

THE ANNUAL REPORT

FOR

January 1, 1965 to December 31, 1965

The UNITARIAN CHURCH OF PHOENIX

4027 East Lincoln Drive

Phoenix, Arizona

THE BOARD OF TRUSTEES

1965

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Hawley A. Brewer	George G. Sangster
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The resignation of

Dr. Paul Fryxell

was filled by

Lucy Allen

THE CHURCH STAFF

Minister	Rev. Raymond G. Manker
Administrative Assistant	Jeanne Chittenden
Office Secretary	Faith C. Parker
Office Assistant	Naoma C. Jeffries
Religious Education Director	Margaret K. Gooding
Horizons Editor	Marie Walling
Director of Music	William S. Bagwell
Organist	Joanne Finkelstein
Custodian	Clarence Selof

THE CHURCH COUNCIL

1966

Committee on Committees

Chairman: Christ Olsen 266 2852

Adult Education Committee

Chairman: Muriel Osder 944 2117

Art Committee

Chairman: Dr. J. Eugene Grigsby 253 0668

Denominational Affairs Committee

Chairman: Ed Bostrom 955 4417

Finance Committee

Chairman: ~~Archie Walker~~ 937-1295
AL. Fin...

Membership Committee

Chairman: Jeanne Chittenden 945 1412

Property and Grounds Committees

(Landscape)
Chairman: Sidney Gray 947 4817

(Property)
Chairman: Jesse Allen 277 6330

Pulpit Guest Committee

Chairman: Dr. William F. Hall 955 0443

Social Concerns Committee

Chairman: Bruce De Garmo 266 7167

Sunday Service Committee

Chairman: ~~Sheldon Hestonoy~~ 278 6896
Co-Chairman: John Graff 266 1746

Religious Education Committee

Chairman: Ann Boppart 959 2856

Hospitality Committee

Coffee Hosts-Women's Alliance
Katherine Farnholtz 943 1439

Greeters
Sarah Cliff 258 1456

Library Committee

Beacon Press Book Shop
Albert Ackerman 944 2873
Mary Lew Tonks 277 8413
Miriam Vanderbrouk 279 0875

COMMITTEE ACTIVITY REPORTS

For 1965

Committee on Committees

There were three Chairmen of the Committee on Committees during 1965; Blanche Imlay, Dorothy Conway and Agnes Ericson. This Committee's function is to see that there are Chairmen for all Committees, for the current year, and to assist the Chairman in selecting new Chairmen and members of all Committees for the coming year.

Submitted by:
Agnes Ericson

Adult Programs Committee

In an attempt to provide a realistic number of programs to meet the changing needs of the adults who look to the Unitarian Church for relaxation and education, our committee tries to offer lectures, discussion groups and instruction on a non-profit basis to the Church. The selection of courses is based upon requests from the congregation as far as it is feasible. We try to obtain teachers and leaders of the highest possible caliber.

This year the following was offered during the day or evening:

Oil Painting	Art Appreciation
Modern Dance	Guitar
Conversational Spanish	Folk Dancing
Conversational German	Basic Geology
Sketching	Great Decisions Discussion
News Evaluation	Theater Group

The above encompassed an approximate total of 150 adults. The instructors and courses are open to constant evaluation by the committee and the students so that suggestions for improvements, changes, methods and subjects taught are always under consideration.

Submitted by:
Muriel Osder, Chairman
Jane Baker
Jeremy Butler
Sue Lueptow
Ray Manker
Faith Parker (Resigned 10/6)

Denominational Affairs Committee

Under the Chairmanship of Morris A. Huggins the Denominational Affairs Committee made progress during the past year. Aside from the Chairman, Mrs. T.W. Sigmundson worked her fingers to the bone in preparing the festivities for visiting Unitarian-Universalists, attending Fellowship Sunday.

In addition, a tremendous amount of work was accomplished in a drive to obtain funds for the U-U Appeal, the U.U. Service Committee, and the Fund for Theological Education. The job done in this area has been described as "masterful". (written testimonial to that effect on file)

Early November found this Committee plunging ahead on the Christmas Card Appeal. Here your Chairman was able to talk Mrs. Carl Ericson into taking responsibility for this project. The organizational ability of the Chairman, however, should not be overlooked in this matter, even though he merely "supervised".

