (ABC)	3,500	3,500	3,500	
1501 Joint Religious Legislative Coalition	100	100	100	
<b>Subtotal</b>	<b>5,612</b>	<b>5,950</b>	<b>6,300</b>	
<b>Utilities &amp; Insurance</b>				
1010 Insurance	6,932	12,080	14,496	<b>FN 3</b>
1020 Natural Gas	9,733	20,000	25,000	<b>FN 4</b>
1025 Electricity	4,453	5,000	6,000	
1030 MPLS Sewer & Water	7,527	8,333	10,000	
<b>Subtotal</b>	<b>28,644</b>	<b>45,413</b>	<b>55,496</b>	

<b>Repairs &amp; Maintenance</b>	<b>Paid to date</b>	<b>Bud to date</b>	<b>23/24 Budget</b>
1105 Gen'l Repairs & Maintenance	8,839	7,167	8,600
1110 Electrical Repairs	297	833	1,000
1130 Plumbing, boiler, valves, & traps	18,168	12,500	15,000
1134 Licenses and Fees	517	500	600
1141 Elevator Maintenance		583	700
1150 Snowplowing	3,972	2,167	2,600
1155 Landscape Maintenance	305	333	400
1170 Trash Removal	2,617	2,583	3,100
1172 Locks and Keys	13	167	200
<b>Subtotal</b>	<b>34,729</b>	<b>26,833</b>	<b>32,200</b>
<b>Fees for Huntington</b>	<b>230</b>		
<b>Total Non-Personnel Expenses</b>	<b>81,622</b>	<b>97,103</b>	<b>116,683</b>
<b>Total of All Budget Expenses</b>	<b>300,077</b>	<b>320,059</b>	<b>382,559</b>

<b>BUDGETED INCOME</b>	<b>Received to date</b>	<b>Bud to date</b>	<b>23/24 Budget</b>
Pledges	163,583	156,617	187,940
Special Individual Gifts	14,455	8,333	10,000
Loose Offering	1,708	3,333	4,000
Net Foundation Distribution	20,667	20,667	20,667 <b>FN 5a</b>
Foundation Distribution - Property Mgr	33,399	33,399	33,399 <b>FN 5b</b>
Vanco fees	(440)		
Miscellaneous Income	1,807		1,000
Rental Income	58,347	58,333	70,000 <b>FN 6</b>
<b>TOTAL BUDGET INCOME</b>	<b>293,526</b>	<b>280,683</b>	<b>327,006</b>
<b>Budget Surplus (Deficit)</b>	<b>(6,551)</b>	<b>(39,376)</b>	<b>(55,553)</b>

<b>SPECIAL FUND BALANCES</b>	<b>7/1/2023</b>	<b>Receipts</b>	<b>Disbursements</b>	<b>Balance</b>
0180 Sabbatical				
0660 Retreat	965		965	
0830 Fellowship Fund	1,544	1,115	1,350	1,309
1190 Cap. Imp. Set Aside (Foundation)	29,954	15,333	9,676	35,612 <b>FN 7</b>
1500 Designated Justice & Outreach Gifts		8,150	3,772	4,378
1510 Together in Ministry	700		200	500
1600 Bell Tour	5,241	1,143		6,383
1650 Tai Shigaki Outreach Fund	3,439	600		4,039
1725 Leon Godparent Fund	160	1,155	1,315	
1750 Leon School Supplies				
American Baptist Food/Clothing Grant	996			996
Discernment		6,200	4,679	1,521 <b>FN 8</b>
Employee Retention Tax Credit Balance		80,120	80,120	
Latinx Outreach Ministry	213			213
Memorials/Foundation		55,048	55,048	
Organ Maintenance	1,662			1,662
Sanctuary Support	1,101	8,500	5,775	3,826
Staff Appreciation		1,470	1,470	
THRIVE grant	1,805	2,200	2,138	1,867
Worship Technology	<u>1,587</u>			<u>1,587</u>
<b>Total Special Fund Balances</b>	<b>48,402</b>	<b>181,033</b>	<b>165,542</b>	<b>63,893</b>

