

PROGRAM OF THE 138th ANNUAL MEETING
MAY MEMORIAL UNITARIAN SOCIETY OF SYRACUSE
May 23, 1976
8:00 p.m.

Presiding: Helen F. Obrist, President of the Society

1. Call to Order
 2. Approval of Minutes of Previous Meeting
 3. Treasurer's Report
 4. Minister's Report
 5. President's Report
 6. Annual Award
 7. Nominations for Elective Office
 - a. Nominating Committee Report
 - b. Nominations from the Floor
 8. Balloting
 9. New Business
 10. Installation of New Board and Officers
 11. Adjournment
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ANNUAL AWARD RECIPIENTS

1955 Mrs. H. W. Jordan
1956 Miss Elizabeth Lewis
Dr. Marion Dooley
1957 Dr. and Mrs. Reginald Manwell
Mr. William Yerington
1958 Mr. and Mrs. Gilbert Vincent
Miss Helen Hackton
1959 Mrs. James Tracy
Mr. Ernest Bowden
Mrs. Walter Slagle
1960 Mrs. Clarence Bull
Mr. and Mrs. Charles Tufts
1961 Mrs. Lawrence Gould
Mr. Frank Macomber
1962 Mrs. William Eager
Mr. and Mrs. William McLennan
1963 Mrs. Laurance Siegfried
Mrs. Howard Viets
Mr. and Mrs. H. Brainard Fancher
1964 Dr. and Mrs. Warren Walsh
1965 Mr. and Mrs. Carlyle Ashley
1966 Dr. and Mrs. Ralph Kharas
1967 Mrs. Helen MacKnight
Mr. and Mrs. Robert Beadel
1968 Mr. and Mrs. John Chamberlin
Dr. Lawrence Gould
1969 Mr. and Mrs. Richard Johnson
The May Memorial Choir
1970 Miss Mary Cooper
1971 Prof. and Mrs. Montague Charman
1972 Mr. and Mrs. Robert Burdick
1973 Mrs. Albert Wertheimer
Mr. Charles White
1974 Mrs. Betty Moore
1975 Mrs. Mary Margaret Kuhlen
1976

ANNUAL REPORTS
MAY MEMORIAL UNITARIAN SOCIETY OF SYRACUSE
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ADULT EDUCATION COMMITTEE: Fourteen groups and seven one session programs served many participants during the 1975-76 church year (see below for listing). Group size varied from eight to fifty people depending on the activity. Church members were surveyed in the Fall for suggestions for groups and programs and the newsletter was used extensively to inform the society of Adult Education activities. This year special emphasis was placed on drawing into the program people who had not formerly participated to any degree.

Seven committee meetings were held during the year and while committee persons assisted in the planning of activities at these meetings they did not participate very much in implementing the program. The chairperson hopes to get ideas for remedying this by reading, Taking Your Meetings Out Of The Doldrums; Getting Your Committee People Working, a Y.M.C.A., Y.W.C.A. publication.

Groups Continuing All Year:

Saturday Walking Group
Sunday Afternoon Writing Group
Weekly Yoga Group; ongoing much of the year
Monthly Film Discussion Group
Monthly Interpretive Reading Group
Visiting Churches Group - this group visited a different church bi-monthly to experience their services & programs

Groups Continuing Fall & Winter:

Weekly Adult Talk Session

Winter Groups:

Six week Sewing Group
Cross Country Skiing Group
Two Three Week Relaxation Groups

Fall and Spring Groups:

Experiential Learning Laboratory,
12 - 14 weeks

Spring Discussion Groups:

Great Decisions' Group, 11 weeks
Book Discussion Group, Small Is Beautiful,
7 weeks

Late Spring Groups:

Drawing & Painting Group, 6 weeks

A Series of four Spring pre-pub Friday evening programs included a bridge tournament, a karate demonstration, and two talks, both illustrated with slides; - one on the history of calculators, and the other a report of a travel adventure in Africa. Both talks included questions and discussion. As a new approach to Adult Education a group discussion on aging was held based on an eight week Channel 24 television series. In December a Ric Masten visit was arranged in collaboration with a committee from the Universalist Church; a potluck supper and fun evening was enjoyed by a large crowd plus \$25 profit was made for MMJS.

