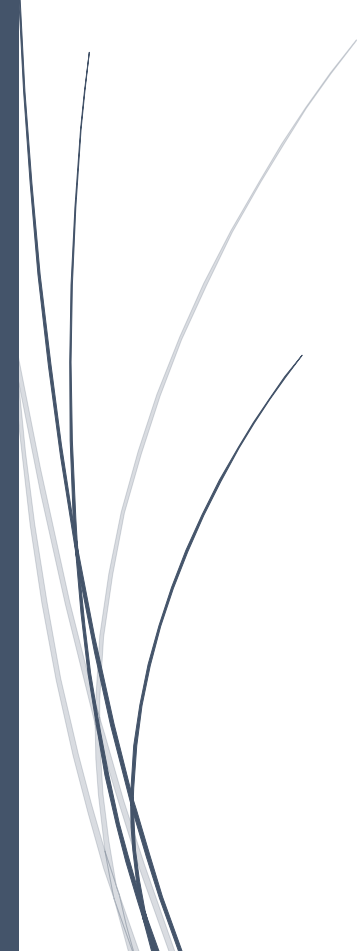


June 10, 2018

Annual Report

2017-2018

First Parish in Waltham, Universalist Unitarian, Inc.



Please bring this Report to the Annual Meeting

The First Parish in Waltham, Universalist-Unitarian, Inc.

W A R R A N T

The legal voters of The First Parish in Waltham, Universalist-Unitarian, Inc. are hereby notified that the Annual Meeting of the Corporation will be held in Whitcomb Hall on Sunday, June 10, 2018, at 12:00 noon to act on the following articles:

Article 1. To receive the reports of the Minister, Director of Community Engagement, President of the Board of Managers, Commissioners, Clerk, Treasurer, Assistant Treasurer, auxiliary organizations, and the Trustees of Permanent Funds.

Article 2. To receive the report of the Nominating Committee, and to elect members to fill open positions.

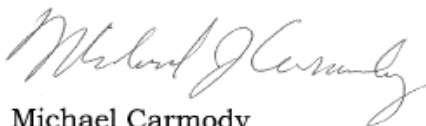
Article 3. To vote on the budget proposed by the Board of Managers for the year beginning June 1, 2018.

Article 4. To transact any other business which may legally come before the meeting.

By order of the Board of Managers **May 23, 2018.**



Dan DeHainaut
President



Michael Carmody
Clerk

Posted: May 27, 2018



*A Welcoming
Unitarian Universalist Congregation*

Our Covenant

Love is the spirit of this church and service is its law. This is our great covenant, to dwell together in peace, to seek the truth in love, and to help one another.

Our Mission

The mission of First Parish in Waltham is to be a welcoming, compassionate, and inclusive community of all ages, seeking spiritual growth and fellowship through worship, free inquiry and service, while striving for a just, peaceful and sustainable world.

In our Vision, First Parish will be a place...

- ...which has many meaningful social, cultural, and educational programs for all ages, resulting in dynamic energy visible to ourselves and to the greater community.
- ...which has increased its membership and broadened its diversity.
- ...where children, youth, and adults are developing and nurturing their spirituality.
- ...which has enhanced its stewardship of our physical plant in a manner consistent with our environmental principles.
- ...which has greater financial support from its members and relies less on its endowment for operating expenses.
- ...which has social action programs that connect us to our values, and to other churches and the world community.
- ...which is a safe and supportive environment for all.

Adopted June 5, 2005

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STAFF REPORTS

President's Report

If you'll indulge me, here's a bit of autobiography. One of the first things that appealed to me about First Parish when I visited in the early 90's was the fact that it had been around for nearly 300 years. Muffy and I were church shopping parents, looking around for...a spiritual home? A taste of liberal religion for our two young children? An anchor in Waltham when our older child was going to school in the next town? Whatever we were seeking, stability seemed to be part of it. First Parish had a building that looked reassuringly churchy and, in the Rev. Ed Lane, a minister who looked and sounded like he might have been at home in a previous century.

To be more precise, I could imagine the sound of his voice booming from the pulpit a hundred years in the past. His words, though, and the words spoken and sung by the congregation, were another matter. That was a clue, although it took me a while to figure it out: First Parish is still here after 322 years not because it has stayed the same, but because it has almost always found ways to change.

The job of the Board of Managers is to manage change: to balance stability and tradition with flexibility and innovation, to honor First Parish's past and secure its future. Paging through this Annual Report you'll hear from the church commissions whose leaders make up the Board of Managers, from our staff, and from numerous other church programs, groups, and committees. There's a lot there, because there's a lot going on at First Parish. But let me suggest a few key themes, key areas of change, to keep in mind as you read.

These themes don't come from a close reading of this Annual Report. (The only part of the report that I've seen is the part you're reading right now.) Rather, they come from the goal-setting work that the Board of Managers did back at the beginning of the church year. At the end of that process we'd determined that the Board needed to focus on changes in three areas of church life: in the organization, in church activities, and in our practice of financial stewardship.

First, the Board committed to work on revitalizing and improving the church's organizational structures to support lay leaders and all volunteers. In part, we were responding to changes in the availability of volunteer hands and volunteer hours. Keep this goal in mind when you read about Lynne Weygint's work in her new role as Director of Community Engagement, and also when you note that the Worship Committee has grown and thrived this year, and that the Committee on Ministry has formed and gotten to work after an extended absence.

Second, we committed to continuing the exploration and promotion of activities that attract and welcome newcomers and engage all congregants in congregational life. This is an easy one to see in action, in our evolving Sunday worship activities and adult programming as well as in children's religious education. But also pay attention to the lessons in welcoming that Rev. Becky Sheble Hall is teaching us in her new role as Affiliate Community Minister.

Third, we committed to work to better understand, communicate, and promote the financial health and sustainability of the church. This has been a year of exciting experimentation in non-pledge fundraising events—look at the chili cook-off, the great pumpkin sale, and the cabaret—but I also want to highlight some multi-year trends: Stewardship pledges are the highest they've ever been and in next year's budget will exceed the total draw on the Permanent Funds. Our dollar draw on those funds continues to drop—we're still taking more than prudence dictates, but we continue to move in the right direction.

Change, of course, is also integral to the church's lay leadership structure. Last June the Board welcomed Shirley Trait as Music and Worship Commissioner and Deb Wild as Outreach and Social Action Commissioner. Now we must say goodbye to Barry Stearns, who's made a huge contribution to the beauty,

function, and sustainability of our building and grounds over six years as Property Commissioner. Between those beginning and end-of-year milestones, the Board has proven a strong and dedicated team that I am proud to be part of.

I'm also pleased and proud to work with our minister, the Rev. Marc Fredette, as well as the Rev. Becky Sheble-Hall and our whole staff team – Lynne Weygint, Todor Stoinov, Chris Johnson, and Richard Farina. While our church strives to treat our employees well and compensate them fairly, surely there's a measure of pure good luck involved in assembling this great staff team.

Which brings us to the bigger team that makes First Parish a living church community. When we came to First Parish, Muffy and I had been “unchurched” for many years. That unfamiliar term struck me at the time as quaint, but now I think it was inaccurate. We were not unchurched, but we were unchurching. At First Parish we learned to do church, and First Parish exists in its fourth century because of what hundreds and hundreds of people have done with and for one another. If you are reading this report I suspect that you have done many things to make First Parish the vibrant, welcoming community it is today. As long as enough of us are willing ride out the changes, and to open our arms, our minds, and our hearts and keep on churching, First Parish will go on.

Dan DeHainaut
President, Board of Managers
June, 2018

Minister's Report

Each August, as I prepare for another church year, I wonder what challenges and what opportunities will meet us in the coming year; who might discover First Parish and feel at home enough to become part of our community; who might get married or have a baby; who might we lose to death or relocation; what discoveries might we together make; what might we learn about ourselves and each other. Each May, as we approach the end of another church year, I make time to look back over the year and each year I am all the more grateful to serve as your minister.

This year has, in a way, been about learning to make room. Learning to make room for the vision and call of Rev. Becky Sheble-Hall, our new Affiliate Community Minister. This work of making room includes not only broadening our vision of First Parish as a congregation that is moving from a member-based ministry to a more shared and more public ministry, but also of learning to rely on the professional skills of a minister focused specifically on bringing the good news of our liberal faith tradition to our sisters and brothers living on the margins of society. Companionship with Becky in worship, watching her work with you, with the children, and engaging her in conversations about how to reach folks living on the margins has made me wonder how we did without this role before Becky's arrival. Thank you, Becky; thank you First Parish.

This year we have also been learning to make room for the leadership emerging from the newly created Director of Community Engagement (DCE) position. Thanks to Lynne Weygint and her creative and seemingly endless supply of energy, the congregation is reaping the rewards of trying something new. The DCE position was tailored for the needs of First Parish: the need to be flexible about the fluctuating enrollment in children's Religious Education classes; the need to support church members for whom finding the time to do all they would like to do as volunteers is stymied by the demands of employment, the need to support committee chairs and others in leadership positions overwhelmed by the demands of the volunteer work they've agreed to take on. Thank you, Lynne; thank you First Parish.

We have also begun asking different questions. What could, or should we be doing differently? What is required of us? As our country wrestles with important conversations about race, law enforcement, spiraling gun violence, and mass incarceration, here in our mostly white and relatively privileged faith community

we have begun asking what we could or should be doing differently. Through a series of sermons and an ongoing book group that seeks to help us confront white privilege, institutional racism, many have embarked on the challenging and sensitive work that these conversations require. The more church members and friends we can involve in this dialogue the better. No one can do this work alone.

At the time of this writing, this year we welcomed with joy two new members: Daphne Bount and Ben Kreider. We bid farewell to Deac Michelsohn and Ty Leisey who moved to Austin, Texas, and also to longtime members, Larry Clough, Jeanne Saunders, David Sandison and Joanne True, and Shirley Traite's dad, Allan Boschen; may they rest in peace.

By the time you read this report, I'm hoping we will have welcomed several more new members at the New Member Recognition ceremony planned for our worship service on June 10. We have also had the pleasure of getting know some wonderful newcomers to First Parish. I've met quite a few folks who've just moved to the area, some who have lived in the area for a long time but who are just finding their way to us, and also a fair number of young adults, mostly from Brandeis U. If you think of yourself as a newcomer to First Parish, please know that we're very glad that out of all things you could be doing with your time, you're choosing to spend some of it with us. Welcome to First Parish. I'd be happy to meet with you to answer any questions you might have about this fine church community. In February we reported 102 active church members for certification to the national association (UUA). I'd like to report 112 active church members next February! Please look for ways to let our new members know you're glad they're here.

I'm grateful to the members of the Worship Committee under the dynamic leadership of Marty Ahrens. With Marty, regular committee members, Gary Madison, Sue Genser, Michael Carmody, Karen Klein, and Dan Taylor have greatly enhanced and enriched our worship experience. Thanks to their initiative, creativity, and love of worship, the congregation has been blessed with high quality member-led worship services throughout the year.

I'm also very grateful to Dan DeHainaut for taking the lead in reforming the Committee on Ministry. Thanks to Dan's efforts, the Committee on Ministry is now meeting regularly. Many thanks to Deborah Jose, Leslie Gildersleeve, Scott Tougas, and Bill VanderClock for agreeing to serve on the newly formed committee.

One of the goals I laid out in last year's annual report was to recreate a member-led Pastoral Care ministry. I have not met this goal, and I cannot bear responsibility for this alone. The simple fact of successful parish ministry is that it must be shared, with gifts, talents, and responsibilities shared between the minister and the congregation. You deserve better than to place the full pastoral care of the congregation in my hands. The short of it is that your minister needs your help, assistance, creativity, and energy (and so do you need one another's).

Our Sunday "Share the Plate" program is now celebrating its eleventh year. Your generosity is inspiring! As of May the Share the Plate program has collected and distributed over \$3,590 since last June. This year's recipients included Progressive Waltham, Neighbors Who Care, Cards4aCause, Waltham Family School, the Dana Court Learning Center, Chaplains on the Way, the Waltham Family School, Africa Cultural Services (Africano), and the Waltham Land Trust. Our share the plate collection scheduled for next Sunday, June 17, will go to help provide SNAP vouchers to shoppers on tight budgets at the Waltham Farmers' Market!

Additionally, your generous contributions to the to the Minister's Discretionary Fund have made it possible to disburse \$3,544 since this time last year. The funds helped to pay rent, utility bills, automobile repairs, emergency lodging for people who otherwise would have slept out of doors, emergency meals, gift cards to local grocery stores, bus tickets, and contributions to social justice-seeking agencies. Please know how grateful I am for the many generous ways you touch the lives of others in healing ways.

In the midst of changing demographics, changing needs, and changing ideas of what 'church' can be, we are must ask ourselves: What practices served us as church in the past? What might we need to change to

serve our new needs, demographics and new members? These questions will lead to new discernments about how to structure our areas of ministry (Lifespan Faith Development and Social Justice and Outreach to name just two), as well as how to change our expectations of volunteers so that more people and more kinds of people can share their gifts with the congregation in ways that work with their lives, families, and work.

I happily supervise a dynamic and talented staff team in Lynne Weygint, Todor Stoinov, Chris Johnson, and Richard Farina. They are a fine group of people with great skills and commitment. I am grateful for, and thank them for being who they are and sharing their talents with us so generously.

Thank you to so many members and friends who labor to keep First Parish solvent, relevant, and otherwise upright! And, a special shout out to the members of the Board of Managers, and Chair Dan DeHainaut, all of whom take seriously their charge to honor our past, care for our present and imagine our future. So many of you show up and labor and figure things out and lead and serve and garden and sing and clean and...this is such an amazing place!

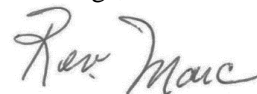
These points are just the highlights. So much energy, so many ideas, such passion and vision hum in out and through the doors of First Parish. Words can hardly describe how lucky I feel to minister with each and every one of you. Every year you as members, friends, leaders, and staff of this congregation teach me the most important lesson of this work: that ministry is much less something I provide for you, and much more something that happens between us in the shared space of pew, pulpit, and parish.

In closing I offer these words by Margaret Wheatly that inspire my ministry and remind me why church is so precious: She writes:

“There is no power greater than a community discovering what it cares about. Ask: “What is possible?” not “What is wrong?” Notice what you care about. Assume that many others share your dreams. Be brave enough to start a conversation that matters. Invite everybody who cares to work on what’s possible. Acknowledge that everyone is an expert about something. Trust that meaningful conversations can change your world. Rely on human goodness. Stay together.”