**FOOTNOTES**

- FN 1: Premiums for May and June will reflect Fy24 salary increase. Catch-up payment for July 2021 through April 2024 sent in May.  
 FN 2: includes reduction for \$865.66 dividend, which is effectively a return of premiums paid.  
 FN 3: reduced by \$235 copier refund in Feb. 2024.  
 FN 4: CenterPoint payments lower than budgeted due to a credit for overpayments from last fiscal year.  
 FN 5a&b: Authorized Foundation distributions have been transferred to UBC from the Foundation account.  
 FN 6: Offset by \$200 Maranatha refund, \$177.60 Class Wallet fee, \$1100 Mother St. James reimburs, \$270 Roots Cellar expense.  
 FN 7: Includes \$5000 special gift to be used for gutter work needed to direct rain water into rain gardens.  
 FN 8: \$1200 borrowed from ERTC funds. \$5000 from Palmer Grant. Disbursements include \$1200 facilitator pymts previously missing.

## UBC Proposed Budget for Fiscal Year 2024-2025 (FY25)

<b>Pastoral Ministry</b>	<b>Proposed 24/25</b>	<b>23/24 Budget</b>
0110 Pastor Salary	61,797	58,978
0120 Housing Allowance	35,000	35,000
0130 SECA (FICA) Reimbursement	<u>7,405</u>	<u>7,189</u>
<b>Subtotal for Pastor Compensation</b>	<b>104,202</b>	<b>101,167</b>
0140 M&M Pension, Life, Disability	<u>15,488</u>	<u>15,036</u>
<b>Subtotal for Pastor Benefits</b>	<b>15,488</b>	<b>15,036</b>
0150 Continuing Education	500	500
0151 Conferences	2,000	2,000
0160 Misc. Expenses	1,000	1,200
0165 Mileage	2,200	2,000
0170 Preaching Sub.	750	750
0191 Sabbatical Setaside		
0190 Seminary Intern		
0195 Latinx Ministry		3,554
<b>Subtotal</b>	<b>126,140</b>	<b>126,207</b>
<b>Music Ministry</b>		
0210 Director Salary	31,088	30,183
0240 Soloist Compensation	14,640	15,120
0250 Organist Substitutes	<u>450</u>	<u>450</u>
<b>Subtotal</b>	<b>46,178</b>	<b>45,753</b>
<b>Office Staff</b>		
0310 Administrative Assistant Salary	20,107	20,107
0312 Admin Assist TDA	<u>600</u>	<u>650</u>
<b>Subtotal</b>	<b>20,707</b>	<b>20,757</b>
<b>Facilities</b>		
0410 Janitor Salary	19,592	19,021
0411 Janitor Substitute	1,000	
0412 Property Manager	<u>34,401</u>	<u>33,399</u>
<b>Subtotal</b>	<b>53,993</b>	<b>52,420</b>
<b>Education Ministry</b>		
0550 Childcare Workers	<u>7,814</u>	<u>6,079</u>
<b>Subtotal</b>	<b>7,814</b>	<b>6,079</b>
<b>Worship Ministry</b>		
0790 Livestream Technician	<u>2,700</u>	<u>2,080</u>
<b>Subtotal</b>	<b>2,700</b>	<b>2,080</b>
<b>Employment &amp; Recruitment</b>		
0580 Employer's FICA	8,047	8,594
0585 Recruitment		
0590 Workers Comp. Insurance	<u>3,986</u>	<u>3,986</u>
<b>Subtotal</b>	<b>12,033</b>	<b>12,580</b>
<b>Total Personnel Expenses</b>	<b>269,564</b>	<b>265,877</b>

