

PRAIRIE UU ANNUAL CONGREGATIONAL MEETING

February 11, 2024



Prairie UU Mission & Covenant

The **Prairie UU Mission** is to gather as a welcoming, caring community to nurture mind and spirit, celebrate diversity, and work for justice.



We **covenant** to be a welcoming and loving community, offering each other fellowship, sanctuary, and a joyful spirit. We seek justice and peace in all our deeds and relationships, and we respect and honor both the individual and the collective search for sacred meaning and truth. We revere and celebrate the diversity of our Earth and are guided by the Spirit that connects all life, as we reach out to offer our best to ourselves, our community, and our world.

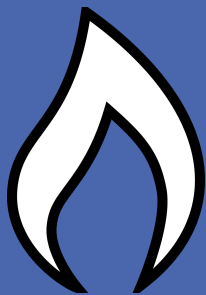
Agenda

- ❖ Chalice Lighting: Beth Elliot & Nathaniel Clark
- ❖ Beloved Communication Guidelines: Brenda Peterson
- ❖ Welcome to Ministers: Brenda Peterson
- ❖ Ministers' Joint Message of Hope: Beth Elliot & Nathaniel Clark
- ❖ Updates
 - Board Update: VP Kyra Storojev
 - Building Update: Susan Reardon
 - Green Community Reminder: Cindy Williams
- ❖ Election: June, 2024
 - President
 - Vice President
 - Secretary
 - Treasurer
 - Trustee At-Large
 - Youth Trustee
- ❖ Request For Committee Chairs: Leadership Development, Membership, & Finance
- ❖ Close & Extinguish the Chalice: Beth Elliot & Nathaniel Clark



PRAIRIEUU

Prairie Unitarian Universalist Church



CHALICE LIGHTING

~ Beth Elliot and Nathaniel Clark

Beloved Communications Guidelines



- Our intention when we come in and as we leave shall be to build a **beloved community**.
- We will uphold speech and practices that **center the worth and dignity** of people of color and the marginalized.
- We will ask others what they need in order to **listen actively**, empathetically, and **wait** to speak until others are finished.
- We will **be mindful of the amount of space we take up**, whether that means talking more or less than others. Those who have historically had the opportunity to speak first will step back in order to respect the voices of those who have been historically silenced so that we may collaborate.
- We will be aware of and actively work to restructure our policies and community to be more **anti-racist**. We acknowledge the current power imbalances – and are **open to hearing each other's perceptions** of those imbalances as it is necessary for understanding each other and working together.
- We will **stay engaged** even when we reach our growing edges and feel uncomfortable and vulnerable, allowing for respite when necessary. We will dedicate spaces that include the **spirit of joy, laughter, and play**.
- We will see challenges and conflict as part of the growth process and be willing to **practice reconciliation** or enter the **restorative justice** process.
- We will **question our assumptions** about the "right way" to communicate.
- We will examine the **context** from which our differences reside.



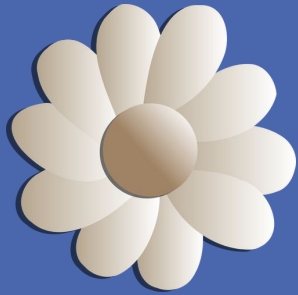
WELCOME TO MINISTERS

~ BRENDA PETERSON



Ministers' Joint Message of Hope

~ Beth Elliot and Nathaniel Clark



Updates

Board Update: VP Kyra Storojev



There is so much to celebrate and reflect on as our church continues to strive and grow each day as a village together! In the past six months...

* Our community lost wonderful members who passed to the other side including Vivian Littlefield, Jim Rogo, Lou Dunlap, Marianne Slick, and Samera Baird. And we miss them very much.

* The Ukraine family we are helping to sponsor are thriving and doing well. Kristina and Dasha entered school and are now learning english and improving each day. Their mother, Oksana, is taking online english classes, getting government assistance, has a driver's permit, and a volunteer job at Secor Cares.

* We experienced the departure of Reverend Roger Butts as our part-time contract minister. He was with us nearly two years and then moved to Fort Collins with his family, taking on a new role in his work. His thoughtfulness and sermons were appreciated and we wish him the best in his new endeavors.