-Margaret Wheatley

Blessings,



Rev. Marc S. Fredette



rites of passage
June 1, 2017 – May 31, 2018

Child Dedications

Valentina Bell Barbatti born on February 07, 2018, dedicated on April 01, 2018

Aelish Dawn Strafford born on July 14, 2018, dedicated on May 05, 2018

Weddings

Deac Michelsohn and Ty Leisey on October 06, 2017

Erin Hibour and James Keady on December 01, 2017

Deaths/Memorial Services

Lawrence Clough died on June 6, 2017, Memorial service on September 23, 2017

Allan Boschen died on September 07, 2017, Memorial service on October 07, 2017

Jeanne Saunders died on August 11, 2017, Memorial service on October 21, 2017

David Sandison died on October 10, 2017, Memorial service on October 16, 2017

Joanne True died on March 05, 2018, Memorial service on March 17, 2018

Report from the Director of Community Engagement

This church year marked the beginning of a new era at First Parish in Waltham, when the position of Director of Lifespan Religious Education (DLRE) was expanded to the new position of Director of Community Engagement (DCE). Here is the job summary for the new position:

In collaboration with the Parish Minister and the Office Manager, the Director of Community Engagement (DCE) will provide leadership, organization, and support to the committees/commissions and ministries of First Parish in Waltham, with a focus on religious education for all ages, effective communication, and on volunteer/leadership development.

Lifespan Religious Education Program

Childcare for Infants and Toddlers: Caring for our very youngest First Parishioners (infants and children through age three) were Rebecca and Chris Taylor, in the Children’s Library. We welcomed two new children to childcare this year. Many thanks for doing such a great job, Rebecca and Chris!

Friendship Finders: This year our Sunday morning Religious Education (RE) program for children and youth included the following two classes: Friendship Finders (4 year olds through 2nd graders) and the Spirit Spark program for those children and youth aged 8 (3rd grade) and older, and also included any curious adults.

Chandra Penton and Justin Kamal, two First Parish high school aged youth, were the paid lead teachers for the Friendship Finders, ably assisted each week by volunteer Pam Penton, a First Parish adult. They used the curriculum titled “Picture Book Unitarian Universalism (UU),” which is published by Kate Tweedie Covey, a leading UU religious educator, and is easily adaptable to a multi-age group of young children. We had an average of five children regularly attending the class, but welcomed eight new children to the class over the course of the year, and often had seven to ten children in attendance.

Next year, in our new one room schoolhouse approach, I will be adapting the Soul Matters Religious Education packet each month so that our youngest First Parishioners will join the rest of the congregation in considering the worship themes of the month. Those themes are: vision, sanctuary, memory, mystery, possibility, trust, journey, wholeness, curiosity, and beauty. Chandra and Pam will return as teachers and Justin hopes to join us again, too – thank you each for your great work this year!

Spirit Spark: In its second year, this multi-age program encourages participants to engage with the worship theme of the month through various arts from October through May. Two Visiting Artists led the program twice a month. Ramune Jauniskis led those choosing to participate in the program in mindfulness and meditation, while Regie O’Hare Gibson interpreted the worship theme through poetry and the spoken word. The other two Sundays of the month Spirit Spark were usually led by me. We are currently evaluating the future of Spirit Spark as attendance was generally lower than in 2016-2017.

Junior Youth Group: With the enthusiasm and dedication of parent volunteer Scott Tougas, a monthly youth group for those in 7-9th grades began in September, 2017. I often co-led the Sunday evening sessions with Scott, and we had a lot of fun! Attendance varied, but the group consisted of six youth. With Scott’s strong leadership at each session, we thoughtfully considered the worship theme of the month, played bonding games, and also engaged in some off-site activities such as marching in Lexington’s annual Dr. Martin Luther King Day celebration in January, cooking fried rice and serving 60+ individuals at the Community Day Center in April, and climbing at the Rock Gym in Watertown in May. Planning for next year’s youth group is underway. Many, many thanks to Scott for launching (and managing) youth group this year!

Our Whole Lives (OWL): Lauren Strauss, the Director of Religious Education (DRE) at First Parish Watertown, and I worked diligently to bring a collaborative OWL (human sexuality) program to our 8th and 9th graders, but had too few youth to make the program viable. Instead, one of our 8th graders chose to join the First Parish Concord (MA) OWL program. Lauren and I continue to evaluate the OWL programs for our congregations, and when necessary locate appropriate programming elsewhere at neighboring UU congregations.

Taking It Home: Rev. Marc and I continue to publish a resource based on the worship theme of the month, “Taking It Home.” This resource is available in hard copy in the order of service each week, and is also accessible by links on the church’s website, through Twitter and Facebook. We will continue “Taking It Home” next year.

Adults: First Parish in Waltham continues to offer and host robust programming for adults and interested older youth. Among the programs enjoyed by both the congregation and the greater Waltham community this year were Buddhist meditation on Thursday evenings, a fall Waltham Connect event centered on LACE (Language Access and Community Engagement), several book discussion groups (including a new anti-racism book group), monthly SoulCollage® sessions, a Cat Connection event that included education about available assistance for neutering ones’ cats, monthly Soul Matters small group ministry, UU 101 lead by Rev. Marc, and two one-time events that were very well attended: “Radical Welcome of Trans, Non-Binary, GenderQueer, and Gender Non-Conforming Folx” led by consultant Cindy Beal; and “An Introduction to Social Media for All Ages” led by Wendy Wolf of Waltham Open Studios.

Rituals: We dedicated two babies in Child Dedication ceremonies this spring, and honored two high school seniors in a Bridging Ceremony, recognizing and celebrating their journey from youth to young adulthood.

Support of the Committees/Commissions and Ministries of First Parish

In addition to my work with the religious education program, I continued to form meaningful relationships with other leaders in the congregation. In the area of outreach, and with the support of Chris Johnson and Rev. Marc, several new banners were created and hung in the church yard. I also wrote an article for the Waltham Tribune about the church, “A Little Church with a Big Heart” that was very well received.

We continue to have new visitors each Sunday, and enjoyed the company of 21 individuals at the annual Newcomers’ Brunch on May 20th.

In terms of fund raising, I assisted with the chili cook-off in January, the Cabaret in April, and the In Good Company play, “None But the Best,” in May. Each of these events were firsts for the parish, and we hope to continue them in the future.

I also worked closely with leadership of the Jones Partnership Fund Committee, educating the congregation about the amazing work this committee does, and promoting the work through the above mentioned article in the Waltham Tribune, as well as through a hand-out Chris Johnson published in January, that was included in the order of service each Sunday that month, leading up to the grant application deadline of February 1.

Chris Johnson and I began work on a Safe Congregation Handbook and presented a draft to the Board of Managers at the Board meeting in March. The work is ongoing and we hope to finalize it over the summer, and present a final version in the fall.

I continue to look for ways to support the work of volunteers, and encourage the congregation to do the same as we move forward and continue to grow together with the new DCE position.

Conclusion

As always, my work at First Parish would not be possible without the support of Rev. Marc, Chris Johnson and other staff, the Board of Managers, and, of course, the congregation.

This was a challenging year for me personally, as my father died in late September, and I moved my legally blind mother to Winchester for the winter in late December, then back to her home in upstate New York in April. Your understanding, empathy, patience, and support have been incredibly meaningful to me. Thank you each and every one!

Respectfully Submitted,
Lynne Weygint
Director of Community Engagement

Report from the Affiliate Minister

Last year at this time, First Parish Waltham voted to affiliate with me as your community minister. Then a few months later, in October, this congregation joined with two others to ordain me here, in our beautiful sanctuary. These acts are milestones in my life which I am very grateful for. We are one year into this relationship and my gratitude is only growing!

Most of my time at FPW has been spent preparing for and leading worship with Rev. Marc. Usually I prepare the Centering or Pastoral Prayer and have prepared and led worship several times as well. . One time this included an interactive children’s message with folks from the congregation playing characters from the story, The Little Engine that Could. Story telling is something that interests me and I’d like to learn and do more of it.

Attending weekly staff meetings helps me stay in touch with the everyday pulse of the church and also allows for relationships with other staff members. Attending Board meetings helps me to learn more about and participate in the many aspects of the church which I wouldn’t know about otherwise. I also attend a monthly meeting of Waltham clergy and another composed of Waltham police and service providers who work with people living in crisis here.

As a community minister, my hope is to help Frist Parish make connections and be aware of the needs of the community beyond the church walls. In our case, this has primarily meant the community of people experiencing homelessness in Waltham through my ministry at Chaplains on the Way (COTW). Church members volunteer with COTW in the “Spiritual Arts group” at the women’s shelter, or join us for our meditation group and labyrinth walks. Additionally, Sue Adams, Elisse Ghitelman and Dimitry Zarkh serve on my Committee on Ministry, and Sue also serves on the COTW Board of Directors. I’m grateful to you all for your support and guidance.

FPW members also helped host a Christmas Eve dinner and a 10 year anniversary party for the COTW community as well. And people from COTW have pretty consistently begun to venture into our pews this year. Recently I recognize six people: two who sleep outside, two from the shelter and two who rent lonely rooms in the area. I often hear how good it feels to be welcomed at FPW. And still, I think there is more we can do and learn about “welcoming the stranger”, especially the marginalized stranger, into our worship, our coffee hour and our parish community. Facilitating those interaction is something I want to focus on next year.

This year I also offered pastoral care to several FPW members. Frequently when I preach about things like economic stress, addiction and mental health challenges within the COTW community, church members open up to me about their struggles with the same issues. As our seventh principle reminds us, we are all linked to one another, not so different at our core.

I thank you for our ministry together this year!

Rev. Rebecca Sheble-Hall

COMMISSIONER REPORTS

Finance Commission

Thanks to many members and friends for your stewardship of our financial resources. This year we exceeded our budgeted income for pledges, gifts & offerings, and rental income, while expenses in several areas were under budget.

Our fundraising goal was \$7,000, and we raised \$6,096. Fundraising events this year included:

- The first annual “Great Pumpkin Sale,” which raised \$1,625. Big thanks to Dan Taylor for spearheading this effort and to the many members and friends who assisted in staffing the sale.
- A chili cook-off and mini-service-auction that raised \$2,578.
- “Cabaret All-Star Revue,” an evening of music, \$670. Many thanks to Michael Carmody for developing this concept and working with Lynne Weygint to organize the event.
- Arts-venue events (Harvey Reid concert, one-man “A Christmas Carol” show, In Good Company’s “None But the Best,” total income to First Parish \$283.
- Restaurant fundraisers: \$139.

Some of these were “internal” fundraisers, mainly attended by members, such as the chili cookoff and cabaret; while others, like the pumpkin sale and the arts-venue events, are public and thus raise visibility for First Parish along with funds.

Midway through the year, we created an online signup and started publicizing the opportunity to sponsor steeple lighting with a dedication; this added about \$350 to the total for Gifts & Offerings.

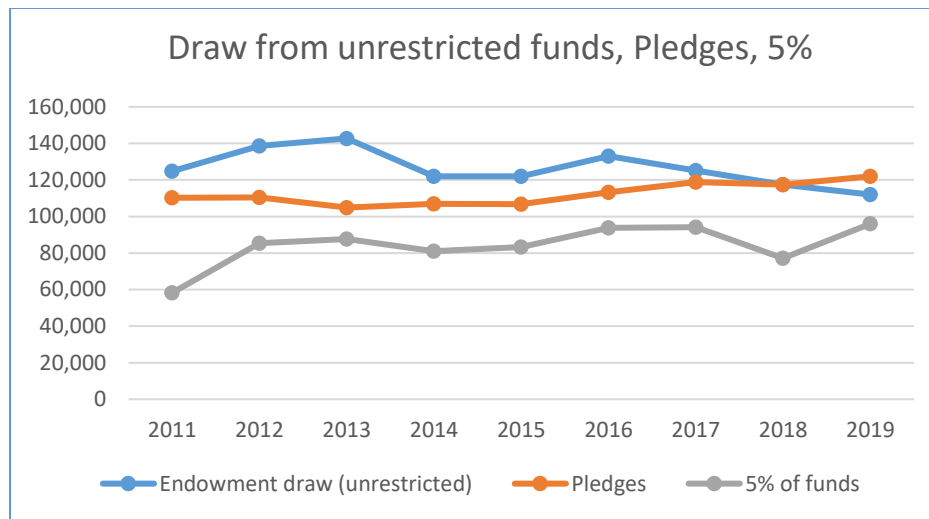
Pledge drive: For Fiscal Year 2019, our budgeted pledge income of \$122,000 is:

- Larger than the total endowment draw (both restricted and unrestricted funds) of \$117,580;
- 3.8% above pledge income for FY 2018, compared to overall expense increase of 2.3%.

First Parish is blessed with an endowment that helps us to maintain programs that our relatively small size (101 members) and pledge income alone could not support. Best practice suggests we draw no more than 4-5% from our endowment each year. The dollar amount implied by this guideline varies with the size of our funds, which in turn is affected by investment results. The board and finance committee are working to move First Parish toward improved financial sustainability, by maintaining our building and strong programming as we seek to increase membership while reducing the dollar amount of the endowment draw each year.

Our FY 2019 total endowment draw (including both restricted and unrestricted funds) will be \$117,580, compared to \$122,976 for FY 2018, a reduction of 4.4%. The endowment total as of the end of the trustees’ fiscal year (2/28/2018) was \$1,920,501, so the FY 2019 endowment draw is 6.1%, a decline from last year’s 7.2%.

To illustrate the relationship between pledges, unrestricted-funds endowment draw, and what the draw would be **if** we only drew 5% of our endowment funds, this slide from the budget focus group presentation shows all three numbers together:



Key to graph: Top line = Endowment Draw
 Middle line = Pledges
 Bottom line = 5% of funds

In the annual report this graph will show as three shades of gray so:

- Line that starts out on top in 2011 is the actual draw from the unrestricted funds
- Line in the middle is the pledges for that year (actual 2011-2017, budgeted 2018-19)
- Lowest line is 5% of the funds balance as of the end of the endowment's fiscal year (2/28)

This illustrates that we are moving in a generally good direction, but still have work to do.

Ellen Todd, our accountant of several years, is retiring. Starting June 1, 2018, JDee Accounting will handle our bookkeeping and payroll. Earin Rose, a principal in that firm, is on the board of Chaplains on the Way, and the Rev. Rebecca Sheble-Hall referred us to him. This firm uses more electronic methods and we are optimistic that this will improve our ability to trace accounting entries to the corresponding invoices, deposits, etc, significantly improving finance efficiency. The total annual fees for accounting and payroll service and software will be about \$2,000 less than before.

First Parish is fortunate to have a strong finance committee. Sincere thanks to:

Donna VanderClock – Treasurer
 Leslie Gildersleeve – Assistant Treasurer
 David Wilbourn, Fred Ruland, & Joel Weddig – trustees
 Ellen Todd – accountant
 Rev. Marc Fredette

Bill Simpson, our former treasurer, also attended finance committee meetings all year and continues to offer ideas, support, and historical knowledge.

Fred Ruland is stepping down as a trustee of the Permanent Funds - after over 30 years! During this period the funds, with excellent management by this small team, have supported our building and activities. Thank you, Fred, so very much for your contributions to these results and for your many years of service in this important role. Thank you, thank you, thank you.