If the Chairman is appointed for another year, a doubtful project considering the competition for this position, the next twelve months will be electrifying.

Submitted by:

Morris A. Huggins, Chairman

Long Range Planning Commission

Committee Objectives: To explore aspects of the Church's program and to consider how it might best serve the individuals who make up the Church and the Community. This is an IDEA Committee and not an ACTION Committee.

Approach: Free-Wheeling discussion.

Results: This Committee takes pride in knowing that some of the ideas explored as objectives in the Church program for long-range planning have already been achieved. Namely, the development of the Tempe Church, building the new addition, Adult classes developed with specific goals, A children's Choir, Use of instrumental music. These were some of the topics considered from numerous points of view and about which recommendations were made.

Suggestions and Comments: The Committee is interested in pursuing ideas and needs of the membership in reference to retirement communities. Ideas and topics of concern from the membership are welcomed as other areas for consideration in relation to long-range programming in the Church.

Submitted by:

Joyce M. Huggins, Chairman

Membership Committee

- I Three Membership Sundays were held; February, April and October. Each were preceded by:
- A. an evening with the Mankers for informal discussion
 - B. an orientation evening, when finances, R.E. program, Church activities, etc., were explained.

Two brunches were held for old and new members following Membership Sunday, one in February, and one in April.

A total of 91 have signed the membership book this year.

24 oriented have yet to sign the book

116 Total new members

- II An order of service was prepared and introduced at our Easter Sunday service. Money for this was donated by the In-Betweeners through a program by Gary Pickard (\$50.00) and a donation for the Retirees of \$50.00. Balance was made up from the profit on machine-made name tags. 10,000 copies were printed.
- III A revised questionnaire was put into action, new members filled these out, and data is recorded on office card file.
- IV A personal note of greeting was sent to each local guest signing the guest book - a total of 60 notes sent. Church note paper donated by the Alliance.
- V Phone was written on white cards as requested in 1964 annual report.
- VI A member of this committee presided nearly every Sunday at the Guest Register.
- VII An attempt was made to organize a hospitality committee. (Meeting held and suggestions made and submitted to Chairman of Committee on Committees.) No further action or results to report.
- VIII Machine-made name tags have been handled by this committee since September.

Submitted by:

Louise Jones, Chairman

Pulpit Guest Committee

From January through June, the Chairman of this Committee was William K. Knudsen, who provided a guest speaker every other Sunday at the 9:00 service. The Chairmanship of this Committee was then accepted by Dr. William F. Hall, who reports on the Committees activities since the Fall of the year:

Pulpit Guest Committee Report, Continued

There have been two speakers provided. For one service we had Mr. Ted Taylor who discussed the report of the Governor's Committee on Mental Retardation. For the second pulpit guest, we had Dr. William Sheeley, Director of the Arizona State Hospital, who discussed "Mental Health".

Submitted by:

Dr. William F. Hall, Chairman

Music Committee

The First item of interest is the variety of reactions that have been received from the congregation about the double service schedule this year, with its format of choral music at the early service and instrumental music at the late service. It seems that there are times when each group feels "cheated" that it didn't have what the other had. This is in a way, a compliment, but the music department prefers to feel that we should try to make adjustments in meeting the challenge to make the largest number of people happy with the music offerings. Spaced throughout the year there are five services when the choir participates at both services, which means that the members are on duty from 9:00 a.m. (rehearsal) until after 12:30 p.m., too long a time to schedule regularly every Sunday, in addition to the regular Wednesday evening full rehearsal. Therefore, we are somewhat in the position of the Churches that offer a CHOICE, rather than trying to do everything for everybody all the time, and thereby, suffering a loss of both quality and choir membership (a desperate situation at best, even under normal conditions), while the present size and character of active Church membership remains stable.

Item two is the newly formed young people's choir, children from grade 4 through 6. The scope will be quite limited for a long time, but a good beginning has been made, and if the follow-through continues as successfully, a bright future for both school age singers and the adult choir can be envisioned.