Pauline J. Murray, Chairperson
Adult Education Committee

GALLERY: During the 1975-76 season there have been seven exhibitions in the Social Hall covering a variety of media. It has been necessary to avoid ceramics because of breakage in past years, due to the extensive use of the Hall. The exhibitions were:

Photography - Robert Burdiak & friends of the Community Darkroom;

Paintings - by Sherryn Holloway;

Weavings & Baskets - Scott Severance

Graphics & Paintings - Norma & Robert Coye

Sculpture & Paintings - Bond Shaw

Self Portraits of Artists - from collection of A. Freundlich

Invitational Multi-Media Group Show - arranged by Ellen Fuller

Having a gallery can be a happy arrangement for both artist and viewer; for the artist needs to exhibit and we can benefit from his or her creative output.

Hildegarde VanderSluis
Robert Coye

MEMBERSHIP COMMITTEE: Through the efforts of a good committee whose members have been extremely conscientious in greeting and helping newcomers, we have had a successful year. We conducted 6 newcomers meetings to help new people become better acquainted with Unitarianism and MMUS and we have added 31 new members to our church family.

The third annual Friendship Dinner, this year followed by the Schnicklefritz Band, was a tremendous success with about 150 people attending.

Many thanks to Ken Ihlo, Doug Aird, Moc Kuhlen and Paul Golus for being such good committee members -- and to Ann Pia for taking charge of the Sunday morning greeters.

Betsy Leib

PUBLIC AFFAIRS COMMITTEE: The Public Affairs Committee arranged for, or assisted in the arrangements for, the following programs on Sunday mornings:

- September - Forum, Equal Rights Amendment to the NYS Constitution;
Guests: The Rev. Ronald Rice, P.O.W.E.R.
Carolyn Jones, Onon. Co. Coalition for ERA
- September - Congregational meeting was held to vote on joining the Onon. Co. Coalition for ERA. The vote was in favor of joining
- October - Slide presentation of the history, geography, local governments of Onon. Co., prepared by the League of Women Voters of the Syracuse Metro. Area. It was shown just prior to Election Day in a local election year.
- January - An extended Sunday morning service on death and dying, arranged by Nick Cardell, with John Wolf, M.D. invited to join with him in presenting the service. A reading list on the subject prepared by the P.A. Committee.
- March - Forum - S-1 Legislation was discussed by the two representatives of Common Cause, Ron Herrgesell and Vic Cohen.
- April - Forum - The Rev. Ross Blake, executive director of CONTACT met with interested members during the second hour to discuss the local crisis counselling program.

All of the programs have been held during the second hour on Sunday morning, with the exception of the program in January, and attracted an average of 35 people each time. The extended service was very successful; the format should be adapted to other topics occasionally.

The newsletter column In The Community has appeared regularly throughout the church year. Information has been supplied by committee members with generous assistance from the newsletter editors from announcements which come directly to the church office.

The Public Affairs steering committee has held four committee meetings during the church year. The steering committee has identified areas of interest for the Sunday morning programs and has taken turns arranging the meetings. Committee members, in addition to the chairman, have been Jean Hoefler, Hildegarde VanderSluis, Vance Osborne, Allen Miller, Henry Schmitz.

Mary P. Burdick, Chairman
P.A. Committee

PUBLICITY COMMITTEE: The meeting to explore publicity resources for improving services of this committee to the Society has not materialized. I have not had the time to carry it through and do not expect to have time in the foreseeable future.

Please accept my resignation as chairman of this committee. I believe the committee's work is important enough to have a chairman and members who can become more involved with it than I can at the present time.

June Card went through the membership cards and noted the following individuals whose occupations might be a helpful background in organizing publicity for MMUS:

Eleanor Rosebrugh, Post Standard Woman of Achievement in Communications, and a reporter. Eleanor told me once that she started in journalism as a member of the publicity committee at MMUS.

Gary Hartman is a television station engineer.

Joanne Hartman is secretary or executive assistant to Don Edwards of WSYR-TV and has been instrumental in organizing the area election network for all Syracuse television stations.

Earl Colvin is the printer of the Gay Alliance Newsletter.

Charles White is past chairman of this committee and a commercial photographer.

Candace Wadsworth has been a member of the committee this year and has been very effective in getting news and advertisements into the University area media - Syracuse New Times, Daily Orange, etc.

For suggestions about ways in which publicity committee activities could be improved from my point of view, I refer you to my last report to the Board of Trustees.

Respectfully submitted,
Vernon W. Smith, Chairman

REGISTRAR'S REPORT: Since the last annual meeting 31 new members have been welcomed and 2 members have been reinstated. 33 members have left Syracuse, 2 have died and 6 have resigned. Present voting membership is 285.