* A successful purchase of the beautiful Baldwin Gulch house and property was made by members of our congregation thru the Spirit of Life, LLC. We had a 100% approval from members who voted to rent with the option to buy this property at a future date. The focus has been on having events, activities, and dinners there as well as renovations that will allow us to have services there in the future.



* Six Prairie members attended the OWL training in Fort Collins over a weekend and are now prepared to teach our teens about sexuality and adulthood. We are so grateful for their attendance.

* A car load of dry good donations from many of our members went to Project Worthmore, a non-profit organization helping refugees in Colorado. They were very grateful for the generosity they received to help so many in need.

* The Prairie Community Garage and Bake Sale was a great success and raised over \$2,000. The Annual Dinner Auction in November was a fun and wonderful event that raised over \$17,000 for our church.

* Exciting news: the Justice League was revived and are starting to have regular meetings.

* We are so happy Beth Elliott and Nathaniel Clark have accepted the position as our part-time shared ministers.

* And we are so grateful for new and returning members! Thank you all for joining our community and thank you to everyone who contributed in all these milestones and successes.

Building Update: Susan Reardon



Improvements to Current Structure

- **Structural requirement** - The first floor needs to meet a higher load rating to upgrade a residence to an assembly building (40 pounds per square foot to 100 pounds per square foot)
 - The floor joists under the first floor needs to be reinforced to meet the higher load requirement
 - To perform the structural engineering calculations necessary to do the work a soil test needs to be done, we are getting quotes for soil testing
 - We have one quote to do the work and are waiting on a second quote
 - This work needs to be done regardless of where the sanctuary is located
- **HVAC**
 - Current system is older, inefficient and shuts down periodically
 - A contractor has been selected to replace the system from several contractors who submitted quotes for a new system
 - New system will be an efficient electric heat pump with gas back up for sub zero temperatures
 - We are holding off on installation until the floor joist work is complete to alleviate removing and replacing the new ductwork
- **Septic System**
 - New tank is installed
 - Retaining wall removed by septic contractor has been re-built to support the foundation of the main house
 - Current leach fields were inspected and are functional, we have a valve installed that will allow us to alternate use with the original fields to extend the life of both

Plans for the Usage



- **Two story structure** - using the second floor of the house requires a sprinkler system to meet code requirements
 - We are still pursuing quotes however have been unsuccessful finding a contractor
 - Only quote received was for \$250,000 for the sprinkler system
 - We are pursuing options without use of the second floor with the hope that we can proceed without the expensive system
 - Even if the second floor is blocked off it may need to have a sprinkler system however the county cannot make a determination until formal plans have been submitted
 - Having a well with a sprinkler system would require a very large water storage tank
 - We investigated connecting to Parker water however the tap fee is expensive and we would have to sign over our water rights. We are no longer considering this option
- **Location of the sanctuary**
 - We are continuing to compare two options - either the garage/fireplace room or building an addition off the back
 - Option B - The garage/fireplace room sanctuary would be a cheaper option. RE would utilize the basement space since we cannot use the second floor
 - Option E - An addition would be significantly more expensive however it would give us more space with the RE rooms located in the current garage and would preserve the fireplace room
- **Paperwork**
 - Submitted form to the Planning board for a Presubmittal Review Request
 - Researching and learning about the paperwork component of the project
 - Site Improvement Plan (SIP) Paperwork and Process
 - Usage by Special Review (USR) paperwork
 - Land use Proposal Form
- **Financial**
 - Tax Exempt Status
 - Investigation into getting Spirit of Life LLC designated as a non profit