	<u>Proposed 24/25</u>	<u>23/24 Budget</u>
<b>Education</b>		
0940 Children's Church School	400	400
0942 Library	400	100
0943 Special Events	50	50
<b>Subtotal</b>	<u>850</u>	<u>550</u>
<b>Office Administration</b>		
0600 Office Supplies	1,528	1,500
0610 Copying & Supplies	4,500	4,500
0620 Phone & Internet Service	5,500	5,440
0625 Servant Keeper	780	
0630 Postage	300	300
<b>Subtotal</b>	<u>12,608</u>	<u>11,740</u>
<b>Congregational Life and Care</b>		
0638 Church Dues and Conferences	500	500
0640 Community Building	200	200
0650 Coffee Time	200	200
<b>Subtotal</b>	<u>900</u>	<u>900</u>
<b>Communications</b>		
0615 Internal Publications	50	50
0631 Web Hosting Service	240	192
0632 Web Design & Upkeep		
0800 Advertising	2,000	250
<b>Subtotal</b>	<u>2,290</u>	<u>492</u>
<b>Worship</b>		
0710 Worship Supplies & Publications	1,000	1,000
0720 Choral and Instrumental Music	500	500
0730 Special Arts Events	800	800
0740 Music Dept. Supplies & Materials	100	50
0741 Handbell Supplies and Music	600	600
0760 Instrument Maintenance	4,055	6,055
<b>Subtotal</b>	<u>7,055</u>	<u>9,005</u>
<b>Justice</b>		
0801 Outreach Activities	400	400
0820 Loaves and Fishes, Too	1,700	1,700
0896 Baptist Peace Fellowship	300	300
0898 Alliance of Baptists	400	400
0899 United Mission (ABC)	3,500	3,500
1501 Joint Religious Legislative Coalition	100	100
<b>Subtotal</b>	<u>6,300</u>	<u>6,300</u>
<b>Utilities &amp; Insurance</b>		
1010 Insurance	21,000	14,496
1020 Natural Gas	25,000	25,000
1025 Electricity	6,000	6,000
1030 MPLS Sewer & Water	5,000	10,000
<b>Subtotal</b>	<u>57,000</u>	<u>55,496</u>

<b>Repairs &amp; Maintenance</b>	<b>Proposed 24/25</b>	<b>23/24 Budget</b>
1105 Gen'l Repairs & Maintenance	8,600	8,600
1110 Electrical Repairs	1,000	1,000
1130 Plumbing, boiler, valves, & traps	20,000	15,000
1134 Licenses and Fees	600	600
1141 Elevator Maintenance	700	700
1150 Snowplowing	6,000	2,600
1155 Landscape Maintenance	400	400
1170 Trash Removal	3,300	3,100
1172 Locks and Keys	200	200
<b>Subtotal</b>	<b>40,800</b>	<b>32,200</b>
<b>Fees for Huntington</b>	<b>120</b>	
<b>Fees for Vanco</b>	<b>540</b>	
<b>Total Non-Personnel Expenses</b>	<b>127,922</b>	<b>116,683</b>
<b>Total of All Budget Expenses</b>	<b>397,487</b>	<b>382,560</b>
<b>BUDGETED INCOME</b>	<b>Proposed 24/25</b>	<b>23/24 Budget</b>
Pledges	203,834	187,940
Special Individual Gifts	12,000	10,000
Loose Offering	2,000	4,000
Foundation Distribution (\$41,000 * .6777)	27,331	20,667
Foundation Distribution - Property Mgr	34,401	33,399
Miscellaneous Income	1,000	1,000
Rental Income	72,004	70,000
<b>TOTAL BUDGET INCOME</b>	<b>352,570</b>	<b>327,006</b>
<b>Budget Surplus (Deficit)</b>	<b>(44,917) *</b>	<b>(55,554)</b>
<b>CISA Allotment (\$41,000 * .3333)</b>	<b>13,669</b>	

\* A deficit for FY25 could be reduced or eliminated with a grant from the Foundation or the \$80,000 Employee Retention Tax Credit refund received in Fall 2023.

## ***FOUNDATION REPORTS***

### **2023 FOUNDATION ANNUAL MEETING AGENDA June 11, 2023**

Call to Order

1. Motion to approve the UBC Foundation Annual Meeting minutes for June 13, 2022.
2. Motion to approve the Foundation's payout for UBC's operating budget and CISA funding for 2022-2023

Adjournment

### **University Baptist Church Foundation Minutes Membership meeting - June 11, 2023**

The meeting was called to order at 12:53 p.m. by President Megan Dahlberg

1. The election of two new members to the board was added to the meeting's pre- printed agenda.
2. A motion to approve the minutes of the UBCF membership meeting on June 5, 2022 was carried (Gene Velasco) (Gayla Marty).
3. A motion to provide a grant to cover the UBC's Property Manager's compensation for 2023-24 was approved. (Ty Wottrich) (Nancy Myers).
4. A motion to approve the Foundation's payout to UBC's operating budget and Capital Improvement Set-aside for 2023-24 carried (Kathleen Tice) (Chris Follett).
5. Denise Roy and Claire Mavity volunteered to fill the two existing board vacancies.
6. There was no new business to be brought before the membership.
7. Meeting was adjourned at 1 p.m.