Respectfully submitted,
 Joan Smith
 Finance Commissioner

Membership Integration Commission

The Membership Integration Commission is charged with a variety of responsibilities related to welcoming newcomers and creating opportunities to connect with each other.

This past year's committee includes Marianne Cutter, Peter Duane, Sue Genser, Nancy Lawrence, Evelyn Leblanc, and Cynthia Salamanis. If you have ideas about how we can be more effective at bringing new people to our church, welcoming visitors, or providing opportunities for members and guests to find greater connection, we invite you to attend a meeting of the Membership Committee and help us to grow and enrich the life of this congregation.

The Committee welcomes volunteers to work with us to organize activities, as well as the volunteer efforts that we organize to support the work of the congregation. Every member of this congregation does the work of this commission when they greet visitors, chat with a newcomer at Coffee Hour, bring a snack to Coffee Hour, or participate in programs.

This year we again saw a steady stream of visitors, including several families with younger children who have become regular attendees. Several members of Rev. Becky Sheble-Hall's other congregation, Chaplains on the Way, have also started to attend First Parish as well. At the Newcomers' Brunch, many people mentioned how welcomed they felt at First Parish and how comfortable they felt in this community. Thanks again, to everyone in the congregation who helps create this welcoming, comfortable environment.

As in previous years, the Committee and Commissioner have worked on the following this year:

Basic Hospitality and Greeting: The committee has continued to make sure that there is Coffee Hour every week, that people are greeted as they enter the service, and that there is a Welcome Table to greet newcomers, collect their contact information, and help them meet people in the congregation

Ferry Beach Retreat: The Membership Committee continues to be the commission charged with running the retreat, which is now consistently held the weekend after Memorial Day. This year, Sue Genser will continue to manage the retreat. Having the retreat run for two full days, and including two nights stay at Ferry Beach has made this event more valuable for all who can attend. There is money available every year to subsidize the cost of attending for anyone who needs help, by talking with the minister.

Community Meals: The Membership Committee co-hosted a well-attended Newcomers' Breakfast in May. The Membership Committee hosted only one potluck dinner this year, after the decorating for the Winter Holidays, and a number of other groups hosted several dinners. These included the Canvass Dinner, the American Legion Band performance that was a fundraiser for the Community Day Center of Waltham and the Fifth Friday Shabbat Dinners that were hosted at members' homes.

Respectfully submitted,
Elisse Ghitelman, Commissioner

Music and Worship Commission

Worship: This church year we were blessed to have Rev. Becky Sheble-Hall serve as Community Minister. Becky has brought a new perspective on ministry and community ministry adding to the richness and meaning of worship at First Parish. In addition to Rev. Becky, we were privileged to have an excellent line up of guest worship leaders and ministers in the pulpit this year which included Rev Eliza Blanchard, Rev. Dylan Doyle-Burke, and Regie O'Hare Gibson.

Theme-based ministry continues in worship and other areas of congregational life.

This year's monthly themes were:

- September : *Welcome*
- October: *Courage*
- November: *Abundance*
- December: *Hope*
- January: *Intention*
- February: *Perseverance*
- March: *Balance*
- April: *Emergence*
- May: *Creativity*
- June: *Blessing*

This year also marked the reconstitution of the Worship Committee which had been dormant for the past few years. The committee did a really great job in developing and presenting four extremely thoughtful and moving lay-led services. See the Worship Committees detailed report below. Thanks to you all!

It should also be noted that two Pagan themed worship services: Midsummer (Summer Solstice) and Yule (Winter Solstice) were led by Dawn Costorf, a Wiccan Priestess this past year. Both services were well attended and deeply moving. Thank you Dawn.

Music: Many thanks to Todor Stoinov, our music director for providing music for the worship service, supervising soloists and guest musicians and also directing the choir. Worship was greatly enhanced this year by performances from ten guest musicians and musical groups as well as seven performances by the First Parish Choir.

This year's Music Sunday was presented in February by the choir. In keeping with the worship theme of the month the choir explored Perseverance. As always, the music was amazing. Thank you all.

See the Music Committee report below.

Sunday Flowers: Flowers on the chancel each Sunday add to the beauty and meaning of worship, this year we had four wonderful flower coordinators, Grace Curtis, Joan Bone, Karen Klein and Martha Gallagher. Each was responsible for two months of the year. The job of a flower coordinator can be daunting as it involves keeping track of requests, finding people to donate flowers when needed and making sure that the dedication is listed in the Sunday order of service. Thank you all so much.

Church Mice: Preparing the sanctuary for worship each Sunday is a group effort that could not happen without Dan Taylor's continuing coordination of the "church mice". There are a lot of large and small details which need to happen including making sure all of the candles are ready, the worship leader has fresh water to drink, hymn numbers are posted, the bell is rung as well as many ,many other details that are necessary for a service to run smoothly. To everyone who served as a church mouse this year, you have my heartfelt thanks.

Thank you also to John Allen and Bill Weber for keeping the harpsichord in tune so that it can be enjoyed on an occasional Sunday.

Our experience of the sanctuary would be very different without the skill and dedication of our sound technician, Dan DeHainaut. Thank you, Dan!

Respectfully submitted,
Shirley Traite
Music and Worship Commissioner

Property Commission

Wrapping up not only the 2017-2018 church year, but also my 6-year stint as property Commissioner, there has been plenty going on with church property maintenance items and various issues that have come up. With the increased age and resultant deterioration of the church come increased repairs and maintenance that really are never ending. Nonetheless, after 6 years of constant tending and numerous Property Stewardship Days (2 more this year) I am confident that I have left the church building and grounds in a good place.

Below is a recap of maintenance that was done this year:

- Roofers replaced the entire asphalt roof section over the Chapel, office hallway, and Harrington room. They also re-sided (vinyl) the entire outside west end of Whitcomb Hall and the kitchen (lower parking lot). This was all the result of insurance proceeds from hail damage back in August 2015
- New room darkening shades were installed in Whitcomb Hall by Manny Kamal
- Part of the lower parking lot fence by the elks was shortened and modified, and the City then donated and installed a new concrete pad and bench by the corresponding bus stop
- The windows in the Chapel were all re-glazed and painted on the outside, and then Leslie cleaned them before they were put back up
- New railing extensions were added onto the existing Sanctuary railing (thanks to Walter Beebe-Center for assistance) to make for a safer stair navigation, courtesy of parishioner donations and a two-year grant from the Jones Partnership Fund. The banisters, stair risers, lectern, and pulpit were all painted to match
- Our office administrator (Chris) and I worked extensively to align, simplify, and modify the rental agreements and cost structure for both current and future rentals, resulting in a new set of transparent documents that are in agreement and that are much more market-rate focused for outside renters (i.e. higher rents), while keeping in mind the need to accommodate some community non-profits who can't quite meet the new rental rates
- Parts of the rubber roofing covering the flat parts of our roof were repaired
- The outside wood/concrete memorial bench was relocated to the day lily area, along with a new stone paver foot area
- A new granite bench was installed where the previous bench had been
- A 3-way light switch was installed in the undercroft, steeple lights were repaired and realigned, a new outside motion sensor light is being worked on, a new outside electrical outlet was put in, new low-voltage lights now illuminate our front church sign at night, a new downstairs hall light was installed, and two new outlets were installed in the Narthex, thanks to Dan DeHainaut
- A new hitching post ring was installed to dress up the granite post by the lower parking lot bench in front of the bus stop
- Property Stewardship Days – lots of mulch was spread around, a new Jones Partnership bulletin board was put up, a lally column was installed to protect the lower parking lot bench, the Sanctuary windows that were stuck are now unstuck, tree branches that were going to interfere with the pumpkin patch were pruned out, corn stalks were wrapped around the front church columns, two wheelbarrows were repaired, some stump and tree trimming work was accomplished, old weather stripping was removed from the Sanctuary entrance doors, the wood/concrete bench was stained, our rainbow flag was hung by the outside kitchen entrance, and several landscaping projects were carried out
- 4 large dead trees were removed from around the Day Care playground, and another had some serious pruning done

- I continue to seek the mayor's permission for the city to put up our church location signage (2 signs)
- Maintenance was started on the handicapped ramp railing on the outside of the office entrance. The bottoms of the posts are rusting, some more than others. Each post bottom will eventually have sanding and priming done, new caulking material laid down, and finally plastic protector covers will be installed
- A new hydraulic door closer was installed in the handicapped bathroom, and Charlie Kelly repaired and replaced some missing/damaged floor tiles in there as well as hanging a picture from Ferry Beach
- The old potbelly hydraulic door closer on the Sanctuary outside door seized, and it was repaired by a company in West Springfield that I took it to. It still needs to be tweaked to close completely.
- The interior door from the Chapel to the Harrington Room was cleaned of miscellaneous stains, and the front riser in the Chapel painted
- Several heating issues arose in the Sanctuary. First, the attachments for a blower motor fan broke loose from the overhead girder, falling to the floor and taking part of the flue pipe with it. Then there was a hole in another pipe which let in noxious gas fumes into WH and the kitchen, to the consternation of some of our renters. Finally, a relay switch in another fan broke, resulting in constant boiler running but no air coming out of the registers. The result was no heat in the Sanctuary for a couple of Sundays, but all were resolved.
- Per a request from the Waltham Recycling dept. we are now a button-cell drop-off center
- Best and biggest news--after a couple of visits from our dishwasher rep, the dishwasher donated by the Boy Scouts is now functioning, and made its debut at the Stewardship dinner
- The entrance foyer to the Clothing Exchange was patched, plastered, and painted
- A new office door doorbell was installed
- A new hazard strip was placed on the stair leading to the lectern
- Two doorstops were replaced and two additional ones were added elsewhere
- Four new bulbs were replaced in the flood lights in WH
- Two pumps had to be replaced in one of the two heating boilers
- We now have a new alarm company who did a walk-through of the building, while also replacing a ceiling tile surrounding a smoke detector that had been damaged in the Day Care hall
- Several other Day Care ceiling tiles that also had water damage were replaced
- Coordination with In Good Company was accomplished on their set design and prop storage for their musical play
- A new carpet entrance mat was purchased for the Chapel
- The Chapel and Sanctuary carpets/runners were cleaned (possibly for the first time ever)
- A photographer will be coming early June to shoot and create a virtual tour of WH, the Chapel, Sanctuary, and outside grounds, all to enhance our visibility and rental possibilities
- Two more bicycle locking stanchions will be placed near the old wooden handicap ramp, and two small welcoming signs along with two new benches will soon grace the Triangle
- Work continues on fence bids for a new chain link fence along the lower lot abutting the Elks

Landscaping: New perennials, shrubs, groundcovers, and trees were planted in the Triangle, around the front lawn sign, the hill by the lower lot, and along the fence abutting the Elks, A new stone entryway was dug in at the entrance to the Triangle and the fence rails painted, a new drip irrigation system was installed on the lower lot hill along with decorative large rocks and a water timer, mulch has been applied to the many shrubs, trees, flowers, and groundcovers, a new rainwater runoff swale was dug in by the office entrance lower railing, wire cages were put up to prevent rabbit damage, and dead tree limbs have been

pruned and removed from the Triangle. The original 3-year church landscaping plan has morphed into 5+ years, but it is nearing its completion, and a dedication ceremony is in the works sometime in the fall. Special thanks and acknowledgement goes to Leslie Gildersleeve and Amy Eastwood for their almost religious weekly tending of the flower beds, and to Michael Carmody for his faithful watering last summer.

I want to thank everyone for their support and help over the past 6 years – everyone who came out on my Property Stewardship Days (or other times) to help with the ongoing work, those who offered suggestions or pointed out things that needed repair or replacement, and those who weren't able to help for one reason or another but still commented on the work that had been accomplished, It's always nice to be recognized and appreciated for the behind-the-scenes work that transpires.

There is not a working Property Committee per se, but rather a Property team I call on when I need help with tasks that are either too much for me alone, or that may be too small for a contractor to do. To that end, Brant and Luuly Herrin, Dan DeHainaut, Charlie Kelly, and Bill VanderClock have performed various maintenance tasks this past year.

Barry Stearns

Religious Education Commission

(Please refer to the Report of the Director of Community Engagement above.)

Social Action and Outreach Commission

“Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it's the only thing that ever has.”
– Margaret Mead

It has been a good year for social action at First Parish in Waltham. Many of our members serve on boards and/or volunteer at organizations such as the Waltham Day Center, Boys & Girls Club, WATCH, Waltham Partnership for Youth, the Chesterbrook Center, the Cat Connection, African Cultural Services, Progressive Waltham, Waltham Energy and Climate Action Now, Waltham Farmer's Market and many more. Thank you for your service! Thank you for your commitment to vulnerable populations. Many people in Waltham are living on or below the poverty line and/or struggling with life crises: raising children with special needs, domestic violence, caring for aging parents, homelessness and hunger. Never doubt that your donations of time, talent and treasure aren't important.

The social action team sponsored a Waltham Connect in the fall featuring the Waltham Partnership for Youth's LACE Program (Language Access and Community Engagement). It generated positive conversations about how people tend to live in “bubbles” that perpetuate racial and ethnic segregation. We shared ways to step out of our bubbles in order to engage with folks who might think, act, look, or worship differently than we do. If you have ideas on topics for future Waltham Connects (we try to sponsor two per year) please let me know.

Many FPW members sponsor for Jones Partnership grants. While the Jones team has their own report it is an honor to thank them for their leadership. In the fall of 2018 we plan to co-sponsor a workshop for all of the nonprofits that have received Jones grants over the past ten years. We hope the workshop will inspire them to consider new and creative ways they can partner with each other to save resources and reduce their isolation. Volunteers will be needed, such as facilitators who can help small groups find and celebrate shared values and needs.

Lynne Weygint and I had the privilege of interviewing members of the Follen Church to learn about their anti-racism work. Their examples and advice and encouragement was helpful –one of the “take-aways”

from their work was to start with internal conversations. To date we have held two anti-racism book group discussions to share two amazing books: *Just Mercy* and *The Hate U Give*. Both books help explain why organizations and movements like the Southern Poverty Law Center and Black Lives Matter need support.

Donations to Grandma's Pantry and the Diaper Depot are up! Many thanks to Dan Taylor and Jennifer Patton for their leadership on this. High needs: high protein, low salt canned goods, Jasmine rice, and other food products that have a long shelf life. The Diaper Depot needs larger sized diapers (5, 6 and 7) and sanitary pads for women living in homeless shelters.

Lastly, if you are looking for ways to connect with the social change agents in our parish, please contact me. Also, Progressive Waltham (PW) is highly recommended. Formed only about a year ago, PW has made positive changes in this community. I serve on two PW working groups (elections and the climate change group - WECAN) and the comradery is amazing. PW is a great way to get deeply involved in this community and meet amazing people. It has working groups working on immigrants' rights, education equity, and more. For more information, "like" the Progressive Waltham Facebook page or contact me. I can put you in touch with some thoughtful, committed citizens are changing Waltham for the better.