Go Green Initiatives



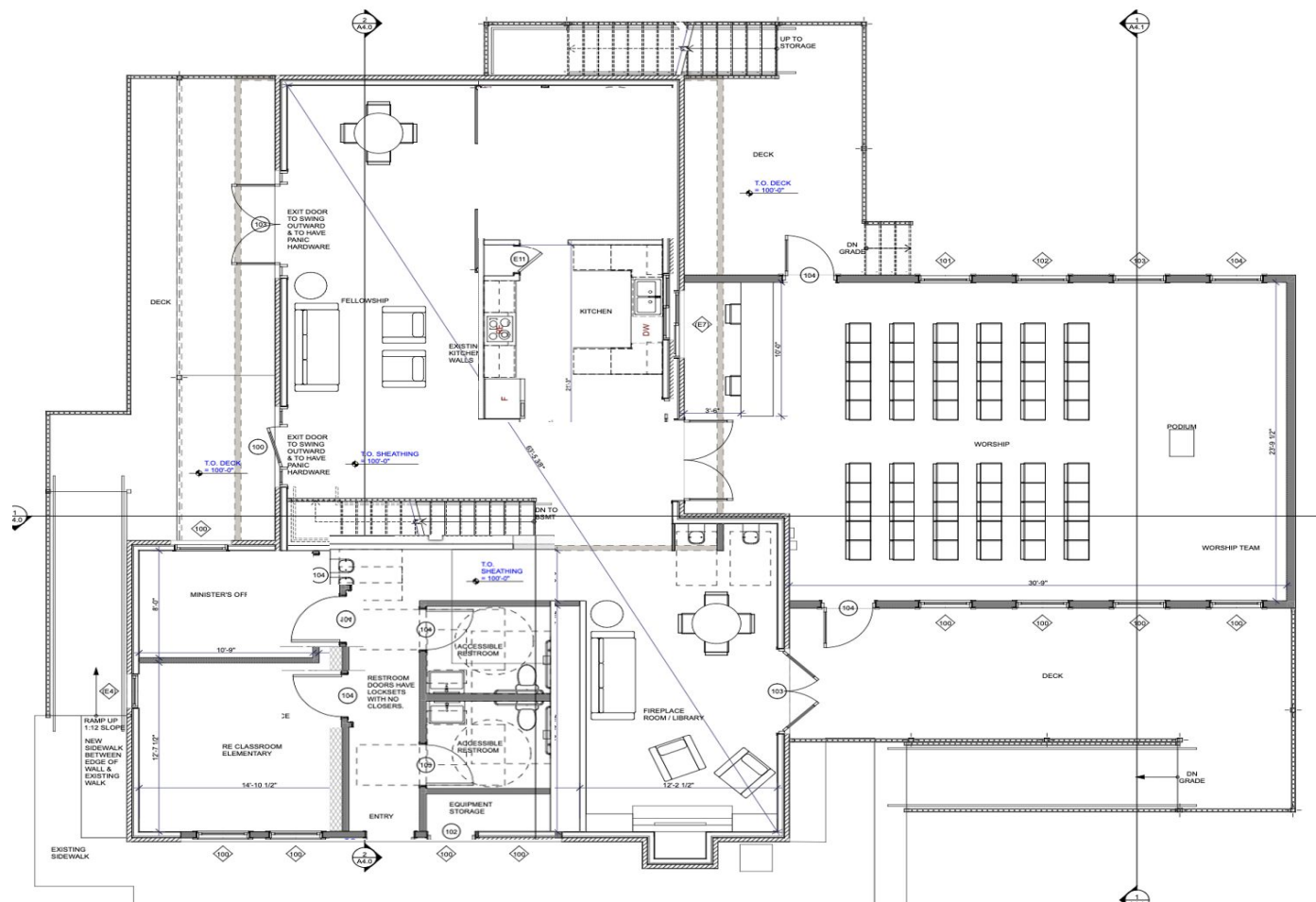
- New energy efficient dishwasher ready to install
- All light bulbs upgraded to LED
- New Energy efficient HVAC system to be installed
- Solar being investigated for road side sign
- Dishes, cups, mugs and flatware purchased for events

Baldwin Gulch in Use

- Storage of tech equipment, hospitality resources, PUUC materials
- Craft club meeting
- Spaghetti dinner
- Weekly Spirit of Life meetings

Concept Drawing for Dream Plan

- Sanctuary Addition off East Side, capacity 100 people
- Two RE classrooms in current garage space (one dual use for minister office), Teen RE classroom in basement
- Desk and file for minister in classroom
- Two ADA accessible bathrooms in current garage space
- Fireplace room preserved for small meetings, minister counseling
- Fellowship area larger utilizing current living room with powder room removed, and current dining room
- Decks on three sides - flanking two sides of sanctuary and two sides of the fellowship room





Green Community Reminder: Cindy Williams

Hospitality and the Justice League highly encourage our Beloved Community to bring personal eat and drink dishes and utensils to use at Fellowship to lessen our impact on our landfills.