June Card, Registrar

RELIGIOUS EDUCATION REPORT: We have approximately 150 children attending Church School this year. Perhaps due to the new programs (Haunting House, Idanos) we've had fairly regular attendance. The staff has been quite pleased with feedback we've received from parents on our programs.

In the nursery we've had dedicated teenagers and adults taking care of the infants -- calming hysterical 18 month olds, etc. The two and three year olds have had a good year playing with a guinea pig and exploring the world of paste, scissors and instant pudding. Sue Stephens lent her knowledge to our fours and fives and explored nature with them during early winter. Haunting House was a spectacular success with both children and parents. The children have been discussing the use of houses -- before they were born (in their mother's bodies), animal homes, and discussing life, birth, death, etc. Our "Idanos" (8's & 9's) have participated in three plays throughout the year, one for the canvass and two during worship service. Their Happy Service was an inspirational success to say the least. They also made their presence felt in the church by helping to decorate and cleanup our surroundings. They've helped usher, and served as waiters downstairs. The tens and older have recently visited a Catholic and Protestant Church and a Jewish Synagogue. While at the churches and synagogue they talked with adults and peer groups. Back home they discussed their own ideas and feelings on religion.

In conclusion, the children have thought, felt, and enjoyed themselves this year -- and so have the adults.

Yours truly,
Sheila Wright

THE UNITARIAN UNIVERSALIST SERVICE COMMITTEE: The UUSC activity this year focused around the annual Christmas Card Sale, with Newsletter publicity in advance to acquaint the congregation with the work of the Committee. A total of \$55.50 was raised which would have been much more if I'd known of the demand.

A limited membership drive is being conducted this month through a table in the Social Hall on Sundays.

In February a meeting was held in our church for chairpersons of UUSC in our geographical area. We met with the regional UUSC leaders and got a much clearer idea of ways local churches can participate in furthering the work of the UUSC.

I've also met with the Public Affairs Committee.

Joyce Ball

MAY MEMORIAL UNITARIAN SOCIETY

Corrected

Suggested Alignment of Councils and Committees:
(Revised)

1. Adult Program Council

Adult Education Committee
Public Affairs Committee
Denominational Affairs Committee
UUSC
Publicity Committee
Bookstore/Library Committee

Campus (Chaplain) Committee
Gay Caucus
Women's Groups
Unirondack

2. Hospitality Council

Social Affairs Committee
Coffee Hour
Friday Night Pub

3. Finance Council

Annual Canvass Committee
Newcomer Canvass Committee
Ways and Means Committee
Budget Committee

Building Use (Policy recommendation
& implementation
Bequests
Treasurer

4. Building Council

Maintenance and Repairs Committee
Site Committee
Housekeeping Committee

Parsonage Committee
~~Gallery & Aesthetics Committee~~

5. Membership

Newcomers and new members Committee
Registrar
Greeters
Visitation Committee

Historian; scrapbooks
Area Mini-fellowships

6. Religious Education Council

To be developed

7. Religious Services Council

Worship Committee
Music Committee
Decorations
Ushers

Gallery & Aesthetics

8. Nominating Committee

9. Committee on Committees

Advisors to the Board of Trustees: Legal; Personnel; Parliamentarian

GUIDELINES AND GENERAL INFORMATION FOR MMUS BOARD MEMBERS, COUNCIL COORDINATORS AND COMMITTEE CHAIRPERSONS

These guidelines are provided in order that board members and committee members will have a common base of introduction about the committee structure and mode of operation of MMUS and the Board of Trustees. A description of the newly organized Council/Committee structure which was adopted by the Board of Trustees in April, 1976, accompanies this outline.

Committees - Appointments

According to the MMUS Constitution, committee members are appointed annually by the Board of Trustees. Committee assignments are made in this way in order that a broad representation of church interests serves on each committee. (There are two exceptions -- the Nominating Committee and the Religious Education Council, whose members are elected by the congregation.)

The chairperson of a committee will be aligned with other chairpersons into Councils, which cover a general area of church activity -- Finance, Membership, Adult Program, etc. The chairperson should be prepared to meet regularly with other Council members, and also to report to the Board of Trustees when necessary. The size of a committee may vary from a committee of one (e.g. Music) to several people (e.g. Public Affairs).