Deborah Wild

COMMITTEE CHAIR REPORTS

Archives Committee

We continue to collect, index, and file materials relating to the history of the church and its members. Our thanks to those who have assisted us in this task by donating materials pertaining to their work on church commissions, committees, or special events.

The majority of research requests came from the Property Commission, we also received requests regarding the Flower Fund, worship services, and general church history.

Amy Eastwood resigned this year. We would like to extend a special thank you to her for her valuable contributions over the past four years.

We welcome any opportunity to assist church staff or volunteers with research questions pertaining to church related projects. A research request form is available in the Archives mailbox.

Respectfully submitted,
Jan Bernsee
Lois Peterson

Committee on Ministry

The Committee on Ministry was recently reconvened, and has met twice. The CoM works to ensure right relations between all members of our church community, and is responsible for evaluating the minister. Currently, we are working on an evaluation of our minister using a procedure developed by the UUA. We expect the evaluation to be completed during the summer.

Jones Partnership Committee

The Jones Partnership Fund of First Parish Waltham continues to fulfill its mission by dispensing funds to organizations, primarily not-for-profits, that apply for grant money to use in projects and programs that coincide with First Parish's values and mission.

In February of 2018 the Jones Partnership Fund received twenty-two grant applications for the 2018-2019 cycle and distributed funds to all of them. The total amount funded was \$35,350.

Our recipients of grants for the 2017-2018 cycle and First Parish partners participated in many and varied activities. Some recipients performed or spoke at Sunday services, others hosted activities at church for families and children, attended our Waltham Connect events, and held performance fund raisers at church. In addition, many recipients provided opportunities for First Parish members to volunteer in the Waltham and wider community.

Goals continue to include refining the organizational structure and procedures with the Board, Finance, and Social Action Committees. We plan to work with Sponsors and recipients on ways to include more church members in activities.

We greatly appreciate the efforts of our First Parish Sponsors and also welcome ideas and suggestions from members of the congregation about their favorite organizations and activities.

This year our congregational readers Joan Bone and Jane True have graciously agreed to continue supporting the team throughout the year. We also welcome Lynne Weygint as our liaison to the administration. Finally, much gratitude to our Administrator Chris Johnson for his invaluable contributions.

On to another successful year!

Amy Eastwood, Chair
Marianne Cutter
Bill VanderClock
Joan Bone
Jane True

Music Committee

Members: Katie Gullotti, Charlie Kelly, Bill Simpson and Deac Michelson-Leisey

Activities and Accomplishments

1. Coordinate/lead Carol Sing coinciding with Church holiday decoration event/potluck
2. Lead 3rd annual community round sing (January 21). *We have successfully made this an annual event!*
3. Purchased 20 choir stoles to be used to augment choir attire

Nominating Committee

The First Parish Nominating Committee has met throughout the church year to fill positions of expired terms. We are pleased to report that Scott Tougas has agreed to become the Religious Education Commissioner; that Jim Griffeth will join the Nominating Committee; that Charlie Kelly will take on the responsibilities of Property Commissioner; and that Barry Stearns will become a Trustee. Thank you to all who have served and will serve in these important roles. The Board of Managers has not yet appointed a representative to the Nominating Committee.

Our all-church survey is now complete and we will be meeting to determine how best to use the information. Thank you everyone who participated.

The Nominating Committee also reiterates that every member of the church is needed to serve on a commission/committee and/or should be active in participating in our many worthwhile activities.

Respectfully submitted,

Amy Eastwood, Clerk
Pat Lash, Chair Person
Karen Klein
Gary Madison
Joyce Wilbourn

Personnel Committee

Our work in support of our committee charge included the following:

1. **Staff performance appraisals:** We monitored the performance review schedule, checking in with Rev. Marc to ensure that reviews were taking place.
2. **Develop salary recommendations:** As in the past, our compensation recommendations were developed using the UUA's guidelines for a small church (< 150 members) in Geographical Index 5. Our recommendations were passed to the Finance Committee prior to presenting as part of the annual budgeting process.
3. **Maintain and revise as needed job descriptions** for all non-ministerial staff. We're pleased that the newly defined position of Director of Community Engagement is working well.
4. **Review personnel policies and procedures** in the areas of salary, fringe benefits and terms of employment and revise as necessary; present recommendations to the Finance Committee and Board of Managers. Review of the Personnel Manual is underway.
5. **Provide one or more Personnel Committee members for any Search Committee** created to hire staff. Assist in interviewing and making recommendations to the Board of Managers. There were no open positions posted this year.

We were happy to welcome a new member to our committee this year. Walter Beebe-Center joined us in the fall, and brings new perspective to our work.

The Personnel Committee is pleased that First Parish has a strong, committed team in its staff and we appreciate the congregation's support in responding to the financial challenges we must face to provide proper compensation to them.

Respectfully submitted,

Martha Creedon, Chair
Walter Beebe-Center
Donna VanderClock

Worship Committee

The Worship Committee was reconstituted in the fall of 2017. Gary Madison, Michael Carmody, Karen Klein, Dan Taylor Sue Genser and I were the core of the committee for the entire year with added support from Music and Worship Commissioner Shirley Traite, and, of course, Rev. Marc Fredette. Alan Bone, Ben Kreider, and Bee Fortin also contributed original material to our second service.

At our first meeting, we brainstormed about what was important to us in worship came up with the following list:

- Great music
- Singing- Old standards of hymns
- Long silent meditation with singing bowl at beginning and end
- Opportunity to speak names/concerns
- Answers questioned
- Acknowledgement of human fallibility
- Relevance to daily life
- Fellowship
- World religions/acknowledgement of major religious holidays
- Philosophies other than our own.

We also settled on topics for the three Sunday services we would lead. Over the three services to date, committee members have written original material and worked together to piece their material together into a coherent liturgical whole that makes people think while providing space for those who need solace. Several committee and congregation members were also readers. This report only names those who contributed material used in the service.

In keeping with the monthly theme of abundance, we focused on the following questions for the November 26 service: abundance when it's not equally shared, why do we need church, and does religion matter anymore.

Sue Genser, Michael Carmody, Gary Madison and I wrote new material for this service. Sue described an incident with a panhandler at the Copley Square Farmers Market, and the challenge for all involved to identify and do the right thing. Michael commented on and sang "Brother, can you spare a dime?" Abundance is not universal, and we are challenged to respond to that lack. Gary described his reaction to a mass in a German cathedral, both as someone from a Jewish background who was unsure of his welcome and as an observer of the kindness shown to a disheveled attendee with a beer in his hand. While a non-believer who did not speak the language, he was profoundly moved by the total experience of music and hospitality to all. Marty spoke about psychology and Unitarian Universalism.

Our second service was on January 19 over the Martin Luther King weekend. With the monthly theme of intention, we focused on anger, social justice, Hebrew Bible prophets, inspirations and teachers or mentors.

Sue Genser had suggested the Margaret Mead quote and read it as a chalice lighting. Dan Taylor provided the opening context with words from Thoreau, Gandhi, and Martin Luther King related to intention and civil disobedience. Alan Bone had been present at a few events that Dr. King spoke at; Alan shared his memoirs of the occasions. Ben Kreider referenced text from Deuteronomy in a discussion of wage theft. Karen spoke about Rosa Parks and the forces that motivated her to take an active role in the bus boycott. Bee Fortin read and reflected on the poem "Useful Anger" by Stephen Shick. Gary Madison spoke about the African-American man at Gary's uncle's junkyard who taught Gary circuit design and the waste to society that this talented man could not get a better job. Marty closed out the service with a discussion of passages from Micah and Isaiah and how Dr. King used those words.

For our service on April 29th, the focus was wisdom from other religions and sin and evil in different

traditions. Because of the date, we also added some references to Beltane and nature.

Dan noted that much normal animal behavior would be considered evil in humans and tied the notion of sentience and awareness of good and evil back to the Genesis creation myth. Karen talked about definitions of evil, and evil in the context of institutions, governments and laws. She referenced Hannah Arendt and the normalization of evil. Michael spoke about the many founding fathers who were slave owners despite the ideals in the Declaration of Independence, their internal conflicts over the issue, and hopes to see it ended. Gary discussed the use of the good-evil and lawful-chaotic continuum in Dungeons and Dragons, with an emphasis on historical figures and conflicts. When the aim is good, but the methods violent, are the people good? Marty focused mostly on sin or behavioral guidelines with writings from a Wiccan, a conservative Christian, a Rabbi, and a UU minister. She also noted that UU services typically do not ritually address human failings the way the UCC church did.

For our last service of the year, we will facilitate a chapel poetry service while most of the congregation is at Ferry Beach. We are speaking to other members and asking them to participate.

We are looking for more people to work with us for either the whole year or just one service.

Again, many thanks to the committee members and those who worked with us on the Martin Luther King Service for such inspiring discussions.

Respectfully submitted,

Marty Ahrens
Worship Committee Chair

AUXILIARY ORGANIZATIONS

Clothing Exchange

Fundraising: We had a great 61st year, one of our best revenue-wise. Besides our regular seasonal Tuesday openings from 10-4:30 every week for about thirty two weeks, we were opening one Saturday, 9-2, a season: in the fall while the Farmers Market was open and in the spring during the Steampunk Festival. This coming year, the Fall Saturday will be during the Pumpkin Patch. The Spring Saturday opening will be moved up a week, hopefully to coincide with the Waltham Day Care Center Yard Sale. We have found that these extra openings along with increased online publicity are bringing in new customers, consignors, and donations.

The exchange pledged \$4500 this year and it was paid. Next year we hope again to pledge \$4500.

In addition to our Pledge, in recent years we have contributed money to building and parking lot repairs. We hope to have the continued good sales to be able to do this. Please help us share our existence with the rest of Waltham!

Community Outreach: About 100 to 150 customers visit the Exchange each Tuesday and we have about 80 consignors. Some of our customers buy shoes, clothes, and bedding to send to their home countries, including Guatemala, Honduras, and Haiti. After our January and May clearance sales, most leftover items are given to St. Mary's for their free clothes and housewares program. Leftover books are given to More than Words.

Our Volunteers: Church members who help out weekly include Joan and Alan Bone, Amy Eastwood, Martha Gallagher, Leslie Gildersleeve, Roberta Trudeau and Joyce Wilbourn.

We also have a great appreciation for our non-church volunteers: Susan Burkart, Lodia Bourgeois, Helen Mandile, Sandy Nowicki, Doris Speer, and Dottie Shaw.

Special thanks to Sue Burkart for helping us with opening every Tuesday, preparing the payrolls, covering for us when we are vacationing, and keeping us supplied with needed items and sage advice.

UU Principles: Community folks of all ethnic, religious, life status and economic backgrounds come to the Waltham Clothing Exchange. It is a melting pot recognizing the individual's inherent worth and dignity.

We are also following the principle of taking care of the earth. Our consignors and donators are clearing out clutter for others to find as treasures. Also, as we hate to see so many things discarded on garbage pickup days, some of our best buys are discards!

Waltham Clothing Exchange will open for the 62nd season on Tuesday, September 11 at 10:00. Thank you for your generous donations. They really help our bottom line. We invite you all to participate as customers and consignors too.

Respectfully Submitted:
Joel and Susan Weddig
Co-directors

Acacia in Kenya

Acacia in Kenya partners with community leaders in Mumias, Kenya as they care for and educate young women at St. Elizabeth Lureko Girls' High School. The school provides a high school education and meals for more than 300 girls and has two dormitories that house more than 150 boarding students. Acacia in Kenya is a stand-alone 501(c)(3) organization while remaining an official outreach program of First Parish (since 2006). Please visit our website for more information (acaciainkenya.org).

Meetings & Membership – We hold quarterly meetings, with the formal annual meeting held in the fall of each year to review the year's projects and discuss the financial status of the organization, including the preliminary budgets for the following year. In 2017, we convened the annual meeting by telephone conference and all Board Members were present. Since AIK President and Treasurer Joyce Mohr has permanently relocated to Maine, First Parish member Pam Penton is now the informal liaison between the board of AIK and the First Parish Waltham community. No new members were added to the Board in 2017.

Annual Fundraiser – AIK's 2017 annual fundraiser was held on May 8th and raised \$915.00 in proceeds. The primary focus was the new **Vocational/Technical School Initiative** and both the financial and grant-writing needs for that project.

Year-round Fundraising via Amazon Prime Smile Campaign – In 2017, we confirmed the great, if invisible, success of fundraising via Amazon Prime. The Prime/Smile campaign typically results in total donations of \$6–\$15US per month, which is nothing to an American girl, but it will buy a Lureko Girls' School student underclothing, socks, and shoes for a year! Using the May fundraiser as a call to action, AIK increased promotion of this fundraising, realizing proceeds of an average of \$10/month.

Call to Action, International Day of the Girl Child, October 11th – In 2017 Acacia in Kenya introduced, by email and Facebook, the exciting new initiative of creating a Vocational/Technical School. The school will serve the St. Elizabeth Lureko Girls School students as well as other community members. The

Voc/Tech School project includes constructing a building for this purpose, hiring teachers, and facilitating the creation of curriculum. The financial requirements of this initiative, beginning with purchasing appropriate land, are very large. We harnessed the momentum of the International Day of the Girl Child to promote the Voc/Tech School project to our donor base and begin fundraising.

Grants – AIK volunteer Nancy Carniglia, an experienced grant writer, reviewed a number of grant proposals in 2017 and continues to provide excellent feedback and guidance. We are grateful to the Jones Partnership Fund for their grant of \$750US for 2018— it will go a long way!

Donations/Expenses – In 2017, donations to AIK totaled \$43,020.19US. Of this amount, \$10,210.72US was used for 2017 projects and expenses, and \$38,000 was earmarked for 2018 use, including January student sponsorships, the purchase of land for the Voc/Tech School, and crop planting expenses.

2017 Tax Matters – The 501(3)(c) accounting tasks of sending Fiscal Year 2017 tax letters to donors and the 990-N were managed through Taxes Plus.

2017 Accomplishments

- **School Sponsorships** – All the high school and postsecondary students’ fees were paid in full.
- **Capital Campaign for the new Vocational/Technical School** – Our initial fundraising drive for “Giving Tuesday” in November 2017 was hugely successful: A longtime and very generous donor offered to match all funds up to \$10,000US if we were able to raise that amount in two weeks’ time. By the deadline of Nov. 28th, we had done it, and our \$10,000US became \$20,000!
- **Transfer of responsibility for basic operating expenses and tuition** – St. Elizabeth Lureko Girls School and the community are now able to provide financially for the school’s basic needs and to make choices about tuition reduction and scholarships. We will continue to provide sponsorship (tuition) for students to whom AIK is already committed. AIK, school administrators, and Kenyan partners confirmed and clarified that the school/community would take on these responsibility for new students going forward.