Board of Trustees



Per Prairie UU's Bylaws: The Board of Trustees is the governing body of the church and is composed of the four (4) officers, two (2) at-large trustees, and a youth trustee. It is also referred to as the Board.

We will be voting to fill Board positions this June. Per the bylaws, a person must have been a Member of the Church for at least one year to serve as an Officer. No paid employee or member of an employee's family may serve as an Officer or Trustee-at-Large. No two members of the same family may serve concurrently as Officers or Trustees-at-Large. A Member may not serve on the Board of Trustees and on a Congregational Committee at the same time.



President

From the Prairie UU Bylaws: The President shall serve as Chair of the Board of Trustees, preside at all meetings of the Congregation, and represent the Church on all appropriate occasions. The President shall call all regular and special meetings of the Board, the Executive Committee and the Congregation, and shall perform such other duties that normally pertain to the office. The President is an ex officio member of all Board and Standing Committees.



Vice President

From the Prairie UU Bylaws: The Vice President shall act in the absence of or at the request of the President, at which time the Vice President shall have all powers applicable to the President. In addition, the Vice President shall perform other functions and duties specified by the Board.



Secretary

From the Prairie UU Bylaws: The Secretary shall record and maintain the proceedings of Board and Congregational meetings, and perform other duties specified by the Board. Minutes of Board meetings shall be transmitted to all Board Members for review in advance of the subsequent Board meeting. Minutes of Congregational meetings shall be transmitted to the Board and be available for inspection by any Member of the Church within sixty (60) days following the Congregational meeting. All records of the Secretary shall be the property of the Church. The Secretary shall assure that proper notice is given to meetings of the Board and Congregation.



Treasurer

From the Prairie UU Bylaws: The Treasurer shall receive, safely keep, and account for all money and other property of the Church, and disburse the same under the direction of the Board. At the discretion of the Board, the Treasurer shall be bonded by the Church in an amount determined by the Board. Additionally, the Treasurer shall follow the applicable procedures set forth in the Policy Manual.



Trustees-at-Large

From the Prairie UU Bylaws: Two (2) Members shall be elected by the Congregation to serve on the Board as Trustees at-Large.

A person must have been a Member of the Church for at least one (1) year to serve as a Trustee-at-Large. The Term of Office for Trustees-at-Large is two (2) years, or until their successors are elected. To assure continuity of experience on the Board, terms of office shall be staggered so that approximately one-half of the Board Members are elected each year. Members elected by the Congregation or appointed by the Board to a Trustee-at-Large position are limited to three (3) consecutive terms in that position. Serving more than one-half ($1/2$) of a term is considered a full term. After being out of a particular position for at least one (1) term, Members may serve again in that position as if they had not previously served.



Youth Trustee

From the Prairie UU Bylaws: One (1) Youth ages 16 or 17, or having completed the Coming of Age program, shall be elected by the Congregation to serve on the Board as a Youth Trustee. The Youth Trustee shall vote on all matters that come before the Board, except on legal matters that require the age of 18.

Qualifications: A person must have been attending the Church for at least one (1) year, and meet the age or program requirements outlined in Section 1 above, to serve as a Youth Trustee.



Request For Committee Chairs

Leadership Development Committee,
Membership Committee, & Finance Committee

~ Brenda Peterson

Leadership Development Committee



From the Prairie UU Bylaws: The Leadership Development Committee shall publicize all elected vacant leadership positions, encourage members to submit statements/videos of interest, and provide a slate of candidates and their statements to the Congregation. The elected leadership positions include: the Board of Trustees, Congregational Committees (Committee on Shared Ministry, Leadership Development Committee and any Endowment Fund). The Leadership Development Committee shall be composed of five (5) Voting Members.