Item three is the organ problem. As everyone knows, we have been experimenting with the music accoustics since the purchase of the organ last year. So many aspects had to be considered that it is doubtful that a perfect answer for either the ideal or the practical is possible. The people participating in music have been able to adjust to each situation faced during this trial period with the different arrangements of console and speaker placement. In evaluating the needs and problems of both the listener and performer that must be met with feasible solutions, most favor a sound

Report of Music Committee, continued

that fills every area of the auditorium without placing too much sound in any one locale, and without pushing the limits of either the organ power unit or speaker. This can be achieved best by the use of TWO speakers, placed at the rear of auditorium proper, in the S.W. and S.E. corners, directing the sound in two intersecting diagonal lines across the room. The architectural design suggests this for maximum accoustical quality and controlled quantity. Until the auditorium has received a well planned treatment in accoustical correction, whether with tile or other means, there will still remain the extremely difficult problems inherent in a room of so many hard walls, floor, and ceiling surfaces. In the meantime, something should be done to derive the most benefit from the organ's potential for the present, coordinated with long range planning for the time when the auditorium changes can be made.

As Musical Director, I am continually receiving audience opinions as to what is desirable, or undesirable concerning the music of the services. There are those whose hearing is weak, and those whose ears are super-sensitive, so some kind of middle ground must be found--especially when a member personally approaches me with his threat to discontinue attending if "something isn't done about that organ sound". (Of course this remark is not a criticism of the organist, who can only adjust the sound within the limitations of the accoustical properties of both organ and auditorium) There are possibly many members who are too shy to approach us with criticism. With allowances for both elements, those who are quite vocal in their response and those who keep their reactions a secret, I think that we should try to satisfy the members without placing the organist, choir, and instrumentalists under unnecessary handicaps. Therefore, I feel it a responsibility of the Music Director to make the following recommendation regarding the organ:

Purchase a matching second organ speaker, to be mounted symmetrically (on a basis of accoustics, at a mid-point between the floor and ceiling) balanced with the existing speaker, both at the rear of the auditorium, on each side of the choir loft. There is some remaining money in the organ fund which would not be far from the amount needed for both the new speaker and the mounting.

Submitted by:

William S. Bagwell, Director

Religious Education Committee

Over 450 youngsters have been involved in the Tempe and Phoenix Church schools in the past year. This past fall the Phoenix Church school has registered over 425 students. The present attendance average is about 250 students. With two sessions of the school there are 24 class units and 31 participating teachers. Over the year over 100 adults have been involved in this program.

New to our program of religious education has been the expansion in the area of youth programming. A youth choir, under the direction of William Bagwell, is jointly sponsored with the Music Committee. It is open to all youngsters in the intermediate grades. They gave their first public performance at the Christmas service and shall make scheduled appearances in the future. A children's dance class, under the professional direction of Mrs. Phillip Barer is most successful. A fee is charged for this instruction. Other programs are being planned and a youth program committee is being organized as a sub-committee of the Religious Education Committee. A summer program in Art, under the sponsorship of the Explorer's group, for Mothers and children was a great success.

The sponsors for the Liberal Religious Youth this year have been Mr. George Knutson and Mrs. William Knudsen. The Junior High Activity Group is under the sponsorship of Mr. and Mrs. Ronald Hughes. The Fun and Service Groups for the 5th and 6th graders are directed by Mrs. Robert Holmes and Mrs. Paul Boyd.

Many special events filled the calendar. The first Rally for Junior High youngsters was held in April with about 40 youngsters participating. The LRY hosted an area conference in May with about 30 participating. The Religious Education Committee, along with the Social Concerns Committee and the Denominational Affairs Committee, sponsored a conference on "Experiencing Religion", headlined by the Field Consultant of the UUA Department of Education, Dr. Dorothy Spoerl. Participants attended from Tucson, Yuma, Flagstaff, and Prescott. The annual Recognition Breakfast for the teaching staff was held in May. The LRY made their annual trip down the Verde River in the Spring. A supper social, sponsored by the R.E.C. was held in September for the teaching staff and the Board of Trustees. The LRY had an outing in November at Horse Thief Basin. The Junior High group had a booth at the Bazaar as did the Fun and Service Groups. The annual Christmas Decorating party was held in December and the Fun and Service Groups provided the refreshments.

Our Director serves on the District Religious Education Committee. She also was on the Planning Committee for the Education Week program at de Benneville Pines in August and three of our parents attended the Adult Education Program held in August.

Religious Education Committee Report, continued.

Two Junior High students and six LRY went to de Benneville Camp in the spring. Two LRY returned there as staff in the Summer. Ten LRY went to Las Vegas for the conference there and four students went to Anytown.