2018 Objectives

- **2018 High School Sophomore, Junior, Senior Year and Postsecondary Student Sponsorships** – We will continue to help sponsor the students already sponsored by AIK donors, but will not provide any new sponsorships for students new this year (high school freshmen).
- **2018 Visit to Kenya.** AIK Co-Founder Sam Lutomia and Board Member Amanda Wiley are visiting St. Elizabeth’s Lureko Girls’ High School in May 2018 and will report at the next quarterly meeting.
- **Vocational/Technical School Project** – There are 5 overarching objectives required to help St. Elizabeth Lureko Girls’ High School fulfill this project: (1) Buy suitable land for both farming and hosting a new school building; (2) Build an appropriate classroom building(s); (3) Develop sustainable and self-funding curricula; (4) Fund teachers and equipment purchases; and (5) Raise enough funds to pay for these and related expenses. AIK is thrilled to be able to say that in January of 2018, approximately 8 acres of land were secured, and since then, corn and beans have been planted, the crops of which will be both shared with the school and sold for fundraising.

Mission of the Vocational/Technical School – The education mission/goal of the Vocational/Technical School is to provide secondary and postsecondary vocational training for community members so that they may gain professional trade skills with which to improve their own lives and to strengthen the resilience and sustainability of the community. We are very proud to have created such a successful partnership with

Mumias and the St. Elizabeth Lureko Girls' High School that fulfilling this mission and project are not only possible at all, but very likely to be accomplished in a few years' time.

AIK/First Parish Visit to Kenya planned for May/June 2019 – All are welcome to join us. If you're curious or interested, email JoyceInKenya@yahoo.com to be sure you're added to our visit email list.

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Budget History and Proposed Budget 2018-2019 Donna VanderClock, Treasurer

<i>Income</i>	2015-2016 Actual	2016-2017 Actual	2017-2018 Adopted Budget	2018-2019 Proposed Budget
Regular Income				
Pledges	113,244	118,791	117,500	122,000
Rentals	36,903	41,310	39,000	46,000
Gifts/Offerings	14,827	11,427	10,000	10,000
Ways & Means	10,453	8,397	7,000	8,000
Clothing Exchange	4,000	4,000	4,500	4,500
Subtotal Regular Income	179,427	183,925	178,000	190,500
Other Income				
From General Endowment	133,080	125,079	117,396	112,000
From Endowment Restricted Purpose Funds	17,454	5,580	5,580	5,580
Subtotal Income From Endowment	150,534	130,659	122,976	117,580
Net Other Income minus Expenses				
Jones Partnership Grants	2,182	0	6,000	0
Other Grants and Special Fundraising	900	1,825	6,850	900
Subtotal Other Non-Endowment Income	3,082	1,825	12,850	900
Total Income	333,043	316,409	313,826	308,980
<i>Expenses</i>	2015-2016 Actual	2016-2017 Actual	2017-2018 Adopted Budget	2018-2019 Proposed Budget
Personnel Expenses	203,731	208,246	214,975	221,331
Property Expenses				
Electricity	6,604	5,519	6,500	6,900
Fuel oil	1,720	1,467	2,000	2,000
Gas	3,043	3,541	4,100	4,500
Grounds Upkeep	3,272	3,320	3,600	3,200
Cleaning Service	8,045	7,920	8,040	7,980
Snow Removal	2,800	2,900	3,000	3,100
Property Insurance	6,740	6,973	7,600	8,245
Repairs & Maint.	3,293	5,530	5,500	6,800
Supplies	2,389	2,574	2,300	1,700
Trash removal	1,842	1,845	2,370	2,100
Water & Sewer	1,833	2,395	2,200	1,900
Capital Expenditures - Total	31,771	14,119	7,500	6,300
Railing project			12,000	0
Subtotal Property Expenses	73,353	58,103	66,710	54,725
Expenses funded outside of budget	814			
Total Property Expenses	74,166	58,103	66,710	54,725

<u>General Overhead Expenses</u>				
Office Expense	6,504	5,172	5,100	4,913
Telephone	2,870	3,075	2,970	2,915
UUA APF and Regional Contribution	3,180	3,950	4,388	4,695
MA Bay Dist. Contribution	1,007	0 N/A	N/A	
GA Expenses	0	350	1,080	1,185
Retreat Subsidy - Net	1,566	2,674	1,100	1,100
Subtotal General Overhead Expenses	15,127	15,221	14,638	14,808
<u>Commission Expenses</u>				
Board Expenses and Board-Level Committees	989	210	600	600
Community Outreach - Total	621	63	750	500
Finance & Stewardship - Total	6,918	8,988	8,400	8,600
Membership Integration - Total	1,866	1,704	2,700	3,900
Music and Worship - Total	4,541	4,232	5,465	5,025
Religious Education - Total	6,761	4,780	7,150	7,000
Subtotal Commission Expenses	21,695	19,977	25,065	25,625
<u>Other Expenses</u>				
Projects Funded by Grants	2,101			
Subtotal Other Expenses	2,101	0	0	0
Subtotal Non-Personnel Expenses	113,090	93,301	106,413	95,158
Total Expenses	316,821	301,546	321,388	316,489
Income minus Expense	16,222	14,862	-7,562	-7,509
Property Carry Forward		7,063		
Surplus from prior year			7,562	7,509

Notes about the Proposed Budget 2018-2019

Income

- We have increased budgeted pledges to \$122,000, based on pledges made for FY 2019 and pledges received in FY 2018 being greater than budgeted. This budgeted amount is *greater than the draw from ALL endowment funds - \$117,580*. Great job, everyone!
- Budgeted rental income increases from \$39,000 to \$46,000. Our rental income is doing very well at supporting the expenses involved in maintaining a large historic building.
- The budgeted amount for Ways & Means income (auctions and other fundraising) is increased from \$7,000 (FY 2018) to \$8,000. While we did not raise the full \$7,000 budgeted this year, we believe our plans for FY 2019 will allow us to meet this number.

Endowment

Prudent use of our endowment funds suggests drawing no more than 4-5% of the value each year. Our pledge and other income, while improving, is insufficient to support our current level of programming, which the board of managers strongly feels is essential to our ability to fully serve our community and attract new members.

Our goal is to keep the endowment draw, both dollar amount and percentage, as low as possible, and to reduce at least the dollar amount each year. The percentage is influenced both by the dollar amount we need, and by our investment results in any given year. We are pleased to report that for FY 2019:

- Our projected draw from the unrestricted endowment funds is declining from \$117,396 to \$112,000, a reduction of \$5,396 or 4.6%.
- Our overall draw from the endowment (both restricted and unrestricted funds) declines from \$122,976 to \$117,580. Thanks also to excellent investment results this year, this represents a decline in the draw from 7.2% in FY 2018 to 6.1% for FY 2019.

Personnel Expenses

- Compensation plans incorporate the recommendations of the Personnel Committee, which strives to stay within UUA fair compensation guidelines while also being mindful of inflation. Most staff members receive a 2% increase, and there are some increases in benefit costs.
- We have included a \$3,000 stipend for Rebecca Sheble-Hall's time contributed to preaching and other activities for First Parish.
- There is a line of \$2,000 for pastoral care and other support during Marc's planned sabbatical time occurring in FY 2019.
- The Retirement Contributions line is higher than it would otherwise be; it includes \$2,000 to resolve an earlier error in contributions to Rev. Marc's retirement account.

UUA contribution

Starting this year, the Unitarian Universalist Association has changed its methodology for calculating requested contributions from member congregations. Previously, this was a fixed amount per member. The new calculation is a percentage of annual operating budget. As a result, the "ask" from the UUA is 10% higher this year than last year, and will continue to increase by no more than 10% annually until the ask reaches 6% of our operating budget. Balancing our responsibility to support the national organization

with making sure First Parish progresses toward long-term financial sustainability, the finance committee recommends increasing our UUA contribution at a rate matching the increase in our regular income.

Finance and Stewardship

Ellen Todd, our accountant of several years, is retiring, and we have engaged JDee Accounting as a replacement. In the long run we will spend less on total accounting services and software expenses, but in FY 2019 we have budgeted for some extra time from Ellen to assist with the transition.

Membership – Marketing and Promotions (MaP) budget portion

The MaP budget funds efforts to increase public awareness of First Parish, such as:

- Website hosting
- Banners promoting public events and other messaging
- Direct mail
- Facebook boosting
- News Tribune ads 2-3 times per year

The MaP budget is increased for FY 2019 to allow for advertising on TheKnot.com (to boost rental income from weddings, since Saturday is our least-utilized day of the week), or another direct mail piece within Waltham (to reach residents who might decide to check out Sunday services or other activities).

Budget Surplus

Conservative budgeting for the last several years has resulted in our spending less than planned, so we have surplus funds in our bank account. For FY 2019, we plan to use \$7,509 of this excess cash to support our operating budget, after which we will still have a balance more than adequate to prevent any cash flow difficulties.

Donna VanderClock, Treasurer
and
Joan Smith, Finance Commissioner

Proposed Budget 2018-2019

Income

Regular Income		
Pledges	122,000	3.8% increase
Rentals	46,000	
Gifts/Offerings	10,000	
Ways & Means	8,000	
Clothing Exchange	4,500	
Subtotal Regular Income	190,500	
 Other Income		
From General Endowment	112,000	
From Endowment Restricted Purpose Funds	5,580	
Subtotal Income From Endowment	117,580	
Net Other Income minus Expenses		
Other Grants and Special Fundraising	900	
Subtotal Other Non-Endowment Income	900	
<hr/>		
Total Income	\$ 308,980	

Expenses

Personnel Expenses

Minister Salary & Housing	72,603	
Director of Community Engagement Salary	35,646	
Music Director Salary	17,477	
Office Manager Compensation	26,118	
Grounds Keeper Compensation	10,820	
Affiliate Minister	3,000	
Sabbatical Coverage	2,000	
Social Security & Medicare	12,444	
Medical & Dental Insurance	15,356	
Pension Contributions	15,437	includes \$2,000 for past pension contributions not made
Professional Expenses	8,760	
Workers' Compensation Insurance	1,670	
Total Personnel Expenses	221,331	

Property Expenses

Electricity	6,900	includes \$400 for renewable energy source
Fuel oil	2,000	
Gas	4,500	
Grounds Upkeep	3,200	
Cleaning Service	7,980	
Snow Removal	3,100	
Property Insurance	8,245	
Repairs & Maint.	6,800	
Supplies	1,700	
Trash removal	2,100	
Water & Sewer	1,900	
Capital Expenditures - Total	6,300	
Total Property Expenses	54,725	

General Overhead Expenses

Office Expense	4,913	
Telephone	2,915	eliminated minister's study number but Comcast bill higher
UUA APF and Regional Contribution	4,695	increased by % increase in regular income
GA Expenses	1,185	3 delegates
Retreat Subsidy - Net	1,100	
Subtotal General Overhead Expenses	14,808	

Commission Expenses

Board and Committee Expenses	600	
Community Outreach/Social Action	500	
Finance & Stewardship		
Accounting	7,400	Overlap for new accountant/bookkeeper
Stewardship Dinner	700	
Bank Fees	500	
Finance & Stewardship Total	8,600	
Membership Integration		
Marketing & Promotion	3,200	
Membership Integration-Other	700	
Membership Integration - Total	3,900	
Music and Worship		
Musicians	2,025	
Guest Speaker	1,250	
Music/Worship Supplies	300	
Flowers	500	
Music/Worship Other	950	
Music and Worship - Total	5,025	
Religious Education		
Teaching Staff	4,600	
Youth Curriculum	1,000	
Jr/Sr Youth Group	400	
Lifespan Programs/Events	300	
Buddhist Meditation Group	650	
Religious Education - Other	50	
Religious Education - Total	7,000	
Subtotal Commission Expenses	25,625	
Subtotal Non-Personnel Expenses	95,158	

Total Expenses	\$ 316,489
Income minus Expense	(\$7,509)
Surplus from prior year	\$7,509

Income and Expense Statement – Fiscal Year Actuals vs. Budget

June 1, 2017 - May 31, 2018

Donna VanderClock, Treasurer

Income	Adopted Budget	Actual	Remaining	% of Budget
<u>Regular Income</u>				
Pledges	117,500	119,398	(1,898)	102%
Rentals	39,000	46,327	(7,327)	119%
Gifts/Offerings	10,000	11,392	(1,392)	114%
Ways & Means	7,000	6,096	904	87%
Clothing Exchange	4,500	4,500	-	100%
Subtotal Regular Income	178,000	187,714	(9,714)	105%
<u>Other Income</u>				
From General Endowment	117,396	117,396	-	100%
From Endowment Restricted Purpose Funds	5,580	6,024	(444)	108%
Subtotal Income From Endowment	122,976	123,420	(444)	100%
Jones Partnership Grants	6,000	6,000	-	100%
Other Grants and Special Fundraising	6,850	2,070	4,780	30%
Subtotal Other Non-Endowment Income	12,850	8,070	4,780	63%
Total Income	\$313,826	\$319,204	(5,378)	102%
<u>Expenses</u>				
<u>Personnel Expenses</u>				
Salary & Wages	135,253	136,317	(1,064)	101%
Housing - Minister	24,000	24,000	-	100%
In Lieu of Employer FICA	5,402	5,402	(0)	100%
Health Insurance	14,868	14,481	387	97%
Dental Insurance Expense	706	672	34	95%
Life Insurance	596	-	596	0%
Retirement Plan Expense	13,117	13,157	(40)	100%
Workers Comp	1,670	989	681	59%
Professional Expenses	8,562	7,719	843	90%
Student Intern - Minister	3,000	3,000	-	100%
SS/Medicare- Church's portion	6,781	6,837	(56)	101%
Payroll Service	1,020	1,064	(44)	104%
Other Compensation/Temporary Workers		412	(412)	
Total Personnel	214,975	214,049	926	100%

Property Expenses

Electricity	6,500	6,494	6	100%
Fuel oil	2,000	2,148	(148)	107%
Gas	4,100	4,556	(456)	111%
Grounds Upkeep	3,600	3,586	14	100%
Cleaning Service	8,040	6,000	2,040	75%
Snow Removal	3,000	3,100	(100)	103%
Property Insurance	7,600	8,245	(645)	108%
Repairs & Maint.	5,500	9,509	(4,009)	173%
Supplies	2,300	1,711	589	74%
Trash removal	2,370	2,102	268	89%
Water & Sewer	2,200	1,806	394	82%
Capital Expenditures - Total	7,500	3,536	3,964	47%
Railing project	12,000	7,795	4,205	65%
Total Property Expenses*	66,710	60,587	6,123	91%

General Overhead Expenses

Office Expense	5,100	5,686	(586)	111%
UUA APF and Regional Contribution	4,388	4,388	0	100%
GA Expenses	1,080	720	360	67%
Telephone	2,970	3,411	(441)	115%
Installations & Ordinations	-	468	(468)	
Retreat Subsidy - Net	1,100	(625)	1,725	-57%
Total General Overhead Expenses	14,638	14,049	590	96%