The Leadership Development Committee shall also identify and coordinate leadership training opportunities and encourage leaders and members at large to attend. The Committee shall also provide recognition of service for church leaders.

Candidates for service on Congregational Committees must have been Members for at least one (1) year. A Member may not serve on two Congregational Committees at the same time; nor may a Member serve on the Board and a Congregational Committee at the same time.



Membership Committee

Standing Committees are designated by the Board of Trustees to perform actions necessary for the ongoing functioning and operation of the Church. Standing Committees may include but not be limited to such Committees as: Finance, Religious Education, Worship, Social Justice, and Membership. Specific duties of Standing Committees may be outlined in the Policies of the Board.

Chair of the Membership Committee will:



1. Recruit volunteer team members.
2. Schedule Membership volunteers as weekly greeters before service.
3. Manage and organize the Greeters Table. This may include restocking brochures and forms deemed important information for Visitors.
4. Recording Visitor information in Membership database on the Shared drive.
5. Introducing Visitors to attendees with similar interests.
6. Phone Visitors in the week following the service to hear their impressions and needs.
7. Organizing quarterly, Welcome to Prairie UU membership introductory meetings. This includes scheduling location, speakers, and refreshments.
8. Organizing the book-signing services for new members. New members pledge their commitment to Prairie UU by entering their signature in the official Membership book. Make sure the appropriate text for the service is included in the Order of Service, as well as the names of new members.
9. Create a new entry in Breeze for new members and their families.
10. Complete periodic follow-up as indicated in the Membership database. As activities occur throughout the year, new members may benefit from detailed information regarding events in our Liturgical calendar.



Finance Committee

Standing Committees are designated by the Board of Trustees to perform actions necessary for the ongoing functioning and operation of the Church. Standing Committees may include but not be limited to such Committees as: Finance, Religious Education, Worship, Social Justice, and Membership. Specific duties of Standing Committees may be outlined in the Policies of the Board.

Chair of the Finance Committee will:



1. Organizing meetings of the Finance Committee at least every 3 months, including sending out notice: meetings to members of the congregation and putting the meetings on the Prairie calendar
2. Creating an Agenda for meetings of the Finance Committee.
3. Ensuring that minutes of Finance Committee meetings are recorded and provided to the Board.
4. Assisting members of the Finance Committee with specific duties, as needed.
5. Monitoring expenses and income and adherence to the approved budget and examining the monthly financial reports submitted by the Bookkeeper.
6. Alerting the Board regarding potential problems with Prairie's finances.
7. Monitoring income, expenditures, and balances in Prairie's restricted accounts.
8. Recommending to the Board any changes in the current approved budget which are deemed necessary.
9. Create budget for the upcoming fiscal year; soliciting from members of the congregation, the Board, committees, and the minister, funding requests that might be incorporated into the budget being prepared.
10. Presenting to the Board for approval a final budget, created in coordination with the Board and the Committee on Shared ministry. Said new budget to be presented to the Congregation before the annual Stewardship drive.
11. Recommending to the Board innovative ways to enhance income and assist in their implementation.
12. Appointing members of the Finance Committee for specific duties, such as helping with the Stewardship Campaign; creating the budget; monitoring income, especially the status of pledges; tracking income, expenditures and balances in restricted accounts, and finding and implementing new ways of raising funds for Prairie.

Who To Contact With Questions

Beth Elliot & Nathaniel Clark: Minister@PrairieUU.org

Brenda Peterson, President: BrendaP@PrairieUU.org

Kyra Storojev, Vice President: KyraS@PrairieUU.org

Diane McMahan, Treasurer: DianeM@PrairieUU.org

Susan Reardon, Secretary: SusanReardon@PrairieUU.org

Jan Spooner, Trustee: JanS@PrairieUU.org

Jenny Rodman, Trustee: VirginiaR@PrairieUU.org

Administrative/Communication: KatyU@PrairieUU.org





Close & Chalice Extinguishing

~ Beth Elliot and Nathaniel Clark