Committees - Responsibilities

Outlines of committee responsibilities will be distributed to chairpersons each year. They will be brought up-to-date annually each year by the standing Committee on Committees with consultation with chairpersons.

Assigned responsibilities are to be carried out by the committee. A record of the committee's activities should be kept throughout the year, and summarized as the annual report to the congregation at the end of the church year.

Scheduling of Church Events

All church-related events must be scheduled through the church secretary. The secretary will place the event on the calendar, or determine what alternate dates there may be for a particular event.

Events which are not scheduled in this manner may be pre-empted by another event on the same date which has already reached the attention of the church secretary.

The scheduling of committee meetings can be done on a much more informal basis, at the convenience of committee members. However, church calendar events should first be checked to avoid the inconvenience of conflicting with a major church event.

A reminder: The minister and president of the congregation are ex-officio members of all committees, and as a matter of information and courtesy should be contacted for committee meetings and council meetings.

Arrangements for Social Events

The chairperson of the Social Affairs Committee should be contacted and proper arrangements made for use of the kitchen, social hall and childcare facilities. Various responsibilities for the event are expected

to be assigned by designating the individuals who will be in charge of the several aspects of the event, e.g. clean-up, dishwashing, etc.

A checklist of procedures is available at the church office.

Use of the Church Building

Committee members and Board members who use the church building for mid-week or Sunday meetings have the responsibility for being sure that the building is secure and locked before they leave the building. Information about keys to the building and use of the combination lock on the front door is available from the church office.

Board members will be instructed on the proper use of church keys and the special lock.

Money Matters

Each committee should keep a record of its expenditures if it has a budgeted amount for the church year.

A request for payment of committee expenses is made to the Treasurer by filling out the appropriate voucher.

A tentative church budget is planned each year at the time that the Canvass Committee goes to the congregation for its annual finance drive. At that time each committee chairperson will be asked to estimate expenses for the coming year. The budget is adjusted after the finance drive is completed and adopted by a congregation vote soon after the beginning of the church fiscal year.

(Note: A change in fiscal years from the current calendar year to a year beginning July 1st has been proposed. In that event a budget for the new church year will be prepared and passed prior to the beginning of the new fiscal year.)

Public Relations

For those events which are scheduled for the benefit of the MMUS community, the responsibility for publicizing the event rests with that committee -- newsletter notices, newsletter enclosures, posters, etc. Notices for the newsletter must be in the church office no later than Sunday noon before the newsletter is put together on Monday. Copy for newsletter enclosures must be received by the office no later than the Wednesday before that Monday.

Events which are to attract the community-at-large should have the assistance of the MMUS Public Relations Chairperson. For a large event which may need a feature-length article in one of both daily papers at least a month's notice to the P.R. chairperson is desirable. That amount of time is necessary to allow the P.R. chairperson to assemble the necessary information and photographs, and to consult with the paper's feature editor. Radio and T.V. interviews and announcements also require advance planning. Press releases of a more routine nature can be handled ten days -- two weeks in advance of the event. Allow the same amount of time for the P.R. chairperson to contact the weekly newspapers.

MAY MEMORIAL UNITARIAN SOCIETY

To: All persons responsible for meetings and activities in the church building.

I. BUILDING SECURITY:

- A. If you are the last person leaving the building:
 - 1. Check rear panic doors to see that they are locked and chained.
 - 2. Switch off all lights (in lavatories too)
 - 3. Check to see that combination lock on front door nearest sanctuary is latched (can be done from inside).
 - 4. Lock other front door with key.

- B. Upon leaving the building if other members remain:
 - 1. Check to see that someone has a key and will fulfill check list "A".
 - 2. If no one has a key, instruct one person in use of combination lock, ask her/him to take care of the lights, then you carry out remainder of "A".

- C. Use of facilities:
 - 1. Doors to downstairs, sanctuary and offices are to be kept locked unless you have arranged for their use, in which case be sure to relock when finished. No children are to be left unsupervised in these areas.
 - 2. If you need something from the church office please relock immediately after leaving.
 - 3. If kitchen facilities are used be sure they are cleaned up.
 - 4. If you have moved furniture or other equipment return it.
 - 5. Do not leave litter.
 - 6. If downstairs is used check that windows are closed and latched, lights are out, and doors locked.
 - 7. See that all ashtrays are emptied safely (i.e. - No lit butts in a wastebasket full of papers)
 - 8. Turn down thermostats. Unoccupied settings are posted over each thermostat.