Commission Expenses**Board Expenses and Board-Level Committees**

Leadership Development	600	497	103	83%
Pastoral Care Subcommittee	-	133	(133)	
Total Board Expenses	600	630	(30)	105%

Community Outreach

Waltham Connect	150	-	150	0%
Community Outreach - Other	600	-	600	0%
Total Community Outreach	750	-	750	0%

Finance & Stewardship

Accounting	7,200	7,057	143	98%
Bank Service Charges	500	450	50	90%
Finance & Stewardship-Other	700	684	16	98%
Total Finance & Stewardship	8,400	8,191	209	98%

Membership Integration

Membership Integration-Other	700	1,259	(559)	180%
Marketing & Promotion	2,000	925	1,075	46%
Total Membership Integration	2,700	2,184	516	81%

Music and Worship				
Musician	2,025	1,276	749	63%
Guest Speaker	1,900	1,425	475	75%
Music/Worship Supplies	400	717	(317)	179%
Flowers	440	487	(47)	111%
Music & Worship-Other	700	444	256	63%
Total Music and Worship	5,465	4,349	1,116	80%
Religious Education				
RE Marketing	50	51	(1)	102%
Teaching Staff	4,600	4,926	(326)	107%
Curriculum Materials	1,000	918	82	92%
Party Expenses	100	142	(42)	142%
Jr/Sr Youth Group	450	252	198	56%
Lifespan Classes	200	175	25	88%
Buddhist Meditation Group	750	545	205	73%
Total Religious Education	7,150	7,009	141	98%
Subtotal Commission Expenses	25,065	22,363	2,702	89%
Subtotal Non-Personnel Expenses	106,413	96,998	9,415	91%
Total Expenses	\$321,388	\$311,048	\$10,341	97%
Net Operating Income	(\$7,562)	\$8,156	(\$15,719)	
Property Budget Carryover from 2016-2017	\$7,063	\$7,063	-	100%
<u>Other Income</u>				
Income for Jones Partnership Grants 2018		32,350		
Donation to Jones Partnership Fund		585		
Donations to Landscape Fund		480		
Donations to Chancel Railing Project		6,425		
Other Donations		331		
Share the Plate		4,166		
Collection at Rebecca Shebley-Hall Ordination		1,635		
Memorial Gifts & Bequests		860		
Donations to Minister's Discretionary Fund		3,673		
Total Other Income		\$50,504		
<u>Other Expenses</u>				
Jones Partnership Grants to Community		32,350		
Share the Plate		3,747		
Donations from Collection at Ordination		1,635		
Expenses from Minister's Discretionary Fund		3,794		
Total Other Expenses		\$41,525		
Net Other Income		\$8,979		

* Finance Committee and Trustees will discuss creation of property reserve for future maintenance with \$6,000 of this balance.

Assistant Treasurer's Report

First Parish in Waltham Universalist-Unitarian Part 1: Budgeted Income Received by the Assistant Treasurer

Income	2017-18 Budget	2017-18 YTD	% YTD	2016-17 Budget	2016-17 YTD	% YTD	2015-16 Total income	%
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Regular Income

41120 · Pledges (FY 17-18)	\$ 117,500.00	\$ 119,398.16	102%	\$ 115,000.00	\$ 118,790.90	103%	\$ 113,243.76	101%
41123 · Hall Rental	\$ 39,000.00	\$ 46,327.00	119%	\$ 37,000.00	\$ 41,240.00	111%	\$ 37,471.20	107%
41124 · Gift/Offerings/WMBG	\$ 10,000.00	\$ 10,917.38	109%	\$ 10,000.00	\$ 11,414.95	114%	\$ 13,801.23	173%
41126 · Ways & Means	\$ 7,000.00	\$ 6,244.11	89%	\$ 4,000.00	\$ 8,397.09	210%	\$ 14,177.34	142%
41127 · Clothing Exchange	\$ 4,500.00	\$ 4,500.00	100%	\$ 4,000.00	\$ 4,000.00	100%	\$ 4,000.00	100%
Subtotal Regular Income	\$ 178,000.00	\$ 188,161.06	106%	\$ 170,000.00	\$ 183,842.94	108%	\$ 182,693.53	108%

Other Budgeted Income

41140 · General Endowment	\$ 117,396.00	\$ 117,396.00	100%	\$ 125,079.00	\$ 125,079.00	100%	\$ 133,080.00	100%
Restricted Purpose Funds	\$ 5,580.00	\$ 6,024.00	108%	\$ 6,180.00	\$ 5,580.00	90%	\$ 5,580.00	90%
Subtotal Income from Endowment	\$ 122,976.00	\$ 123,420.00	100%	\$ 131,259.00	\$ 130,659.00	100%	\$ 138,660.00	99%

Jones Partnership Grants	\$ 6,000.00	\$ 6,000.00	100%	\$ 2,500.00	\$ 2,500.00	100%	\$ 2,182.00	
Other Grants and Fundraising	\$ 6,850.00	\$ 7,225.00	105%	\$ 825.00	\$ 1,825.00		\$ 900.00	
Subtotal Other Non-Endowment Income	\$ 12,850.00	\$ 13,225.00	103%	\$ 3,325.00	\$ 4,325.00	130%	\$ 3,082.00	100%

Total Budgeted Income	\$ 313,826.00	\$ 324,806.06	103%	\$ 304,584.00	\$ 318,826.94	105%	\$ 324,435.53	104%
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Notes:

- The addition of \$444 to the Restricted Purpose Funds is a transfer from the Kallow Fund for organ maintenance
- Funds (\$3000) for the Jones Partnership Grants were transferred in FY 2016-17 to total the \$6000 indicated in the budget
- Other Grants includes the Church School Union Trust (\$850), the Malden Grant (\$1000) and \$5375 in donations from the First
- Parish community to finance the chancel railings.
- Hall Rental includes the Waltham Day Care: \$12,567 for FY18 and \$12,150 for FY17
- The Waltham Buddhist Meditation Group contributed \$3204 to Gifts and Offerings

Respectfully submitted as of May 29, 2018
Leslie Gildersleeve
Assistant Treasurer

Part 2: Non-Budgeted Income, Donations, Special Projects Revenues

NON-BUDGETED RECEIPTS & TRANSACTIONS	
Retreat	\$ 4,244.83
Special Collections	\$ 6,385.25
Advance Pledges 18-19	\$ 26,390.00
Memorial Fund	\$ 860.00
Landscaping Project	\$ 480.00
Temporary Funds includes Jones	\$ 44,575.21
Partnership Fund from Trustees	
Total Non-budgeted Receipts	\$ 82,935.29

Share The Plate and other Special Collections	
Waltham Farmers Market	\$ 546.00
Progressive Waltham	\$ 654.00
Chaplains on the Way & UU Living Tradition	\$ 1,634.50
Cards4ACause	\$ 378.00
WATCH	\$ 485.25
Africano	\$ 247.00
Neighbors Who Care	\$ 308.00
GWARC	\$ 330.00
Dana Court Learning Center	\$ 274.00
Waltham Family School	\$ 443.50
Waltham Land Trust	\$ 480.00
Jones Partnership Outreach carryover FY19	\$ 605.00
Total Share the Plate and other Special Collections	\$ 6,385.25

Temporary Funds	
Gift for Rev Marc	\$ 270.00
Donations for stole and ordination expenses : Rev Becky Sheble-Hall	\$ 756.00
Church Mutual insurance payment for roof damage	\$ 5,099.96
Funds for Pumpkin Cost	\$ 4,433.25
Church Mutual Dividend	\$ 616.00
Jones Partnership Fund, Trustees	\$ 32,350.00
Trustees advance from Butnam Prop Fund for chancel railings	\$ 1,050.00
Total Temporary Funds	\$ 44,575.21

Memorial Fund	
In memory of Larry Clough,	\$ 860.00
Jeanne Saunders,	
Norman Saunders,	
David Sandisson	
Total Memorial Fund	\$ 860.00



as of May 29, 2018
 Respectfully submitted,
 Leslie Gildersleeve
 Assistant Treasurer

Trustees of the Permanent Funds Report

Fiscal Year Results – The year ending 2/28/18 was another good one for the Permanent Funds. There was a return on investment of \$275,575 or 15.5% on the starting balance. This compares to last year’s gain of 288,337. Expenditures for the year were \$128,681, down from \$136,231 in the previous year. This is the lowest level of expenditure since fiscal 2007. With high earnings and lower expenses, the value of the Funds increased to \$1,920,501 an 8% gain over last year’s value.

All investment groups had gains for the year. Growth funds, Value funds, International, and Low-Correlation funds were all up, although Value investments were barely positive because of a horrible year for General Electric. GE has been a steady contributor for many years, but nothing is certain. Good and bad things happen randomly, and the only protection is diversification.

New Funds – Although no new permanent funds were received this year, legacy gifts through wills and trusts have been very important over time, including recent years. Such gifts make it possible for First Parish to stay financially strong, and continue to serve our faith community. Since 1984 there have been 11 legacy gifts totaling \$372,200. See Analysis of the Named Funds in Table 4. *Have you thought of First Parish in your will or trust?*

Late in the Market Cycle? – This Bull Market has been running since March 2009 – one of the longest ever without a 20% decline. The adage, “A rising tide lifts all boats”, has served First Parish well, as 90% of the portfolio has been in equities, and the majority of that in Growth Stocks. Now we face another adage, “Trees don’t grow to the sky”. At some point this market will turn, and the damage could be severe. The challenge for the Trustees is to decide when to move to a more conservative portfolio – to sacrifice some return-on-investment in order to reduce the risk of serious losses. Hope that we are smart enough – or lucky enough – to make those changes in time.

The Long Term – The Trustees continue to meet with the Finance Commission and the Board of Managers on budgetary matters, in an effort to reduce dependency on income from the permanent funds. Progress has been made, with recent pledge drives being quite successful, and expenses being carefully controlled. Nonetheless, we continue to spend above the prudent level of about 5% per year from endowment funds. (Fiscal 2018 = 7.2%, Budget 2019 = 6.3%).

Everyone knows from past Trustee reports and presentations that the current rate of draw from the endowment is well above the *prudent* rate. Future results depend heavily on probability, and on the success of world economic policies, over which we obviously have no control.

First Parish still faces some serious decisions, because we continue to rely on luck for sustainability. No changes to investment policy can guaranty results.

Tables Include: UU18T1 – Comparative summary of results for five years
UU18T2 – Detailed investment results for the latest year
UU18T3 – Current investment portfolio by categories
UU18T4 – Analysis of the Named Funds
Graph – Permanent Funds compared to Consumer Price Index

Respectfully submitted,
Trustees of the Permanent Funds
David S. Wilbourn
Fred W. Ruland
Joel P. Weddig

Five Year Comparative Report of Assets & Operating Results

Table UU18T1
SUMMARY OF ASSET ALLOCATIONS

	2/28/2014	%	2/28/2015	%	2/29/2016	%	2/28/2017	%	2/28/2018	%
Cash & Short-Term Income	234,772	12	24,297	1	53,914	3	101,303	6	47,037	2
Fixed Assets (Gas Boiler)	54,900	3	48,800	3	42,700	3	36,600	2	30,500	2
CD's, Bonds, Bond Funds	11,298	1	111,848	6	9,770	1	11,226	1	11,673	1
Low Correlation Funds	189,603	10	205,054	11	170,933	11	136,828	8	79,900	4
Equity Securities, Value	228,602	12	262,233	14	256,266	16	303,705	17	309,875	16
Growth & Blended Funds	841,126	44	916,318	47	769,139	48	857,210	48	1,018,196	53
International Funds	366,264	19	364,327	19	312,716	19	329,986	19	423,320	22
	<u>1,926,565</u>		<u>1,932,877</u>		<u>1,615,438</u>		<u>1,776,858</u>		<u>1,920,501</u>	
Change in Asset Value			6,312		(317,439)		161,420		143,643	
Percentage Change			0.3%		-16.4%		10.0%		8.1%	
Annual Inflation Rate			0.0%		1.0%		2.7%		2.2%	
Growth or Loss after Inflation			0.3%		-17.4%		7.3%		5.9%	

SUMMARY STATEMENT OF RETURN ON INVESTMENTS, AND DISBURSEMENTS

	12 Months 2/28/2014	12 Months 2/28/2015	12 Months 2/29/2016	12 Months 2/28/2017	12 Months 2/28/2018
<u>Opening Assets</u>	1,709,383	1,926,564	1,932,877	1,615,438	1,776,857
Funds Received for Jones Partnership	24,423	25,555	44,005	34,313	36,750
Other Additional Funds Received	-	-	-	-	-
Return on Investments (Income+Gain)					
Cash & Short-Term Income	(524)	(48)	634	(32)	246
Depreciation, Fixed Assets	(6,100)	(6,100)	(6,100)	(6,100)	(6,100)
CD's, Bonds, Bond Funds	1,959	550	(2,078)	1,456	447
Low Correlation Funds	42,248	20,701	(28,871)	31,145	21,736
Equity Securities, Value Style	55,420	45,182	(4,596)	52,920	1,705
Growth & Blended Funds	187,422	78,422	(92,905)	151,678	164,206
International Funds	69,332	(1,937)	(51,611)	57,270	93,335
	<u>349,757</u>	<u>136,770</u>	<u>(185,527)</u>	<u>288,337</u>	<u>275,575</u>
<u>Disbursements</u>					
To Church Operating Budget	127,248	122,079	130,330	127,079	119,317
Other Specific Projects Voted	-	-	11,874	-	-
Special Purpose Funds	9,750	8,934	10,451	9,152	9,365
Trustee's Expense	-	-	80	-	-
Expenses Subtotal	<u>136,998</u>	<u>131,013</u>	<u>152,734</u>	<u>136,231</u>	<u>128,681</u>
To Jones Partnership	20,000	25,000	23,182	25,000	40,000
	<u>(156,998)</u>	<u>(156,013)</u>	<u>(175,916)</u>	<u>(161,231)</u>	<u>(168,681)</u>
<u>Closing Assets</u>	1,926,564	1,932,877	1,615,438	1,776,857	1,920,501
<u>Components of Return on Investment</u>					
Income Received	28,484	31,561	25,697	24,941	22,995
Gain or Loss of Market Value	321,273	105,209	(211,227)	263,396	252,580
Total Return	<u>349,757</u>	<u>136,770</u>	<u>(185,530)</u>	<u>288,337</u>	<u>275,575</u>
<u>As Percentages of Opening Assets</u>					
Total Return on Investments	20.5%	7.1%	-9.6%	17.8%	15.5%
Total Expenditures (Excluding Jones Partnership)	8.0%	6.8%	7.9%	8.4%	7.2%