The Fun and Service Groups, the Junior High Activity Group, and the LRY, each has a treasury for money earned and collected. The Church school collection money, an unbudgeted sum, is delegated upon the vote of the students for special purchases. This amounts to approximately \$600.00 a year and this year a new movie screen for the projector has been purchased and the students have voted to buy three sinks for the new building and two sinks for the present school wing.

Membership of the Religious Education Committee is for a term of two years. As the Religious Education program grows and expands the makeup of the Committee changes accordingly. Those serving at the present time are:

- Mrs Douglas Odegaard - Chairman
- Mrs. John Boppart - Secretary and Publication
- Mrs. Carroll Wiley - Adult Education
- Mrs. Robert Ganelin - Volunteer Coordinator
- Mrs. Lowell Lueptow - Special Events
- Mrs Frank Plettenberg - Curriculum
- Mr. Al Finkelstein - Budget
- Mr. Leonard Palmbach - Equipment
- Mrs. George Knutsen - Youth Activities

Submitted by Shirley Odegaard, Chairman

Property and Grounds Committee

William O. Stauffer, Chairman

Work by the Committee has included the following: Installation of magnetic latches on the cupboard doors in the kitchen, larger casters on two upright pianos for easier moving, installation of a shelf in the second floor hallway for the speaker equipment, new covering on the stairway to replace the worn treads, window guards on the arcadia window in the kitchen adjacent to the refrigerator and installation of a key lock on the choir loft door. Contracts were arranged for servicing the air conditioning equipment and the boiler controls.

A layout for improvement of the east parking area, including establishment of grade levels, was prepared by Joe Sangster; this project has been postponed because of lack of funds.

Grateful acknowledgement is made to the following: Guy Ruggles for his assistance to the committee, Justin Tyler for painting the gate in the patio area, and Ellis Gray for servicing the speaker equipment. The faithful services of our custodian, Clarence Selof, is also acknowledged.

Landscape Committee

The Landscape Committee sponsored four clean-up Saturdays during the year. We installed a drain and fountain in the pool (paid for by the Women's Alliance). We had one load of topsoil spread in the Patio area. Coffee and Cake were served at the Saturday Cleanup and one Pot luck dinner was sponsored with slides shown by member Ken Croisant.

Submitted by Lucy Allen, Chairman

Sunday Service Committee

Object: to provide ushers for both Sunday Services and Special Events as requested.

Approach: Ushers are selected on a voluntary basis from lists of new members if possible, and all members, as the need arises. This insures regular attendance and helps them meet more members. Tour of duty is for one month, usually, with separate ushers for both services. For Special events the school children and LRY have taken collections and have acted as ushers.

Results: No problems this year.

Comments: Due to acoustics in the entrance way and hallway it is necessary to keep a constant vigil to keep the noise at a minimum during the services.

This fall with the second service beginning later and the resulting increase in attendance, it was necessary to use four ushers, the same as at the second service.

Submitted by:
Les Weiland, Chairman

Women's Alliance

All Women of the Church are invited to join. Dues are \$2.00 per year, and once a month a Program and Pot-luck luncheon is held on the second Thursday of each month. We sponsor the Coffee Fellowship hour on the patio each Sunday. Our largest project of the year is the all-Church Bazaar, which brought a profit of approximately \$1,800.00 this year. We hope this will make it possible to pave the parking lot before the end of the year.

Submitted by:
Lucy Allen, President

GENERAL BUDGET FUND - 1965

ACTUAL

BUDGET

INCOME

Pledges	\$36,151.90	\$42,765.
Loose Collections	2,892.41	2,900.
Special Gifts (includes bonds)	3,000.00	2,000.
R.E. Registration Fees	816.00	1,000.
R.E. Miscellaneous	604.53	-
Facility Use	1,485.00	-
Miscellaneous	<u>438.19</u>	<u>750.</u>
TOTAL INCOME	\$45,388.03	\$49,415.