II. ARRANGEMENTS FOR USE OF BUILDING:

- 1. Check date with church secretary as soon as possible to be sure there will be no conflicts.
- 2. When date is finalized obtain room assignment from secretary and have her enter event on the office calendar. (Note: do not schedule activities on the calendar yourself.)

III. PUBLICIZING EVENTS:

- 1. Scheduled events will automatically be listed in the Newsletter.
- 2. If you wish a "write-up" of the event (beside inclusion in the Newsletter Calendar) it must be in the newsletter box (in church office) on the Sunday preceding the week you wish it to appear. (please type or print).
- 3. If you desire community-wide publicity, information and assistance can be obtained from our Publicity Chairperson, ~~Vernon Smith~~ (474-0450).

PROPOSED CONSTITUTIONAL AMMENDMENTS

To become effective April 1, 1977, if approved by the Society.

Article 4, Section 6.

The budget shall be presented to the Society for its approval not later than the 30th of June, either at the Annual Meeting or at a meeting of the Society called for the purpose.

At least two weeks prior to the meeting of the Society at which the budget will be considered there will be an open meeting of the Board of Trustees to discuss the proposed budget.

Article 7, Section 1. PROFESSIONAL STAFF

Last line, first paragraph: change the words "budget meeting of the Society" to "another meeting of the Society."

Article 10.

The fiscal year of the Society shall run from July 1 to June 30 of the following year.

*Annual Meeting - May 23, 1976
Helen F. Obriet, President*

My husband remarked the other day that I could go out of office in a blaze of glory, now that I've balanced the budget! Well, the budget is balanced, but I didn't have a great deal to do with it. A number of very dedicated people made the canvass go; then, those who conducted a small supplemental canvass and those who responded to it were the ones who made the budget balance. And what a relief it is to the Board, not to have to scrape for every penny.

Two years ago, as I began my tenure as President of the Board of Trustees, our society, as most of you know, was in serious financial straits. We had been dipping into reserves to meet our basic and ongoing expenses for several years and the coffers were very close to complete exhaustion.

The turn-around seemed very slow in coming and last year the budget was more unbalanced than ever. However, a counter to the fiscal difficulties was a new optimism which was very encouraging to me and to the Board.

Then came the canvass last fall and our pledges were still far short of our needs. as I reported to you in January, via the newsletter, a preliminary budget indicated that we would be nearly \$10,000. short of our projected needs. The new finance committee sat down and pared the deficit prediction by half and then mounted a supplemental canvass by inviting those

whom we felt might be able, to raise their pledges. They did. They came through handsomely, but when it was all over, we still projected a small deficit of \$600.00 . This was the still-unbalanced budget which we presented to you in February. Then, last month we had a rummage sale which netted some \$1100.00 which totally eliminated the deficit and left a bit to spare.

The budget you approved last February was cut as close to the bone as possible, but the Board felt that it was its duty to redress a lapse of several years that is deplorable, if unavoidable. We budgeted a salary item for a part-time Religious Education administrator, the position to commence in August. Some extremely dedicated people have kept the church school going, doing the administrative work and the planning at a level so far above the usual call of duty that you'd think they would never want to hear the words "church school" again; and instead running away, came back for more, although at a lower level of involvement. As you saw in the newsletter last week our administrator has been hired. She will be responsible for all the myriad administrative details which are so hard for volunteers to address. Now, the teachers will be free to plan and to teach.

Last year at this time, Nick proposed that we consider establishing a Religious Education Council,

elected as is the Board of Trustees, which would have oversight responsibilities to the R. E. program. Tonight you are voting to confirm them. This action underscores the fact that we consider the activities of the church school to be of equal importance with the adult Sunday program.

Last year Nick made a second proposal. He proposed that the fiscal year be changed in order that it might coincide with the church program year and, less importantly, with the UUA fiscal year. The effect of this change will enable us to hold our canvass in the spring when our tax obligations can be more readily assessed, and the church year is under way. With the present system of canvassing in the fall, there is a mad scramble to organize and conduct the canvass in November, whereas a spring canvass would be organized with more deliberation. I am bringing this to your attention now, because in September you will be presented with a constitutional amendment to this effect.

It gives me great satisfaction to be able to turn over the reins of the presidency with the Society in a stronger and sounder position than it was two years ago. This past year we have had a very hardworking Board all members of which have cooperated with me and with each other fully, and kept me prodded along when I needed it! To them all I say, "Thank You, for helping me so much and for being such faithful servants of May Memorial."

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