Investment Results for the Year Ending 2/28/2018

Table UU18T2

	VALUE	TRANSACTIONS		VALUE	TOTAL RETURN	
	2/28/2017	Date	Amount	2/28/2018	(Income + Gain)	
	\$		\$	\$	\$	%
<u>Cash & Short-Term Income</u>						
Bank of America	3,551	<i>Various</i>		3,929	1	0.0%
Fidelity Money Mkt Accounts	97,752	<i>Various</i>		43,108	245	0.3%
Fidelity Short-Term Bond	-			-	-	0.0%
Accounts Receivable	-		-	-	-	0.0%
Accounts Payable (Minus)	-		-	-	-	0.0%
	101,303		-	47,037	246	0.0%
<u>Fixed Assets (Gas Boiler)</u>						
	36,600	<i>Depreciate</i>	(6,100)	30,500	(6,100)	
<u>CD's, Bonds & Bond Funds</u>						
Loomis Sayles Bond Fund	11,226			11,673	447	4.0%
	11,226		-	11,673	447	4.0%
<u>Growth & Income Blended Funds</u>						
Fidelity Puritan	196,175		-	221,089	27,757	14.1%
UUA Gen. Invest. Fund	7,946		-	8,676	1,107	13.9%
	204,121		-	229,765	28,864	14.1%
<u>Low Correlation Funds</u>						
EatonVance Enhanced Equity 2	67,950			79,900	17,200	25.3%
Fidelity Convertible Securities	68,878	<i>various</i>	(73,414)	-	4,536	6.6%
	136,828		(73,414)	79,900	21,736	20.5%
<u>Equity Securities, Value Style</u>						
Berkshire Hathaway 'B'	214,275			259,000	44,725	20.9%
General Electric	89,430			42,330	(44,580)	-49.8%
Texas Pacific Land Trust	-	<i>In & Out</i>	737	-	737	43.5%
DFA Emerging Markets	-	08/01/17	7,722	8,545	823	21.3%
	303,705			309,875	1,705	0.6%
<u>Growth Mutual Funds</u>						
Fidelity Select Health	130,778			151,016	20,238	15.5%
Fidelity Select Leisure	109,417			136,499	27,082	24.8%
Fidelity Select Technology	53,655			77,107	23,452	43.7%
Vanguard Admiral Energy	82,509			84,502	1,994	2.4%
Vanguard Growth Index	276,730		-	339,307	62,577	22.6%
	653,089		-	788,431	135,342	20.7%
<u>International Funds</u>						
Deutsche Global Small Cap	136,399			155,765	19,366	14.2%
Vanguard Admiral Int'l Growth	193,587		-	267,556	73,969	38.2%
	329,986		-	423,320	93,335	28.3%
<u>Totals</u>						
Starting Portfolio Value	1,776,857	Column totals		1,920,501	275,575	15.5%
Plus New Funds Received	36,750					
Plus Investment Return	275,575					
Less Expenditures	(168,681)					
Ending Portfolio Value	1,920,501					

Investment Portfolio as of 3/1/2018

Table UU18T3

	Symbol	Shares	Price \$	Value \$	Percent of Portfolio
<u>Cash & Short-Term Income</u>					
Bank of America		-	-	3,929	0.2%
Fidelity Money Mkt Accounts		-	-	43,108	2.2%
Accounts Receivable		-	-	-	0.0%
Accounts Payable (Minus)		-	-	-	0.0%
				47,037	2.4%
<u>Fixed Assets (Gas Boiler)</u>				30,500	1.6%
<u>CD's, Bonds & Bond Funds</u>					
Loomis Sayles Bond Fund	LSBOX	852.7	13.69	11,673	0.6%
				11,673	0.6%
<u>Growth & Income Blended Funds</u>					
Fidelity Puritan	FPURX	9,316.9	23.73	221,089	11.5%
UUA Common Endowment Fund		985.5	8.80	8,676	0.5%
				229,765	12.0%
<u>Low Correlation Funds</u>					
EatonVance Enhanced Equity 2	EOS	5,000.0	15.98	79,900	4.2%
Fidelity Convertible Securities	FCV SX	-	-	-	0.0%
				79,900	4.2%
<u>Equity Securities, Value Style</u>					
Berkshire Hathaway 'B'	BRK.B	1,250	207.20	259,000	13.5%
General Electric	GE	3,000	14.11	42,330	2.2%
DFA Emerging Markets	DFEMX	274	31.19	8,545	0.4%
				309,875	16.1%
<u>Growth Mutual Funds</u>					
Fidelity Select Health	FSPHX	641.2	235.52	151,016	7.9%
Fidelity Select Leisure	FDLSX	823.4	165.78	136,499	7.1%
Fidelity Select Technology	FSPTX	398.3	193.57	77,107	4.0%
Vanguard Admiral Energy	VGELX	880.0	96.02	84,502	4.4%
Vanguard Growth Index	VIGAX	4,519.3	75.08	339,307	17.7%
				788,431	41.1%
<u>International Funds</u>					
Deutsche Global Small Cap	SGSCX	4,026.0	38.69	155,765	8.1%
Vanguard Admiral Int'l Growth	VWILX	2,676.9	99.95	267,555	13.9%
				423,320	22.0%
				1,920,501	100.0%

Analysis of Named Funds

ANALYSIS OF NAMED FUNDS - Table UU18T4

Year & Source	Fund Name	Specified Purpose	Principal 2/28/2018	Restrictions by Donor			Accumulated Income in Restricted Funds			
				None	Principal	Income	2/29/2017	Income	Expense	2/28/2018
1961 UU	Alliance Memorial	Flowers	200			X	(5)	8		3
1939 U	Fred W. Archibald	Flowers	401			X	512	16	140	388
1930 W	Sarah J. Bartlett	Flowers	100			X	233	4		237
1994 UU	Eaton/Chase Family	Flowers	700			X	479	28	200	307
1923 W	Ernest H. Griswold	Flowers	295			X	447	12		459
1984 UU	Guild Flower Fund	Flowers	893			X	(17)	36		19
1992 UU	Risdon Memorial	Flowers	3,000			X	427	120	200	347
1962 UU	Sears Memorial	Flowers	250			X	321	10		331
1990 UU	Deacon Smith Family	Flowers	2,263			X	426	91		517
1942 U	Walter Stearns	Flowers (\$100)	7,000		X		126	4		130
1907 B	John C. Haynes	Charity Work	7,988			X	1,423	320		1,743
1875 U	Eunice Harrington	Needy Poor	2,662			X	474	106		580
1882 B	Lucy Chipman	Poor of the Church	944			X	433	38		471
1900 B	Sarah A. Davenport	Poor of the Church	910			X	385	36		421
1725 P	Mills Ripley	Poor of the Church	1,102			X	511	44		555
1881 U	Polly Sanderson	Poor of the Church	2,223			X	856	89		945
1955 U	Annie W. Smith	Poor of the Parish	11,067			X	1,970	443		2,413
1999 UU	Castner Memorial	Music	6,283			X	523	251	350	424
1992 UU	David E. Clough	Music	1,225			X	234	49	100	183
2012 UU	Irene Kallow	Music	43,054			X	1,934	1,722	900	2,756
1950 W	Walter F. Starbuck	Music	580			X	150	23	100	73
2004 UU	Betty Lee Diggs	Music (Organ)	25,000			X	1,850	1,000	1,850	1,000
1972 UU	Martha Abbott	Children's Library	1,400			X	249	56		305
1996 UU	Dr. Douglas Butman	Property Maint.	30,000			X	1,930	1,200	2,790	340
1966 W	Alice J. Mason	First Parish Guild	500			X	228	20		248
1942 U	Alice S. Peabody	Sunday School	300			X	198	12		210
1992 UU	Ted Jones Scholarship	UUA Scholarships	8,402			X	486	336		822
1926 W	Alice L. Smith	Pastor's Supplement	227,611	****		X	0	2,735	2,735	0
2007 UU	Jones Partnership	Non-Budget Initiatives	---	**		X	79,830	37,069	37,000	79,899
1913 U	Clara Abbott	-----	500			X	96,613	45,878	46,365	96,126
1905 W	George L. Almy	-----	500			X				
1921 W	Abby E. Armstrong	-----	300			X				
1923 W	Phineas & Mary Barnes	-----	1,686	***		X				
1935 B	Mary E. Barry	-----	2,000			X				
1927 W	Fred & Mary Bryant	-----	2,196	***		X				
1919 B	Luther & Mary Gilbert	-----	10,000			X				
1967 UU	Helen M. Howe	-----	6,560			X				
1900 B	William H. Ireland	-----	4,000			X				
2007 UU	Ted & Nathalie Jones WCRB	-----	203,891			X				
1922 U	Mary Gardner Lamb	-----	1,500			X				
1911 B	Joseph W. Leighton	-----	12,000			X				
1916 W	Alice & Arthur Mason	-----	4,794	***		X				
1998 UU	Robinson Family	-----	6,285			X				
1918 B	Susan E. Tyler	-----	1,000			X				
1994 UU	Marguerite E. Chase	-----	54,489		X					
1965 UU	Mary A. Hartwell	-----	5,000		X					
1996 UU	Daniel B. Hinckley	-----	2,000		X					
1967 UU	Evelyn G. Sears	-----	10,000		X					
1980 B	Beacon Property Fund	-----	352,600		X					
1977 W	Parsonage Proceeds Fund	-----	69,148		X					
2013 UU	Fixed Assets (Gas Boiler)	-----	30,500		X					
Accumulated Income & Appreciated Value			753,199		657,073					96,126
Grand Total, All Funds			1,920,501		1,180,810	264,112				444,143

Notes

- Income added back into principal
- ** Principal is in the Jones FBO Trust
- *** Held in UUA Common Endowment Fund
Income received quarterly
Principal balances adjusted annually
- **** Principal invested in Fidelity Puritan Fund

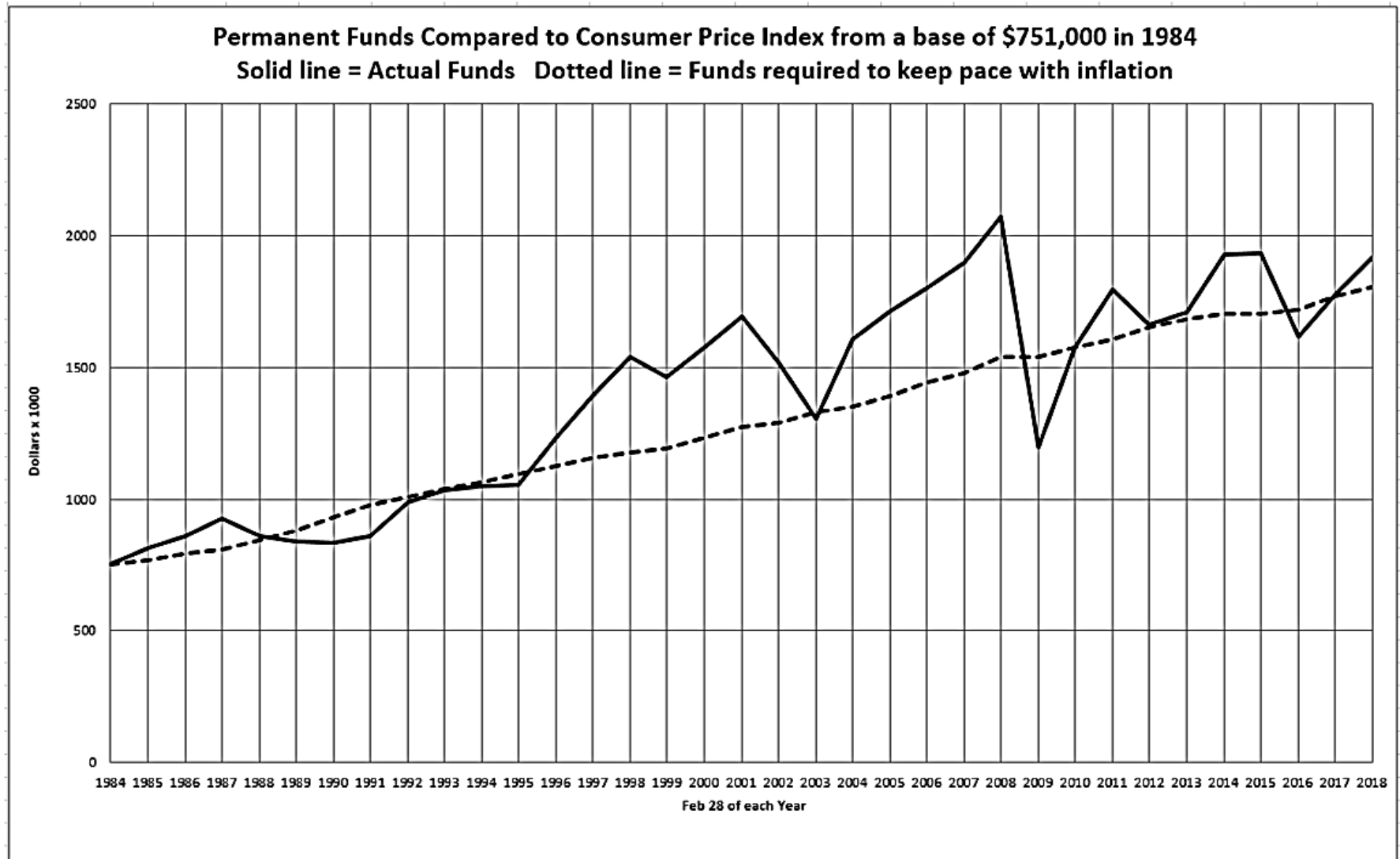
Income Rate on Special Purpose Funds = 4.0%

Sources

B = Beacon Universalist
W = Waltham Universalist
P = Puritan predecessor
U = Unitarian before 1958
UU = Since merger in 1958

New legacy gifts can be made to existing Named Funds or to newly named ones.

Permanent Funds Compared to Consumer Price Index



- On-going comparative records of the Permanent Funds have been kept since 1984 at which time the total funds were \$751,000.
- Each year we compare the actual funds balance to the amount that would have been needed to keep up with inflation.
- Although the Consumer Price Index has more than doubled during this period, so have the Permanent Funds.
- So the buying-power of the funds today is actually greater than it was in 1984.
- While keeping up with inflation, the funds have also contributed \$3.5 million to First Parish operations during these 34 years.

Jones Partnership Fund Grant Recipients 2017-2018

African Cultural Services Inc.

\$2,500

Experience Africa 2

Project Director: Juliet Najjumba

Sponsor: Susan Weddig

The Project: African Culture Services (ACS) produces programs that foster intercultural dialogues through creative expressions, especially African. ACS seeks to expand its presence in Waltham, with a strategic plan to develop more opportunities for a wider audience. Program frameworks include teacher workshops, after school workshops and community-wide events. Juliet Najjumba, the founder of ACS, believes that "Discussions about history and day-to-day life help the students feel comfortable in their bodies, feel proud of who they are, and also through what they get from ACS feel able to create conversations with their parents and others on African beauty rather than African hunger."

Partnering Opportunities: ACS provides programs, workshops, and events in which First Parish members may participate and publicize.