Respectfully submitted  
Don Follett, UBCF secretary

### **University Baptist Church Foundation Board Meeting - Minutes August 6, 2023**

Members present: Howard Johnson, Denise Roy, Claire Mavity, Gayla Mavity, Don Follett, Megan Dahlberg and UBC President Jean Lubke and Pastor Doug Donley.  
Meeting was held at UBC and convened at 11:15 a.m.

President Megan Dahlberg noted two items for discussion/action :



1. Board Officers. Following a brief discussion, Gayla moved we adopt the following slate: Megan Dahlberg, president; Howard Johnson, vice president; Claire Mavity, treasurer; and Don Follett, secretary.
2. Margaret Landry's Will. The church is in recent receipt of a list of Margaret's assets at the time of her death in 2019. The law firm of Fleming, DuBois and Fleming of Cavalier, N.D., sent the list. The process for the settlement of the Will has been a lengthy one. Megan said she will arrange a future board meeting to discuss our next steps, and ask former UBCF board member Ty Wottrich---who has been this body's early and major contact in discussions about the Will's settlement---to attend the meeting.

Meeting was adjourned at 11:33 a.m.

Respectfully submitted

Don Follett, UBCF board secretary

## UBC FOUNDATION INVESTMENT HISTORY FOR 2023-24 ANNUAL REPORT

Year	Opening Balance	Net Withdrawals	Total Return	Closing Balance	Rate of Return	Rate of Inflation	Net ROR	Inflation Factor
1978	258,600	300	30,300	288,600	11.08%	7.2%	3.9%	1.074
1979	288,600	25,200	31,400	294,800	10.33%	8.3%	2.0%	1.087
1980	294,800	21,400	44,300	317,700	14.00%	9.3%	4.7%	1.097
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2014	495,123	56,779	59,159	497,503	11.29%	1.6%	9.7%	1.016
2015	497,503	15,803	(1,257)	480,444	-0.25%	0.9%	-1.1%	1.009
2016	480,444	49,005	40,102	471,540	8.02%	1.2%	6.8%	1.013
2017	471,540	65,795	96,556	502,301	18.63%	1.7%	16.9%	1.018
2018	502,301	34,242	(1,393)	466,666	-0.28%	2.3%	-2.6%	1.024
2019	466,666	5,149	104,205	565,722	20.15%	1.7%	18.5%	1.017
2020	565,722	38,833	110,263	637,152	17.81%	1.6%	16.2%	1.016
2021	637,152	9,294	171,224	799,082	23.80%	4.8%	19.0%	1.049
2022	799,082	42,140	(197,427)	559,515	-28.38%	6.9%	-35.2%	1.071
2023	559,515	(55,980)	78,303	693,799	13.10%	3.1%	10.0%	1.032

### Authorized Withdrawal for 2023-2024

\$738,415	Foundation Balance at CORIENT & UBC @ 12/31/2023
<u>5.6%</u>	Average Annual Net Rate of Return (average since 1978)
<b>\$41,000</b>	Regular Authorized UBC Withdrawal: 2/3 operating budget & 1/3 CISA

### Formulas used to calculate the Foundation payout:

**the total return = current Fnd balance - prior Fnd balance + net withdrawals**

How much money was in the Foundation on Jan 1 and Dec 31 of the previous year?

What was the net effect of withdrawals & new money ?

**the rate of return (ROR) = ln [(prior Fnd balance + total return) / prior Fnd balance]**

**the net rate of return = the ROR - the rate of inflation**

annual inflation factor = 3rd Qtr GDP price deflator (current yr / prior yr)

source: US Dept of Commerce: Bureau of Economic Analysis. Series GNPDEF

### Foundation Fund Balance @ 12/31/2022

\$693,799	Account Balance at CORIENT
\$0	Savings Account Balance (Foundation Funds)
<u>\$44,617</u>	Foundation Money in Checking
\$738,415	Total Foundation Funds

### Net Withdrawals in 2023

#### Actual Withdrawals from Foundation

16,333	Budgeted CISA Disbursements
32,667	Budgeted Operating Disbursements
0	Withdrawal for other capital projects
32,053	Withdrawal – Property Mgr Salary
<u>3,629</u>	Investment Co. Fees
\$84,682	Total Withdrawals

#### New Money into Foundation

6,694	Pledges paid in Stock
78,920	ERTC Funds
<u>55,048</u>	Memorials
\$140,662	Total New Money

#### Net Withdrawals

**\$ (55,980) Withdrawals minus New Money**