EXPENSE

Minister's Salary, Allowance, etc.,	\$12,250.00	\$12,250.
Minister's Travel	600.00	600.
Administrative Assistant	4,020.49	4,165.
Office Expense	1,716.52	1,650.
Clerical Assistance	200.00	600.
R.E. Director's Salary and Expense Allowance	4,350.00	4,350.
R.E. General	1,514.13	1,150.
Music - Director	1,050.00	1,000.
Music - Organist	870.00	800.
Music - General	153.76	170.
Utilities	3,309.70	3,250.
Maintenance - Salary	1,400.00	1,200.
Maintenance - General	1,196.17	1,200.
Insurance	867.11	725.
Landscape and Repair Parking Lot	12.50	250.
U.U.A. Annual Fund	1,000.00	1,050.
Membership and Special Programs	69.32	60.
Hospitality	151.92	-
Annual Fund Drive	349.33	-
Tempe - R.E. Director	250.00	450.
Tempe - General	1,350.00	2,250.
Miscellaneous	<u>568.04</u>	<u>545.</u>
SUBTOTAL	\$37,311.08	\$37,865.
Interest and Debt Retirement	11,959.62	11,550.
R.E. Equipment	324.23	-
TOTAL	\$49,594.93	\$49,415.
Net Cash (deficit)	<u>(4,209.90)</u>	-

CAPITAL FUND - 1965

RECEIPTS

Debt Retired	\$12,289.16	\$23,895.
New Construction	(6,129.23)	(10,000.)
	(5,147.68)	(13,895.)

NET CASH EXCESS

\$ 1,012.25

GENERAL BUDGET FUNDBUDGET
REQUESTSPROPOSED BUDGET

INCOME

A

B

Pledges - General Fund	\$37,000	\$37,000	\$37,000
Loose collections	2,800	2,800	2,800
Special gifts	1,000	1,000	1,000
Church school registration fees	850	850	850
Miscellaneous	400	400	400
Total income	\$42,050	\$42,050	\$42,050

EXPENSE

Minister's salary	\$6,000	\$6,055	\$6,055
Minister's expense fund	5,900	5,780	5,780
Minister's retirement & insurance	700	415	415
Minister's travel	675	600	600
Administrative assistant	3,665	3,600	1,800
Office expense	1,800	1,600	1,500
R.E. salary and allowances - part time	4,000	2,465	850
R.E. assistant - part time	850	150	--
R.E. general	1,425	850	1,150
Music director	1,000	550	--
Music, organist	900	450	--
Music, general	195	100	100
Utilities	3,640	3,640	3,640
Maintenance, salary	1,600	1,200	1,200
Maintenance, general	1,185	1,170	1,170
Insurance	850	1,150	850
Landscape, etc.	400	--	--
UUA Annual Fund	1,000	500	--
Publicity	550	250	--
Membership	20	--	--
Special programs	100	50	--
Hospitality	160	150	--
Fund drive	500	400	--
Miscellaneous	600	500	500
Sub total	\$37,715	\$31,625	\$25,610
Interest (first mortgage & bonds)	\$ 5,795	\$ 5,795	\$ 5,795
Debt retirement (first mortgage and bonds)	10,645	10,645	10,645
R.E. department equipment	225	225	--
Total cash required	\$54,380	\$48,290	\$42,050
Net cash (deficit)	(\$12,330)	(\$ 6,240)	none

CAPITAL FUND

Estimated receipts	\$13,000	\$13,000	\$13,000
Cash required, second mortgage	15,600	15,600	15,600
Net cash (deficit)	(\$2,600)	(\$2,600)	(\$2,600)

MISCELLANEOUS FINANCIAL FACTS

A. ACCOUNTS

1. Checking Account Status

Finish [12-31-67]	\$1,772.
Start [1-1-67]	<u>1,548.</u>
	+\$ 224.

2. Savings Account [First Federal]

Finish [12-31-67]	\$1,487.
Start [1-1-67]	<u>965.</u>
	+\$ 522.

[\$236. of the \$1,487. is interest received.]

3. Savings Account [Greater Arizona]

Finish [12-31-67]	\$ 25.
	<u>24.</u>
	+\$ 1.

NET CHANGE IN ACCOUNT BALANCE: + \$747.00

B. DEBTS

1. First Mortgage [Arizona Bank]

Start [1-1-67]	\$55,580.
Finish [12-1-67]	<u>51,770.</u>
	-\$ 3,810.

2. Second Mortgage [Arizona Bank]

Start [1-1-67]	\$17,850.
Finish [12-1-67]	<u>---</u>
	-\$17,850.

3. BONDS

Start [1-1-67]	\$38,000.
Finish [12-1-67]	<u>30,750.</u>
	-\$ 7,250.

NET CHANGE IN DEBT: - \$28,910.00