The Cat Connection

\$1,500

Spay/Neuter Assistance Program – SNAP

Project Director: Elisif Brandon

Sponsor: Evelyn LeBlanc

The Project: The Cat Connection will run a Spay/Neuter Assistance Program (SNAP). This two-phase campaign will integrate education about the benefits of SNAP with the opportunity for low-income cat owners to receive vouchers for subsidized spay/neuter procedures through the Cat Connection's local veterinary partner. Phase One focuses on spreading the word about benefits: controlling feline populations and increasing pets' lifespans. Phase Two focuses on joining forces with local organizations to reach out to the immigrant community.

Partnering Opportunities: The Spay/Neuter Assistance Program will serve the First Parish community as well as the Waltham immigrant community.

Chaplains on the Way

\$1,625

Women's Spiritual Arts Group

Project Director: Tina Walker-Morin

Sponsor: Shirley Traite

The Project: The Bristol Lodge Women's Shelter provides a safe, welcoming space for its guests to participate in a Women's Spiritual Arts Group. The goal is to bring emotional and spiritual support to women experiencing the crisis of homelessness, as well as connection to First Parish and other faith communities. The program provides a weekly opportunity to knit, to participate in meditative coloring, and to enjoy other new arts practices to be introduced in 2017, all through a circle of care and conversation. The women choose yarn, patterns, needles, colored pencils, books, etc. from donated supplies. COTW volunteers teach beginners and encourage all participants. A staff chaplain organizes and attends, offering a special welcome to women who attend First Parish Waltham services or events.

Partnering Opportunities: COTW welcomes First Parish knitters to join the group as knitters and compassionate listeners. They also encourage the women to attend First Parish and participate to the extent they can.

Chesterbrook Community Foundation, Inc.**\$1,500****Community Party for Low-Income Children****Project Director:** Joan Atlas**Sponsor:** Joan Bone

The Project: The Boards of the Chesterbrook Community Foundation and the Prospect Hill Community Foundation will plan a party with the assistance of the Directors of the Chesterbrook, Prospect Hill and the Dana Court Learning Centers, all low-income housing developments. All students who attend the learning centers are assisted by Bentley University students from the Bentley Service-Learning and Civic Engagement Center. Jones Partnership Funds will allocate funds for snacks and supplies for the regular study programs as well for the party hosted in the Parish Hall.

Partnering Opportunities: Chesterbrook Community Foundation invites parishioners, in addition to Sponsor Joan Bone, to assist with and attend the party in Whitcomb Hall.

Community Day Center of Waltham**\$1,900****Group Mentoring Project****Project Director:** Carolyn Montalto**Sponsor:** Roberta Trudeau

The Project: The Community Day Center has designed a Group Mentoring Program to help guests of the Center move out of homelessness into a more stable life. The Program will pair volunteers from the Waltham community with small groups of like-minded guests. The volunteers will lead 6-week workshops on a specific topic (such as housing, job search, health issues, spirituality, meditation, writing, women's issues, etc.) and provide resources, guidance, support, and coaching. The goal is to build on the case management process to create real change within this demographic of the community.

Partnering Opportunities: The Community Day Center welcomes First Parish Members as volunteers and mentors in their project. In addition, the church sponsor will assist in volunteer recruitment through congregants of First Parish.

Diaper Depot**\$1,500****Feminine Hygiene Products at Diaper Depot****Project Director:** Maureen Bagge Fowler**Sponsor:** Jennifer Patton

The Project: The Diaper Depot distributes diapers to families in need. Presently the program distributes 3,000 diapers per month for 80 to 90 children. The goal of the current project is to expand to include a monthly distribution of feminine hygiene products. This monthly distribution occurs with the pickup of their allotment of diapers. There is no social "safety net" program that provides coverage for diapers or feminine hygiene supplies.

Partnering Opportunities: First Parish members may contribute supplies to the project and assist with the distribution and/or packaging.

Downtown Waltham Partnership**\$1,500****Ninth Annual Waltham Riverfest****Project Director:** Sarah Hankins**Sponsor:** Scott Shurr

The Project: Downtown Waltham Partnership will present the Ninth Annual Waltham Riverfest, a family friendly event for all residents of the city that showcases resources and businesses in downtown Waltham. Local merchants, artists, non-profit organizations and volunteers run the events, and one of the goals of this year's festivities is to encourage more diversity in those who participate and attend.

Partnering Opportunities: First Parish members are invited to attend festival events, and the Jones Partnership Fund logo will be prominently displayed on publicity and signage. Several members of the congregation are already actively involved in other capacities.

First Parish Waltham Board of Managers

2017-18: \$3,000

Chancel Accessibility Project

2018-19: \$3,000

Project Director: Barry Stearns

Sponsor: Dan DeHainaut

The Project: The Board of Managers proposes to improve the accessibility and safety of the chancel by extending the existing railings down both sides of the broad steps in a way that complements and enhances the aesthetics of our 85-year-old sanctuary. Once completed, the project will give more people the opportunity to navigate the steps and speak from the lectern without undue concern for their safety and dignity.

Partnering Opportunities: The church has made strides in improving access to both floors of the building. This improvement will broaden the range of people who can participate fully and comfortably in activities in the sanctuary.

Greater Waltham Arc (GWArc)

\$1,200

Friends Together: A Memory Café

Project Director: Roslynn Rubin

Sponsor: Alice Taylor

The Project: GWArc will partner with The Leland Home to hold monthly Memory Café events. A Memory Café is a welcoming place for people with cognitive challenges and their caregivers to socialize, share and support one another. GWArc and The Leland Home have designed a plan for an inclusive Memory Café that will bring together GWArc participants with intellectual and developmental disabilities, accompanied by staff, as well as people with memory loss and caregivers from the Leland Home and the community. Monthly café events will include snacks and coffee, time to socialize and an inclusive art project or group activity, such as music, yoga, games and discussion topics.

Partnering Opportunities: The Memory Café will work with Sponsor Alice Taylor to ensure that First Parish congregants are aware of the Memory Café and are invited to attend either as volunteers or participants.

Healthy Waltham

\$2,000

Healthy Kids Summer Program

Project Director: Maria DiMaggio

Sponsor: Muffy Young

The Project: Healthy Waltham (HW) will conduct their school garden-to-table youth program focused on healthy eating, gardening, and physical activity, at the Waltham Public Schools' Middle School summer program for special education students. The children will learn about planting, growing and harvesting vegetables and herbs. They then will prepare healthy meals (including pizza with toppings from the garden), thus connecting knowledge of where food comes from to healthy ways to prepare it. HW will also connect the youth to the Waltham Fields Community Farm (WFCF). The Farm will provide summer employment for local youth, "Youth Crew," who assist several hours per week along with the garden educator from the farm to provide expert gardening instruction.

Partnering Opportunities: This year Healthy Waltham will offer a healthy cooking workshop to First Parish Youth and/or adults. They will also explore volunteer opportunities for First Parish members, such as assisting in a workshop or handing out food samples at a tasting event.

UU Mass Action**\$1,500****Building Our Faith Network for Creating Sanctuary****Project Director:** Laura Wagner**Sponsor:** Dimitry Zarkh

The Project: UU Mass Action is partnering with immigrant rights leaders and interfaith community colleagues to develop a network that will both provide and support physical sanctuary to individuals and families who have been issued a deportation order. UU Mass Action will work with First Parish to address its concerns surrounding the status of the immigrant community in Waltham.

Partnering Opportunities: UU Mass Action will collaborate with First Parish in the discernment process to determine how the congregation may wish to engage in sanctuary. By providing access to collective knowledge it will also connect those in the congregation who wish to support sanctuary with the present needs of those who are in sanctuary. First Parish members can attend various informational gatherings as well.

Waltham American Legion Band**\$ 800****Waltham American Legion Band Concert****Project Director:** Shelley Drowns**Sponsor:** Scott Tougas

The Project: The Waltham American Legion Band will perform a benefit concert for The Community Day Center of Waltham on a mutually determined date in 2017. The Band will provide a wind ensemble of 20 to 30 volunteer musicians, from teens to ninety's, inclusive of veterans and civilians. The music will include varied selections of Broadway, The Great American Songbook, and popular military and march tunes. Director John O'Toole, graduate of BU School of Fine and Applied Arts will lead.

Partnering Opportunities: The concert will be held at First Parish, where members of several communities can enjoy the festivities.

Waltham Boys and Girls Club**\$2,375****Club Café****Project Director:** Nick Cacciolfi**Sponsor:** Sue Genser

The Project: Since many Waltham children and teens eat one nutritious meal a day at school, the purpose of the program is to help alleviate out-of-school hunger by providing a healthy meal every evening, to educate children about nutrition and healthy eating habits, and to motivate the community to respond to the problem of childhood hunger. Club Café provides an after-school meal each day that school is in session, during school vacations, and over the summer break.

Partnering Opportunities: First Parish neighbors are invited to plan, source, and serve meals in the program both during the school year and summer vacation. Parishioners can also attend the annual fund raising event.

Waltham Farmers' Market**\$1,900****SNAP Match: Building Community through Healthy Food Access****Project Director:** Martha Creedon**Sponsor:** Elisse Ghitelman

The Project: The goal of the program is to promote health, nutrition and personal dignity in the community by offering matching funds to SNAP/EBT recipients at the Waltham Farmers' Market. In addition, the market provides access to healthy foods and a venue for local farmers, small businesses, artists and artisans.

Partnering Opportunities: First Parish has many members that volunteer or play lead roles in the market and many others that regularly shop there in the summer.

Waltham High School Coffee House Student Performance Series \$1,900

Coffee House Infrastructure Purchase

Project Director: Brad Ellenberg

Sponsor: Rachel Learned

The Project: The WHS Coffee House performance series is composed of a diverse membership of students, some of whom are members of First Parish. The one-time purchase of high quality portable sound equipment will greatly facilitate their goal of showcasing their talents in various venues throughout the community.

Partnering Opportunities: The Coffee House will hold at least one session at First Parish church. Their music is drawn from many genres and decades, reflective of the Waltham community.

Waltham High School Show Choirs Music Unlimited and Music Express \$1,500

WHS Youth Outreach Show Choir Competition Set Piece

Project Director: Alyssa Navarro

Sponsor: Dawn Marie Costorf

The Project: Funding will purchase materials for a set piece to be used during competitions; lighting, drapes and trussing will be assembled by members and volunteers. The portable unit will be comparable to sets used by other groups in competitions and will help showcase the diversity and talents of the WHS group.

Partnering Opportunities: Several First Parish members perform with the Show Choirs, and they along with other singers will provide talent for a gala event at First Parish.

Waltham Mills Artists' Association \$2,800

Waltham Mills Open Studios: Print and Media Campaigns

Project Director: Meg Turner

Sponsor: Joel Weddig

The Project: Funding for the Waltham Mills Artists Association (WMAA) will cover partial costs of the most effective attractor for their annual Open Studios event - radio ads, and the printing of the hundreds of handouts for visitors providing maps, safety, artist, and sponsor information. WMAA has an over 40-year tradition as a hub for local arts and culture in Waltham.

Partnering Opportunities: WMAA will partner with First Parish by encouraging volunteer opportunities over the weekend-long event and by providing and a two-session collage and/or print-making workshop. In the past artists have participated in our gala auction events, by both presenting their work and offering it for purchase.

Waltham Partnership for Youth, Inc. \$2,500

Language Access for Civic Engagement (LACE)

Project Director: Kathleen Dowcett

Sponsor: Deborah Wild

The Project: Language Access for Civic Engagement (LACE) will increase access to information and civic participation among the linguistically diverse Waltham community. By investing in interpretation technology and training local residents to become interpreters, the Partnership will create capacity within the community to ensure that public hearings, government meetings, and other important events are interpreted

in real time so that all residents are able to access important information, exchange ideas and concerns, and actively participate.

Partnering Opportunities: The Partnership and First Parish will co-host a Waltham Connect event on linguistic diversity in Waltham. Partnership members will provide interpretation support for relevant church events and will assist in outreach.

Waltham Philharmonic Orchestra

\$1,000

Community Outreach Program

Project Director: Haig Iskenderian

Sponsor: Michael Levin

The Project: The Waltham Philharmonic Orchestra will continue to develop its Community Outreach Program to attract student players to the orchestra, host a Student Concerto Competition, offer an exceptional young musician the opportunity to perform as a soloist with the orchestra, partner with the Plympton School chorus, and produce free chamber music performances for the community in partnership with a variety of other local organizations, including First Parish.

Partnering Opportunities: The Waltham Philharmonic will perform chamber music as part of a church service, in conjunction with another Parish activity, or as a separate activity. In March of 2017 they performed for a service at the church.

WATCH Community Development Corporation

\$2,500

The Immigrant Experience

Project Director: Daria Gere

Sponsor: Deb Jose

The Project: The Immigrant Experience project is aimed at increasing understanding of, appreciation for, and integration of the immigrant population in Waltham with the community at large. The proposed project for 2017 will build on the 2016 event, when church and WATCH members partnered in planning and carrying out the celebration: cooking, sharing food and conversation, facilitating and participating in small group discussions and conversations, and learning about the lives of immigrants in Waltham.

Partnering Opportunities: First Parish members can partner by donating materials and time, and of course by attending the event.

Total Distribution for 2017

20 Grants

\$ 37,000 (2017-18)

\$ 3,000 (2018-19)

To see the 2018-2019 grant recipients, please visit the Jones Partnership Fund page on the parish website

Nominating Committee – Positions to be Filled

Positions to be filled - 2018

Delegates to General Assembly

Joan Smith

Alternate

none selected

Position	Current Term Expires 2018	Nominated in 2018	New Term Expires
Moderator 1 year Term limit: none	Bill VanderClock ending 3rd term	Bill VanderClock	2019
Clerk 1 year Term limit: 7	Michael Carmody ending 2nd term	Michael Carmody	2019
Treasurer 1 year Term limit: 7	Donna VanderClock ending 1st term	Donna VanderClock	2019
Assistant Treasurer 1 year Term limit: 7	Leslie Gildersleeve ending 4th term	Leslie Gildersleeve	2019
Trustee 3 years Term limit: none	Fred Ruland N/A	Barry Stearns	2021
Social Action 2 years Term limit: 2	Deborah Wild ending 1st term	Deborah Wild	2020
Religious Education 2 years Term limit: 2	VACANT	VACANT	2020
Nominating Committee 2 years Term Limit: 3	Karen Klein ending 2nd term	Karen Klein	2020
	Amy Eastwood ending 2nd term	Amy Eastwood	2020
	Bob Goggin ending 2nd term	Jim Griffeth	2020
Trustee 3 years Term limit: none	David Wilbourn ending 7th term	David Wilbourn	2021
Finance Commissioner 2 years Term limit: 2	Joan Smith-Taylor ending 1 st term	Joan Smith-Taylor	2020
Property Commissioner 2 years Term limit: 2	Barry Stearns ending 3rd term	Charlie Kelly	2020
Jones Partnership Fund Joan Bone and Jane True selected by Committee members. Terms to be determined.			